

LETA Board Meeting Minutes

Meeting Subject:
Larimer Emergency Telephone Authority

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

Meeting Contact:
Kimberly Culp

Date:
04/01/26

Time:
0900-1030

AGENDA ITEMS

1. CALL TO ORDER | ROLL CALL @ 0900

Called to order @ 0902 by Chair Charles. All board members present.

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

2. REVIEW OF THE AGENDA

No additions/changes.

3. PUBLIC COMMENT

No comments

4. FINANCIAL REVIEW

CEO Culp reviewed the January and February finance reports. No questions from the board.

5. CONSENT CALENDAR

- a. Approval of February meeting minutes
- b. Approval of January and February finance report
- c. Approval of January and February bills report

Chair Charles calls for a motion to approve the Consent Calendar. Treasurer Robinson made the motion to approve. Director McGarry seconds. All in favor.

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

6. BOARD ACTION

a. Annual Report Review

CEO Culp reviewed the Annual Report with the LETA Board. No questions from the Board.

Chair Charles calls for a motion to approve the 2026 Annual Report. Director McGarry made the motion to approve. Director Doran seconds. All in favor.

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

7. OLD BUSINESS

a. CAD to CAD Project

CEO Culp stated the project is still stuck. LETA understands the need, but the solution needs to be compatible with CAD. She remains in discussion with partner agencies and vendors to find solutions.

b. Estes to Longmont Fiber

CEO Culp advised that LETA received the green light from CDOT to start field work and splicing. No dates for field work currently. Chair Charles asked about LETA's communication with the Town Manager in Estes Park. CEO Culp advised that Chief Stewart has been keeping them informed and she has been sending them executive briefs.

c. Legislation Update

CEO Culp stated that the pre-paid surcharge phone bill was signed by the Governor. This bill will capture 911 surcharge from pre-paid unlimited plan providers.

d. CTL Tariff | Improvement Plan

CEO Culp advised that CenturyLink is going to be filing another improvement plan. LETA plans to review it when it is filed and will monitor its progress. She advised that LETA will be looking for CenturyLink to identify single points of failure and network diversity.

e. Redundant Emergency Alert System

CEO Culp stated that LETA is behind on this project. 911 data has been provided to the vendor. LETA filed for a secondary IPAWS certification but requires final signatures.

8. STAFF COMMUNICATION

No questions/comments.

9. LETA BOARD COMMUNICATION

Vice Chair Shellhammer thanked LETA for their assistance in recent fires. Director Doran advised that RTIC is operational and shared his appreciation for LETA's assistance. Treasurer Robinson shared his appreciation for LETA's forethought, professionalism, and attention to detail in all projects. Director McGarry echoed Treasurer Robinson's sentiment.

10. ADJOURN BUSINESS MEETING

Chair Charles calls for a motion to adjourn. Director Allar made the motion to approve. Director Barker seconds. All in favor. Meeting adjourned at 0931.

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

11. WORK SESSION

Work session called to order at 0937.

a. Radio Funding

Director Allar made a motion for LETA to fund 100% of the AXS radio consoles. Treasurer Robinson seconds the motion. All in favor – motion passed.

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

b. Office Manager position

Director McGarry made a motion for LETA to hire an office manager with the discretion of LETA's CEO to determine if the position should be full time or part time. Vice Chair Shellhammer seconds the motion. All in favor – motion passed.

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

Work session adjourned at 1004.

12. REJOIN BUSINESS MEETING

Business meeting rejoined at 1004.

13. ADJOURN

Chair Charles calls for a motion to adjourn. Director Allar made the motion to approve. Director Barker seconds. All in favor. Meeting adjourned at 1008.

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