

Larimer Emergency Telephone Authority

Meeting Minutes May 4th, 2011

1. Call to Order/roll call

Meeting was called to order at 0900

PRESENT:

Chairman Baudek, Vice Chair Nelson, Treasurer Westbrook, Secretary Kufeld, Director Leshner, Director Charles

STAFF:

Attorney John Frey, Executive Director Culp

ABSENT:

Director Davis (Excused)

COMMISSIONER LIAISON:

Commissioner Donnelly (Not present)

2. Public Comment

Chairman Baudek asked for public comment for any items not currently being considered on the agenda. No comments received.

3. Review of the agenda

The agenda was reviewed for any changes or additions. There were no changes or additions to the agenda.

4. Financial Report

Executive Director Culp reported that the financial reports for March, budget vs. actual, check detail, deposit detail, and detail report of all financial accounts were included in the packets distributed through email to the Board on April 28th, 2011.

No questions were received from the Board on the financial reports provided.

5. Consent Agenda

- a. Approval of April meeting minutes
- b. Approval of March finance report
- c. Approval of March deposits and bills

The motion UNANIMOUSLY PASSED on the following vote: **AYES:** Chairman Baudek, Vice Chair Nelson, Secretary Kufeld, Treasurer Westbrook, Director Charles, Director Leshner **NOES:** None. **ABSENT:** Director Davis **ABSTAIN:** None

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6. Old Business

a. Executive Director Culp is working with Qwest on the TSP discontinuation report. No further progress has been made.

b. CRISP-Tiburon Replacement Project

Executive Director Culp attended the last CRISP Steering Committee Meeting. Exec. Dir Culp expressed that the LETA Board has an expectation that interfaces that have been funded by LETA will be made whole by the agencies during their upgrade or installation of a new CAD system. Exec. Dir Culp also expressed that LETA funding for an upgrade or a new CAD system is not available due to the upcoming phone system replacement project.

7. Executive Director Report

Coplink

Exec. Dir Culp reported that KCC is struggling with Tiburon CAD and duplication of entries into the COPLINK system. No date for this to be rectified but the project is at a standstill until the problem is resolved.

Pictometry

Exec. Dir Culp reported that Tiburon has completed their work on the interface. Pictometry is now working with Tiburon for the final steps needed to complete this project.

a. Everbridge Report for April.

Exec. Dir Culp reported that the system was used ten times in April for emergencies. The majority was for the Crystal Mountain Fire. We also sent a notification on behalf of Windsor for a police situation.

We had one misuse on the system and that was a TEST message that was sent by a user in the Emergency Organization. The user has been suspended and is being re trained by their agency.

Overall we had 41 tests completed on the system in April

<u>Agency</u>	<u># of GEO tests</u>
LETA	0
Fort Collins	27
Larimer County	0
Estes Park	3
CSU PD	7
Loveland	3
Windsor	0

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Vice Chair Nelson asked if a column could be added to include the number of emergencies used by each agency. Exec. Dir Culp stated she would modify the report accordingly for next month.

b. National 9-1-1 Updates

Exec. Dir Culp reported that AT & T acquired T-Mobile this will impact the recording of wireless revenue.

Merger between CenturyLink and Qwest is complete. Our contact for 9-1-1 will be the current Centurylink team we worked with on the Fort Collins Project.

NENA has a NG 911 committee that Exec. Dir Culp serves as an alternate. The committee is ICE for industry collaboration event. The committee develops plans and protocols for vendors to test their NG 911 solutions in a controlled environment. ICE 8 will focus on logging recorders and will be held the week of May 22nd.

Exec. Dir Culp serves on National NENA's Legislative / Regulatory committee. Current discussions have been around the various rulings at the FCC for spectrum allocation.

c. State 9-1-1 Updates

The 9-1-1 Resource Center has been working for 2 years on a State 9-1-1 plan. The 9-1-1 plan's purpose is to outline the recommended migration from our analog to IP for 9-1-1. The Resource Center hired a consulting firm – Mission Critical, to assist in key next generation elements of the plan. The report was to be complete in March and is pending review from the Resource Center Board.

The merger of Centurylink and Qwest has an impact on 9-1-1 in Colorado. It is critical for the company to research and review the current 9-1-1 infrastructure and to develop plans for the 9-1-1 migration to Next Gen. No steps have been made by either company.

Recently Exec. Dir Culp attended (remotely) a meeting on the Selective Router Database (SRDB). This database houses the 9-1-1 records and has been problematic for many 9-1-1 Authorities as there are old and inactive records in the SRDB that Authorities are being charged monthly for. The PUC Task Force has a subcommittee that is working with Qwest/CenturyLink and various other Teleco's on identifying the problem, and discussing possible solutions to the problem. No solutions have been identified at this time.

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LEGISLATION

SB 11-262: PUC Telecom Regulation Reform. Introduced in the Senate and has bipartisan support

- Changes the definition of BESP to 9-1-1 information instead of 9-1-1 calls
- Adds definition for Emergency service that mirrors the definition in 29-11-101
- Adds that the PUC has the right to regulate the price and quality of Emergency Service regardless of the technology used to deliver the service.
- Requires registration of all telecommunications carriers with the PUC. This will include VOIP and Wireless Carriers.

SB 11-173: Interoperable Comm. in schools. Passed the senate and is awaiting final vote in house. This bill specifically states that 9-1-1 funds can be used to assist in the interoperable communications for schools.

The LETA Board discussed the funding implications and requested a funding philosophy policy to review at the June LETA meeting.

d. Estes Park – Funding

Executive Director Culp reported that in the March LETA meeting Estes Park selected the option for direct invoicing for the funds that failed to carry over from 2009 to 2010 and from 2010 to 2011. Instead of invoicing Estes Park has decided they would prefer to have LETA withhold the funds that failed to carry over and in return they will show appropriate 9-1-1 expenditures for the full amount.

8. Attorney Report

Attorney John Frey reported that last month the Board asked for a legal opinion mileage reimbursement for the LETA Board. Attorney Frey stated there is nothing in the 9-1-1 Statute that prohibits the Board from providing travel reimbursement to Board members. Attorney Frey continued that there is a travel policy in place that could easily be expanded to apply to LETA Board meetings. Attorney Frey stated if the LETA Board wanted to adopt a policy that reimburses Board members for mileage at the IRS stated level with the restriction that states mileage will only be reimbursed for members that are sitting on the Board outside of their scope of employment they can do that.

Director Leshner stated that the LETA Board is a voluntary Board and that if one Board member is to be reimbursed all agencies should have the opportunity to seek reimbursement. Director Leshner agrees that Board members should be reimbursed for their travel associated with training or meetings that are outside of

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the monthly LETA meetings however the monthly meetings are part of the duties that should be considered standard and not reimbursable. Director Leshar asked Director Baudek how this has changed from being a Board member for years prior.

Chairman Baudek stated that with the price of gas going up to almost \$4.00 a gallon is why he is bringing this forward now.

Secretary Kufeld stated he agrees with the proposal and believes civilian Board members that are not being compensated by an agency for their miles should be reimbursed. He continued about the burden that is placed on employees from Estes commuting to meetings in Loveland or Fort Collins.

Director Leshar stated he does not believe you can or should single out individuals unless you are singling out a position on the Board i.e. Chair. Director Leshar stated that he serves on a Board with the State and that all agencies can seek reimbursement through the State for their travel time, it does not apply to one individual or one type of agency.

Vice Chair Nelson stated that he needs more information in order to make a decision. He can see if gas prices rose that some agencies might not be able to send employees due to the cost. VC Nelson stated he would like to review the State policy prior to being able to make a decision.

Attorney Frey stated he would gather additional information to include the State's reimbursement policy for the Board to review prior to making a decision.

9. New Business

a. RFP 05-11

Exec. Dir Culp reviewed the RFP with the Board. She highlighted the document and presented an Executive Summary of the RFP. The Board then reviewed each section of the RFP to include an overall review of the Agreement.

Exec. Dir Culp requested a motion from the Board to approve the RFP to be released May 4th, after the Board meeting.

The motion UNANIMOUSLY PASSED on the following vote: **AYES:** Chairman Baudek, Vice Chair Nelson, Secretary Kufeld, Treasurer Westbrook, Director Charles, Director Leshar **NOES:** None. **ABSENT:** Director Davis **ABSTAIN:** None

10. Meeting Adjournment

The meeting adjourned by motion at 10:03.