



LETA Meeting Minutes

Date: 05/01/13

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, Treasurer Westbrook, Secretary Charles, Director Christensen and Director Johnson. Staff: Executive Director Culp, Technical Manager Roth, Attorney John Frey. Excused Absence: Vice Chair Kufeld, Director Leshner, Training Specialist Val Turner.

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. No items added. Agenda stands as presented.

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 that the formal audit review was complete and would be presented at next month's meeting. No further discussion or questions received by the Board.

5 CONSENT AGENDA

Board Chair Nelson calls for a motion approving all of the items on the consent agenda.

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March Finance Report

March Deposits and Bill Reports



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Treasurer Westbrook made a motion to approve the consent agenda. Director Christensen seconded the motion. The motion passed:

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

6 OLD BUSINESS

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

Windsor requests LETA submit to them a position memo asking them to withdraw from the LETA IGA. Once the position memo is received, they will review the request and determine their next course of action.

Exec. Dir Culp spoke with Everbridge and they do not have concerns with Windsor and WSFPD remaining on the Everbridge system for the duration of the current contract (September 2014). Windsor would like to remain on the current Everbridge system and would appreciate being partners with LETA when LETA negotiates the contract for ENS services.

The additional ADE cost for the Windsor / Larimer residents that are not being invoiced to Windsor is an additional \$54.00 annually. Windsor has agreed to pay the additional cost.

Windsor has no concerns about Pictometry and understands when LETA renews the imagery, they will be asked to be partners in the flight and would be responsible for flight costs for areas outside of LETA's flight plan.

B. Government entities that are in Multiple Authorities

Exec. Dir Culp reviewed the IGA for additional conflicts on governing body status and surcharge assessment. The following entities are in LETA's IGA and another 9-1-1 Authority's IGA. Those government agencies that are in conflict are;

- Lyons Fire Protection District
- Johnstown
- Pinewood Fire Protection District
- Allenspark Fire Protection District

Staff Recommendation

Staff recommends that each agency is contacted to discuss the conflict with residing in two governing authorities. Staff will request each agency to withdraw by December 31st, 2013. A follow up letter to the conversation will be sent by Attorney John Frey. The LETA Board agreed with staff recommendation.

7 EXECUTIVE DIRECTOR REPORT

A. Project Update

i. mD – PECC

Executive Director Culp reported that the Cut is planned for Tuesday June 4th at 0400 hours. The problems previously identified with an IP conflict between the mD system and the internal PBX is resolved.

Configurations on the system are being finalized and mD is performing the first round of testing. LETA begins testing on April 30th.

Appropriate escalation channels are being used as needed in the project. The team is remaining focused and committed to a June 4th deployment.

The status on the rest of the system is stable with no service impacting tickets.

ii. DSS

Executive Director Culp reported that DSS has completed the installation of the new software version for IP recording. The new build will resolve recording concerns we identified in the IP recording environment.

Exec. Dir. Culp stated that she spoke with the owner of DSS – Joe Mosed. They discussed the current contract between LETA and DSS. It was agreed that maintenance begins on the system when we have successful IP recording across all PSAPs. This extends LETA's service agreement with DSS for a minimum of 6 months at no cost to LETA.

iii. Pictometry

Executive Director Culp reported that V. Turner and our Pictometry training contact toured some of our PSAPs to take a look at the CAD integration with Pictometry to determine if additional training was needed on the application. It was discovered that two of the five PSAPs did not have the CAD integration with Pictometry operational. LETA has provided instruction to the PSAPs on how to correct the issues. LETA encourages the PSAPs to utilize this product and to report all operational issues so they can be quickly resolved.

LETA has POL training scheduled and we are assessing the need for additional training on the Pictometry tools.

iv. Everbridge

Executive Director Culp reported that LETA is continuing to work with Everbridge on their upcoming changes to their system.

LETA is staying engaged with Code Red with their updated system capability that is included in a future release. Code Red has not disclosed to LETA their future release date.

Everbridge Usage reports are included in a separate document. Please review system alerts and training reports for the system.

LETA will be tackling the following issues for Everbridge over the next few months;

- 1) Independent validation of the geocoding of the ADE extract – currently handled by the City of Fort Collins.

LETA met with the City of Fort Collins and had an extensive review of the process. An independent review of their geo coding process is not recommended at this time and Staff believes it would be cost prohibitive with very little return.

- 2) Internal documentation of our processes for handling citizen opt-in errors, geo coding errors, updates, and system outages.

Executive Director Culp reported that the City of Fort Collins completed the internal documentation for the geo coding process of the 911 database.

Citizen opt-in concerns: LETA previously identified a problem with the geo coding process used for citizen opt-in data.

LETA has a possible process that could help mitigate the risk.

LETA's proposal is for the citizen opt-in database to be provided to LETA twice a month. Once the data is received by LETA, the City of Fort Collins would re-geocode the addresses using their geo coding tools and send the data back to Everbridge for inclusion in the database.

The City of Fort Collins believes this process is a viable solution.

Everbridge also agrees this might help with the current problem we have identified.

LETA is working on obtaining the data to run the citizen opt-ins through another geo coding process. Once this is complete LETA will evaluate if the process is worth the work for the Fort Collins staff i.e. what percentage of addresses required a shift in their plotted location?

LETA will be working with the City of Fort Collins on the IGA for the monthly GIS work. The IGA was reviewed in 2010. LETA will be discussing scope of work and compensation.

b. State 9-1-1

i. Legislation Update

- HB 13-1255 was discussed at the 911 task force. The members in attendance at the task force voted to oppose 1255 unless a 911 amendment was included in the bill.
- The industry reps did not like the language presented by Joe Benkert (Boulder 911 Attorney) and Dennis Tharp (Adams, Jeffco, Arap 911 Attorney). The industry stakeholders reached out to Exec. Dir Culp to discuss the concerns of the 911 community. Exec. Dir Culp worked with the stakeholders on amendment language:

“Nothing in this legislation shall be construed to address current 9-1-1 or next generation 9-1-1 services, which shall be subject to separate study by the legislature during the 2013 interim.”

With the addition of this language, Exec. Dir Culp believed the oversight to 9-1-1 was protected and additional regulation was not be added to an infrastructure that we (as a LETA Board) are not sure what should be regulated.

Larimer moved from opposing 1255 to a neutral status along with the following counties; Eagle, El Paso Teller, Fremont, Routt, La Plata, Delta, Mesa, and Weld.

Some authorities continued to oppose the legislation and the PUC and OCC remained neutral however heavily opposing the legislation at the Governor’s office.

CML, CCI, Intrado, Century Link are also neutral on the legislation.

The bill was heard in committee, and passed 10-0. Exec. Dir Culp did not attend the hearing.

The bill passed the House 60-0. This legislation was a bi-partisan effort and had the level of support to pass regardless of the opposition.

Exec. Dir Culp felt it was critical to work on minimal language to preserve and protect than rewrite legislation to predict 911 in tomorrow's environment.

The Senate president decided to not allow the bill into the Senate unless the wireless industry offers their support to a bill he wants to introduce as a broadband initiative.

HB 1255 was killed and replaced with SB 287.

SB 287 passed through committee but was killed on the Senate floor.

- ii. National 9-1-1 Issues
No updates

8 ATTORNEY REPORT

- a. **AT & T Notice**

Attorney John Frey reported that the PUC was engaged to intervene and work through the issue with AT & T. The LETA Board directed staff to not spend a lot of time on this issue.

9 NEW BUSINESS

- a. **Annual Report**

Executive Director Culp reported that the final draft of the annual report is included in the Board packet. She requested the Board to review the report and provide comments by May 15th. The annual report is released with the completion of the audit.



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10 MEETING ADJOURNMENT

With no further items to be considered, the LETA Board Chair called for a motion to adjourn. The meeting adjourned at 10:03.