



LETA Meeting Minutes

Date: 02/03/21

1 WORK SESSION: 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 Manago, Secretary Charles, Director Coldiron, Director Leshner and Director Martinez.

Excused Absence: Director Meisner

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

2 REVIEW OF THE AGENDA

No additions or comments.

3 BOARD HANDBOOK

CEO Culp advised that there are no recommended changes to the board handbook. She reminded all board members that the document is an outline of board procedures and their duties on the LETA Board.

4 BOARD POLICY BOOK

CEO Culp stated that all policies are now rolled up into a policy manual. No content was changed, only minor terminology changes to keep language consistent. She advised that this document will come in front of the board for approval. Target date for approval will be in April

5 IGA REWRITE PROJECT

CEO Culp stated that there are many reasons to consider an IGA rewrite, including evolution of LETA operations, government partners, and changes in federal and state laws. The board briefly discussed taxing/non-taxing authorities that are currently on the IGA. CEO Culp explained that is important for the board to have input on any changes proposed.

A rough draft of the changes will be ready in April and will require board input.

6 ADJOURN

Work session adjourned at 09:36 am.



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7 GENERAL MEETING: 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 Manago, Secretary Charles, Director Coldiron, Director Leshner and Treasurer Martinez.

Excused Absence: Director Meisner

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

8 REVIEW OF THE AGENDA

No additions or comments.

9 PUBLIC COMMENT

No comments.

10 CONSENT CALENDAR

- a. Approval of December 2nd meeting minutes**
- b. Approval of November and December finance reports**
- c. Approval of November and December deposits and bill reports**
- d. Posting of notices regarding public meetings**

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

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

11 BOARD ACTION

- a. Election of Officers**
 - i. Chair**

Vice Chair Manago nominates Chair Kufeld. No other nominations received. All in favor.

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

ii. Vice Chair

Vice Chair Manago nominates himself to retain position. No other nominations received. All in favor.

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

iii. Secretary

Director Leshner nominates Secretary Charles. No other nominations received. All in favor.

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

iv. Treasurer

Vice Chair Manago nominates Treasurer Martinez. No other nominations received. All in favor.

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

b. IGA with PFA

CEO Culp advised the board that Mark Turner left TVEMS. LETA has engaged PFA and they are interested in providing the EMD Trainer. Chief Kevin Waters is already EMD certified and would continue the EMD Trainer process. CEO Culp stated that this change will have very little impact to LETA's budget.

Chair Kufeld calls for a motion to approve the EMD Trainer IGA with PFA. Director Leshner made the motion. Secretary Charles seconds. All in favor.

UNANIMOUSLY PASSED on the following vote: **AYES:** Chair Kufeld, Vice Chair Manago, Secretary Charles, Director Coldiron, Director Leshner and Director Martinez. **NOES:** None **ABSENT:** Director Meisner **ABSTAIN:** None

12 OLD BUSINESS

a. **Public Safety ESInet | Fiber update Hwy 36**

CEO Culp stated that LETA was contacted by Crown Castle reference the fiber project from Estes Park to Lyons along Hwy 36. LETA is very interested in the potential of fiber along Hwy 36 however there is an unanswered problem of how we close the gap from Lyons to Longmont. LETA will continue to participate in discussions to determine if this is a viable fiber solution.

b. **Everbridge**

CEO Culp advised that she worked with Everbridge on their new token model and purchased enough tokens to cover another Cameron Peak Fire. LETA is drafting and RFP or RFI with the intent to have the document ready for release by the end of the month.

c. **Network & System Admin Position update**

CEO Culp advised that interviews for the final four applicants are scheduled for February 19th. Mark Olson and Matt Towell from El Paso-Teller will join LETA staff for the oral board interview.

d. **Backup PSAP update**

CEO Culp told the board that the project is on track for the end of 1st quarter. She advised that the furniture will be installed next month. There CAD questions that remain a grey area but have not been met with resistance.

e. **ESInet**

CEO Culp stated that she is still chairing this committee. She advised that there are some major concerns with 911 calls not transferring and MLTS issues.

13 NEW BUSINESS

a. **2021/2022 Legislative Initiative**

CEO Culp shared that part of the initiative is in reference to training standards. There is a push to have 911 dispatchers become certified with certain training standards and that those records are submitted to an agency, such as the PUC. She advised that this will be difficult as an unfunded mandate.

b. **IGA rewrite project**

Covered during work session. Redlines will be available in April.

c. **Financial Review | Surcharge status**

CEO Culp stated that LETA didn't see the amount of surcharge growth that is usually seen but there wasn't a decline as anticipated. She reminded the board that prepaid revenue is no longer a percentage but a flat fee. That will continue to be monitored.

d. CCOA – Colorado Council of Authorities

CEO Culp shared that the CCOA would allow 911 authorities to be a single voice for legislation, filing of comments, etc. She explained there was not a lot of growth on this idea in 2014 but is now taking on a real format.

e. CueHit

CEO Culp shared data collected by CueHit in reference to emergency alerts during the Cameron Peak Fire. The biggest question from this data is, what do we do for the communities that are only served by landline phones?

14 STAFF COMMUNICATION

No comments or questions.

15 BOARD COMMUNICATION

Vice Chair Manago wanted to recognize Carmen Bloom on her retirement after a 25 year career at Loveland Emergency Communications Center.

16 ADJOURN

Chair Kufeld called for a motion to adjourn. Director Leshner made the motion to adjourn. Treasurer Martinez seconds the motion. Meeting adjourned at 10:40 am.