

LETA Board Packet

Meeting Subject:
Larimer Emergency Telephone Authority
2024 Public Meeting

Location:
LETA Office
4872 Endeavor Dr Suite 200
Johnstown, CO. 80534

Virtual Option for public:
[Click here to join the meeting](#)

Meeting ID: 285 752 119 531

Passcode: PhxuCW

Or call in (audio only)

[+1 970-776-8440,,988280518#](#)

Phone Conference ID: 988 280 518#

Meeting Contact:
Kimberly Culp 970-962-2175

Date:
08/07/24

Time:
0900-1030

AGENDA ITEMS

1. CALL TO ORDER | ROLL CALL

Board Chair, Steve Charles calls the meeting to order and completes the roll call of members present.

Steve Charles		Chair	Dan Coldiron		Director
Ian Stewart		Director	Jarrod Poley		Director
Joe Shellhammer		Vice Chair	Marc Barker		Director
Justin Allar		Treasurer	James Robinson		Secretary

2. REVIEW OF THE AGENDA

Review of the agenda and addition of items of new business to the agenda for consideration by the Board.

3. PUBLIC COMMENT

Individuals wishing to speak during public comments are welcome and the time allotted per person is 3 minutes.

Comments from the public are allowed during public comment. If additional comment or input is needed before a decision is made, the Board member should move the agenda item to a future meeting to allow additional discussion or a special committee to study the item.

The Board has the right to invite anyone to speak, whom it wishes to hear from, but this must be done by unanimous or majority vote.

At no time shall the public inject comment during the Board meeting or discussion on agenda items.

4. FINANCIAL REVIEW

Review of the May and June Finance Report

5. CONSENT CALENDAR

- a. Approval of the June 5th meeting minutes
- b. Approval of May and June finance report
- c. Approval of May and June deposits and bills report

BOARD ACTION: Staff Recommends the Board Chair to call for a motion to adopt the consent calendar.

6. BOARD ACTION ITEMS

N/A

7. REGULATORY | LEGISLATIVE UPDATES

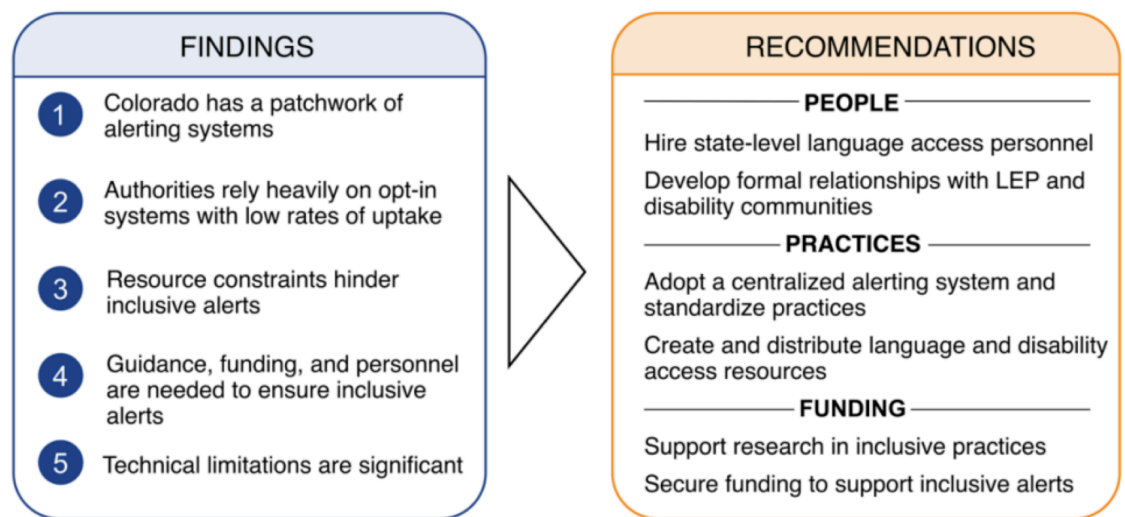
a. LETA Websites

<https://oit.colorado.gov/accessibility-law>

Any Colorado government entity that doesn't meet OIT's web accessibility standards could be subject to injunctive relief, meaning a court order to fix the problem; actual monetary damages; or a fine of \$3,500 payable to the plaintiff.

LETA's websites www.leta911.org and www.nocoalert.org have been modified and brought into compliance to comply with the original deadline of July 1st 2024. HB21-1110 Extension of compliance to July 1, 2025

b. Emergency Alerts | Accessibility Legislation



It is our understanding that legislation will be proposed in the upcoming session to adopt the recommendations from the Study conducted last year.

c. PUC Filing | 911 Surcharge

ETC threshold - \$2.12 (up from \$2.05 for inflation)

Statewide 911 surcharge – 9 cents

Prepaid wireless - \$2.06 (up from \$1.88, but per formula in statute)

d. 9-1-1 Legislation Update

- i. The process to be selected to sit on the 911 Enterprise Board is controlled by the PUC 911 Staff. The Board Seats are filled through an application process. Interested and qualified individuals apply online, the applications are sent to the PUC 911 Staff, the PUC Staff makes their recommendations to the Governor’s Office and the Governor will appoint the Board. The application to be selected to sit on the 911 Enterprise Board has not been opened.

e. 9-1-1 Rules

- i. The modification to the rules pertaining to outage reporting requirements is still pending a decision from the ALJ.

f. 9-1-1 Tariff

- i. Improvement plan. The hearing concluded and we are waiting for a ruling from the Administrative Law Judge.
- ii. GIS Tariff: PENDING Nothing filed from CTL.

Tariff Pricing – Pending approval of Breakout

	MRF per Concurrent Call Session	OTF Per Concurrent Call Session
GIS Routing	152.49	N/A
i3 Protocol Conversion	N/A	462.13
TDMS	60.77	2,050.22
Text to 911	48.85	421.09

	Tentative New Pricing	
	MRF per Concurrent Call Session	OTF Per Concurrent Call Session
GIS Routing	152.49	N/A
i3 Protocol Conversion	N/A	462.13
TDMS - Onboarding		1,455.66
TDMS - GeoMSAG		594.56
TDMS - Ongoing	60.77	
Text to 911	48.85	421.09

- **ESINET Tariff: \$752.22**
- **ECaTS: \$108.00**
- **= \$860.22 per SIP Session per month**
- **LETA = \$495,486.72**
- **NEW: +\$262.11**
- **LETA = \$646,462.08**

State surcharge ~ \$40,000 a month \$480,000 annually. Our gap in state surcharge funding is \$167,000 which must be covered by our local 911 surcharge.

The State Surcharge was intended to be set to cover the Tariff.
 Tariff = ESINET + ECaTS+ Improvement Plan+ GIS+ Enterprise Board.

Staff believes the State surcharge will need to be increased from 9 cents to 36 cents to cover all the current costs being discussed. The PUC Staff sets the State Surcharge and that hearing is scheduled for August. LETA will be participating.

- g. Informal Complaint | Pinewood Springs Fire Protection District Letter**
 - i. The information complaint was filed and CenturyLink replied. Their reply is located [HERE](#).

Next steps can include a formal complaint however from Chief Plank, he is fine leaving it as and appreciates the Board documenting the issue and representing their district at the PUC.

8. GENERAL UPDATES
a. HR

	Current	New
Health	Kaiser	Kaiser United HealthCare PPO and UHC EPO. * CEPT
Dental	Delta Dental	Delta Dental
Vision	VSP	VSP
Flex Med	No	Yes
Flex Child Care	Yes	Yes
PTO	One PTO bank	Same concept looking at revamping the hours accrued by years of service along with the cap.
Workers COMP	Yes	Yes
Short Term Disability	Yes	Yes
Long Term Disability	Yes	Yes
Payroll	Manual Paycor	Paylocity
HR Administration	3%	Mountain States Employers Council
Retirement	401a/457/Social Security	401a – social security replacement plan and 457. Employer contributions

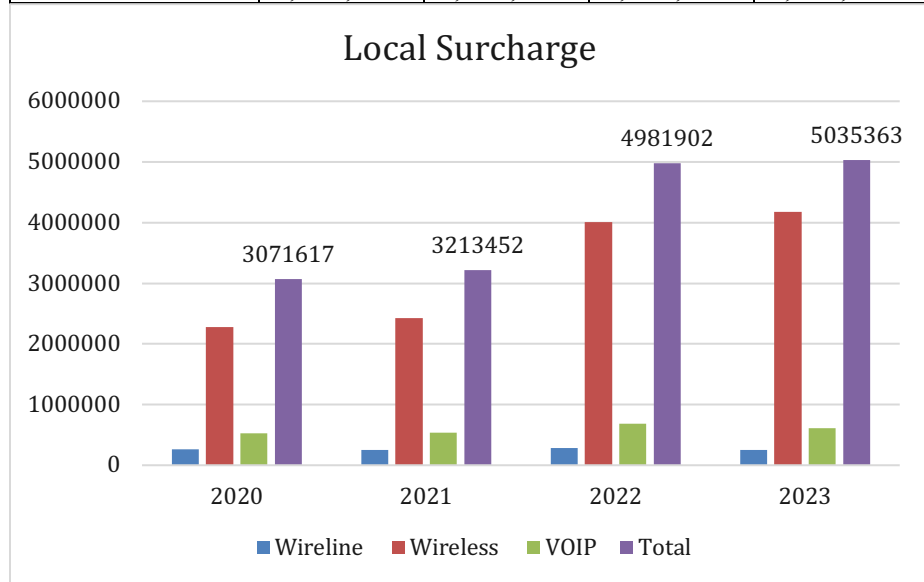
*CEBT is a multiple employer trust providing employee **benefits** for public institutions in the State of Colorado

b. Local Surcharge

LETA’s Local Surcharge: \$1.10
 State Average: \$1.97
 High: \$4.00 (Phillips and Pitkin)
 Low: \$.70 (Arapahoe, Cheyenne, Huerfano, Moffat, San Luis)
 Neighbors: Weld: \$1.72 Boulder: \$.75, \$2.05, Grand: \$2.76

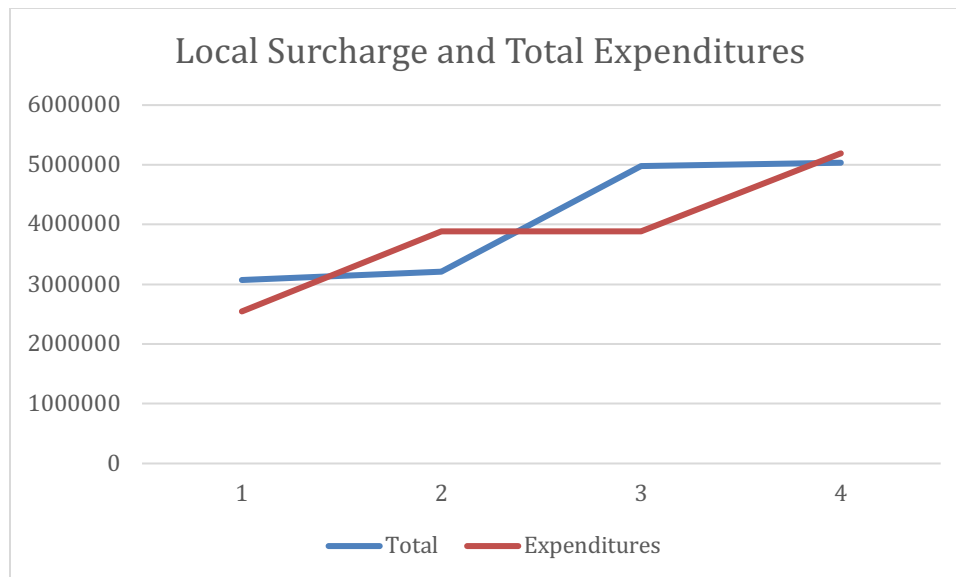
Revenue Trends:

Local Surcharge	2020	2021	2022*	2023
Wireline	263,250	247,433	282,454	247,220
Wireless	2,281,611	2,429,057	4,010,862	4,177,123
VOIP	526,756	536,962	688,586	611,020
Total	3,071,617	3,213,452	4,981,902	5,035,363



Expenses

	2020	2021	2022	2023
Expenditures	2,545,650	3,885,773	3,886,539	5,191,855



Impact on Local Surcharge:

1. Tariff | State 911 Surcharge and funding gaps
2. State 911 Enterprise Board
 - a. Preparing for restrictions on local spending
3. Cost of services and cost of contracts
 - a. Ability to negotiate with vendors

Change in Expenditures

LETA's decision to purchase a new facility and lease the current facility. Need to be able to sustain LETA's operation, establish facility reserves, need facility management *we do our own general maintenance.

Request for funding of radios. The request from some of the partner agencies exceeds LETA's annual surcharge budget and would require several years of preparation. LETA Board of Directors has not made a decision to fund radio consoles. Without additional revenue LETA cannot modify current funding.

Staffing Needs. LETA was asked by the Communications Managers / EMD Committees to take on internal quality assurance which replaces the Priority Dispatch program for quality assurance of medical calls. The LETA Board agreed and increased our 2024 FTE's by 1 to kick start the program. In October we will be discussing the staffing needs to build out the medical quality assurance program correctly and ensure we do not create gaps in this critical component.

Future Planning. Since 2006, we have planned, prepared, predicted the trends in 911, the new developments in 911, the proper timing to fiscally bring programs in without getting too far ahead of the development. We have been engaged in standards institutions so we could slowly prepare for NG911 and avoid any crisis. Every project LETA funds we ensure sustainability and a capital replacement plan. Equipment is placed on 5,7,10,12-year replacement schedule to ensure funds are available and projects are not deferred.

For our October retreat, staff recommendation will be to increase the local surcharge.

c. Lease |Venture Dr

- i. State lease process.
Lease is signed
 - The 1st deposit has been received.
 - We are working on logistical discussions regarding State radios and Federal radio channels and how to obtain connectivity to both networks without degrading LETA's connectivity to the State network.

The project to meet the needs of the State for them to occupy our space is involved and time consuming.

- ii. Venture Dr finishes
We have started conversations on finishes to include moving the hot backup PSAP and extending the network to the new building.

- d. EMD Boundary Project
No update
- e. CRISP Policy
No update from the subcommittee.

9. STAFF COMMUNICATION

10. BOARD COMMUNICATION

The Board should use this time to communicate with each other, and plan for upcoming meetings, and communicate directly to the LETA CEO on matters not already discussed on the agenda.

11. ADJOURN

12. EXECUTIVE SESSION

RESUME MEETING IN EXECUTIVE SESSIONS

Colorado Revised Statute § 24-6-402(4)(b) for the purpose of receiving advice from the Board's legal counsel regarding options for seeking a remedy against BESP

2/3 affirmative vote needed to go into the Executive Session on this issue

As to the second issue, I move we enter into Executive Session to discuss a potential contract dispute with Jackson County pursuant to:

Colorado Revised Statute § 24-6-402(4)(b) for the purpose of receiving advice from the Board's legal counsel regarding Section VII of LETA's Fifth Amended Intergovernmental Agreement and Jackson County's obligations thereunder, and

Colorado Revised Statute § 24-6-402(4)(e) to determine the Board's position on matters regarding Section VII(2) of LETA's Fifth Amended IGA that may be subject to negotiation, developing strategy for negotiation, and instructing negotiators.

The Jackson County director may *not* participate in the second portion of Board’s Executive Session in order to preserve the attorney client privilege and because of the conflict of interest.

2/3 affirmative vote needed to go into the Executive Session on this issue

13. ADJOURN EXECUTIVE SESSION

14. RESUME NORMAL MEETING

15. ADJOURN NORMAL MEETING

2024 Meeting Schedule

February 7 th	0900-1030	LETA – 4872 Endeavor Dr
February 7 th	1030-1600	LETA – Strategic plan
February 8 th	0800-1600	LETA – Strategic Plan
April 3 rd	0900-1030	LETA – 4872 Endeavor Dr
June 5 th *	0900-1030	LETA – 4872 Endeavor Dr
August 7 th	0900-1030	LETA – 4872 Endeavor Dr
October 2 nd	0900-1500	LETA – Retreat @4872 Endeavor Dr
December 4 th	0900-1030	LETA – 4872 Endeavor Dr

2024 Board Member Terms

Justin Allar	Treasurer	01/01/2023	12/31/2024 – 2 nd term
Marc Barker	Director	10/01/2023	12/31/2024 – 1 st term
Dan Coldiron	Director	01/01/2024	12/31/2025 – 3 rd term
Joe Shellhammer	Vice Chair	01/01/2024	12/31/2025 – 2 nd Term
James Robinson	Secretary	01/01/2024	12/31/2025 – 2 nd Term
Steve Charles	Chair	01/01/2024	12/31/2025 – 8 th term
Ian Stewart	Director	01/01/2024	12/31/2025 – 1 st term
Jarrold Poley	Director	11/01/2023	12/31/2024 – 1 st term
Tracy Oldemeyer	Legal Counsel	N/A	N/A
Kimberly Culp	Chief Executive Officer	N/A	N/A
Prashant Thapaliya	GIS Technician	N/A	N/A
Val Turner	Chief of Staff	N/A	N/A
Ben Butterfield	GIS Manager	N/A	N/A
OPEN	System Admin	N/A	N/A
OPEN	System Admin	N/A	N/A

Bekah Rumfelt	GIS Analyst	N/A	N/A
Haley Pittman	Operations Admin	N/A	N/A
David Clarke	Operations Admin	N/A	N/A