



AUTHORITY BOARD MEETING MINUTES

November 29, 2023,

1:00 PM

Authority Members Present

Pete Carey, Tim De Leon, David Edmondson, Jessica Flohrs, Andy James, Jeff Jensen, Mike Wiles and Michelle Wolff.

Authority Members Absent

Devin Graham.

Vacancies

None.

Other Personnel Present

Carl Simpson, CEO; Bart Miller, Legal Counsel; and Christy Davis, Executive Admin Assistant.

1. Call to Order

- A. The November 29, 2023, regular El Paso – Teller County 9-1-1 Authority Board meeting was called to order at 1:04 PM by Chair, Dave Edmondson. A public budget hearing was held prior to this meeting. There were no comments from the public regarding the 2024 Budget.

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

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

Devin Graham has asked to be excused.

A motion was made by Andy James to excuse Devin Graham; the motion was seconded by Pete Carey.

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

3. Introductions.

Introductions were made.

4. Public to be Heard.

There were not any comments at this time.

5. Consent Calendar.

- A. Approve the minutes of the October 25, 2023, Authority Meeting.
- B. Approve the November 2023 Financial Statement and authorize payment of the monthly bills.

Jeff Jensen motioned to approve the Consent Calendar; Tim De Leon seconded the motion.

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

Jessica Flohrs and Michelle Wolff arrived 1:08 PM.

6. Approve Authority Resolutions.

A. *A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR THE EL PASO - TELLER COUNTY EMERGENCY TELEPHONE SERVICE AUTHORITY (EL PASO – TELLER COUNTY 9-1-1 AUTHORITY) FOR THE BUDGET YEAR 2024 AND APPROPRIATING SAID BUDGET TO THE LINES IN THE HERETO ATTACHED BUDGET/*

Pete Carey motioned to approve the resolution; Andy James seconded the motion.

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

7. Report by CEO

Carl S – Administration – Anniversaries – Mary Beth King – 1 year. GIS Day – GIS Day was acknowledged on November 16th. 2024 Budget – The Draft 2024 Budget was developed last month at the work session meeting.

Mary Beth K – Human Resources- Training – Employers Council will provide online Sexual Harassment training to staff in December. Online training opportunities will continue to be available in 2024. Succession Planning – Meetings will occur with departments to develop the succession plan. This will be compiled, drafted, and reviewed before approval. We plan to utilize the following scale to set plans and goals One (1) year, Three (3) years, and Five (5) years. Benefits and Open Enrollment – Open Enrollment will end on November 30th. Driver Training – Adverse Driving Conditions classroom training will be held on December 12th with hands-on training on December 13th at Master Drive's range. This includes truck and trailer driving for the Pub-Ed team.

Civilian Police Leadership Course – We hosted a Civilian Police Leadership class with CSPD earlier this month. In two sessions, we had approximately 70 participants.

Matt T – I.T. – CJIS Audit – We have completed our triennial audit for all sections of the organization. EPSO Furniture RFP – We have posted the RFP for the furniture at EPSO. Due to the holidays, we have left this open until January 3, 2024. We hope to have the award determined by the end of January. Network Switch Firmware Upgrade – We completed upgrades to all the entire environment’s distribution and access layer switches.

Dan A – Station Alerting –We have one remaining interface connectivity issue that WestNet is working to address. We are also working with one Fire agency on MCU VPN connectivity. CAD Update – Critical Security Windows Updates were applied on the 18th. PSAP Wellness – The first round of the Mindfulness and Positivity training occurred this month. We are in week two of the weekly follow-up/tool building sessions. ASIST First Responder Suicide Awareness Training has been scheduled March 14-15, 2024. Call Transfer Reductions – Location based routing has resulted in a reduction of calls transferred between agencies. GIS Update – The next update is on December 4th.

Joscelyn N – Quality Assurance & Training – Six hundred and forty-one calls were audited in October. PSAP Training – Training was conducted at CCPD, CSPD, and WPPD. CDEs- Two CDEs were published this month. Certification Training – ETC, EMD, EPD, and EFD trainings were completed this month.

Jennica E – ETC – BOCES – Three people from the BOCES group that attended ETC in October have registered to get their instructor certifications in January. We will plan on running the logistics of the class from our building. High School Certificate Program – Currently working with IAED to gather information on what

skills PSAPs are looking for when hiring. Also working with PSAP Managers to assemble a report to help develop a curriculum. The soft goal is to have the program developed and roll out a full recruitment program in the fall of 2024. Recruitment – Working with the Pub Ed team to discuss their high school program and how to work together for the most reach. A four-phase framework has been created for how to roll out the full recruitment program.

Ben B – Public Education – The team conducted 35 presentations and reached 2,003 students. Everbridge – PSAPs sent 20 notifications. Notifications included law enforcement activity, missing persons, evacuation notices, and visible smoke. There are 94,604 accounts registered for Peak Alerts, an increase of 442. The Resident Connection Database went live on November 1st. This increased the reach from approximately 22% to 98% with at least one point of contact. AED – Registered AEDs increased to 1,309 AEDs. PSAs – Lamar Sign Company – Peak Alerts/Non-Emergency Number. FOX21 – Peak Alerts/Non-Emergency Number. Colorado Springs Airport – Peak Alerts. CC Hockey – Peak Alerts. Direct Mail – PulsePoint AED Registry. Alison Davis of CSPD received recognition as the 2023 Colorado NENA/APCO Telecommunicator of the Year.

9. Reports by Standing Committee

A. DRC/PSAP Managers Committee:

Joscelyn reported that the group will be selecting a new Chairperson in January. The Telecommunicator of the 4th Quarter was selected. Alivia Gilman of the El Paso County Sheriff's Office was chosen. An outing is planned to visit JeffCom to demo the SkillLab.

10. Old Business

A. None.

11. New Business

A. None

12. Director's Comments

There were not any comments at this time.

13. Adjournment

Tim De Leon motioned to adjourn the meeting, seconded by Michelle Wolff. The meeting was adjourned at 1:40 PM.

Submitted for Approval by Mike Wiles, Authority Secretary.