



LETA Meeting Minutes

Date: 06/01/16

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, Director Leshner, Director Frank Johnson and Director Yeager.

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

Excused Absence: Treasurer Westbrook

2 REVIEW OF THE AGENDA

Board Chair Wes Kufeld reviewed the agenda and asked the board to consider additional items. No comments.

3 PUBLIC COMMENT

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

4 CONSENT AGENDA

a. Approval of April 6th 2016 meeting minutes

b. Approval of March and April finance report

c. Approval of March and April deposits and bills report

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

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

5 ANNUAL REPORT | ANNUAL AUDIT | 10 YEAR FINANCIAL PROJECTIONS

Alan Holmberg, with Anderson & Whitney, reviewed the annual report with the board. He stated that the board is in a very good financial position. He also advised that the audit is done annually to look at the records and controls that the board has in place. His company concluded that all documents do fairly present the authority's financial position

Alan Holmberg reviewed the 10 year financial projects with the board and explained that it is based on projections for capital needs and other expenditures. He stated that with no surcharge increase, the Authority is doing fine until 2019 when the total fund balance would be well below the amount the board wanted to keep in reserve. CEO Culp explained to the board that considerations for a surcharge increase would need to be done every year around this time for budget purposes. The board agreed to have Alan Holmberg run the projections with a gradual \$.05-.10 increase. Alan agreed to run these numbers and present them at the next board meeting.

Board Chair Kufeld called for a motion to adopt the Annual Report. Vice Chair Nelson made a motion to approve. Director Yeager seconds the motion. The motion passed:

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

6 911 DIVERSITY

CEO Culp reported that she held a meeting with CenturyLink in Estes Park in order to get stakeholders together to discuss diversity in the Estes Valley. CEO Culp explained that she had uncovered many different things including the fact that CenturyLink is leasing the path from Loveland to Estes Park from Platte River Power Authority (PRPA). PRPA has no contract in place and is not charging CenturyLink for this fiber. She explained that this is very concerning due to the fact that the tariff that LETA pays has not decreased and CenturyLink has not been paying for the infrastructure. CEO Culp stated that the PUC has required CenturyLink to file reports on what they have done to resolve the issue. To date, the PUC has allowed CenturyLink to report that they have done nothing to resolve the issue.

The board agreed to file a formal complaint, requesting a diverse, physical path for Estes Park.

7 BOARD ACTION

EMD | Non Capital MOUs

CEO Culp explained that in 2008, the MOU was updated because the scope of what LETA funded had changed. CEO Culp stated that the updated MOU did not account for the fact that we weren't giving the PSAPs any funds, but instead allowing them to make purchases with a credit card funded by the line items in the budget. The board agreed that the MOUs were not necessary.

Vice Chair Nelson made a motion to not proceed with either MOU. Director Leshner seconds the motion. The motion passed:

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

8 COMMUNICATIONS

a. Communications from LETA Staff

i. Ed Roth - Technical Manager

Technical Manager Roth advised that LETA has transitioned to direct VIPER support with West. He explained the GTRI would be supporting the CUBE devices at Fort Collins and Estes Park. Technical Manager Roth stated that LETA would be working to reprogram switches and adding routers at all PSAPs to support West's official topology requirements. This project will take place on 6/18-19.

Technical Manager Roth explained that because of the West routing redesign, LETA would be converting the redundant MOE link from a West managed network to a LETA managed network. This will allow one leg of the MOE to be dedicated to VIPER and the other leg dedicated to the NICE voice loggers.

Technical Manager Roth reported that NICE had been formally selected in the RFP process. He is currently in the early phases of project deployment with NICE.

ii. Val Turner – Operations Manager

No update given due to time constraints.

b. Communications from LETA Chief Executive Officer

CEO Culp stated that the PUC judge had previously ruled that the PUC has authority. She explained that the Governor’s attorney requested that the rulemaking be suspended. The PUC agreed and the rules are now stuck. CEO Culp explained that the PUC has to act by August 8th or the rules will be cancelled.

CEO Culp stated that she was invited to join a CTIA and FCC working group tasked with wireless resiliency during disasters. CEO Culp explained that joining this group would require limited travel and numerous conference calls. CEO Culp believes this is a critical working group as there is currently no way to restore wireless communications unless the carriers send a wireless truck.

a. Communications from LETA Board Members

No comments

9 EXECUTIVE SESSION

Executive Session: For discussion of a personnel matter under C.R.S. 24-6-402 (2)(f): Transition plan for LETA counsel.

Attorney Frey calls for a motion to enter an executive session. Vice Chair makes a motion. Secretary Charles seconds the motion. The motion passed:

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

Executive session entered at 1032 hrs.

10 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. All in favor. Meeting adjourned.