



AUTHORITY BOARD MEETING MINUTES

June 25, 2025, 12:00

Authority Members Present

Sunny Bryant, Tim De Leon, Andy James, Jeff Jensen, John Koch, Michelle Wolff, and Tina Young.

Authority Members Absent

Shana Ball and Devin Graham.

Vacancies

None.

Other Personnel Present

Renee Henshaw, Executive Director, Christy Davis, Executive Assistant, and Bart Miller, Legal Counsel.

1. Call to Order

- A. The June 25, 2025 regular session El Paso – Teller County 9-1-1 Authority Board meeting was called to order at 12:00 PM by Chair, Jeff Jensen.

The meeting was a hybrid of in-person and remote.

2. Act on requests of Authority Members who have asked to be excused.

Shana Ball has asked to be excused.

John Koch made a motion to excuse Shana Ball; the motion was seconded by Tim De Leon.

The six Authority Members present passed the motion unanimously on a voice vote.

3. Introductions.

Introductions were made.

4. Public to be Heard.

Nothing was brought forth at this time.

5. Consent Calendar.

- A. Approve the minutes of May 28, 2025, Authority Meeting.
- B. Approve the June 2025 Financial Statement and authorize payment of the monthly bills.
- C. Approve revised Policy 3.4 PSAP Employee Conference, Training, and Travel.

Andy James motioned to approve the Consent Calendar Items A and B; John Koch seconded the motion.

The six Authority Members present passed the motion unanimously on a voice vote.

After asking for any questions or requests for clarification from the board and a brief discussion, the following motion was proposed.

Tina Young motioned to approve the Consent Calendar Item C; Sunny Bryant seconded the motion.

The six Authority Members present passed the motion unanimously on a voice vote.

Michelle Wolff joined the meeting remotely at 12:10 PM.

6. Approve Authority Resolutions.

A. Resolution 25-05, A RESOLUTION HONORING JANEL ROGERS OF THE COLORADO SPRINGS POLICE DEPARTMENT AS TELECOMMUNICATOR OF THE SECOND QUARTER 2025.

Jeff Jensen motioned to approve the resolution; John Koch seconded the motion.

The motion passed on a roll call vote with seven ayes.

7. Report by Management Staff

Renee H – Administration – Anniversaries – Glenn West – 6 years. 2024 Audit Presentation Moved to July – The presentation of the Audit will be pushed to the July meeting due to some delay on the calculations and complexities of the multi-year contracts. CommsCoach Sole Source - A memo was included in the board packet stating the justification for sole source. Bart has also reviewed the terms of service and added language in an addendum which they have signed. The AI Skills Lab from Priority Dispatch is in beta testing at CSPD and has not delivered what was promised. Rich Suarez stated that the CommsCoach product would allow monitoring of calls in real time, review for compliance, and allow for more timely feedback. City IT may require that an AI waiver be signed by the company. There are funds available in the 2025 budget to begin using the product this year.

Sandy E – Human Resources – New Processes/Forms Implementation – New Hire Experience Survey and Probationary Review for New Hires at six months.

Matt T. – I.T. – EPSO Update - The furniture installation should be close to completion on June 24th. A Punch list walkthrough is scheduled with construction on June 26th. Move-in date is tentatively scheduled for July 21st. Photos will be shared at the next meeting. PSAP Administrative Phone Line Update – All circuits are installed, and we should be ready to begin provisioning services by the end of June. We hope to have Fort Carson lines transitioned by mid-July. Russ Bassett Sole Source Procurement – WPPD - A Sole Source Procurement letter was created for the Woodland Park console project. Three PSAPs currently have Russ Bassett consoles.

Dan A – CAD Update – Falcon Fire is beta testing the new CHATCAD application for cross staffing and out of service management. Feedback has been good with lots of constructive ideas. We have escalated our support based on the latest version of CAD with additional CentralSquare Staff and are awaiting resolution. Wellness Update – This quarter’s ASIST Class was canceled due to lack of participants. There are additional classes scheduled for August 21-22 and October 16-17. We are working with EPSO and Matt during their center remodel and will be outfitting a Quiet/Wellness Room. GIS Update – The recently created Automated Address notification out of CAD is already bearing fruit and driving change. Glenn is working with ESRI on an updated licensing model to bring us to the forefront of ESRI versions and allow access to additional tools that will be a benefit in the future.

Joscelyn N – Quality Assurance & Training – Four hundred and sixty-four calls were audited in May. CDEs – One CDE was created this month. Conferences – Navigator and CentralSquare. PSAP Enrichment Training was held this month.

Ben B – Public Education – The team conducted forty-four presentations, reaching 1,861 students/community members. 2024/2025 School Year Stats - Total School Presentations – 250, Total Schools Reached – 10,791, Total Schools Visited – 100. Peak Alerts – PSAPs sent thirteen notifications. Notifications included road closures, smoke visible in the area, pre-evacuation for fire, shelter in place, and missing persons. Peak Alert Opt-Ins are at 111,446. PSAs – Jianna worked with Windstar to create a new :15 second and :30 second spot. PSA campaign active on FOX21, KRDO13, COS Parking Garage, COS Springs TV, Social Media, and shopping carts at Safeway and City Market in Woodland Park. Peak Alert Postcards were mailed to residents east of I-25, south of Monument, north of Security, and west of Peyton. New Website – The new website should go live on July 1st. PulsePoint – 1,662 AEDs are registered.

8. Reports by Standing Committee

A. DRC/PSAP Managers Committee:

No meeting no report.

B. Building Expansion Committee.

The Facility Needs Assessment Study was distributed to the board for review. The study takes into consideration growth over the next 20 years. There was discussion regarding getting feedback from Teller County agencies regarding the potential new location of the BUC. There is still the possibility that the Back Up Center could be part of the proposed City & County Training Compound. The committee will continue to evaluate different options and make a recommendation to board at a future date. Dan mentioned that the architects could come to a meeting and answer questions as well.

9. Old Business

A. None.

10. New Business

A. None.

11. Director's Comments

No comments at this time.

12. Adjournment

Tim De Leon motioned to adjourn the meeting, seconded by Tina Young. The meeting was adjourned at 1:12 PM.

Submitted for Approval by Michelle Wolff, Secretary