



LETA Meeting Minutes

Date: 10/01/14

1 CALL TO ORDER ROLL CALL

Board Chair Bill Nelson called the meeting to order at 09:02 and conducted a roll call of all members present. Members absent and excused: Treasurer Bill Westbrook and Director Randy Leshner. Members present: Chairman Bill Nelson, Vice Chair Wes Kufeld, Secretary Steve Charles, Director Cory Christensen and Director Frank Johnson.

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

2 PUBLIC COMMENT

Board Chair Bill Nelson called for public comment. No comments received.

3 REVIEW OF THE AGENDA

Board Chair Bill Nelson reviewed the agenda and asked for the addition of any items to be considered by the Board. No additional items added to the agenda.

4 FINANCIAL REPORT

- a. Discussion and overview of the Boards financial status

Executive Director Culp advised that there was a problem with the signatories for the First National Bank account. She stated that the only valid signatory was herself and Secretary Charles. Executive Director Culp found that First National Bank never updated the account with the information submitted yearly. She uncovered that Secretary Westbrook has never been a signatory on the account but has been signing checks. Executive Director Culp is very concerned by this and worked with First National Bank to ensure that all paperwork is updated and that this doesn't happen again in the future.

Chairman Nelson expressed interest in looking at other bank options. Executive Director Culp stated that because of this and other issues, it would be prudent to discuss this issue at next month's annual retreat.

Executive Director Culp also highlighted the DSS voice logger account. She stated that LETA received a refund for an application that was not configured correctly and never worked. Executive Director Culp added that the call box account went over this year due to the \$14,000 upgrade and also that the Public Education account was over due to the hourly costs of the public education team members. Executive Director Culp advised that she had reached out to Intrado and Venture Technologies to see if they would give a monetary donation for public education. Both companies committed to donating \$1000.

5 CONSENT AGENDA

a. Approval of August 2014 meeting minutes

b. Approval of July|August finance reports

c. Approval of July|August deposits and bills report

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

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

6 OLD BUSINESS

a. LETA Office Space

Executive Director Culp advised that LETA was doing their homework and talking with Thompson Valley EMS in regards to the current building. She stated that LETA had begun getting quotes on remodeling the current structure and has asked Chief Leshner to talk to his board about extending the lease and a possible remodel. Further discussion on this topic will take place at the LETA Retreat on 11/12/14.

b. Intrado | CenturyLink ALI Services

Executive Director Culp advised the board that Intrado may be negotiating a new contract with CenturyLink. She invited Lynn Notorianni and Barb Anders with the PUC to speak to the board about this issue. Lynn advised that the partnership between CTL and Intrado expired at the end of February and that it was unexpected. She stated that the PUC had significant concerns on

both sides of the issue due to the lack of coordination. Therefore, the PUC put in place emergency rules to maintain the current relationship until both sides have a product that the PUC can review. Ms. Notorianni stated that currently both companies are trying to find a solution to partner with one another. There has been no interim action by the PUC since the emergency rule was enacted.

Vice Chair Kufeld asked Ms. Notorianni how the PUC was going to hold these companies accountable. Ms. Notorianni stated that she is not sure that they have any legal stance to get in the middle of that contractually but that the emergency rules can only be in place for 6 months. Secretary Charles asked Ms. Notorianni what happens after the 6 months expires. Ms. Notorianni stated that emergency rule either goes away or that permanent rules would have to be filed.

c. Diversity Docket

Executive Director Culp gave a summary of the current situation to citizens that were in attendance. She stated that during the floods in 2013, all communication with Estes Park was lost. She stated that the services that LETA controlled also had problems but that measures were taken to fix those.

Executive Director Culp stated that CenturyLink had labeled the Estes Park end office as a stand-alone office but found out during the flood that it was dependent on the Loveland end office. She also explained that condition 4 routing did not occur even though LETA had previously provided CTL with those numbers.

Ms. Notorianni advised that CTL had filed their response on Tuesday evening. She stated that the PUC still has concerns and plans to go back to CTL. Ms. Notorianni stated that she is also concerned the CTL is excluding the 9-1-1 community from their discussions with Platte River and the Town of Estes Park. Ms. Notorianni advised that she would take the LETA board's concerns back to the PUC and see what they could do to push this issue forward.

d. LETA Call Boxes

Executive Director Culp advised the board that she received a quote for satellite unit at Cherokee Park. The service charge is \$300 or \$25/month which is less than what is being paid now for the landline. The board agreed that this may be a good option for that area. Executive Director Culp advised that LETA will research the satellite box and will seek approval for next year's budget.

7 ATTORNEY REPORT

Attorney Frey advised that there will be four seats open at the end of the year. He stated that the election of officers would be done at the annual meeting on January 7th. Attorney Frey stated that the City of Fort Collins and Larimer County seats would need to be decided through city council and county commissioners. He would like those board members to provide city or county approval for their retention on the LETA board by the December 3 meeting.

Executive Director Culp also stated that CSU has the first right of refusal for the Small Towns seat and if there is no one from CSU interested, then the seat would be open to the other small towns. The three hospital districts need to work together to get a representative to fill the Hospital/Ambulance District seat.

8 EXECUTIVE DIRECTOR REPORT

A. Program Update

- i. **VIPER** – Executive Director Culp reviewed the VIPER statistics with the board. She stated that the PSAPs are very busy and the VIPER is having no issues.
- ii. **DSS** – Executive Director Culp advised that RFP responses are due by EOB today. Attorney Frey advised that he is working with DSS to establish if there was or was not acceptance on the system. He also stated that LETA has to maintain the audio records for 13 months and that the transition will be important. Technical Manager Roth compiled a list of recent issues and DSS has yet to respond.
- iii. **Pictometry** – Executive Director Culp stated that all floor plans have been delivered and they are being added to Pictometry online. Executive Director Culp will work with the Comm. Managers to add it to the CAD systems.
- iv. **Everbridge** – Executive Director Culp expects to be live on the new system by the end of February.
- v. **Text to 911** – Executive Director Culp advised that the PSAs were complete and played the PSAs for the board. She also stated that Grand Junction formally notified LETA yesterday that they would like Larimer County to guard their text to 911 calls for them. LETA will work with Grand Junction on an IGA or MOU.
- vi. **EMD** – This topic will be discussed extensively at the November retreat.
- vii. **GIS** – Executive Director Culp advised that she was made aware yesterday about multiple entities that had created the Northern Colorado Geospatial Consortium. This group flew parts of Larimer County using LiDAR cameras. Executive Director Culp expressed her concerns that LETA has contracted with Pictometry to do this kind of work and the efforts seem to be duplicated. She advised that she has reached out to GIS folks from multiple agencies in reference to this project.

B. Public Education



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This topic will be discussed at the November retreat.

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. Vice Chair Kufeld seconds the motion. All in favor. Meeting adjourned at 10:40.