



# LETA Meeting Minutes

Date: 08/05/15

## **1 CALL TO ORDER ROLL CALL**

Board Chair Wes Kufeld called the meeting to order at 0859 and conducted a roll call of all members present. Members present: Chairman Wes Kufeld, Vice Chair Bill Nelson, Secretary Steve Charles, Treasurer Westbrook, Director Christensen, Director Leshner and Director Frank Johnson.

Staff members present: Executive Director Kimberly Culp, Technical Manager Ed Roth, Operations Manager Val Turner, GIS Analyst Ben Butterfield and Attorney John Frey.

## **2 REVIEW OF THE AGENDA**

Board Chair Wes Kufeld reviewed the agenda and asked for the addition of any items to be considered by the Board. No comments.

## **3 PUBLIC COMMENT**

Board Chair Wes Kufeld called for public comment. No comments.

## **4 CONSENT AGENDA**

**a. Approval of June 3, 2015 meeting minutes**

**b. Approval of May-June finance report**

**c. Approval of May-June deposits and bills report**

**d. Approval of a resolution adopting the LETA policies as discussed and modified at the April 1, 2015 meeting.**

Board Chair Kufeld called for a motion to approve the items on the Consent Agenda. Vice Chair Nelson made a motion to approve. Secretary Charles seconds the motion. The motion passed:

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

## 5 BOARD ACTION

- a. **No board action requested at the August meeting**

## 6 COMMUNICATIONS

- a. Communications from LETA Staff

- i. **Technical Manager**

Technical Manager Roth showed the LETA board examples of street centerline data that had previously been used in Everbridge. He compared that example to the work that GIS Analyst Butterfield has been doing get the point on the building. Vice Chair Nelson asked about the different color dots and what they represent. Executive Director Culp explained that the colors indicate the different sources of data. Director Christensen asked about a targeted marketing approach to get citizen opt ins for communities that don't have many. Executive Director Culp stated that this was something that LETA could do.

Technical Manager Roth also reviewed with the board cell sector maps and callbox maps that GIS Analyst Butterfield had created. Vice Chair Nelson voiced concern about the PVFPD callbox that cannot be seen and is not labeled the same as others. Executive Director Culp stated that Lee Novotny will be working in that area to get new coordinates as the LETA callbox is not as close to the fire department as it appears on the map.

Technical Manager Roth advised the board that the VIPER system remains stable. He said there were a few minor issues that we tracked down to hardware issues and were fixed. Technical Manager Roth also stated that the phone line change and Loveland was complete and work continues in Estes Park on their SIP to SIP integration.

Technical Manager Roth stated that the use of Pictometry Online has increased. Estes Park Light & Power and LFRA are starting to use the imagery for their internal needs. Technical Manager Roth and GIS Analyst Butterfield are meeting with Pictometry later today to discuss new technology and possibly flying Larimer County again in 2016.

Technical Manager Roth explained numerous problems with DSS including ANI/ALI's not attaching to 9-1-1 calls, the Loveland recorder not recording, and a radio channel not recording at FC911.

He also stated that LCSO just had a service restart of less than one minute. Technical Manager Roth stated that no audio was completely

lost due to the redundant loggers but they are still serious problems that have no root cause. Executive Director Culp explained to the board that there is no other recording solution available to replace DSS. She stated that now is not the time to find something else but instead pressure the vendor to correct the issues. Executive Director Culp explained that the DSS contract is up in 2017, so finding another vendor for IP recording will be a project in 2016.

ii. **Operations Manager**

Operations Manager Turner advised that all EMD committees are working well and making progress towards their goals. She reviewed the committee's monthly attendance record with the board and stated that the MDRC committee is now meeting on a monthly basis instead of every other month. Operations Manager Turner advised that the annual EMD Seminar would be replaced by more focused training this fall. She stated that the Critical Deviations Committee put out a mandatory training on DNR's and that in lieu of a test; all dispatchers are required to run a test call through ProQA by August 31<sup>st</sup>.

Operations Manager Turner informed the board that there has been a decrease in critical deviations being submitted and that the comm managers were reminded to submit them at the Steering Committee meeting. She advised that CSU, EPPD and LCSO were all still working towards as accreditation as well as working with National Q. Operations Manager Turner reviewed the 3 month goals of the Community Outreach Program, highlighting the four main goals. She reviewed statistics with the board including a 10% increase in Everbridge registrations since Julie began in Community Outreach. She stated that social media participation has also increased dramatically due to Julie's consistency with it.

Operations Manager Turner stated that EMD trainings have been scheduled for September at LETA's training lab. The first Everbridge training in the lab was held August 4<sup>th</sup>.

b. Communications from LETA Executive Director

i. **Executive Director**

Executive Director Culp advised that a document was sent out from the PUC about the possibility of creating a statewide 9-1-1 surcharge. She stated that documented cited NG9-1-1, training and public education as reasons for this recommendation. Executive Director Culp stated that she was very concerned about this and has agreed to

chair a subcommittee to discuss the issue. She advised that she is concerned that this will open up legislation in favor of a set surcharge fee and take away local control and oversight of those funds. She said that Homeland Security and 9-1-1 grants could be jeopardized by creating a state 9-1-1 surcharge. Executive Director Culp explained that this idea could possibly work if all authorities in the state would agree to raise their surcharge by \$0.5 and cut a check to a state authority board, whose sole purpose would be to fund a 9-1-1 network. She stated that the 9-1-1 tariff that we pay now would go away with this increase and prolong the need for LETA to raise the surcharge. Executive Director Culp stated that she wants to be sure that she is representing LETA correctly on this matter and asked for comments from the board. Director Leshner agreed with Executive Director Culp that her idea is the only way a statewide 9-1-1 surcharge would work. John Frey stated that it is important to try to do this without legislation. The LETA board agreed with Executive Director Culp's direction on this issue.

Executive Director Culp stated that the board would have some budget issues to review at the retreat in regards to Pictometry flying in 2016 and a possible VIPER station at LETA, which would be used for testing.

Executive Director Culp advised that she has filed joint comments on the PUC rules and working on reply comments. She stated that she is waiting on a draft of the reply comments and the regulatory cost analysis on how the change will impact LETA financially. Executive Director Culp will be attending a hearing on August 17<sup>th</sup>.

Executive Director Culp updated the board on the FCC rules and advised she is still tracking and following the comments being filed. She discussed indoor accuracy and the sun setting of non-initialized cell phones. Executive Director Culp asked the board that if they were aware of any programs that use non-initialized phones to please ask them to stop. She explained that the non-initialized phones give dispatchers no information and that there are other phones that domestic violence advocates can use in their place.

Executive Director Culp advised that she reached out to the FCC to put pressure on the Tier 2 wireless providers that have not complied with the Text to 9-1-1 requirement. She stated that Comcast will be the

next carrier ready to go and that they have tested their Wi-Fi connected Text to 9-1-1 and it worked well.

Executive Director Culp also requested that the board members review the Board Member Handbook before the retreat in October. She stated that the intent of the document is to give guidance to board members who come and sit on the board. She asked that if any board members had concerns or feedback on the document to email her to discuss prior to the retreat. Treasurer Westbrook suggested that a glossary containing frequently used acronyms be added to the handbook. Executive Director Culp stated that a glossary would be a great addition to the handbook.

ii. LETA Attorney

Attorney Frey reminded the board that there are three positions that will be expiring at the end of the year. He also stated that he submits letters disclosing LETA property value for each agency and that he still needs letters from Loveland, Estes Park and Larimer County.

iii. LETA Board Members

Director Leshner stated that he has noticed more calls along the I-25 corridor are routing to Loveland. He stated that the work that LETA and Kimberly has done is working.

Director Christensen advised that he had a meeting with ARC of Larimer County that advocates for intellectually disabled individuals. During this meeting, he learned of SMART911 and its ability to have premise information for individuals delivered to the dispatchers.

Director Christensen recommended to the board that LETA take a closer look at the program to see if it would be beneficial. The board agreed to have LETA get more information about SMART911.

## 9 MEETING ADJOURNMENT

With no further items to be considered, the Board Chair calls for a motion for the meeting to be adjourned. Director Christensen makes a motion to adjourn. Treasurer Westbrook seconds the motion. All in favor. Meeting adjourned at 1017.