

LETA Board Meeting Minutes

Meeting Subject:
Larimer Emergency Telephone Authority

Location:
LETA – Board Room
4867 Venture Dr
Johnstown, CO 80534

Meeting Contact:
Kimberly Culp kculp@leta911.org

Date:
08/06/25

Time:
0900-1015

Work Session: Radio Console Funding

Location: Same

Time: 1015-1130

AGENDA ITEMS

1. CALL TO ORDER | ROLL CALL @ 0900

Called to order @ 0900 by Chief Charles. All board members present.

Steve Charles	X	Chair	Tim Doran	X	Director
Joe Shellhammer	X	Vice Chair	Dusty Weber	Excused	Director
James Robinson	X	Treasurer	Marc Barker	X	Director
Justin Allar	X	Director	Ian Stewart	X	Secretary

2. REVIEW OF THE AGENDA

CEO Culp reminded the board of a work session regarding radio funding immediately following the meeting.

3. PUBLIC COMMENT

No comments

4. FINANCIAL REVIEW

CEO Culp reviewed the May and June finance reports. No questions from the board.

5. ANNUAL AUDIT

Alanna Moses, with Anderson & Whitney, reviewed the 2024 annual audit documentation. No questions from the board.

6. CONSENT CALENDAR

- a. Approval of April 2nd meeting minutes
- b. Approval of the June 4th meeting minutes
- c. Approval of March and April deposits and checks
- d. Approval of March and April finance report
- e. Approval of Resolution recognizing Sharolyn Howard for Exemplary EMD
- f. Approval of the 2024 Annual Audit

Chair Charles calls for a motion to approve the Consent Calendar. Director Allar made the motion to approve. Treasurer Robinson seconds.

UNANIMOUSLY PASSED on the following vote: **AYES:** Chair Charles, Vice Chair Shellhammer, Director Doran, Treasurer Robinson, Secretary Stewart, Director Allar, and Director Barker. **NOES:** None **ABSENT:** Director Weber **ABSTAIN:** None

7. DISPATCHER RECOGNITION

Operations Administrator, Haley Pittman, recognized dispatchers from Loveland Emergency Communications Center (LECC) and Estes Park Emergency Communications Center (EPECC).

EPECC dispatchers, Kelly Doherty and Emily Pugh, were recognized for their work on a satellite text led to a four-and-a-half-hour communication effort to locate a hiker in RMNP.

LECC dispatcher Abigail Boyle, was recognized for her proactive approach to handling a suicide attempt call.

8. GIS Intern Program

LETA's GIS Intern, Rose Behrens, shared with the board the experience gained while working at LETA for the last two years. She thanked the board for the professional development opportunity.

9. RTIC Presentation

Scott Gammon provided a brief update on the NCRTIC, detailing its mission, goals, and current operations. He requested an extension of the one-year lease proposal for the space in LETA's building, for an additional three years (four years total) at no cost to NCRTIC.

Chair Charles asked if the Division of Fire Prevention and Control have expressed interest in partnering with NCRTIC or been asked to partner? Mr. Gammon advised that he has had conversation with some fire services and would like to have fire involved in the program as well.

Director Allar asked with the clock would start on the proposed lease. Mr. Gammon advised that he intends for the clock to start, if/when NCRTIC moves into the space.

10. BOARD ACTION

Consideration of Lease Extension of RTIC

CEO Culp advised that at the February meeting the LETA Board approved her to have lease discussions with RTIC. Those meetings have not happened and there is no draft lease right now. CEO Culp shared with the board the estimated lease cost based on the lease agreement costs attributed to the Endeavor space.

CEO Culp recommended that she work with RTIC on the lease agreement and terms.

Chair Charles calls for a motion to approve LETA's CEO to work with RTIC to come up with a proposed lease agreement and terms. Vice Chair Shellhammer made the motion to approve. Secretary Stewart seconds. All in favor.

UNANIMOUSLY PASSED on the following vote: **AYES:** Chair Charles, Vice Chair Shellhammer, Director Doran, Treasurer Robinson, Secretary Stewart, Director Allar, and Director Barker. **NOES:** None **ABSENT:** Director Weber **ABSTAIN:** None

a. Investment Funds

CEO Culp explained her desire to consolidate investment accounts into a Raymond James account to simplify management and reduce fees. She stated that the PNC account is a requirement of the Endeavor property so she will need to review the agreement before closing the account.

Chair Charles calls for a motion to approve the Raymond James account and moving the First National Bank COL Trust investments there. Treasurer Robinson made the motion to approve. Director Doran seconds. All in favor.

UNANIMOUSLY PASSED on the following vote: **AYES:** Chair Charles, Vice Chair Shellhammer, Director Doran, Treasurer Robinson, Secretary Stewart, Director Allar, and Director Barker. **NOES:** None **ABSENT:** Director Weber **ABSTAIN:** None

b. Jackson County

CEO Culp explained that Jackson County had been awarded a grant and the funds were not used appropriately. CEO Culp meet with the County Manager and the Jackson County Commissioners about the approximately \$64K still owed to LETA. The Jackson County Commissioners asked for a 5-year payment plan to pay LETA back.

Chair Charles calls for a motion to approve the 5-year payment plan. Director Doran made the motion to approve. Vice Chair Shellhammer seconds. All in favor.

UNANIMOUSLY PASSED on the following vote: **AYES:** Chair Charles, Vice Chair Shellhammer, Director Doran, Treasurer Robinson, Secretary Stewart, Director Allar, and Director Barker. **NOES:** None **ABSENT:** Director Weber **ABSTAIN:** None

c. Estes to Lyons Network

CEO Culp explained the Estes Park to Lyons network down Highway 36 and that this is not a fix for the CenturyLink issue. This path would support LETA supported technology only. Longmont is willing to run fiber to Lyons to connect with CDOT and will split the cost with LETA.

CEO Culp recommends that the LETA Board consider this \$50K investment to complete the ring to Estes Park. The work will be done this year.

Chair Charles calls for a motion to approve the \$50K funding to complete the fiber connection from Lyons to Estes Park. Treasurer Robinson made the motion to approve. Director Barker seconds. All in favor.

UNANIMOUSLY PASSED on the following vote: **AYES:** Chair Charles, Vice Chair Shellhammer, Director Doran, Treasurer Robinson, Secretary Stewart, Director Allar, and Director Barker. **NOES:** None **ABSENT:** Director Weber **ABSTAIN:** None

11. OLD BUSINESS

a. LETA vs. CTL Update

CEO Culp stated that CenturyLink waived cross examination on all public safety partners, including LETA. CEO Culp is current working on a SOP that will be filed next week. The judge has until the end of September to rule.

12. STAFF COMMUNICATION

No questions.

13. LETA BOARD COMMUNICATION

None.

14. ADJOURN BUSINESS MEETING AND ENTER INTO WORKSESSION ON RADIO CONSOLE FUNDING

Regular business meeting adjourned at 10:15 am.