



LETA Meeting Minutes

Date: 04/04/18

1 CALL TO ORDER | ROLL CALL

Chair Kufeld called the meeting to order at 0900 and conducted a roll call. Members present: Chair Kufeld, Vice Chair Leshner, Treasurer Westbrook, Director Johnson, and Director John Manago.

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

Excused Absence: Secretary Charles and Director Yeager

2 REVIEW OF THE AGENDA

Chair Kufeld reviewed the agenda and asked the board to consider additional items. CEO Culp requested to provide an update on TracFone – no board action required.

3 PUBLIC COMMENT

Individuals wishing to speak during public comments are welcome and should limit their comments to 5 minutes. No comments from public.

4 CONSENT CALENDAR

- a. Approval of Feb 7th, 2018 meeting minutes
- b. Approval of Jan-Feb finance report
- c. Approval of Jan-Feb deposits and bills report

Chair Kufeld called for a motion to approve the consent calendar. Vice Chair Leshner made the motion to approve. Director Johnson seconds the motion. All in favor.

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

5 BOARD ACTION

- a. IGA Revisions

CEO Culp advised that she received a request from Direct Yeager to consider a revision to the IGA requirement that all board members live within Larimer County boundaries. CEO Culp explained that historically this decision was made because the board wanted a consumer of the programs and services that LETA offers.

Attorney Oldemeyer indicated the IGA is 9 years old and should be reviewed by the board. She provided the board with her suggestions for critical and highly recommended changes. Attorney Oldemeyer stated that in order to make a revision to the IGA, there would have to be a formal opening of the IGA and all government partners would have to be involved.

The board agreed it is not critical to open the IGA for revision at this time. Chair Kufeld called for a motion to approve not opening the IGA for revision. Director Leshner made the motion to approve. Treasurer Westbrook seconds the motion. All in favor.

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

6 OLD BUSINESS

a. LETA ESI NET

CEO Culp advised that LETA has hired Sentinel to work on a LETA approved design and that an MOU has been signed with Larimer County and the City of Loveland. Director Johnson will check with University legal to check on the status of the MOU.

CEO Culp advised that LETA is at a critical stand still with Fort Collins but are still on target for completion in June 2018. She stated that there will be a large amount of testing required prior to transitioning VIPER and the voice logger to the new fiber.

b. CTL 9-1-1 Tariff

CEO Culp stated that LETA is still negotiating fundamental pieces of the tariff, including SLAs and pricing. She indicated that the intervenors are very well positioned but all work that is being submitted to CenturyLink is rejected.

Attorney Oldemeyer advised that the hearing is set for July and direct testimony from CenturyLink is due in May. CEO Culp indicated that LETA will not gain anything from the tariff in regard to NG911 so the goal is to keep costs low, negotiate SLAs and a timeframe.

c. Airbus BESP Application/Tariff

CEO Culp told the board that Airbus is having presentations and discussions to get support from the 911 community. Their plan is to roll out region by region. LETA is engaged within the process.

d. TracFone

CEO Culp advised that TracFone is once again trying to file to ETC status. She stated that LETA will be intervening. CEO Culp stated that the revenue is needed and that if TracFone acquires this designation, all providers with the same designation would then not have to remit surcharge.

e. Estes – Lyons Fiber

CEO Culp advised that LETA is still figuring out who may be stakeholders in this project. She indicated that LETA is working with stakeholders to recover costs, not to make profit. The project is still in Phase 1 but the project is on track with no roadblocks at this time.

f. Larimer County HR/Benefits Management

CEO Culp stated that Estes Park will not be able to support LETA. She will continue to research options for benefits, time management, etc.

g. Estes to Lyons Fiber Project

CEO Culp presented a 4-phase project outline to the LETA Board. The Board expressed appreciation for the breakdown of phases and costs. CEO Culp stated that she anticipates the project could take anywhere from 18-24 months.

h. Larimer County HR/Benefits Management

CEO Culp advised that she has been researching alternative options for LETA. Chief Kufeld is also having discussions with the Town of Estes Park and the possibility of taking on the HR Management role for LETA. CEO Culp stated that Larimer County will let LETA take the year to transition to another solution. CEO Culp indicated her target date for a solution is the end of August and she will present options to the Board.

g. CTL vs LETA update

CEO Culp told the board that as part of the settlement agreement with CenturyLink, diversity from Loveland to Estes Park is complete. There are now two physical paths to Estes Park that carries 9-1-1 traffic.

i. NICE | VPI Contract



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CEO Culp stated that LETA renegotiated with NICE on system work and upgrades. Treasurer Westbrook asked what the financial implications are. CEO Culp advised that the cost is \$13,500 and they waived the first bill.

7 STAFF UPDATES

The board has no questions for staff

8 NEW BUSINESS

a. Public Education / Public Outreach Coordination

CEO Culp advised that LETA hired Hannah Lightfoot as a contract employee to help with a social media presence and making 9-1-1 more relevant. She stated that Operations Manager Turner will also be working with members of the PSAPs to create educational videos.

9 LETA BOARD COMMUNICATIONS

No comments from the board.

10 MEETING ADJOURNMENT

Chair Kufeld called for a motion to adjourn. Vice Chair Leshner made the motion. Director Johnson seconds the motion. All in favor.

Meeting adjourned at 10:05.