

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
FEBRUARY 22, 2024

The Jefferson County Emergency Communications Authority (“JCECA”) Board of Directors met via a virtual Google Meet.

Present: Director Alan Fletcher
 Director Mike Kulp
 Director Dave Lester
 Director Tracy Kraft-Tharp
 Attorney Ryan Tharp

Excused: Director Mike Clement

Also, Present: Jeff Irvin, JCECA Executive Director
 Maylee Baraza, Jefferson County Clerk to the Board
 Tracie Kaminski, Pinnacle Consulting Group, Inc.
 Michael Garcia, Pinnacle Consulting Group, Inc.
 Tony Coraggio, Broomfield PD
 Kathleen Schaefer, Broomfield PD
 Jeff Streeter, Jeffcom911
 Michael Brewer, Jeffcom911
 Gina Ramiez, Jeffcom911
 Jennifer Gustin, Jeffcom911
 Kevin Biegert, Jeffcom911
 Lara Mitchell, Westminster PD/FD
 Sara Gallegos, Westminster PD/FD

Director Fletcher called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Fletcher, duly seconded by Director Kulp and by unanimous vote, approved the Minutes of January 25, 2024.

TREASURER'S REPORT

Tracie Kaminski, Pinnacle Consulting Group, Inc. (PCGI), presented the unaudited financial statements for the month ending 01/31/24 (copy attached). Ms. Kaminsky advised that our projections are in alignment with our adopted budget. Through January 31st we've recognized \$1,239,738 in revenues helping to offset \$1,450,315 in expenditures. Of that \$1.4M in expenditures, roughly 70%, was the monthly AOF distributions that were budgeted. At the end of January, we had an ending fund balance of \$3,643,773.

The Board upon motion of Director Kulp and duly seconded by Director Kraft-Tharp and by unanimous vote, approved the Treasurer's Report.

Ms. Kaminski then presented the new summary cash encumbrance report (copy attached).

Director Fletcher indicated that he appreciated the condensed report. There were no objections by the board members present to using the summary format going forward.

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for January 2024 (copy attached). Mr. Irvin and Mr. Streeter discussed request #2024-008 regarding JCECA matching fund participation for reimbursement of a portion of Jeffcom lease expenses for radio console replacements (copy of the request is attached).

Regarding request #2024-007 for lobbying services, Director Fletcher asked that Mr. Irvin provide an update each month.

The Board upon motion of Director Fletcher and duly seconded by Director Kulp and by unanimous vote, approved the February 2024 expenditure requests in the amount of \$1,542,900.35.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Mr. Coraggio advised that Monty Heffner has retired and that he will now be attending the JCECA meetings as the representative for the Broomfield PD ECC.
- **Jeffcom ECC** – Mr. Brewer advised they are actively training for their new CPE system. Clear Creek County cut over yesterday morning between 0400 and 0500 hrs. The radio traffic of the handoff from Clear Creek to Jeffcom was linked on the Jeffcom Facebook page; there was some media coverage leading up to the event. Last week and then again this week they had the opportunity to testify in support of HB24-1016 that defines PSAP personnel as first responders acknowledging the very technical and operational nature of what they do as 911 first responders. It passed the House unanimously last week and the Senate committee on oversight unanimously on Tuesday. It will likely pass the Senate and then move on to the Governor for signature. Director Fletcher commented that it was good to hear and long overdue.
- **Westminster ECC** – Ms. Mitchell advised no major news to report. They have two new hires starting in March; this will put their staffing at -0.5 so all is good.

EXECUTIVE DIRECTOR'S REPORT

Lookout Alert – Mr. Irvin reported that in January we had 178,141 opt-ins, today we're at 181,519 for an increase of 3,378. The RAVE Mobile Reach reports "All Loaded Public Data Emergency Use" has increased from 437,673 to 466,194 accessible mobile numbers for our service area.

LEGAL COUNSEL REPORT

Mr. Tharp advised that there is a PUC rulemaking regarding outage reporting that we filed comments in as did a lot of other parties. We'll continue to watch it and advocate for JCECA's position in the matter. CenturyLink continues to file documents with respect to their tariff change so we're monitoring that as well. We continue to monitor with respect to their network improvement plan, have filed comments and will continue to monitor. There is a lot of activity in

the legislature. Once we get the lobbyists orientated, we'll have better insight and advocacy regarding these matters.

NEW BUSINESS

Mr. Irvin sadly mentioned that we learned of the passing of Vicki Pickett last week. Thoughts of condolence and acknowledgement of her many years of service to the 911 community locally and nationally were shared.

ADJOURNMENT

The meeting was adjourned by Director Fletcher.