



LETA Meeting Minutes

Date: 08/03/16

1 CALL TO ORDER ROLL CALL

Board Chair Wes Kufeld called the meeting to order at 0900 and conducted a roll call. Members present: Chairman Wes Kufeld, Vice Chair Bill Nelson, Secretary Charles, Treasurer Westbrook, Director Leshner, Director Frank Johnson and Director Yeager.

Staff members present: Chief Executive Officer (CEO) Kimberly Culp, Operations Manager Val Turner and GIS Analyst Ben Butterfield.

2 REVIEW OF THE AGENDA

Board Chair Wes Kufeld reviewed the agenda and asked the board to consider additional items. CEO Culp had last minute items to add to the agenda. Those items were:

- Board Action – request for callbox in Glen Haven
- Policy Review for Financial Reserve Policy
- CEO Culp Update – Update on PUC call and diversity

3 PUBLIC COMMENT

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

4 CONSENT AGENDA

a. Approval of June 1st 2016 meeting minutes

b. Approval of May and June finance report

c. Approval of May and June deposits and bills report

Board Chair Kufeld called for a motion to approve the items on the Consent Agenda. Director Yeager 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 Leshner, Director Johnson and Director Yeager. **NOES:** None **ABSENT:** None **ABSTAIN:** None

5 10 YEAR FINANCIAL PROJECTIONS

Alan Holmberg presented documents showing incremental surcharge increases starting in 2018 at the request of the LETA board. In the projections, there were some years that are close to or less than the reserve policy allows. The board will review the documents for further discussion at the retreat.

CEO Culp stated that she had met with Mr. Holmberg and Treasurer Westbrook to review the financial reserve policy and how it would impact the surcharge going forward. Treasurer Westbrook suggested that the wording in the financial projections would fit better than what is currently written in the policy. The board will discuss the policy at the annual retreat and look at making changes then.

6 RESOURCE CENTER PRESENTATION

Bruce Romero, Executive Director of the Colorado 911 Resource Center, presented on numerous 9-1-1 related topics including Senate Bill 16-183 and the 9-1-1 Grant Program. No questions from the board.

7 BOARD ACTION

Call Box Requests

CEO Culp stated that the callbox technician is ready to proceed with the callbox at Highway 14 and Long Draw Rd. She also advised that she had received a request for a callbox in Pinewood Springs due to construction of their fire station. The last request came from Glen Haven who asked for multiple callboxes. CEO Culp advised that from a budget perspective, all of these requests could not be fulfilled. The board agreed that the Pinewood request does not fit the scope and that the callbox technician will do a site survey for Glen Haven. CEO Culp will also follow up with CDOT on possible cell extenders along Highway 34.

Scheduling of Special Session

CEO Culp requested a special session on September 7, 2016 for the intent of discussing results of Attorney interviews. Five board members are available to meet on September 7, 2016, at 0900 hours.

Board Chair Kufeld called for a motion to approve a special session on September 7, 2016. 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, Director Johnson and Director Yeager. **NOES:** None **ABSENT:** None **ABSTAIN:** None

8 COMMUNICATIONS

a. Communications from LETA Staff

i. Ed Roth - Technical Manager

CEO Culp presented updates on behalf of Technical Manager Roth. CEO Culp stated that VIPER is doing well after numerous changes to correct non-standard configurations set by Venture. She advised that a dedicated West technician would be onsite and available 24x7.

CEO Culp stated that Pictometry had problems trying to fly certain areas of the county and they will now have a delicate time frame to finish the imagery this fall.

CEO Culp advised that the PSAPs are going through NICE Logger training this week. She stated that loggers were implemented at Loveland and Fort Collins, while work continues at the other sites. The system is stable at this time.

ii. Val Turner – Operations Manager

Operations Manager Turner advised that the EMD committees were working on training opportunities such as an EMD-Q Retreat and the EMD Seminar in October. She also advised the board that Loveland PD had chosen to discontinue work with National Q.

Operations Manager Turner stated that Mark Turner would host MPDS v.13 for all dispatchers next week at TVEMS. She informed the board that the new version of the protocol includes important changes such as 20 seconds hands to chest, Narcan and EpiPen instructions.

b. Communications from LETA Chief Executive Officer

CEO Culp informed that LETA put in a formal request for diversity in Estes Park at the PUC's request. CEO Culp stated that she has since had two conference calls with CenturyLink and the PUC. She advised that she requested formal documents around diversity requirements. The PUC stated on the second call that these documents were confidential and could not speak on what those documents say. CEO Culp stated that there is nothing in the PUC rules that states CenturyLink needs to respond to the request at all or within a certain time frame.

CEO Culp also advised the board that the DOLA grant is currently in RFP status to find someone to do the study and then there would be another RFP process for the work. She believes this grant is years out.

Vice Chair Nelson asked if now is the time to go to elected officials to push the issue of diversity. CEO Culp agreed that it may be the next step since nothing has happened since 2013. CEO Culp also believes that there may be an avenue with the FCC and she will take the issue up with them.

c. Communications from LETA Board Attorney

Attorney Frey advised that there were five candidates for LETA attorney. The board will be conducting interviews at the end of August. Attorney Frey stated that the board will decide if they want to send one or two applicants to the special meeting on September 7th.

d. Communications from LETA Board Members

No comments

9 MEETING ADJOURNMENT

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