



LETA Meeting Minutes

Date: 12/02/15

1 CALL TO ORDER ROLL CALL

Board Chair Wes Kufeld called the meeting to order at 0859 and conducted a roll call. Members present: Chairman Wes Kufeld, Vice Chair Bill Nelson, Secretary Steve Charles, Treasurer Westbrook, 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.

Excused Absence: City of Fort Collins seat is vacant.

2 ADJOURN INTO EXECUTIVE SESSION

3 EXECUTIVE SESSION

Attorney Frey ordered a discussion regarding a personnel matter under CRS 24-6-402 (2) (f). Executive session called to order at 0900.

4 REJOIN BUSINESS MEETING

The business meeting resumed at 0944.

5 REVIEW OF THE AGENDA

Board Chair Wes Kufeld reviewed the agenda and asked the board to consider additional items. Board Chair Kufeld stated that the board would like to remove item 7i from the consent agenda and hold it for the February board meeting.

Secretary Charles stated that he spoke to Chief Mike Gress, who expressed his interest in having a seat on the LETA Board. Secretary Charles also expressed his desire to remain on the board and advised Chief Gress speak with Executive Director Culp or the Board Chair regarding his interest.

6 PUBLIC COMMENT

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

7 CONSENT AGENDA

- a. Approval of October 7th meeting minutes**
- b. Approval of September and October finance report**
- c. Approval of September and October deposits and bills report**
- d. Approval of a resolution adopting the Board handbook**
- e. Approval of a resolution adopting the Pictometry contract – 2016 flight**
- f. Approval of a resolution adopting the 2016 surcharge at \$.45**
- g. Approval of a resolution designating LETA as the public place for posting notices for meetings.**

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

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

8 EVERBRIDGE DEMONSTRATION

Executive Director Culp demonstrated the Community Engagement enhancement to Everbridge which includes integration with Nixle. Executive Director Culp explained that Nixle allows citizens to opt-in to the Everbridge system by typing a keyword to 888777. She stated that this would answer some concerns the county has had in regards to how tourists can receive alerts during emergencies. Executive Director Culp explained that the \$15K enhancement would be a new addendum to the Everbridge contract if approved by the board.

9 2016 BUDGET OVERVIEW

Alan Holmberg presented the 2016 budget to the board. Mr. Holmberg explained that the National Q and Pictometry accounts are the biggest differences from the 2015 budget. Mr. Holmberg stated that the board is still in a very solid position. The board had no questions or comments.

10 PUBLIC HEARING ON THE 2016 BUDGET

Attorney Frey published a notice of public hearing on the 2016 budget on October 15, 2015. Board Chair Kufeld called for a motion to open the floor for public comment. Treasurer Westbrook made a motion. Secretary Charles seconds the motion.

The floor is open for public comment. No comments received.

Board Chair Kufeld called for a motion to close the floor to public comment. Treasurer Westbrook made a motion. 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 Leshner and Director Johnson. **NOES:** None **ABSENT:** City of Fort Collins representative **ABSTAIN:** None

11 BOARD ACTION

a. Approval of the 2016 Budget

Board Chair Kufeld calls for a motion to approve the 2016 budget. Vice Chair Nelson made a motion. Director Johnson seconds the motion. The motion passed:

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

12 COMMUNICATIONS

a. Communications from LETA Staff

i. Ed Roth – Technical Manager

Technical Manager Roth stated that the VIPER system was stable. He explained that Venture technician Derek Vigil resigned his position, but that Venture hired a new technician. Executive Director Culp explained her concerns that the new technician has no experience supporting a VIPER system. She stated that LETA would watch his work closely. Technical Manager Roth stated that he would be part of a Colorado training consortium; tasked with developing FirstNet training curriculum. He also stated that LETA is developing a voice logger RFP to release in the next few days.

Technical Manager Roth expects to make a final selection by the end of January.

Executive Director Culp advised the LETA Board that there was no longer a local support person for the DSS logger. She stated that LETA would support the system until DSS found another source of support or LETA selects a new vendor.

ii. Val Turner – Operations Manager

Operations Manager Turner advised that attendance for the EMD Seminar was high. She also stated that training is scheduled throughout 2016 and plans to make good use of the training lab are underway.

Operations Manager Turner advised that Julie Sullivan is doing a great job with Public Education. Cell Phone Sally was part of the Estes Park “Catch the Glow” parade and also attended preschool presentations.

Operations Manager Turner has ProQA classes scheduled to follow all EMD Certification courses in 2016.

b. Communications from LETA Executive Director

Executive Director Culp advised the board that the next PUC draft rules would come out in January. She expects the hearing on the rules will be in February or March of 2016. Executive Director Culp also stated that the wireless carriers are going forward with legislation to determine their jurisdiction. Senator Scheffel requested a meeting with Executive Director Culp on December 10th regarding state 9-1-1 issues. Executive Director Culp stated that she developed a position paper to clearly articulate LETA’s position; citing PUC rules and language from the FCC about state involvement. Executive Director Culp advised that she would email the board with an update between now and February.

Executive Director Culp advised the board that there is federal money available to 9-1-1 that they will award on a state level and not to individual authorities. Executive Director Culp stated that the statewide authority board meeting that she called had 36 authorities present and that there was consensus to form a Colorado Counsel of Authorities (CCOA). The CCOA will discuss how to apply for federal money and work with the BESP to start a statewide NG911 network.



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c. Communications from LETA

Board Attorney

Attorney Frey advised that Board Chair Kufeld and Secretary Charles were both appointed to the LETA board on November 24th. He also advised that the Loveland City Council has a second reading scheduled for December 15th regarding the appointment of Treasurer Westbrook. Attorney Frey advised that he has not heard from the City of Fort Collins in regards to their vacant seat. The election will be February 16, 2016.

d. Communications from LETA Board Members

No comments.

13 MEETING ADJOURNMENT

With no further items to consider, the Board Chair calls for a motion to adjourn. Secretary Charles makes a motion to adjourn. Vice Chair Nelson seconds the motion. All in favor. Meeting adjourned.