

MINUTES OF THURSDAY, APRIL 7, 1988

The E911 Emergency Telephone Service Authority Board met in the Jefferson County Courthouse, Commissioners' Conference Room, 1700 Arapahoe Street, Golden, Colorado on Thursday, April 7, 1988.

Present for the meeting were the following:

Director Marjorie E. Clement, County Commissioner Representative
Director Ron Van Gundy, Fire District Representative
Director Ed Ray, Municipal Representative
Director Dick Crain, Fire District Representative
Bob Shriver, retiring Board member
Will Burt, retiring Board member
Lt. Lee Doebring, Chairman, Technical Services Committee
John Wilding, U.S. West/Mountain Bell
George Theophilos, Assistant County Attorney
Eleanor V. Martin, Clerk

Director Gary Goldsberry absent.

Past Director Will Burt called the meeting to order at 5:30 P.M.

TREASURER'S REPORT

Past Director Bob Shriver reported to the Board that the total receipts in the E911 Telephone account is \$1,767,101.75 less the disbursement through November 2, 1988 of \$901,795.86 for E911 premise equipment, to Mountain Bell. A checking account was established with the Lakeside National Bank in the amount of \$4,000.00 to cover the cost of cross connects for the PSAP's. This leaves a balance of \$861,305.89. Presently the Lakeside Trust Account is in an amount of \$992,232.44 with total interest revenue of \$130,926.55, leaving a total balance of \$861,305.89.

REVENUE AND EXPENSE PROJECTION

Past Director Will Burt presented the Revenues and expense projections through the end of October, 1988. A copy is attached to these minutes.

DISCUSSION

Mr. Burt stated he would sign as secretary any minutes ready for signature of the past meetings.

George Theophilos informed the new Board that the issues facing the Board:

1. Payment to Mountain Bell for the outstanding balance, a large payment to be made for the network charges and the ongoing monthly charges. Maintenance costs are included in the first year.

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2. At the close of the first year it will be necessary to obtain or enter into a maintenance contract to provide maintenance for the system. Quotes were received at an earlier date but never materialized.
3. As an Intergovernmental body, debts cannot be incurred past the fiscal year.
4. Set up Policies and Procedures as to what is the proper criteria and guidelines for the handling and obtaining new equipment or worn out equipment after the warranty period expires.
5. Liability and casualty insurance, property damage for the equipment. It had been anticipated that each entity would assume the responsibility for their equipment. Director Clement requested that Mr. Theophilos and John Wilding, Mountain Bell look into various options for insuring the equipment and report back to the Board.
6. Election of officers for the ensuing year.

DISCUSSION

A discussion was held concerning payment of the monthly service charge to Mountain Bell. George Theophilos, County Attorney, informed the Board that the charge includes the network charges. The agreement with Mountain Bell states that charges can be paid quarterly. If the network charge is paid within a year, there will be no interest charges, the year end being October, 1988.

Mr. Theophilos stated that a need exists for the preparation in determining revenue projections due to the termination of office of Will Burt who graciously prepared such information for the Board. Director Crain volunteered his services to continue working out the projections. Director Clement suggested that Mr. Burt meet with Director Crain to assist him with familiarizing his method of determining the revenue projections.

Dicussion was held regarding partial payment to Mountain Bell. Following the discussion, Director Ray moved that a check in the amount of \$250,000.00 be forwarded to Mountain Bell as payment on account toward the bill of March 1, 1988. Director Ray amended his motion to amend the motion at the next meeting to increase the amount if so desired by the Board.

Director Clement seconded the motion, the roll having been called, the vote was as follows:

Director Ed Ray	- "Aye";
Director Marjorie E. Clement	- "Aye";
Director Ron Van Gundy	- "Aye";

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Director Dick Crain	- "Aye";
Director Gary Goldsberry	- Absent":

The motion was carried by majority vote of the E911 Emergency Telephone Service Authority Board.

Payment of the installation charges was discussed. The matter was deferred until the next meeting in order to determine the breakdown of the actual installation charges.

Director Ray question the feasibility of deeding the equipment to the various entities, thereby the Board would not have ownership.

George Theophilis stated the County has Errors and Omissions coverage of the Board appointed by the Board of County Commissioners. Final determination has not been received from the County insurance agent whether this Board is covered where by Intergovernmental Agreement it was agreed this Board would be appointed by the Board of County Commissioners.

Mr. Theophilos informed the Board that a technical services committee has supplied technical information to this Board. It was suggested that the Technical Services Committee be requested to provide technical specifications in order to go to bid for a maintenance contract for next year, and suggestions on policies and procedures for handling requests for new equipment, and in dealing with additional and replacement of old equipment.

Lt. Lee Doehring, President, Technical Services Committee reported to the Board that the PSAP's have had remarkable service out of the system. Down time and problems are minimal. Evergreen is experiencing some glitches in the MSAG, corrections not made as yet but otherwise running smoothly. More citizens are using the 911 digits as opposed to the seven digit emergency number. Some prank calls are received but are readily handled.

Director Clement presented plaques to the outgoing Board members, Will Burt and Bob Shriver for their contributions to the County by serving on the 911 Board. Plaques will be sent to Ruth Maurer and Alf Gizzo who were unable to attend the meeting. George Theophilos presented a plaque to Director Bunny Clement on behalf of her fellow Commissioners.

MEETING DATE

It was the consensus of the new Board members to continue to meet on Thursday evenings at 5:30 P.M. The next scheduled meeting date is April 28, 1988 at 5:30 P.M.

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ADJOURNMENT

There being no further business to come before this Board, the meeting was adjourned.



Chairman

ATTEST:

Secretary

MINUTES OF APRIL 28, 1988

The Board of Directors of the E911 Emergency Telephone Service Authority Board met in the Commissioners' Conference Room, Jefferson County Courthouse, 1700 Arapahoe Street, Golden, Colorado on Thursday, April 28, 1988.

Temporary Chairman, Director Marjorie E. Clement, called the meeting to order at 5:30 P.M.

The following members were present for roll call:

Director Marjorie E. Clement, County Commissioner Representative
Director Ed Ray, Municipal Representative
Director Dick Crain, Fire District Representative
Director Ron Van Gundy, Fire District Representative

Director Gary Goldsberry was absent.

Also present:

George Theophilos, Assistant County Attorney
Eleanor V. Martin, Clerk
Lt. Lee Doehring, Chairman, Technical Services Committee
John Wilding, Mountain Bell

ELECTION OF OFFICERS

Director Clement, Temporary Chairman, called for volunteers to serve as officers for the ensuing year for Chairman, vice-chairman, secretary and treasurer. The following Directors volunteered to serve as officers:

Chairman, Director Ed Ray
Vice chairman, Director Ron Van Gundy
Treasurer, Director Dick Crain
Elected to the position of secretary was Director Gary Goldsberry.

Upon motion of Director Ray, duly seconded by Director Crain and by majority vote with all directors present voting "Aye", Director Goldsberry absent, moved to approve the foregoing slate of officers.

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Director Ray noted on Page 3, Paragraph 4, Line 1 "erros" should read "Errors". Following a discussion, the Board upon motion of Director Clement, duly seconded by Director Crain and by majority vote with all Directors present voting "Aye", Director Goldsberry absent, moved for the approval of the minutes of April 7, 1988 as corrected.

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TREASURER'S REPORT

No official report was given. Director Crain stated he would discuss the matter with Don Couch, County Treasurer for possible changes in the format.

OLD BUSINESS

PAYMENT OF TELEPHONE BILL

On April 7, 1988, the Board voted to approve a check in the amount of \$250,000 to be forwarded to Mountain Bell as payment on account toward the bill of March 1, 1988. The motion was amended to further increase the amount if so desired by this Board.

Following a discussion, the Board, upon motion of Director Ray, duly seconded by Director Clement, and by majority vote with all Directors present voting "Aye", Director Goldsberry absent, moved to authorize a check in the amount of \$250,000 to be forwarded to Mountain Bell as payment on account toward the bill of March 1, 1988.

Thereupon, the Board, upon motion of Director Crain, duly seconded by Director Van Gundy and by majority vote with all Directors present voting "Aye", Director Goldsberry absent, moved to authorize a check in the amount of \$82,634.69 made payable to Mountain Bell for the customer premise equipment for E911 service at the Evergreen PSAP.

MAINTENANCE AGREEMENT

Following a discussion, the matter of the maintenance agreement was continued until the next scheduled meeting.

MEETING DATE

The next scheduled meeting date is Thursday, May 19, 1988 at 5:30 P.M.

ADJOURNMENT

There being no further business to come before this Board, the meeting was adjourned.

Chairman

ATTEST:

Secretary

MINUTES OF NOVEMBER 10, 1988 E911 BOARD

The E911 Emergency Telephone Service Authority Board met in the Jefferson County Courthouse, 1700 Arapahoe, Commissioners' Conference Room, Golden, Colorado on Thursday, November 10, 1988.

Present for the meeting were the following:

Gary Goldsberry	City of Lakewood
Dick Crain	Evergreen Fire Department
Ronald Van Gundy	Bancroft Fire Department
Lee Doehring	Technical Committee, Arvada Police Department
Marjorie Clement	Jefferson County Board of Commissioners
John Wilding	U S West
George Theophilos	Legal Counsel to the Board

Also in attendance:

Jim Kirby	Sergeant, Wheat Ridge Police Department
Joe Cassa	Commander, Wheat Ridge Police Department
Sherman Spahr	Communications Officer Wheat Ridge Police Department

Director Ray, Chairman, called the meeting to order.

MINUTES

The June 23, 1988 minutes were discussed and a motion was made and seconded to hold the reading of the June minutes until a later meeting.

OLD BUSINESS

A form letter was received from the Federal Communications Commission in regard to our request for information on the inter-state access charge. The letter was forwarded to the proper office, The Federal Communications Commission Common Carrier Bureau, attention Tariff Division, Washington, D. C. No information has been received to date.

TREASURER'S REPORT

Dick Crain was unable to give an accurate report at this time because he is awaiting the necessary information from U.S. West. He will try to obtain the information pertinent to such a report by the next meeting.

NEW BUSINESS

New Equipment for the City of Wheat Ridge:

Commander Joe Cassa, of the Wheat Ridge Police Department, spoke to the Board regarding the cost of new equipment and/or updating the current telephone equipment necessary to the proper functioning of the department's telephone system at the city of Wheatridge. He asked if it would be possible to receive some financial aid from the Authority Board.

The City of Wheat Ridge's request for financial aid is to be considered an emergency request.

In order to deal with future requests of this nature it was resolved that Lee Doebring and the Technical Committee shall draft a proposal regarding the general replacement of equipment for 911 needs. They shall report to the Board at a future meeting the policies and procedures drawn up. George Theophilos asked to be on the committee.

It was also resolved that the Board shall consider a request by the City of Wheat Ridge, to assist them in their shortfall with an amount not to exceed \$7,000, contingent upon our receiving figures that will allow the Board to do so. The money may be allocated, based on projections of cost for 1989, only if this Board feels it is capable to do so.

NEXT SCHEDULED MEETING

The next meeting was set for December 1, 1988 at 5:30 P.M.

ADJOURNMENT

There being no further business to come before this Board, the meeting was adjourned at 7:40 P.M.

Respectfully submitted,

Ed Ray, Chairman

ATTEST:

Secretary

MINUTES OF DECEMBER 1, 1988 E911 BOARD

The E911 Emergency Telephone Service Authority Board met in the Jefferson County Courthouse, 1700 Arapahoe, Commissioners' Conference Room, Golden, Colorado on December 1, 1988.

MEMBERS IN ATTENDANCE:

Ed Ray, Chairman, Representing Wheat Ridge Police Department
Ron Van Gundy, Representing Bancroft Fire Department
Dick Crain, Treasurer, Representing Evergreen Fire Department
Gary Goldsberry, Lakewood Police Department
George Theophilos, Attorney for Jefferson County, Legal Counsel to the Board
Dottie Gorden, Recording Clerk

OTHERS IN ATTENDANCE:

Vince Vanacore, Representative from A T & T
Judy Baker, Representative from A T & T

Director Ray, Chairman, called the meeting to order.

OLD BUSINESS

MINUTES

A motion was made to approve but dispense with the reading of the minutes of November 10, 1988.

Report from the Technical Committee is not available at this time. The discussion of E911 policies and procedures regarding financial aid to replace equipment will be tabled until the next meeting.

Director Crain, Treasurer, gave a brief report on total disbursements through November 30, 1988 including the Tariff Charge through September. Balance in the Lakeside National Trust Investment, as of December 1, 1988, from the Jefferson County Treasurer's Office (attached), was \$429,411.46. A motion was made and seconded to approve the report as given. Further financial reporting will be detained until John Wilding gets to the meeting.

Chairman Ed Ray reported on the E911 emergency equipment situation at the City of Wheat Ridge. He stated the city had elected to go with the budgeted amount, and will go with the electro-mechanical system with A T & T. They will not require financial aid from the E911 Board, as previously discussed.

NEW BUSINESS

Payments to Mountain Bell will be discussed when John Wilding is in attendance.

Director Ray introduced Mr. Vince Vanacore and Judy Baker from A T & T. They informed the Board of plans to operate a "simulated" E911 PSAP. A letter to A T & T from U S West dated November 2, 1988 outlining the conditions necessary for A T & T to operate such a system is attached.

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It would be necessary to designate the Jefferson County Sheriff's Department as the default PSAP for A T & T. A T & T is asking for the Board's approval of such an operation.

George Theophilos advised that Board approval was not necessary, but that Sheriff Bray and the Jefferson County Sheriff's Department would have to agree to act as the default PSAP for A T & T.

He requested the E911 Board's approval be contingent upon approval from the Sheriff. He also stated that should approval be withdrawn at any time, the Board's approval would be simultaneously revoked.

It was moved and seconded to approve the A T & T PSAP Sheriff Bray and the Jefferson County Sheriff's Department had agreed to the PSAP agreement. A resolution was passed accepting George's resolution.

A letter from Randal L. Smith, Jefferson County Sheriff's Department, dated November 30, 1988 was read into the record. The letter stated that the Jefferson County Sheriff's Department will act as the default PSAP for A T & T.

Director Crain will look into the matter of having U S West Communications transfer electronically to E911 account at the Lakeside National Bank.

In Executive Session it was decided that George Theophilos would draft a letter for specific information regarding charges and billing for the E911 Authority Board. A motion was made and seconded that a letter be sent to Mountain Bell regarding specific accountability of billings and charges. John Wilding never appeared so further discussion was impossible.

The last item of new business was the discussion of the electronic transfer of the E911 check from U S West Communications. It was decided that Dick Crain would talk to Don Couch or Andree, in the Jefferson County Treasurer's Office.

NEXT SCHEDULED MEETING

The next meeting was set for January 19, 1989.

ADJOURNMENT

There being no further business to come before this Board, the meeting was adjourned.

Respectfully submitted,

Ed Ray, Chairman

ATTEST:

Gary Goldsberry, Secretary