



LETA Meeting Minutes

Date: 06/05/13

1 CALL TO ORDER ROLL CALL

Board Chair Bill Nelson called the meeting to order at 0900 and conducted a roll call of all members present. Present: Chairman Nelson, Vice Chair Kufeld, Treasurer Westbrook, Director Leshner, Director Christensen and Director Johnson. Staff: Executive Director Culp, Technical Manager Roth, Training Specialist Turner, Attorney John Frey. Excused Absence: Secretary Charles

2 PUBLIC COMMENT

Board Chair Bill Nelson called for public comments of any item not currently on the agenda. No public comments received.

3 REVIEW OF THE AGENDA

Board Chair Bill Nelson reviewed the agenda and asked for the addition of any items to be considered by the Board. Chairman Nelson requested to add the discussion of call boxes to the agenda. Executive Director Culp placed this addition under new business.

4 FINANCIAL REPORT

- a. Discussion and Overview of the Boards Financial Status - Executive Director Culp presented the financial status to the Board and reviewed the budget vs. actual, checks and deposits, and highlighted income and expenses. Executive Director Culp advised the board that Nextel has shut down operation and we will no longer see revenue from them.

The microDATA account will now start spending money. Payments will be made for the Estes Park installation as well as PECC as soon as that installation is signed off on.

Phone system upgrades accounts for the CSU IP phone integration, the Larimer County PBX upgrade and expanding the MOE network. Loveland PD's request for more stations is still a possibility from this account.

NG911 account is being allocated for the costs associated with implementing the NG911 system statewide. According to the CL Tariff this could cost 5x the amount currently being paid.

5 CONSENT AGENDA

Executive Director Culp requested that the Annual Report be added to the Consent Agenda for approval. Board Chair Nelson calls for a motion to add the Annual Report to the Consent Agenda. Secretary Charles makes motion. Director Christensen 2nds the motion. The motion passed:

UNANIMOUSLY PASSED on the following vote: **AYES:** Chairman Nelson, Treasurer Westbrook, Secretary Charles, Director Leshner, Director Johnson and Director Christensen. **NOES:** None. **ABSENT:** Vice Chair Kufeld **ABSTAIN:** None

June Meeting Minutes

May Finance Report

May Deposits and Bill Reports

Board Chair Nelson calls for a motion to approve the items on the Consent Agenda. Director Christensen makes motion to approve. Vice Chair Kufeld 2nds the motion. The motion passed:

UNANIMOUSLY PASSED on the following vote: **AYES:** Chairman Nelson, Vice Chair Kufeld, Treasurer Westbrook, Director Leshner, Director Johnson, and Director Christensen. **NOES:** None. **ABSENT:** Secretary Charles **ABSTAIN:** None

6 OLD BUSINESS

A. Windsor – Call Routing | 911 Surcharge | Surcharge Routing

Executive Director Culp had a letter prepared and sent to Windsor Town Manager, Kelly Arnold. He has acknowledged the letter and but has not made a decision at this time. Executive Director Culp will continue to monitor this issue.

B. Government entities that are in Multiple Authorities

- i. Lyons Fire Protection District
- ii. Johnstown
- iii. Pinewood Fire Protection District
- iv. Allenspark Fire Protection District

Executive Director Culp has reached out to the above agencies and has made phone calls but has not received any calls back yet. Executive Director Culp would like to speak with them in person before submitting a letter requesting IGA withdrawal.

7 EXECUTIVE DIRECTOR REPORT

A. Project Update

i. mD – PECC

PECC was able to cut on June 18th. Executive Director Culp advised that board that there are some service impacting tickets that are being worked on. The issues is with sporadic holding. The problem is isolated to PECC and is being caused by their queuing functionality. microDATA is building a fix in their next version update but there is currently no timeline for that release.

An issue encountered during the cut was that the PBX team did not show up at the agreed time and delayed the cut extensively. The City of Fort Collins Telcom group has contracted with outside vendor, GTRI, to provide support for the CUBE device. LETA is concerned that the internal PBX team is not able to support the equipment that they installed without the assistance from GTRI. Executive Director Culp has a meeting this afternoon with Darin Atteberry and will highlight to him the risks that were found during the CUT.

The phone system is still under warranty. We will go into maintenance after we accept the PECC cut.

CSU IP PBX update has been scheduled for August 6th. A lot of testing will be taking place as soon as they have test lines up and running. This upgrade will not affect 911 calls but will require extensive testing on the Admin lines. The goal is to complete this project before the students return.

Larimer County will be taking out their Legacy equipment and replacing it with IP. They are looking at late summer/early fall for this project. The estimated cost to LETA will be around \$5000. There is enough money in that account to cover the cost of the project even though it was not called out at the beginning of the year.

ii. DSS

DSS flew out a dedicated resource to resolve issues on the system. There are open tickets that are at a point where they need to be resolved as soon as possible. A current issue is that VOIP recordings are being broken up. No audio has been lost. LETA is trying to figure out at what point are we going to put them on notice and give them a 30 day window to resolve the issues.

Treasurer Westbrook asked what happens if DSS is put on notice and they don't comply. Executive Director Culp advised that if they are put on notice and they don't comply that we will have to find a new vendor. An RFP process was done so there is a second vendor that we could work with. There is language in the contract where we would have 90 days after acceptance of the system that if we are not fully satisfied we get all monies back. We have not accepted the system so we will be covered by the contract.

iii. Pictometry

There is a small pocket in Estes Park that Pictometry was not able to fly due to fire. That area has been flown and that imagery will be delivered soon.

iv. Everbridge

Executive Director Culp and Training Specialist Turner went to El Paso/Teller County on Monday to train their dispatchers on the Everbridge system. Due to the fires in their county and them being new to the Everbridge system, we offered to assist them in their training. The training was very beneficial to LETA as we have gained extensive

knowledge of the new UI and we also found a lot of things that we would still like to have Everbridge fix before we move to the new UI.

B. State 9-1-1

i. CenturyLink Tariff

CL called a NE Colorado regional meeting held at LETA with the goal of explaining the tariff that was submitted. Executive Director Culp and Attorney Frey felt the meeting was very confusing and not beneficial to those in attendance. CenturyLink mentioned that an agency has requested that the PUC suspend the requirement for a statewide BESF. If the PUC does suspend that requirement, it will allow agencies to contract with an individual NG911 provider and in turn drive up the cost to other agencies that do not decide participate.

Executive Director Culp and Attorney Frey will have to monitor the issue closely and will have to voice disagreement during the hearing.

8 ATTORNEY REPORT

a. AT & T Notice

Executive Director Culp reached out to PUC and received an email back from them stating that they acknowledge the issue and that they have spoken with AT&T. The PUC directed LETA to call AT&T to find out what their stance on the matter is. Executive Director Culp and Attorney Frey will continue to follow this issue but if the PUC won't get involved at some point it would be easier to accept the money offered and be done with the issue

9 NEW BUSINESS

a. Call Boxes

Chairman Nelson advised the Board that the sheriff received a letter last week from Poudre Fire Protection District requesting to add call boxes to the lower end of the Poudre Canyon. Chairman Nelson brought this issue in front of the Board to see if it was something that they would consider

assisting with. Executive Director Culp advised that it was a few years ago that the Board agreed to give a few of the call boxes over to CDOT. CDOT may be interested in putting call boxes along the Poudre Canyon since it is a state highway. The Board understands that if they make an exception to one request for a callbox maintained by LETA that there will be more requests. Executive Director Culp will provide Chairman Nelson with a CDOT contact. Chairman Nelson will speak with CDOT and will update the Board on their stance.

10 MEETING ADJOURNMENT

With no further items to be considered, the LETA Board Chair called for a motion to adjourn. Treasurer Westbrook made a motion to adjourn. Vice Chair Kufeld seconds the motion. The meeting adjourned at 09:53.