

DRAFT
MINUTES OF THE
JEFFERSON/BROOMFIELD E911 EMERGENCY TELEPHONE AUTHORITY

JANUARY 15, 2009

The E911 Emergency Telephone Service Authority Board met in regular session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Bill Lucatuorto
 Director Tim McSherry
 Director Mark Krapf
 Dennis Tharp, Attorney
 Debbie Quinn, Secretary

Absent: Director Bill Kilpatrick

Also Present: Jeff Irvin, Executive Director
 Vicki Pickett, Arvada PD
 DeAnna McMahan, Evergreen Fire
 Brian Goeman, Broomfield PD
 Jodi Malpass, Lakewood PD
 Scott Rose, Lakewood PD
 Missy Saggau, Westminster PD
 Cheri Spottke, Westmister PD
 Kristine Yost, Arvada PD
 Wes Horn, Qwest
 Karen Kretzel, West Metro Fire
 Lisa Sorrentino, Golden PD
 Carla Milne, Jefferson County SO
 Dan Householder, Jefferson County SO

Director Lucatuorto called the meeting to order.

TREASURER'S REPORT

Director Johnson gave the Treasurer's Report (see attached report) The Board upon motion of Director McSherry, duly seconded by Director Krapf and by majority vote with Director Kilpatrick absent, approved the Treasurer's Report.

APPROVAL OF MINUTES

The Board upon motion of Director McSherry, duly seconded by Director Johnson and by majority vote with Director Kilpatrick absent, approved the Minutes of November 20, 2008 and December 18, 2008.

ADVISORY COMMITTEE REPORT AND EXPENDITURE REQUESTS

Vicki Pickett gave the Advisory Committee report. Jeff Irvin presented the Expenditure requests in the amount of \$8,556.25. The Board upon motion of Director Krapf, duly seconded by Director Johnson and by majority vote with Director Kilpatrick absent, approved the items on the expenditure request log. The Advisory Committee will hold their meetings on the 2nd Tuesday of the month unless there is a conflict. Jeff Irvin will put together an asset inventory list. Director Lucatuorto expressed concerns about security for the laptop and suggested a policy be set up that it only be used for business. Executive Director Irvin submitted his first expense request report for the last quarter of 2008. During the Advisory Committee meeting on 01/08/09, the committee had a conference call with vendor GeoComm. GeoComm advised that Arvada PD is the only PSAP not yet using postal standard addressing. GeoComm is in the process of completing an interface that will correct the problem. The Board purchases an enterprise license for the GeoComm MobiLynx application that will accommodate up to 500 users. The concern is that this license may not be getting the anticipated utilization, due to problems with AVL encountered by the Broomfield and Golden PSAPs. Director Lucatuorto suggested that the Board should be proactive to help the small agencies and Director Krapf said there was a missing link needed to make the licenses work. The Committee had a long discussion about the Intrado Opt In Service. They are sending out a unified message with a media blitz the 1st week of March and hope to have the option to pass along the information in a water bill, cell phone bill or VOIP bill. Intrado would like to send out messages to test the system but it is not free service so they are hoping to do a launch with just the opt in customers. They are working with the PR person from Intrado to handle some of the problems such as address validation, adding or deleting information. Qwest is working with Lakewood on hardware upgrade issues and Arvada is next in line in February. The Committee also discussed the surcharge. They formed a committee to discuss future projects and Jeff, Vicki, Dennis and Rich Snelling will look at spending practices and try to get input from the Fire and Police chiefs for upcoming projects. Director Krapf stated that the advisory committee would be a better resource. Jeff Irvin suggested that meeting with the PSAP's, IT folks, radio technicians and emergency managers would be more beneficial and suggested the retreat would be a good time to address these issues. The Board asked that submission letters for the new Board members be sent out as soon as possible so the new Board and old Board members could meet at the retreat to share some of their expertise with one another. Expenditure Requests should be submitted by the Advisory Committee meeting so Jeff can prepare and get the requests to the Board ahead of the meeting. Opt in Wireless print materials and a PSA will be coming forward for approval at the next meeting. A discussion was held regarding how Video Relay Services for the hearing impaired work and whether or not it will be necessary for PSAPs to purchase equipment to support these services. Use of TTY technology will continue to be the primary means of communication when there is a need for someone at an agency to contact a hearing impaired person.

EXECUTIVE DIRECTOR REPORT

Jeff gave the Executive Director report. He talked about the Web site access. The domain is JCECA.org. The audit has been entered on the new site but the your911.org domain is not yet pointing at the new site. This will happen soon. He also suggested that the surcharge discussion and NextGen would be topics for the retreat. GeoComm delivered the 2009 MSAG support contract. He attended the New Urban Workshop that included training in the use of the ESRI, Arc 3 GIS application for spatial analysis. He has also been participating in the PUC 911 legislative task force subcommittee which is currently working on drafting legislation to require remittance of emergency telephone chards (ETC) for prepaid cells phones, Additionally, he is working with the accountant to close out the 2008 books.

ELECTION OF OFFICERS

There were three eligible directors present and three positions available. The Board upon motion of Director McSherry, duly seconded by Director Lucatuorto and by majority vote with Director Kilpatrick absent, approved the election of Mark Krapf, Treasurer, Lynn Johnson the Chairman and Tim McSherry the Vice-Chairman. They will take over their new duties starting with the February meeting.

Wes Horn, Qwest stated that broad based text messaging technology was a year and a half out.

ADJOURNMENT

Director Lucatuorto adjourned the meeting.

NOTICE OF MEETING

FOR E911 EMERGENCY TELEPHONE SERVICE AUTHORITY

FEBRUARY 19, 2009 AT 9:00 A.M.

1ST FLOOR – HEARING ROOM #2

1. Call to Order
2. Approval of January 15, 2009 Minutes
3. Treasurer's Report
4. Advisory Committee Report
5. Expenditure Requests
6. Executive Director Report
7. Fund Balance Discussion
8. New Business
9. Adjournment

DRAFT
MINUTES OF THE
JEFFERSON/BROOMFIELD E911 EMERGENCY TELEPHONE AUTHORITY

FEBRUARY 19, 2009

The E911 Emergency Telephone Service Authority Board met in regular session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Bill Lucatuorto
 Dennis Tharp, Attorney
 Director Bill Kilpatrick,
 Director Tim McSherry
 Joyce Woodley, Secretary

Absent: Director Mark Krapf

Also Present: Jeff Irvin, Executive Director
 Vicki Pickett, Arvada PD
 DeAnna McMahan, Evergreen Fire
 Brian Goeman, Broomfield PD
 Jodi Malpass, Lakewood PD
 Scott Rose, Lakewood PD
 Missy Saggau, Westminster PD
 Cheri Spottke, Westmister PD
 Kristine Yost, Arvada PD
 Wes Horn, Qwest
 Karen Kretzel, West Metro Fire
 Lisa Sorrentino, Golden PD
 Carla Milne, Jefferson County SO
 Dan Householder, Jefferson County SO
 Commissioner Faye Griffin
 County Attorney, Ellen Wakeman

Director Kilpatrick called the meeting to order. He introduced the two new Board Members, Mike Donner and Nick Boukas. Both Bill Kilpatrick and Bill Lucatuorto will be leaving the Board.

APPROVAL OF MINUTES

The Board upon motion of Director Johnson, duly seconded by Director McSherry and by majority vote with Director Krapf absent, approved the Minutes of January 15, 2009.

TREASURER'S REPORT

Executive Director, Jeff Irvin gave the Treasurer's Report. This month the report was prepared by the Board's accountants, Accounting and Account Solutions. (See attached report)

The Board upon motion of Director Lucatuorto, duly seconded by Director Johnson and by majority vote with Director Krapf absent, approved the Treasurer's Report.

ADVISORY COMMITTEE REPORT

Vicki Pickett, Arvada PD, gave the Advisory Committee Report. They started out with the GeoComm conference call, getting some updates on the quality assurance that they are doing with the MSAG. GeoComm is getting ready to do a new phase where they are doing a wireless audit. There was discussion about Intrado and the target notification software and an update on where they are with the wireless optim project. Plans are still on for doing a media blitz the first week of March. This will give citizens the ability to add a wireless or internet phone into the database so that they can be notified in case of an emergency. Currently the system only notifies people if they have a land line telephone. A citizen can now go into the website, add their phone number and associate it with their address so that they are notified in the case of an emergency. Intrado provides this service and has the products to allow them to do what is called target notification or reverse 911.

There was also some discussion about the Committee that has been formed to talk about the tariff level, budget and future planning for NexGen. Jeff mentioned that the retreat on March 3rd will be a day long planning session for the Board and the Advisory Committee. One of the topics will be trying to determine how much of a fund balance reserve they need to maintain for disaster recovery and what they need to spend down out of the fund balance and decide what the tariff should be.

There was discussion regarding the priority dispatch licenses that Evergreen Fire is giving up. Jeff is checking to see if there are other agencies interested in using them. He spoke to the vendor and the problem is that if the annual maintenance fee is not paid, the licenses will expire. He plans to ask if they will wait three months to see if any other agency within Jefferson County can use them. If not, he may go outside of the county to see if someone would like to buy them.

They also talked about items that the Authority Board purchases and what kind of obligation the agencies and the PSAP's have on following through with these purchases. There was discussion about whether to do bulk purchases just so that every one could have the same thing. There have been some issues with equipment that has been purchased that perhaps isn't doing what they were originally told. They need to figure out a better way to follow up on it to ensure that money is being spent wisely.

EXPENDITURE REQUESTS

Brian Goman, Broomfield PD presented an expenditure request for 5 licenses for OPAC testing software and maintenance for the first year in the amount of \$2,820.00.

Following a general discussion, the Board upon motion of Director Lucatuorto, duly seconded by Director Johnson and by majority vote, with Director Krapf absent, approved the expenditure request.

Jeff presented a request for Broomfield PD for a CPU for a workstation and replacement of the monitor for a supervisor console in the amount of \$333.04. Brian presented a request for Broomfield for the repair and upgrade of an existing intercom system for public contact with dispatch after hours. The Board upon motion of Director Johnson, duly seconded by Director Lucatuorto and by majority vote, with Director Krapf absent, approved the expenditure request.

Jeff presented a training request for Critical Incident Dispatch Team for the Colorado Governor's Emergency Management Conference. The Board upon motion of Director McSherry, duly seconded by Director Lucatuorto and by majority vote, with Director Krapf absent, approved the CIDT training in the amount of \$135.00.

Jeff received a letter from the auditor, Swanhorst & Company to conduct the 2009 audit which will cost \$5,500.00. The Board upon motion of Director Johnson, duly seconded by Director Lucatuorto and by majority vote, with Director Krapf absent, approved the request.

Jeff presented a request for Jefferson County for a bridge maintenance agreement for their CAD System. Following a general discussion, the Board upon motion of Director McSherry, duly seconded by Director Johnson and by majority vote, with Director Krapf absent, approved the request in the amount of \$184,867.00.

Lakewood PD presented a request for a trunk card to fix some problems that they are having with 911 forwarding. The work has already been completed and they are asking for reimbursement of \$4,537.50. The Board upon motion of Director McSherry, duly seconded by Director Lucatuorto and by majority vote, with Director Krapf absent, approved the reimbursement request.

Jeff presented a training request for the month of February, 2009 for the PSAP's in the amount of \$8,630.00. Director McSherry made a motion, duly seconded by Director Johnson and by majority vote, with Director Krapf absent, approved the training request.

The next requests were for Westminster for hard-card EMD sets in the amount of \$1,919.58, a NICE Logger Maintenance Agreement from March 2009 to March of 2010 in the amount of \$17,279.00 and a budgeted item for Intergraph I-Map Editor on-site training in the amount of \$9,000.00. The Board upon motion of Director Lucatuorto, duly seconded by Director Johnson and by majority vote, with Director Krapf absent, approved the expenditure requests.

EXECUTIVE DIRECTOR REPORT

Jeff gave the Executive Director report. They are now using Accounting & Tax Solutions, Inc. to regularly review the accounts and provide financial reports each month. They are also doing the bank reconciliation and will have a report for the Board at next month's meeting. They will be in contact with the auditors to find out what their needs will be and Lois Hogan, the accountant for JCECA, will help him respond with whatever they require.

Jeff and Dennis met with Broomfield about some concerns regarding the GeoStat package provided by GeoComm for Broomfield and are in some discussions to see whether that is something that Broomfield will continue to use or whether it is something that Golden might want to use. They may have another situation there where there are some licenses that have been purchased and will either need to move them or try to get the vendor to reimburse them for the cost. Jeff mentioned having conference calls regarding disaster recovery. He told everyone that at the March 3rd retreat, they want to have Pictometry come in first thing in the morning and make a brief presentation so that everyone can refresh their minds on what pictometry does. It was budgeted for in 2009 and he would like to have a decision after the retreat as to whether to move forward with it and let the vendor know. He would also like to get Qwest in to talk about the valuation of the PSAP's and have them make a presentation and talk about not only the valuation for the purposes of the fund balance but also a little more with regard to NexGen. He would like to come away from the retreat with a hard decision about the fund balance, what the reserve will be and what they need to spend down and over what time period that will be done. He would also like to have a discussion about how they operate, what the purposes of the Authority are and how the money flows through, how it funds 911 and how the tariff is set.

NEW BUSINESS

Bill Kilpatrick brought up a resolution regarding the nomination procedures for the Board. Dennis mentioned a recent nomination procedure for the cities, towns and fire districts. The fire districts had initially four nominations come in from about 19 fire districts. The municipalities and towns had one nomination come in and so the general thought process was how to have greater participation in the process. The nominations go to the County Commissioners, the Commissioners then make the selection from who has been nominated. The IGA is silent as to who makes the nomination. It says that nominations will be made by cities and towns to law enforcement representatives and the fire districts to fire district representatives. The resolution says that with the cities and towns, the Chief of Police would make the nomination. With the fire districts, the fire chief would make the nominations and the notification would go out from the Commissioner's office. This would be sent directly to the fire chiefs and to the police chiefs. The Board of County Commissioners appoints one Commissioner to sit on the Board and that Commissioner may delegate that position to one of the Board members. Nowhere in the IGA does it say that the Sheriff makes nominations.

It says cities and towns select two positions and the fire districts select two positions and the Commissioners appoint the 5th position so that's why the sheriff is not included.

Ellen Wakeman, Jefferson County Attorney presented a letter from the County Commissioners to be considered by the Board. She stated that the Commissioners position is that the IGA requires that these appointments be made by the cities and towns. The Commissioners would be happy to notify police chiefs and they can have input to the government of the cities and towns. However, the Board of County Commissioners believes that the IGA requires that the city and town itself provide it's nominees and they will not be changing their process to notify only the police chiefs since the IGA does require that it come from the government cities and towns.

Dennis suggested that the Authority Board work with the Commissioners and come up with a mechanism that accomplishes their purpose which is to get greater involvement and if that means including police chiefs on all notifications so that it goes to the mayor and to the police chiefs, that can probably accomplish the purpose of getting more notifications or greater involvement by all the entities. He stated that they could adopt rules to implement the IGA and work together with the Board to come up with something that satisfies the Commissioners and the concerns that the Board has and come up with some rules that the notice will be a dual notification system.

STATEWIDE 911 REVENUE SHARING

Dennis mentioned that he would like to get a sense from the Board as to statewide revenue sharing. Colorado has it's own local jurisdictions and it's own local control and the front range counties bring in a large revenue. Jefferson County's annual revenue is estimated this year just for the emergency telephone charges at \$.52 or \$4.2 million dollars and that's derived at .52 on every land line, cell phone and voip phone within the county. The rural counties don't have a population base and, therefore, very little revenue. They have the same equipment needs as do the large metropolitan areas. The citizens from the metro area have an expectation of 911 services working as well in the rural areas as they do in the front range area. This is a funding issue that is reducing the role of rural areas to meet 911 needs. The concept is that that the front range counties, where they have a large population base would see an additional emergency telephone charge, an unknown amount at this time. Dennis has asked Qwest to get him records of the various data bases so it can be analyzed. That money would go into a pool of funds available for distribution to the rural areas to fund 911. A nickel in Jefferson County is worth about \$400,000.00. So when you look at a nickel from the front range of Ft. Collins down to Pueblo, that would generate a significant amount of money that would then be used in the rural areas to make sure that they can be Phase II compliant with 911 and be able to afford the equipment. So he would like to get a sense from the Board if they support that as a concept, to move that forward and ultimately to seek legislation in 2010 or 2011.

ADJOURNMENT

The Board upon motion of Authority Member Lucatuorto, duly seconded by Director McSherry and by majority vote, with Director Krapf absent, approved the motion for to adjourn.

FOR E911 EMERGENCY TELEPHONE SERVICE AUTHORITY

March 19, 2009 AT 9:00 A.M.

1ST FLOOR – HEARING ROOM #2

1. Call to Order
2. Approval of February 19, 2009 Minutes
3. Treasurer's Report
4. Advisory Committee Report
5. Expenditure Requests
6. Executive Director Report
7. New Business
9. Adjournment

Jefferson County E-911 Emergency Communications

Authority Board Budget Retreat

March 3rd, 2009

Members in attendance –

- AFPD - Diana Dolan
- Arvada Police - Vicki Pickett, Kris Yost
- Broomfield PD - Brian Goeman, Tony Coraggio, Cmdr. Griebel
- Evergreen Fire - DeAnna McMahan
- Golden Police -
- JCSO - Carla Milne, Cindy Cline, Dan Householder
- Lakewood Police - Jodi Malpass, Scott Rose
- West Metro Fire - Karyn Kretzel
- Westminster PD - Karin Marquez, Missy Saggau, Russ Bowers
- Wheat Ridge Police -
- Executive Director - Jeff Irvin
- Guest(s) - Pictometry – John Matyjasik, Charles Bolter & Brian Kienle

Authority Board Members in attendance –

- Director McSherry
- Director Johnson
- Director Lucatourto
- Director Kilpatrick
- Director Krapf
- Dennis Tharp

New Directors Nick Boukas and Mike Donner

Meeting began at 0804 hrs.

Jeff began the meeting explaining the purpose of the meeting then led roundtable introductions.

Pictometry Presentation/Discussion:

John Matyjasic introduced the other employees in attendance at the meeting. They gave an explanation of the differences between normal imagery vs. oblique imagery.

The main uses for Pictometry in a 9-1-1 environment would be for caller location confirmation, event location that differs from the call location, lat/long determination from imagery, directional guidance to first responders, improved interagency coordination and communication, address assignment and review, training and post event review. They showed two examples of the benefits of oblique imagery; one was a 100 meter radius around a crash site, generally calls would come in from several different locations so if a dispatcher was looking at “normal” imagery they could see building tops but no detail, with oblique imagery you would be able to tell what the building is or it’s descriptors such as the white building with a red roof as well as what side the person is on. Another example was an RP at one house describing a burglary down the street, using Pictometry the call taker could determine the exact house by the descriptors the RP gave. They also highlighted the capabilities of using the measurement tool. They offer a touch screen interface for use in the vehicles, mostly used with Swat teams with the ability to use measuring tools. With their system you can add blue prints of schools, video clips of entry ways, hallways, floor plans overlaid on the school with red cameras that would be linked to the actual photo or video of that location.

Pictometry has partnered with many public safety solutions including GeoComm, Intergraph, Tiburon, Tritech and many others. There is a Cad interface available either through a Com interface or active X control integration.

The group placed a call to Stuben County PSAP in NY so that we could ask users what they thought of the system and the benefits of it.

- Dispatchers use the system on a regular basis but not every call
- There are issues with compression, the resolution is not as tight because they are a large agency, uncompressed the file is under 600 gigs (entire County).
- The imagery in dispatch comes from the network, it is not loaded on each workstation
- The system is pretty reliable for them
- They are doing flyovers every two years, one will be this spring. They’ve done both spring and fall. The issues in the fall are due to weather.

- Support has been good
- To update imagery, they have to touch each PC as the file is too large to push out.
- In the cars they are running 60-80 gig with compression
- You can mix compressed images with non compressed images if you want more details at certain locations (answer came from Pictometry staff)

Stueben County gave a real life example of a success with this system. They had a plane crash last year but it was not reported until about 12 hours afterwards. The information came from Maryland who gave Stueben County the Lat/Long, once they plugged that into Pictometry they were able to land a helicopter in a field near the crash site and the crash was found within 20 minutes.

- A second call was made to Rochester NY:
- They do not use Pictometry for every call as there is too much data
- Have used it during foot pursuits
- There are limitations pushing this to the field units due to their Cad system
- They are using a variety of hardware, the mobile unit is IBM.
- Their County file size is approx. 250 gigs

Their example of a successful use of the system was a 62 yoa male that was hunting; he ended up getting hung about 40 feet in the air. Called 9-1-1 from his cell phone, they were able to get his XY and the call taker questioned him about landmarks since he was high enough to see them. The Call taker was able to then direct units to a parking long about 1,000 feet away from the party. They were in contact with him within 8 minutes from the time of call.

Discussion:

Director Krapf asked who else has purchased this; Adams, Arapahoe, Douglas, and Broomfield.

How do you access their data? We would request the data from the County or Pictometry can help facilitate the exchange.

If we purchased unlimited seats, we would pay for a 2 year licenses either all at once or an annual fee. Included in delivery would be the entire Broomfield library. In addition they will be flying Douglas County this spring and that could be included as well. Our cost for the entire project would be \$176,210.00. Other fees that could be involved would be from the Cad systems. The vendor may have a seat charge but Pictometry is unlimited seats. If there is a natural disaster

Pictometry would come and re-fly a location at no charge. Unlimited user training is included in the price as well as refresher training. Training for IT departments includes the install on servers and maintenance on the servers. In addition they offer end user training, advanced training for IT savvy folks who would do updates on the software or those who would do file configuration. If we decided to do a 6 year contract we would lock the current price in which would guarantee no increase in the price. Majority of their customers are on a two year cycle.

How soon could we have the images if we did a Spring Flyover? Delivery would be within 60 days after the last day of a flyover is completed. They already have planes planned to fly Douglas County and they have a fleet of 52 aircraft, however any disaster would take priority.

If we want to see other agency files we could use a web-based solution, if we used this solution Pictometry would keep the data on their servers and we would be charged per seat cumulative(\$25.00 first seat, \$15.00 for second). Another option would be to get the data from the other Counties and load it on our maps. The only requirement Pictometry has is the hardware space, their software operates on a basic operating system, it does not require a dedicated server.

Roundtable discussion regarding this product was then had:

Broomfield: This product has been outstanding for the City and County however because of the GeoComm issues it has been difficult to use in the Comm Center. They did have a recent experience where they needed to print photos of a house for a Narcotic officer who said the photos were impressive with the detail that was given. It is an excellent product however because it is not integrated into the 9-1-1 system and Cad it's not being used to the fullest. They gave it a thumbs up.

Arvada: It would be nice but it is not a necessity.

Lakewood: Sees this as a bells and whistles system.

Evergreen: There are a lot of bells and whistles but they are not sure how much they would use it on a regular basis to justify the cost. There are positives to it but they wouldn't use it all that often. They'd prefer to be more proficient on GeoLynx first.

JeffCo: Is a supporter of Pictometry, they can see how it would have good benefits but they are getting a new Cad system in a few months so they are concerned about having to pay again for interfacing with a different system in 11 months. As the Emergency Manager, Tim McSherry thinks this would be a fantastic tool especially for Fire Fighter safety as this map would show roads that may not show up on other maps, it is a tool as long as the dispatchers would use it. JeffCo would use it especially during search and rescues of lost hikers etc.

Westminster: Agrees that the municipalities would probably not use this as often but there situations where it would be beneficial. Recently we had a party that was in a ditch and no one knew he was there; it took an hour to find him. Another was a ladder rescue on a structure fire; it

would have been nice to have the elevation on that. We also have a Tactical Dispatch team that would use it very often. It is a user friendly system and if presented to the dispatchers with a “hot key” they would use it.

West Metro: Could see the benefit since they dispatch for the Adams/JeffCo haz-mat team and they have parts of Douglas County in their service area, they would support it. When you break the cost down it would be about 10,000 per year per agency.

Arvada Fire: Would like to get the price locked down as there were issues in the past with pricing changing several times. It would have been nice to have during the Rail Road track fires recently for a few of the dispatchers who could not visualize where the fires were.

Director Kilpatrick: We want to provide the citizens of the County with the best possible services, there are uses for it that would be significant and it’s not a lot of money for what we’re getting.

Jeff summed the roundtable discussions by saying that it sounded like we could still use the web solution as not all PSAP’s are ready to integrate this into their Cad systems. Tony added that the pictures are phenomenal as the DRCOG images are a lower resolution Pictometry has a much better resolution. Kris asked what the group was going to do with GeoComm since the board already funded hardware while Pictometry has “cool tools” GeoLynx provides routing. Jeff tallied the results and most was in support of the project to a certain level, the question now is; is this a 2009 or 2010 project? The answer to this depends on the IT departments’ ability to fit this project into their schedules. Golden’s IT department will not be able to do it this year, if all can come back to the next Board meeting and let the group know if their IT departments can handle this or not. This meeting is a public meeting however it is suggested that we not take a vote on this topic today because this meeting is not being recorded. There is a pretty good consensus from the board that this would be a supported project and it seems that it may be better to wait until 2010. Director Kilpatrick would like to hear at the next meeting whether this would really be used and a benefit in the centers due to the issues surrounding GeoLynx.

Fund Balance:

Jeff invited Wes Horn from Qwest to attend to discuss disaster recovery solutions for the PSAP’s. In the event of a disaster at one of our 10 PSAP’s what portion of funding would we go to the board for? Are the PSAP’s insured, as each would look to the Authority for assistance what specifically would the requests be? Jeff has been talking to Qwest in order to evaluate systems and Qwest was able to put some numbers together for the group. The current valuations of the 9-1-1 phone systems in place currently are:

Arvada F/R	\$0.2M
Arvada PD	\$0.3M

Broomfield	\$0.3M
Evergreen F/R	\$0.2M
Golden	\$0.2M
JCSO	\$0.4M
Lakewood PD	\$0.7M
West Metro F/R	\$0.3M
Westminster	\$0.3M
Wheat Ridge	<u>\$0.2M</u>

Total: \$3.1M

These figures do not include logging systems, support of other software etc.

Qwest presented a flow chart of an MPLS system or PSAP gateway module that would be able to connect old systems to new system so that in the event of a failover at one PSAP any other would be able to take their calls, this is the Next Gen network that we are trying to move to from a system of CAMA trunks to an IP system. Westminster will be the first to go IP this summer so they could be a hub for another agency that “went down”.

Another idea for disaster recovery funds would be to take the largest PSAP’s recovery costs and have that as a reserve, the largest currently is Lakewood this would ensure enough monies in the reserve to bring back at least the largest PSAP.

Director Krapf spoke with West Metro’s finance department regarding this topic, since they do have insurance their center is covered however, they may need a bridge of funds until that insurance money comes in. The Board would then pay up front to bring that center back up then be reimbursed at a later time. Director McSherry stated that by Statute, the responsibility of the Authority Board is to ensure continued service to the Community; his concept would be more of a back up PSAP or EOC. There still needs to be a place that someone can go to answer the phone. We may not be able to wait until repairs are made back at the facility and we need to ensure business continuity. Director Krapf added that the network diagram we just saw is a migratory solution to NextGen however there are funding issues, standards and regulatory issues that have not yet been ironed out, we don’t know what it will take to get NextGen in Colorado. There could be tariff issues if we went to an MPLS solution due to the high cost of interconnecting the PSAP’s. Jeff asked for a consensus of how much we would like to have in the reserve in the event of a disaster as a PSAP. Broomfield’s back up center is designed to be a relocation facility for no more than a few days.

Dan with JeffCo said that they have an EOC that could host a back up center. The board should not pay for buildings but should pay for the items directly related to getting 9-1-1 services running and possibly a loan program. Director Krapf suggest a consultant come in and look into the issue of a backup center since no one really has the time for a project of this size. Vicki agreed that this is another important project to look into in order to position us in the long term. We need to identify what we want the consultant to do first then create an RFP process. Dennis and Director Krapf will work on the scope of services document.

Director Krapf feels that as a group we are getting a better handle on our needs. Vicki added that we need to revamp the budget and approval process.

Roundtable discussion regarding the budget:

Barb Griebel: agrees with Director Kilpatrick that we are “sitting” on a large amount of money, we need to deal with the balance.

Vicki Pickett: Once we start looking into line charges with Next Gen the line cost could double.

Tony Coraggio: We have the ability to lower and raise the tariff so we need to do something.

Jeff :everyone has needs they would like to tap the board for. There is often difficulty in what the board will fund.

Director McSherry: We need to come up with new and creative ways to spend the funds and begin thinking about how the board can support the PSAP.

Nick Boukas: As a board we’ve looked at funding when receiving calls only but the statue does include “routing” of the calls. There are things that can be done to help the centers, changing the tariff may not be the answer right now, let’s not say “let’s spend money just to do it” we need to look at how we’re spending the money. (CRS 29-11-104)

Director Johnson: wanted to hear from PSAP’s today where we are going as a group regarding disaster recovery. It is still not clear whether we are looking into building a standalone facility or not, we have the money to do that but what are other ways we can spend these funds. We do need a different way to budget, if you anticipate items ask for the funding.

Mike Donnor: If we have a large fund balance maybe now is not the time to spend it all but start thinking about preparedness for the next 10 years. Since there has been talk about a back up PSAP center that would be redundant, it would seem that 20 years down the road 3 or 4 centers in the County that are interlinked would be a smarter way to go.

Director Krapf: is not concerned about the fund balance but wants the board to express their plans for the funds, how much to keep as an operating budget and how much to keep as a reserve.

(Lunch Break)

Project funding:

CRS 29-11-101 1.7 is the definition regarding emergency telephone charge. The CRS is broad so as long as you can articulate how the request fits into the 911 system you can fit it in the purpose.

Lucatourto: The board needs to develop philosophies that guide the PSAP's to appropriate requests. Building (facilities) are owned by the agencies making a point that an agency should plan appropriately for the basic facility needs and building maintenance needs in order to house a PSAP.

Griebel: Their finance department is asking if the board would be willing to entertain other requests out of the norm due to budget restraints. Knowing what the board would fund would help the Managers and Finance persons with direction regarding what to budget for with the Authority Board, what should they come forward and ask for? What the board entertains for one they should do for all, it is time to look into the philosophies.

Nick: The best way to tackle this is to create a subcommittee to look at how the board could fund certain percentages for other items such as Cad, Radio etc. We also need to take into consideration any other funding venues such as grants. There has to be a mechanism to say we'll fund up to a certain point. Would like to see how other Authorities operate. Possibly come up with a formula to fund some of the operating costs rather than fund an FTE.

Mike: If we start funding overtime, the question is going to come up why is there so much overtime which will lead into many other questions.

Emergency Telephone Charge

JCECA Business model is set up as below:

Recurring costs: Cost that recur month after month, year after year:

- Administrative expense (executive director, legal, accounting, etc.)
- MSAG maintenance
- Target Notification/First Responder
- Language Line services
- Lines

Variable costs: Costs driven by expenditure requests by PSAP's

- Technical consulting
- Equipment purchases/support/repair
- Software purchase/support
- Technology enhancement
- Training

(Unforeseen items: Will the PSAP's make a better attempt at anticipating items needed, do we need to be better about working with IT and figuring out the needs of the Center?)

In the current business model we pay recurring costs to deliver 911 calls to the PSAPs, pay recurring costs for other enhanced services, fund expenditure requests on a case by case basis at the discretion of the board.

Other business models:

Pass through model:

- Study to determine costs for handling 911 calls including labor, equipment, lines, etc
- Develop an algorithm for allocating the Emergency Telephone Charge to PSAP's based on call volume or number of call taker positions.
- When costs rise/fall the ETC can be adjusted accordingly.

Jeff: The purpose of this pass through model is to be a sort of lever on a valve to control the flow of funds.

Vicki: We as an organization do a lot of large projects together.

Jeff: The advisory committee would not cease to exist.

Other models would be a regional Comm. Center or a regional 911 call taking center. The commissioners have earmarked monies to consolidate Comm. Centers. (in other areas, not JeffCo) There could be some level of consolidation but these types of ideas need to be discussed.

Kilpatrick: In the past has agreed with the concept that consolidation makes sense but when you get down to the details it does not work.

Jeff: A regional call taking center would be pulling the 911 function out of the Comm. Center currently and have it in a regional center. An example was given of a citizen that called from a bordering agency who had been transferred around several times.

Kris: There is so much critical information in a call that needs to be handled immediately. There is a loss of service separating the call taking from the dispatching facilities.

Karin: There is something to be said for the call taker and dispatcher to be in the same room. When the dispatcher hears the call taker say the word “Gun” they can more quickly warn their officers of the danger rather than having to wait for someone to get it into Cad.

Dan: In his previous experience they had 23 PSAP’s and one local center that did the transmitting over the air. There was a button that the Call taker would push to talk directly to the dispatcher so they could give that information directly to the person talking to the officers.

Jeff: Does not know if the Authority wants to own a center, does it even make sense for the Authority to undertake this sort of thing?

Krapf: There are cost saving benefits for the municipalities (having a regional center)

Dan: There is a benefit to talking to someone that you know , someone who knows the area.

Russ: We’re beginning to mix philosophies with technologies and if we’re not careful we’re going to chase technology. Technology will allow us to have virtual back ups and more time should be spent exploring this. Why throw money at a physical building if we could emulate anyone’s PSAP anywhere, as long as we have a pipe to deliver the “call” to the PSAP this could happen very soon. Much of this technology is happening today.

Nick: Came from the New York system that would take 3000 calls a day and calls would get lost as well as information on calls. There are pro’s and con’s for both arguments of regional center and current model, this is not something that will be solved today. We should focus more on the philosophy moving forward

Lucatourto: Asked how these conversations get back up the chain, how will the decision makers know that these conversations are taking place.

McSherry: What are the needs of the center? By PSAP what are the largest needs and what problems can the board help us solve. He liked the pass through model and thinks we can probably do a combination of both. Allow \$50,000.00 for operating expenses for each PSAP which would help to reduce the fund balance leaving room for large ticket items, preparedness planning. Combine the models and make this successful.

Jeff: A frustration last year was the \$50,000.00 technical enhancement budget, people were scrutinized when they would ask to use these funds.

Griebel: If the board wants to see an agency wish list we can put together an unfiltered version of items needed. The board would need to be fair and equitable to everyone, support us and be fair.

Dennis: We are at .52 now, we can increase the charge to .70 without PUC approval. He would like to see a commitment to spend down the balance. Do we want to allocate funds for radio use, MDC's? The caution heard many times about funding positions is that once you put the money there, it does not increase the level of service, eventually you may take that money back.

AdCom does not use their funds for operating expenses, they use it for special projects. "We" don't have to fund everyone equally, we can fund separately like we have before.

Tony: We have trouble with the budget today because we put things in that may get denied to one agency so someone else gets scared to bring their request forward.

Larimer County leaves it up to the agencies to make sure they're spending their monies properly.

Dennis: Are we asking for a dollar amount per PSAP for whatever need?

Tony: Welcomes the pass through model with an audit of each PSAP to make sure we're spending the funds correctly.

Kilpatrick: Thought the board had agreed to use the document Mark Krapf created awhile back, items "above the line" were items that are normally funded with out issue, below the line were not regularly funded but could be funded based on need. The board needs to hear why the advisory committee wants funding for their particular item. They need to decide clearly to spend down the balance or lower the charge. Backing up what Russ said earlier it doesn't make sense to build a building.

Griebel: Understands there is a lot to building a back up center.

Kilpatrick: The board would possibly provide more money to agencies that work together on purchases.

Johnson: Has asked an IT person to be at the next meeting to make a proposal to fund Arvada's replacement MDC's this year. Is there a formula for radio replacement funds for every department, should we create a line item in our budget for replacement radios for each department.

Tony: If the radio's are more important to one agency, MDC's to another then having funds allocated for whatever the need is would make more sense.

Johnson: We need to make sure the monies are being spent on things that they are meant to be spent on. If the dollars are given to the entities the monies would probably go to other projects. If we're as a board going to agree to fund MDC's then just let the board know the replacement schedule.

Krapf: What about the small agencies such as Edgewater out there, they have no PSAP, how do they find out about the monies set aside for these items.

Kris: It's up to the agency representatives to get that word out (Jeffco as the primary PSAP for Edgewater)

Mike: (directed to Dennis) Would like to see the details, not just a blank request. The board at some point should approve a total and possibly a time line for that total to be spent out. Keep in mind that every time a change is made at the PSAP level the private companies also have to bring their equipment up to speed in order to talk to the centers.

If the board adopts a policy to fund on an annual basis that would be ok but it should not go past the calendar year.

Karin: Bring the funds in the center first, fund chairs and other equipment that would bring the PSAP's up to a certain level. There are many broken chairs in our agency that can not be replaced because Risk Management no longer pays for them and they never told us so we didn't budget for them but the board has said do not ask for chairs. We would like to enclose the phone room in glass and add a filtration system before the new IP phone system goes in, in order to maintain quality equipment.

Jeff: Put a list together of PSAP needs from small to large, the board could perhaps look at this first in addition to outside projects like MDC's.

Vicki: Some things that the board funds now are below the "line" maybe we can get together as a committee and decide if this list has things that we may want and include dollar costs.

Krapf : We have the Tech Enhancement line item, we could maybe bump that back up to 100k while we work on the basic level philosophies, look at long term issues, large ticket items and get the immediate needs taken care of now. This would give us time to make more educated decisions.

McSherry: Karin brought up what I wanted to hear, what do you guys need to do your job? Don't be afraid to tell us about your needs. When things fall out of the "list" sell it to the board.

Krapf: No strings attached.

For the next meeting come forward with a list of "PSAP needs" line item by line item and have them prioritized. When we decide the guidelines a letter should be sent to the CEO of the agency so that when we are getting ready for budget process they can take part in this.

Kilpatrick: Would hate to see the Tech Enhancement fund viewed by the public as a "slush fund" for whatever. We should try to budget appropriately for the needs we foresee.

Roundtable Discussion:

Deanna: This was valuable, would like to see this again towards budget time. Has a lot to think about for their agency wish list.

Carla: Nothing

Karyn: Likes what Director Johnson said regarding the board knowing what we're asking for ahead of time.

Cindy: Deferring to Dan

Dan: Thank you

Diana: This was valuable, does think that a lot of the conversations have been redundant and hopes we move forward.

Brian: Don't let the conversation die. On a side note Broomfield is planning an Evacuation of their Center on March 10th from 11-5, anyone is welcome to come out and observe, it will take place at the jail. (location of the back up center)

Vicki: To reiterate, move forward on some of these topics. Likes the idea of meeting again before the budget process and have the approval process during this time. Also, some of the things Jeff and Wes talked about regarding NextGen, we need to be looking forward. We could get a lot of the background work done early.

Dennis: Nothing more.

Lucatourto: Nothing more.

Mark: Asks Jeff to get with other Authority Boards to see what they have as mission statement and philosophies. We tend to trudge over the same things.

Nick: As a member of the board is concerned they have held the advisory committee responsible, the advisory committee should also hold the board responsible. Email and call the board members if there is something that you need. Invite me to your center. Very productive today.

Johnson: This was a good starting point, wants to hear how we're going to move forward. We can't and shouldn't continue to grow this fund balance. We need a productive way to spend down the balance. We can do productive things for our community. We need to avoid the feeling of "if you get it, I should too" all of our needs are different. Each board in the region has different challenges and what they're looking to do with the monies is significantly different from our needs with 10 PSAP's. The dollars each is in need of to serve the community is different as well and we need to be sensitive to the community needs. We need to be good stewards of the funds and not hoard the funds. Every request is to be reviewed on its merit.

Think creatively how we can spend these monies within the statue. How we will provide service to the community. Jeff has done a great job taking the reins of this Executive Director position. The budget needs to reflect more accurately what we plan to do.

McSherry: Nice job Jeff. Gave everyone a chance to talk. Appreciates everyone's hard work and time.

Scott and Jodi: Nothing

Kris: Thanks to the board members new and old, we've all echoed that we've been here before. Shows that we're on the right path.

Kilpatrick: Good job Jeff

Karin: Nothing more.

Russ: It's refreshing to see that we're trying to find out the right way to spend the money we have, typically we're trying to figure out how to spend the money we don't have.

Jeff: This has been constructive, hopefully first step for further thoughts and discussion.

MINUTES OF THE
JEFFERSON/BROOMFIELD E911 EMERGENCY TELEPHONE AUTHORITY

MARCH 19, 2009

The E911 Emergency Telephone Service Authority Board met in regular session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Bill Lucatuorto
 Dennis Tharp, Attorney
 Director Bill Kilpatrick,
 Director Mark Krapf
 Teri Schmaedecke, Secretary

Absent: Director Tim McSherry

Also Present: Jeff Irvin, Executive Director
 Vicki Pickett, Arvada PD
 Brian Goeman, Broomfield PD
 Jodi Malpass, Lakewood PD
 Scott Rose, Lakewood PD
 Karin Marquez, City of Westminster
 Diana Dolan, Arvada Fire Department
 Nick Boukas, Evergreen Fire/Rescue
 Karen Kretzel, West Metro Fire/Rescue
 Lisa Sorrentino, Golden PD
 Carla Milne, Jefferson County SO
 Dan Householder, Jefferson County SO
 Commissioner Faye Griffin
 Mike Donner, Pridemark Paramedic Services, LLC
 DeAnna McMahan, Evergreen Fire/Rescue
 John Matyjasik, Pictometry, Inc.
 Patrick Purdy, West Metro Fire/Rescue
 Boris Naschansky, City of Lakewood
 Ira Cohen, City of Arvada

APPROVAL OF MINUTES

The Board upon motion of Director Lucatuorto, duly seconded by Director Krapf and by majority vote with Director McSherry absent, approved the Minutes of February 19, 2009 and March 3, 2009.

TREASURER'S REPORT

Director Mark Krapf gave the Treasurer's Report. The report month ended February 2009. (See attached report)

Executive Director Irvin stated that the audit is in process. He also said that all the CD interests are up to date and all the bank accounts are reconciled.

The Board upon motion of Director Lucatuorto, duly seconded by Director Johnson and by majority vote with Director McSherry absent, approved the Treasurer's Report as presented.

ADVISORY COMMITTEE REPORT

Vicki Pickett, Arvada PD, gave the Advisory Committee Report. The Committee started the meeting with the GeoComm conference call. GeoComm is working on the next phase of the MSAG quality assurance and audit. Dennis and Jeff had several meetings with GeoComm and Broomfield regarding the GeoStat application that was purchased for Broomfield. GeoComm offered to extend a credit, realizing that the application was just not able to provide what Broomfield needed. A \$44,200 credit that will be applied to billings in 2009, to offset the cost of the GeoStat package for Broomfield. GeoComm may have identified some of the performance problems with the AVL with Broomfield also, so hopefully they will be able to correct the AVL performance problems and get them corrected. Vicki stated that the Technical Committee had a long discussion about the wireless opt-in for the Intrado product. Vicki stated that they have 1,633 telephone numbers that have registered for the opt-in service as of today.

EXPENDITURE REQUESTS/PUBIC EDUCATION/TRAINING/MINOR EQUIPEMENT

Executive Director Irvin presented the following requests:

Broomfield PD in the amount of \$395.53 for cooling fans for the CPU Cabinet and a Monitor replacement.

Evergreen Fire in the amount of \$373.94 for EMD Replacement books.

Training requests for Arvada Fire \$497.00, Arvada PD \$956.20, Broomfield \$1,279.88, Evergreen Fire \$168.75, Lakewood PD \$179.00; West Metro Fire \$1,092.00

DRCOG imagery software purchase for multi PSAP in the amount of \$14,950.00.

Golden PD for 6 reconstruction licenses for NICE voice loggin system in the amount of \$3,900.00.

Evergreen Fire ESRI ArcView GIS Support in the amount of \$2,048.49.

JCSO for APCO International Conference travel expense in the amount of \$1,180.00.

JCSO APCO International Course fee in the amount of \$415.00.

Multi-PSAP Stress Management course for County wide dispatchers in the amount of \$9,000.00.

Multi-PSAP snacks and refreshments for Stress Management classes in the amount of \$300.00.

Following a general discussion, the Board upon motion of Director Lucatuorto, duly seconded by Director Johnson and by majority vote, with Director McSherry absent, approved the expenditure requests above for a total of \$36,762.79.

Karyn Kretzel with West Metro Fire, presented a public education request in an amount not to exceed \$10,000 for a variety of items such as brochures, business cards, etc. to get the word out about registering cell and wireless phones. Director Lucatuorto made a motion, duly seconded by Director Kilpatrick and by majority vote with Director McSherry absent, approved the public education request for the opt in program in an amount not to exceed \$10,000.

Ira Cohen, Arvada PD presented the Board with a funding request for Mobile Data Replacement Computers in the amount of \$291,495 for Arvada Police. Following a discussion Director Lucatuorto made a motion, duly seconded by Director Krapf and by majority vote with Director McSherry absent, denied the Mobile Data funding request for Arvada Police.

NEW BUSINESS

Patrick Purdy, West Metro Fire made a presentation for a Joint E911 Backup Project Proposal. This facility is the West Metro Fire Training Complex at 3535 S. Kipling, which is currently under construction. Patrick said the complex is being designed to share information concerning the need for a viable joint E911 backup center for mission-critical functions for West Metro Fire, Lakewood Police, Wheat Ridge Police and Fire agencies. Patrick asked if the Board had any interest. The Board was supportive of the idea and invited Mr. Purdy to return to another E911 hearing with additional information.

Brian Goeman, with Broomfield PD presented a request for Engineering Study Costs for Broomfield and North Metro Fire in the amount of \$26,592.00. This will include a "drive test" throughout the City/Fire District to verify existing DTR coverage with Motorola provided computer equipment. To provide repeater, duplexer, and antenna installation at 2 test sites and 4 portable radios for testing, and temporarily install repeater test equipment at Station 65 and perform testing of portable radio coverage in specified locations and to temporarily install repeater test equipment at the Water Tower site and perform testing of portable radio coverage in specified locations. They would document test results and present the report and work with Broomfield/North Metro Fire in suggesting the best solutions, and utilize the services at Motorola Engineering, System Technologies, PreSale Specialist and Sales and the services of Legacy Communications. Director Kilpatrick made a motion, duly seconded by Director Krapf and by majority vote with Director McSherry absent, approved the request for \$26,592.00 for Engineering Study costs.

Executive Director Irvin talked to the Board about Pictometry. Jeff Stated that he met with John Matyjasik and came up with some revised numbers to include the portion of Elk Creek Fire that extends into Park County. The fly over won't be done until this fall which means that by the time everything is processed and ready to be deployed it will probably be the end of the year or beginning of 2010 before it's ready for deployment into the PSAPs. Jeff asked for a commitment from the Board that they would be willing to move forward on this assuming a commitment from the PSAPs as well, in order to schedule the flyover. The Board directed Jeff to move forward on a preliminary basis. The formal request will be scheduled for the April E911 meeting.

OTHER BUSINESS

Chairman Johnson, thanked Director Bill Kilpatrick and Director Bill Lucatuorto for their 8 years of service on the 911 Authority and presented them both with plaques.

ADJOURNMENT

Director Johnson adjourned the meeting

NOTICE OF MEETING
FOR E911 EMERGENCY TELEPHONE SERVICE AUTHORITY

April 23, 2009 AT 8:00 A.M.

1st Floor – Hearing Room #2

Call to Order

Roll Call

Approval of March 19, 2009 Minutes

Treasurer's Office

Advisory Committee Report

Expenditure Requests

Executive Director Report

New Business

Adjournment

MINUTES OF THE
JEFFERSON/BROOMFIELD E911 EMERGENCY TELEPHONE AUTHORITY

APRIL 23, 2009

The E911 Emergency Telephone Service Authority Board met in regular session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Nick Boukas
 Director Mike Donner
 Director Tim McSherry
 Director Mark Krapf
 Dennis Tharp, Attorney
 Debbie Quinn, Secretary

Also Present: Jeff Irvin, Executive Director
 Vicki Pickett, Arvada PD
 DeAnna McMahan, Evergreen Fire
 Karyn Kretzel, West Metro Fire
 Brian Goeman, Broomfield PD
 Monty Heffner, Broomfield PD
 Jodi Malpass, Lakewood PD
 Scott Rose, Lakewood PD
 Larry Stodden, Wheat Ridge PD
 Missy Saggau, Westminster PD
 Russ Bowers, Westminster PD
 Karin Marquez, Westminster PD
 Scott Rope, Westminster IT
 Kristine Yost, Arvada PD
 Diana Dolan, Arvada Fire
 Carla Milne, Jefferson County SO
 Dan Householder, Jefferson County SO
 Wes Horn, Qwest
 Rich Snelling, JCECA Consultant
 Jeff Streeter, Lakewood PD
 Pat Purdy, West Metro Fire
 Ira Cohen, Arvada IT
 John Matyjasik, Pictometry
 Brian Kienk, Pictometry

Director Johnson called the meeting to order.

APPROVAL OF MINUTES

The Board upon motion of Director Krapf, duly seconded by Director McSherry, approved the Minutes of March 19, 2009.

TREASURER'S REPORT

The Treasurer's Report was presented by Jeff Irvin (see attached report) The Board upon motion of Director McSherry, duly seconded by Director Boukas, approved the Treasurer's Report.

SPENDING PRIORITIES AND BUSINESS PRACTICES

Jeff Irvin went over the spending priorities for the next 5 years (see attached documents). The Board thought it was a great concept with wants versus needs being listed by all the PSAP's. Director Krapf passed out his draft on best business practices. With the two new Board members he thought it would be a good idea for the Board to agree to the business practices and with the spending priorities to decide what they actually want to fund. After a lot of discussion and questions by the Board, the PSAP's came up one at a time and went over their priority list and gave a brief explanation for each item on the list. They also went over the multi-agency priorities. The Board agreed that they need to have some more discussion about the priorities and what they will actually fund.

ADVISORY COMMITTEE REPORT AND EXPENDITURE REQUESTS

Vicki Pickett, Arvada PD, gave the Advisory Committee report. The Committee had a conference call with GeoComm and was told that 503 errors were generated as a result of entries by persons registering their wireless phones on the Wireless Opt in web page (www.your911.net). GeoComm will correct the errors at no additional cost for the next three months and then determine if the workload warrants requesting a contract increase. GeoComm and the Advisory Committee will work with Intrado to see if there is a way to limit entry errors.

Diana Dolan, Arvada Fire, presented the training requests in the amount of \$3,261.89. The Board upon motion of Director Boukas, duly seconded by Director Donner, approved the training requests.

Diana Dolan also presented the Public Education requests for an amount not to exceed \$2,000.00 for three Westminster events. The Board upon motion of Director McSherry, duly seconded by Director Donner, approved the public education requests.

Larry Stodden, Wheat Ridge PD, presented the Minor Equipment requests in the amount of \$1,934.03. The Board upon motion of Director McSherry, duly seconded by Director Donner, approved the minor equipment requests.

Vicki Pickett, Arvada PD, presented an expenditure request for a Spectracom Net Clock/GPS with the total cost not to exceed \$5,800.00. The Board upon motion of Director Krapf, duly seconded by Director McSherry, approved the request.

Scott Rose, Lakewood PD, presented a request for electrical work to supply power to the emergency evacuation area in an amount not to exceed \$1,400.00. The Board upon motion of Director McSherry, duly seconded by Director Krapf, approved the request.

Jodi Malpass, Lakewood PD, presented a request for a Visual Electronics display board system maintenance agreement in the amount not to exceed \$1,300.00. The Board upon motion of Director Boukas, duly seconded by Director Donner, approved the request.

Russ Bowers, Westminster PD, presented a request for funds to support a Network First switch upgrade in the amount of \$176,400.00. The amount requested will be used to fulfill the requirement for a 20% match in a DHS Public Safety Interoperable Communications grant (PSIC) which Denver had intended to fund but cannot due to revenue shortfall. The upgrade will benefit PSAPs and many metro law enforcement, fire and EMS agencies who utilize the Network First radio gateway to enhance interoperable communications. After a brief discussion, the Board upon motion of Director McSherry, duly seconded by Director Krapf, approved the request but added that they were hopeful that other Counties would pitch in and help pay their share.

DeAnna McMahan, Evergreen Fire, presented a request for two consoles, cabling and installation to give the ability to fund interoperability in an amount not to exceed \$21,000.00. The Board upon motion of Director Krapf, duly seconded by Director McSherry, approved the request. DeAnna also submitted a request for use of budgeted Technical Enhancement funds to purchase two CAD servers in an amount not to exceed \$13,000. The Board upon motion of Director McSherry, duly seconded by Director Krapf, approved the request.

Karyn Kretzel, West Metro Fire, presented a multi- agency request for an increase of \$4,427.94 in the amount authorized for the multi-agency (Lakewood PD, West Metro F/R, Wheat Ridge PD) logging recorder project. The additional monies will be used to provide firewall enhancement. The Board upon motion of Director Boukas, duly seconded by Director Krapf, approved the request. Karyn requested \$27,995.00 of funding to fulfill part of the matching requirement for a Cops Grant. The grant monies will be used to purchase bi-directional amplifiers (BDA's) to enhance law enforcement, fire and EMS radio transmission and reception in and around Alameda and Lakewood High Schools. The Board upon motion of Director McSherry, duly seconded by Director Donner, approved the request. Director Krapf stated there was no guarantee that it would be funded and Director Johnson asked that they let the Board know if the grant does come through.

Brian Goeman, Broomfield PD, presented a request for Criticall maintenance agreement renewal on behalf of all agencies using Criticall in the amount of \$5,995.00 for a 1 year agreement per Jeff Irvin's recommendation. The Board upon motion of Director McSherry, duly seconded by Director Krapf, approved the request. Brian also presented a request for a replacement GeoLynx mapping server in the amount of \$3,997.44. The Board upon motion of Director McSherry, duly seconded by Director

Minutes of April 23, 2009

Boukas, approved the request. His last request was for a backup logging recorder in the amount of \$46,581.00 with the funds coming from the Disaster Recovery budget line item. The Board upon motion of Director Krapf, duly seconded by Director McSherry, approved the request.

Rich Snelling and DeAnna McMahan, Evergreen Fire, presented a request for bridge funds for the replacement of water damaged equipment in their phone room in an amount not to exceed \$40,000.00. The funds are needed to replace damaged equipment in order to restore full functionality to the recently installed Nine One One Inc. system. JCECA will be reimbursed after claims are settled. The Board upon motion of Director McSherry, duly seconded by Director Krapf, approved the request.

Jeff Irvin presented an expenditure request for funding of the Pictometry imagery project. John Matyjasik, Pictometry, met with the PSAPs to assist them in determining hardware needs. The following amounts were requested for the imagery project: 1) first year costs for imagery: \$107,765.00, 2) second year cost for imagery: \$106,765.00, 3) Web access licenses first year: \$7,380.00, 4) estimated CAD vendor interface costs: \$30,000.00. Upon completion of contract review by the JCECA attorney, a deposit in the amount of 26,791.25 will be paid to Pictometry when the contract is executed. It is expected that the imagery will be ready for deployment some early in the first quarter of 2010. The Board upon motion of Director Boukas, duly seconded by Director McSherry, approved the Pictometry imagery request. A second expenditure request was presented for estimated PSAP hardware costs in the amount of \$103,995.00. The Board upon motion of Director McSherry, duly seconded by Director Krapf, approved the Pictometry hardware request.

Dan Householder, Jeffco Sheriff's Office, presented a request for funds not to exceed \$12,243.49 for reimbursement of overtime costs incurred by PSAPs as a result of attendance of the Life Essentials Training course for which the Board previously approved funding. The Board upon motion of Director McSherry, duly seconded by Director Boukas, approved the request.

Pat Purdy, West Metro Fire, presented details about the Joint Backup Center for West Metro Fire, Lakewood Police and Wheat Ridge Police. West Metro Fire has already started on the building. The infrastructure build out will cost \$448,200.00 and to make it functional for 2009, an additional \$554,500.00 for a total of \$1,027,000.00. After a brief discussion, the Board upon motion of Director Boukas, duly seconded by Director McSherry, approved the request in an amount not to exceed \$448,000.00 for the infrastructure build out. The Board asked Jeff Irvin and Rich Snelling to participate with the stakeholders in the process to allocate and identify the share of the costs associated with the 911 infrastructure for the facility. Attorney Tharp stated that several issues still need to be worked out and Director Johnson asked the joint task force to follow the agency process for purchasing.

Director Boukas announced that the week of April 13th was Telecommunicator's Week and thanked everyone who services the dispatch centers.

ADJOURNMENT

Director Johnson adjourned the meeting.

NOTICE OF MEETING
FOR E911 EMERGENCY TELEPHONE SERVICE AUTHORITY
MAY 20, 2009 AT 1:00 P.M
DAKOTA BUILDING TRAINING ROOM
STUDY SESSION

MAY 21, 2009 AT 9:00 A.M.

1ST FLOOR – HEARING ROOM #1

1. Call to Order
2. Approval of April 23, 2009 Minutes
3. Treasurer's Report
4. Advisory Committee Report
5. Expenditure Requests
6. Executive Director Report
7. Fund Balance Discussion
 - a. Business Practices
 - b. PSAP Project Priorities
8. New Business
9. Adjournment

MINUTES OF THE
JEFFERSON/BROOMFIELD E911 EMERGENCY TELEPHONE AUTHORITY

May 20, 2009

The Jefferson County Emergency Communications Authority Board met in regular session at the Dakota Building, 800 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Nick Boukas
 Director Mike Donner
 Director Tim McSherry
 Director Mark Krapf
 Dennis Tharp, Attorney

Also Present: Jeff Irvin, Executive Director
 Vicki Pickett, Arvada PD

The meeting was called to Order at 1:06 p.m. Roll call was taken and all directors were present.

The Board had a lengthy discussion regarding the fund balance and what the Authority should pay for. Chairman Lynn Johnson left at approximately 2:45 p.m. Discussion was had regarding the PSAP priority list. The Board discussed many different models to guide the Board and the PSAPs in the funding and budgeting process. One model discussed was to allocate funds to each PSAP based on some type of ratio or algorithm and the PSAPs could then spend the funds on any use authorized by state statute. This model allows each PSAP to determine its own priority.

A second model discussed was to expand the program areas that the Board would fund. The areas discussed include the wireless data charges, CAD systems and CAD maintenance, and MDT's.

A third model discussed was a hybrid version of the first two models. The Board would fund certain programs not now being funded by each PSAP agency and also allocate funds to each PSAP for their use as the PSAP may prioritize.

The Board discussed that it did not have sufficient data to make decisions. Executive Director Jeff Irvin and Advisory Committee Chair Vickie Pickett were directed to obtain the following information from each PSAP:

CAD

1. Anticipated CAD replacement date, and estimated cost of replacement.
2. Amount budgeted in 2008 and 2009 for CAD related expenses including, but not limited to, maintenance, hardware and software. Or, if not separately budgeted, the amount spent in 2008 and anticipated to be spent in 2009 for CAD related expenses.

3. Anticipated CAD related expenses in 2010 through 2015.

Wireless Data Charges

4. Amount budgeted in 2008 and 2009 for wireless data charges. Or, if not separately budgeted, the amount spent in 2008 and anticipated to be spent in 2009 for wireless data charges.
5. Anticipated 2010 wireless data charges.
6. Anticipated wireless data charges for 2011 – 2015.

MDT's

7. Anticipated MDT replacement charges over the next 6 years, broken down by year.
8. Anticipated warranty and other MDT charges through 2015.

Backroom Equipment – Viper, Patriot, Other

9. Anticipated back room replacement date and estimated amount.
10. Anticipated back room equipment maintenance and other expenses in 2008, 2009 and 2010.

The Board discussed whether it was appropriate to allocate the same funding amount per PSAP for the Technical Enhancement Fund or whether such funding should be based on a different algorithm, such as call volume, or citizen population, or FTE's, or operating positions, or other criteria. The Board requested that the Advisory Committee review this issue and provide the top 2 recommendations to the Board.

The Board also discussed that beginning in 2010 primary PSAPs should probably be allocated more funding than secondary PSAPs.

The Board discussed that the term Technical Enhancement Fund implies a limitation on the use of these funds. Thus, the name of this fund will be changed. It will be referred to as the Agency Operating Fund in the future. The Board discussed increasing the Agency Operating Fund to \$150,000. Any expenditure authorized by statute for 911 uses is an authorized expenditure.

The Board discussed increasing the training budget from \$500 per FTE to \$1,000 per FTE. This would permit agencies to attend out of state conferences and provide for additional training. The Board discussed increasing the Executive Director's authority to approve expenditures from \$5,000 to \$10,000 per item. The Executive Director would then bring a list of such approved expenditures to the Board for ratification.

The Board scheduled a special meeting to discuss the information provided by the Advisory Committee for July 8, 2009 at 1:00 p.m. in the training facility at the Dakota Building.

The Board moved its September 17, 2009 meeting to September 10, 2009.

In consideration of and respect for the early departure of its Chairman, formal votes on the above matters were delayed until tomorrow's meeting.

The Board adjourned at approximately 4:00 p.m.

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

MAY 21, 2009

The Jefferson County Emergency Communications Authority Board met in regular session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Nick Boukas
 Director Mike Donner
 Director Tim McSherry
 Director Mark Krapf
 Jeff Irvin, Executive Director
 Dennis Tharp, Attorney
 Joyce Woodley, Secretary

Also Present: Vicki Pickett, Arvada PD
 DeAnna McMahan, Evergreen Fire
 Karyn Kretzel, West Metro Fire
 Brian Goeman, Broomfield PD
 Jodi Malpass, Lakewood PD
 Scott Rose, Lakewood PD
 Larry Stodden, Wheat Ridge PD
 Missy Saggau, Westminster PD
 Karin Marquez, Westminster PD
 Kristine Yost, Arvada PD
 Diana Dolan, Arvada Fire
 Carla Milne, Jefferson County SO
 Dan Householder, Jefferson County SO
 Rich Snelling, JCECA Consultant
 Lisa Sorrentino, Golden PD
 Gary Creager, Arvada PD
 John Camper, Lakewood PD

Director Johnson called the meeting to order.

APPROVAL OF MINUTES

The Board upon motion of Director McSherry, duly seconded by Director Krapf and by unanimous vote, approved the Minutes of April 23, 2009 and May 20, 2009.

There were a couple of issues that came up at the previous day's meeting. One was to increase the agency operating fund, previously known as the technical enhancement fund to \$150,000. The Board upon motion of Director Krapf, duly seconded by Director McSherry and by unanimous vote, approved the increase to \$150,000.

The next issue was increasing the amount allocated to each of the ten PSAP's in the training budget from \$500 per FTE to \$1,000 per FTE. The Board upon motion of Director McSherry, duly seconded by Director Krapf and by unanimous vote, approved the increase to an allocation of \$1000 per FTE for each PSAP. The next proposed item was to increase the Executive Director's authority to expend funds from \$5,000 to \$10,000. The Board upon motion of Director McSherry, duly seconded by Director Donner and by unanimous vote, approved the increase to \$10,000.

TREASURER'S REPORT

The Treasurer's Report was presented by Jeff Irvin (see attached report) The Board upon motion of Director McSherry, duly seconded by Director Boukas and by unanimous vote, approved the Treasurer's Report ending April 30, 2009.

ADVISORY COMMITTEE REPORT

Vicki Pickett, Arvada PD, gave the Advisory Committee report. They had a conference call with GeoComm and discussed a few lingering issues that have occurred with Golden. One of the big issues was the errors that are coming in from opt in wireless. The errors are increasing and on conclusion of the 3 month trial period, GeoComm will ask for additional funding to handle those errors since it is a large percentage of what they are doing now. GeoComm has offered to do some of this at no cost for three months and this will be something that she and Dennis will be looking into since there is nothing in the contract that addresses opt-in wireless. They met with Scott Mallory on the Ebbyfish software and felt that it was very helpful and had quite a few questions and suggestions. He was very flexible and willing to work with them and will be doing some configuring for them in order to track things a little better.

EXPENDITURE REQUESTS

Jeff Irvin presented the expenditure requests. The requests were reviewed and approved by the Advisory Committee. He mentioned that the Board may want to discuss some of the large items which includes a 2009 budgeted purchase for EMD software for Broomfield in the amount of \$55,000. They also had a \$100,000 item in which the Board elected to allow Golden to take \$50,000 out of the 2008 Tech Enhancement for Motorola Console upgrade and Golden will be coming back again this year for \$100,000 out of Tech Enhancement for a contribution towards that upgrade. The total upgrade cost is somewhere in the \$650,000 range, so Golden is contributing a major portion of the cost of that and asking for their Tech Enhancement funds for part of the cost. The rest of the expenditure requests are recurring costs such as public education materials for the PSAP's. Training requests for this month are \$11,251. The expenditure requests have all been reviewed and approved by the Advisory Committee. Next is a reimbursement for dispatcher overtime costs in the amount of \$9,153.89.

The Board said they would reimburse the agencies for overtime costs incurred at the Life Essentials class that was put on by the Board at the beginning of May. The Board was asked to approve these items with the exception of CopLink which Division Chief Creager will present and which has the support of the Advisory Committee.

Minutes of May 21, 2009

The Westminster \$500,000 phone system upgrade was an approved item in the 2009 budget for the patriot installation for upgrade of their back office.

Lisa Sorrentino, Golden PD told the Board that the reason they moved forward when they accepted the Technical Enhancement for last year is because they had to get the project underway and certain percentages needed to be paid so \$50,000 was taken out of their Tech Enhancement from last year. Once they do the switchover, they will not be able to communicate anymore on the Gold Elite current radio system, so they have no choice but to install this new MCC7500. They had already budgeted through the city for it and with the economic situation the way it is, if they don't move forward now instead of a year from now when it becomes absolutely necessary, they would have lost the money through the city. Following a discussion of all the expenditure requests, Director Boukas made a motion, duly seconded by Director McSherry and by unanimous vote, approved the amount of \$755, 849.68 for the items set forth on pages 1 and 2 of the Expenditure Request Summary Report (see attached report) with the exception of Coplink and that Golden's console upgrade will be funded from the agency operating fund.

COPLINK PRESENTATION

Gary Creager, Arvada PD and John Camper, Lakewood PD made the Coplink presentation. Both are on the Coplink Jefferson County Board. Gary talked about what has been happening with Coplink and where it is headed in the future. Gary talked about how Coplink initially was started by Jefferson County and funded by the 911 Authority Board and only contained Jefferson County. Now it is called the Northwest Metro Information Sharing Consortium. In 2005 Jefferson County Public Safety Agencies embarked on this project to allow information sharing between their disparate data bases. Currently CCIC and NCIC has historically been a way that they've been able to track information, but it is limited information. The other agencies in Jefferson County have a great deal of information in their own databases, but it could never be shared before. Coplink was a process by which they could do that. It was brought to them by Knowledge Computing System, generally known as KCC through their program that tied these databases together and is accessible by police and fire out in the field. This was brought about by a \$400,000 approval by Jeffco's 911 Authority Board of which approximately \$280,000 was actually expended of 911 Authority funds and the rest was financed by grants. This allowed Jefferson and Broomfield County agencies to become the first in Colorado to have the databases interoperable. The police and fire departments plus EMS benefited from this project, but most importantly, it is the citizens who depend on all emergency personnel to respond to their 911 calls who are benefiting. Coplink has grown to a statewide initiative and there will be a press conference next week.

Jefferson County's node has become the Northwest Metro Information Sharing Consortium, one of four nodes in the state and is the node that began this project that has blossomed to a statewide project. Of the four nodes, there will be the Northwest node, the Aurora/Denver node, the Colorado Springs node and the Grand Junction node. All agencies in the state of Colorado will connect with one of these four nodes. The Northwest node includes Adams and Jefferson Counties.

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Boulder and Weld counties have indicated that they would like to join Jeffco's node. They have broken down the funding for Coplink since it has gotten bigger and takes more money to operate. However, the Authority Board is only being asked to pay for the Jefferson County agency.

This Board was the first to take this initiative and since that time, 911 Authority Boards across the state are funding Coplink. Gary is requesting that the Board authorize up to \$100,000 each year for 2009 through 2012 and incorporate it as a line item in their budget. Even though the Board already has a line item in their budget for this, he wants this to be completely transparent. Other partners both present and future will pay their share. This Board will not be funding Adams County, Boulder County, Weld County or any other county that comes on to Jeffco's Coplink node. At this time, Division Chief Camper expressed his support by explaining what the Board would fund besides the software. There are yearly license fees which for the first several years are being covered by a grant that was developed when Adams County came on, but nevertheless, there are going to be future licensing fees per users. As the system becomes larger, Jefferson County has been kind enough to run the technical support for this, but they will need more and more assistance to do that. As for equipment replacement, as time goes by, any kind of computer system and hardware needs to be replaced and they have developed a schedule that would reasonably do that each subsequent year. Data source maintenance fees need to be included also. Edgewater is the only community left in Jefferson County that is not presently contributing data. As a small community, they simply do not have the resources to do that and this would allow them to bring Edgewater on as well. He submitted several letters in support of this from police and fire departments and asked that the Board continue their support for an amazing program that has solved crimes throughout the state and continues to be making great stride.

Following a general discussion, Dennis stated that the consensus of the Board is to continue to support Coplink and as additional expenses come in, they will be given to Jeff and he will include those on his expenditure sheets and the Board will move to approve them. The Board upon motion of Director McSherry, duly seconded by Director Krapf and by unanimous vote, approved a motion to fund future expenditures not to exceed \$100,000 for Coplink for 2009.

EXECUTIVE DIRECTOR REPORT

Jeff mentioned that some time ago, the Board elected to adopt a new name for the Authority Board. The original name was Jefferson County Emergency Telephone Service Authority and it was changed to the Jefferson County Emergency Communications Authority.

They have been operating as JCECA for some time and Dennis has drafted a resolution to make it official. Following a general discussion, the Board upon motion of Director Krapf, duly seconded by Director McSherry and by unanimous vote, adopted **RESOLUTION 09-01** approving the official change of the name of the 911 Authority Board to Jefferson County Emergency Communications Authority.

Jeff stated that they had some very good meetings this month with the Advisory Committee and the special meeting was very constructive. He is meeting with Scott Mallory tomorrow with regard to modifications with Ebbyfish to help them generate reports out of that more directly and should streamline the monthly expenditure list compilation. The auditors made it in for their site visit and he has responded to all the requests they have made and expects the audit to be forthcoming soon.

He said that he feels comfortable with Colorado Business Bank. He has not talked to Colorado Trust recently, but he gets a pretty good comfort level from everything he is hearing. The Public Protection Deposit Act protects the Authority from loss of funds held by the bank.

Director Krapf mentioned that a lot of the discussion they had at the previous days meeting was to try to figure out how they are going to fund things in the future, such as funding current needs, versus one time deals and projects that are sustainable and can be funded today, but may also be funded down the road. They would like to be able to provide the individual PSAP's with a lot of flexibility and how they would like to spend some of that fund. They have asked the Tech Committee to go to their organizations and get an idea of what those costs will be. Director Johnson said they would be asking the managers of the PSAP's to think more strategically about what their needs will be now and in the future. Not only do they want an idea of current expenditures, but also what they will be two to three years down the road. This will be a better way for the Board to do business and give them the ability to forecast their future expenditures and to calculate what they believe they will need in reserve for emergencies and in turn plan for bigger projects for the future.

Director Boukas stated that some things in the Authority Board by-laws are outdated and offered along with any other volunteers to look them over and make corrections as needed. Dennis stated that there would need to be a vote to approve the by-laws after the corrections have been made.

A request was made to move the Authority Board meeting from September 17th to September 10, 2009.

ADJOURNMENT

Director Johnson adjourned the meeting.

FOR JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

JUNE 18, 2009 AT 9:00 A.M.

1ST FLOOR – HEARING ROOM #1

1. Call to Order
2. Approval of May 21, 2009 Minutes
3. Treasurer's Report
4. Advisory Committee Report
5. Expenditure Requests
6. Executive Director Report
Bylaw Revisions
7. New Business
8. Adjournment

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

JUNE 18, 2009

The Jefferson County Emergency Communications Authority Board met in regular session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Nick Boukas
 Director Mike Donner
 Director Tim McSherry
 Director Mark Krapf
 Dennis Tharp, Attorney
 Debbie Quinn, Secretary

Also Present: Jeff Irvin, Executive Director
 Vicki Pickett, Arvada PD
 DeAnna McMahan, Evergreen Fire
 Brian Goeman, Broomfield PD
 Monty Heffner, Broomfield PD
 Jodi Malpass, Lakewood PD
 Larry Stodden, Wheat Ridge PD
 Russ Bowers, Westminster PD
 Kristine Yost, Arvada PD
 Diana Dolan, Arvada Fire
 Carla Milne, Jefferson County SO
 Rich Snelling, JCECA Consultant
 Pat Purdy, West Metro Fire
 Lisa Sorrentino, Golden PD
 Jeffrey Zacharski, I2M Tech Consultant

Director Johnson called the meeting to order.

Jeff Irvin stated that Cindy Cline, Jefferson County Emergency Supervisor passed away over the weekend. He suggested that the Board offer a \$1,000 scholarship for training in her memory. The Board upon motion of Director Donner, duly seconded by Director Boukas, approved the request. Director Johnson asked for moment of silence in her honor.

APPROVAL OF MINUTES

The Board upon motion of Director Krapf, duly seconded by Director McSherry, approved the Minutes of May 21, 2009 with one minor amendment.

TREASURER'S REPORT

Jeff Irvin stated that the auditor was restructuring the wording on the balance sheet but they were not using the new forms yet. The Board upon motion of Director McSherry, duly seconded by Director Donner, approved the Treasurer's Report.

ADVISORY COMMITTEE REPORT AND EXPENDITURE REQUESTS

Vicki Pickett, Arvada PD, gave the Advisory Committee report. The Committee had a conference call with GeoComm and discussed the AVL issues with Broomfield and Golden. Attorney Tharp let the Board know that a verbal warning was given to GeoComm and that written notice will be sent. GeoComm will have 45 days to solve the problem or a full refund will be requested. Vicki mentioned that GeoComm was very responsive to the problems but that they did need to be solved.

The Committee discussed use of an algorithm for determining the amount to be budgeted for each PSAP in the Agency Operating Fund, (AOF). They have set up some parameters with a test for fairness but it is difficult to come up with a perfect formula for all the PSAP's. Jeff clarified that if an algorithm method were adopted, it would only apply to monies budgeted in the AOF. The traditional annual budgeting process would be used for other equipment and operating costs.

Jeff presented the expenditure requests under the \$10,000 limit in the amount of \$32,386.35. The Board upon motion of Director Donner, duly seconded by Director Boukas, approved the training requests.

Deanna McMahan, Evergreen Fire, presented an expenditure request in the amount of \$13,145 with GeoComm to provide Atlas maps. The Board upon motion of Director Donner, duly seconded by Director McSherry, approved the request.

Russ Bowers, Westminster PD presented the a request for a phone room HVAC system in an amount not to exceed \$30,000 to help keep the equipment from overheating. The Board upon motion of Director Boukas, duly seconded by Director Donner, approved the request. Director Boukas suggested that all agencies check out their equipment rooms to make sure they are set up to protect the equipment investments.

EXECUTIVE DIRECTOR REPORT

Jeff Irvin showed a public safety announcement (PSA) regarding the wireless opt-in program, and stated that it will start airing at area theatres throughout the next month. He said that the payables are up to date. The audit has not been received. Jeff advised he has requested a status from the auditors.

Vicki reported that they had to pay Intrado \$660 to get the correct data rolled into the system for the target notification for the Opt In Wireless. GeoComm has been working

on this issue but may have to start charging in July. The Board would then be paying double to correct the issues that Intrado has. The problem seems to be the format of the screen that people enter their information in. The Committee has started looking into other vendors and had a conversation with Scott Mallory of Ebbyfish, regarding creation of a "front end" page for the opt-in website that might help to limit entry errors by users. After a brief discussion of the various issues the Board asked Vicki to have Intrado come to a meeting so they could ask them the questions they have.

REGIONAL BACKUP COMMUNICATIONS CENTER PROJECT

Pat Purdy, West Metro Fire, gave a Power point presentation on details for the Joint Backup Center for West Metro Fire, Lakewood Police and Wheat Ridge Police. He had questions about how to construct the intergovernmental agreement, IGA and statement of work, SOW to include NexGen provisions. Director Johnson suggested that he get Attorney Tharp involved and go back to the stakeholders and review and update their plans. The Board also asked if the regional backup center would be available for all agencies; if there would be capability to add agencies and if so what equipment would be needed to make it all work. It was mentioned that there are disparate systems between the 10 PSAP's. Director Krapf stated that he understood this backup center would be a pilot program for the three agencies that have the same equipment and that the other agencies would then have a facility set up for them. Director Boukas mentioned that the agencies really need to be thinking about working towards having the same type of equipment in each of the PSAP's. Director Johnson asked for a draft of the IGA and stated that West Metro already has tacit Board approval for an expenditure request in an amount not to exceed \$450,000.

Attorney Tharp went over the suggested changes made to the bylaws by Director Boukas, Jeff Irvin and himself. After a brief discussion, the Board accepted most of the changes but decided to include the ability to attend the meetings electronically and to state the attendance policy in the bylaws.

ADJOURNMENT

The Board upon motion of Director Krapf, duly seconded by Director McSherry, adjourned the meeting.

NOTICE OF MEETING

FOR THE JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

JULY 8, 2009 AT 1:00 P.M

DAKOTA BUILDING TRAINING ROOM

SPECIAL SESSION FOR

BUDGETING AND FUND BALANCE

NOTICE OF MEETING

FOR THE JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

JULY 16, 2009 AT 9:00 A.M.

1ST FLOOR – HEARING ROOM #2

1. Call to Order
2. Approval of June 18, 2009 Minutes
3. Treasurer's Report
4. Advisory Committee Report
5. Expenditure Requests
6. Executive Director Report
7. Approval of By-laws
8. New Business
9. Adjournment

MINUTES OF THE
JEFFERSON/BROOMFIELD E911 EMERGENCY TELEPHONE AUTHORITY

July 8, 2009

The Jefferson County Emergency Communications Authority Board met in regular session at the Dakota Building, 800 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Nick Boukas
 Director Mike Donner
 Director Tim McSherry
 Director Mark Krapf
 Dennis Tharp, Attorney

Also Present: Jeff Irvin, Executive Director
 Vicki Pickett, Arvada PD
 Diana Dolan, Arvada Fire

The meeting was called to Order at 1:10 p.m. Roll call was taken. All directors were present, but Tim McSherry was temporarily was out of the room.

The Executive Director presented a PowerPoint Presentation following up on the May 20, 2009 meeting. Mr. Irvin received from the PSAPs cost projections for CAD related expenses, wireless data charges, MDTs and backroom equipment. The Board discussed anticipated revenue and projected expenses. Lengthy discussions ensued regarding expenditures and the effect of such expenditures on the fund balance. The Board concluded that it should project expenditures for five years and to do so on an annual basis. The Board discussed funding a portion of large purchases to ensure that the stakeholders were committed to the process. Mr. Irvin modified various projections of expenses in the PowerPoint presentation to assist the Board in formulating a strategy for future expenditures.

Many of the PSAP projected expenditures need further clarification. Mr. Irvin will work with the PSAP managers to further delineate anticipated expenditures.

The Board discussed whether the agency operations fund should be reduced in light of the other expenditures to be paid by the Board.

The Board discussed immediate actions they could take to assist the PSAP's financially. These included payment of CAD related maintenance expenses for 2009. This would include a reimbursement to the PSAPs for CAD maintenance expenses already paid by the PSAPs in 2009. The PSAPs were requested to provide receipts or other documentation related to their 2009 expenses. The Board could also pay the wireless data charges incurred for 2009.

The Board also discussed paying a percentage of salary for dispatchers in 2009 and perhaps 2010. There are approximately 220 dispatcher positions in Jefferson and Broomfield Counties. If

the Board paid \$10,000 toward the salary of each dispatcher, the Board would immediately spend \$2,200,000. Board counsel advised that a short IGA should be agreed to by the PSAP entities and the Board to ensure that the funds are used to either reimburse dispatcher salaries or to pay dispatcher salaries, as authorized by the enabling legislation.

The Board will further address these issues in the regular July and August meetings. The Board also noted the proposed Budget did not include estimates to fund the backup dispatch center being constructed at West Metro Fire.

The Board adjourned at approximately 3:25 p.m.

DRAFT
MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

July 16, 2009

The Jefferson County Emergency Communications Authority Board met in regular session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Nick Boukas
 Director Tim McSherry
 Director Mark Krapf
 Dennis Tharp, Attorney
 Jeff Irvin, Executive Director
 Joyce Woodley, Secretary

Absent: Director Mike Donner

Also Present: DeAnna McMahan, Evergreen Fire
 Brian Goeman, Broomfield PD
 Monty Heffner, Broomfield PD
 Jodi Malpass, Lakewood PD
 Larry Stodden, Wheat Ridge PD
 Diana Dolan, Arvada Fire
 Carla Milne, Jefferson County SO
 Rich Snelling, JCECA Consultant
 Pat Purdy, West Metro Fire
 Lisa Sorrentino, Golden PD
 Scott Rose, Lakewood PD
 Wes Horn, Qwest
 Karl Hammes, NICE
 Dan Householder, Jeffco SO
 Boris Naschansky, Lakewood
 Karen Marquez, Westminster PD

Director Johnson called the meeting to order.

APPROVAL OF MINUTES

The Board upon motion of Director Boukas, duly seconded by Director McSherry and by majority vote with Director Donner absent, approved the Minutes of June 18, 2009.

TREASURER'S REPORT

Jeff Irvin presented the Treasurer's Report. (See Attached) He stated that the auditors are reviewing the audit and it will be ready for the next Board meeting. The Board upon motion of Director McSherry, duly seconded by Director Boukas and by majority vote with Director Donner absent, approved the Treasurer's Report.

Jeff reported that as of the end of June there are some deposits that do not appear on this month's statement and the figures on the checking account will change when he gets the final report from the accountant this month. There is a CD that came due and he and Dennis discussed depositing some of those funds into ColoTrust. He received and reviewed the audit and had some comments that he sent back to the auditors and will be sending it to Dennis for review. They are hopeful that the audit will be ready to be presented at the next Board meeting. Director McSherry made a motion, duly seconded by Director Boukas and by majority vote, with Director Donner absent, approved the financial report for July.

ADVISORY COMMITTEE REPORT

Diana Dolan presented the Advisory Committee Report. They had a normal conference call with GeoCom and gave them a synopsis of how many errors they've been dealing with. The numbers fluctuate depending on when they are turned in and are still averaging approximately 3-400 per month. Their advertising piece is starting today so it is very likely that there will be an increase in the amount of errors due to advertising in movie theaters. The AVL problem that Golden and Broomfield have had is still being addressed on weekly conference calls. Lakewood had a mass street designator change and Lakewood reported that GeoCom is being very responsive in taking care of that matter. Jeff updated them on the CAD cost discussion that the Board had at the special meeting. Diana thanked the Board for this conversation taking place and thinks it helps them get a lot more direction.

Jeff mentioned that he attended the 911 PUC Task Force meeting in Steamboat Springs. There was discussion regarding upcoming 9-1-1 Act grant funding that will be available. This act will expire this fall and it is unknown whether it will be renewed next year so there is an urgency to get a grant request in before August 4th in order to get what will end up being a total of approximately \$1.25 million. This act requires a 50% match from non-government funds. The money can be used for two purposes. One is to bring systems within the state up to Phase II that are not currently Phase II compliant and/or to provide IP or Broadband to entities that deal with the purpose of expanding the statewide network for 911 enhancing IP availability for PSAP's. It was thought that right now the best use of that money would be to try to bring Phase II compliance to counties that are not currently. Unfortunately they don't have a lot of information as to what it's going to take to do that or what it will cost. The task force and the Colorado 9-1-1 Resource Center would like to get a grant application submitted and in order to do that, they are asking authorities if they would possibly support coming up with part of the matching funding should the grant be allocated to either assist these counties in becoming Phase II or participating in projects for broadband. Jeff introduced Daryl Branson, Executive Director of the Colorado 911 Resource Center. Daryl has taken a leadership role with regard to the grant application effort. Dennis said that the IGA provides that funds can be expended as authorized by the state statute and state statute does not prohibit use of the funds outside of the county.

The Board can make a generic commitment to support this project and before they actually authorize expenditure of funds, they can then talk to Daryl and he can give them the specific projects that they are willing to assist with. The Board upon motion of Director Boukas, duly seconded by Director McSherry and by majority vote with Director Donner absent, approved supporting the concept of expending funds for the purpose of meeting the matching requirements of the Enhanced 911 grant.

EXPENDITURE REQUESTS AND EXECUTIVE DIRECTOR REPORT

Jeff presented the expenditure requests under the \$10,000 limit. The Board upon motion of Director Krapf, duly seconded by Director McSherry and by majority vote with Director Donner absent, approved the expenditure requests in the amount of \$30,354.36.

He also presented expenditure requests over the \$10,000 limit. Following a general discussion, it was decided to approve the requests with the exception of the request for the 2009 CAD maintenance. Director Boukas made a motion, duly seconded by Director McSherry and by majority vote with Director Donner absent, approved the requests in the amount of \$547,453.54.

Patrick Purdy, West Metro Fire gave a presentation of the First Three Agency Communications Pilot program. Following a general discussion of the program, the Board upon motion of Director McSherry, duly seconded by Director Boukas and by majority vote, with Director Donner absent, approved the CAD Maintenance reimbursement for 2009 in the amount of \$144,530. After further discussion, Director McSherry amended the motion, duly seconded by Director Boukas that the Board direct Jeff to pay that amount to include reimbursement and any unpaid costs through the remainder of 2009.

The Board upon motion of Director Boukas, duly seconded by Director McSherry and by majority vote with Director Donner absent, approved reimbursing the agencies up to \$470,500 for the Wireless Data costs specific to mobile data computer (MDC) support for the remainder of 2009.

Director McSherry absent.

Director Johnson suggested getting someone to come in and give an explanation of an MDC and how it integrates into the 911 system. There was discussion about having a special meeting to talk about the definition of an MDC as well as to discuss radio issues and the backup dispatcher. The date and time will be determined later.

Due to the length of the meeting, it was decided to discuss the E911 By-Laws at the next meeting.

ADJOURNMENT

The Board upon motion of Director Boukas, duly seconded by Director Krapf and by majority vote with Director Donner absent, the meeting was adjourned.

NOTICE OF MEETING

FOR THE JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

AUGUST 20, 2009 AT 9:00 A.M.

1ST FLOOR – HEARING ROOM #1

1. Call to Order
2. Approval of July 16, 2009 Minutes and Special Session Minutes of July 8, 2009
3. Treasurer's Report
4. Audit Presentation
5. Advisory Committee Report
6. Expenditure Requests
6. Executive Director Report
7. Approval of By-laws
8. New Business
9. Adjournment

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

August 10, 2009
Special Meeting

The Jefferson County Emergency Communications Authority Board met in a special session at the Dakota Building, 800 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Nick Boukas
 Director Mike Donner
 Director Tim McSherry
 Director Mark Krapf
 Dennis Tharp, Attorney

Also Present: Jeff Irvin, Executive Director
 Boris Naschansky, City of Lakewood
 Vicki Pickett, Arvada PD
 Karin Marquez, City of Westminster
 Diana Dolan, Arvada Fire
 Ira Cohen, City of Arvada
 Pat Purdy, West Metro Fire/Rescue

The meeting was called to Order at 1:40 p.m. by Chairman Lynn Johnson. Roll call was taken. All directors were present.

Boris Naschansky presented the Board with a PowerPoint display regarding mobile data computers (“MDCs”). MDCs were first installed in the Lakewood Police Department cars in 2003. MDCs have become invaluable tools by the officers when responding to 911 calls for assistance. MDCs permit silent communication between the dispatch centers and the responding officers. Silent dispatching occurs for security purposes and to avoid notification to the public. Transmitted via the MDCs is the CAD call information, maps, vehicle locations, photo images, record systems, COPLINK, CCIC and NCIC data. Video screening will be forthcoming with the next generation. MDCs provide a complete mobile communications system. The fourth generation of cellular communication will be WiMax with speeds ten times faster than existing wireless communication. It is anticipated that Sprint and another business are planning to install a WiMax system in Denver in the [next](#) 2-3 years. Radio is moving towards an IP based system over the next 2-5 years.

The Board had extensive discussions on whether it should assist in the funding for MDCs. Recently the Board approved funding CAD maintenance and software for 2009, and making CAD software and maintenance funding a sustainable program into the future. Jeff Irvin displayed an Excel spreadsheet with projections of various expenditure scenarios and the effects of such expenditures on future fund balances. Mr. Naschansky advised that the cost per MDC is

approximately \$8,000. The \$8,000 is comprised of the price to purchase the MDC, the hardware for installation, the cost of installation and the software.

Director McSherry moved to authorize \$220,800 for the City of Arvada to purchase 69 MDCs. Director Krapf seconded the motion. Considerable additional discussion ensued regarding the policy and details of the Board funding purchase of MDCs. By unanimous agreement the motion was modified to authorize the City of Arvada \$248,400 (\$3,600 apiece) for the replacement of 69 MDCs. The Board agreed to fund the purchase of MDCs on the following conditions:

1. The Board will only fund the replacement of MDCs, and not the first-time purchase of MDCs.
2. The funding is limited to \$3,600 per MDC. Each entity should continue their own computer replacement fund as the Board is not committing to purchase MDCs more than one time per agency or replacement cycle per agency, i.e. 1/4th per year for 4 years if that is the current replacement practice.

The Board unanimously approved \$248,400 to the City of Arvada Police Department toward the purchase of 69 MDCs. The Board also requested that the 2010 Budget include an MDC capital replacement fund based on a 4-year life cycle.

The Board also discussed allocating 2010 agency operation funds based on the number of full time employees dispatching per agency. Part time employees would be added together in calculating the number of full time employees. The percentages for division of the funds between PSAP's should go to three decimal points.

Due to time constraints, the scheduled presentation regarding the back up communications center will be postponed until a later meeting.

The Board was advised that the fiber pricing for installation with the RTD project should be available the first week of September 2009.

Westminster and Lakewood will be purchasing replacement MDCs in 2010. Broomfield attempts to replace 1/4 of their MDCs annually.

Mr. Naschansky was advised that Lakewood has only used approximately \$1,600 of its allocated Agency Operating Fund. Lakewood could purchase MDC related hardware and software with its agency operating fund in 2009 and in 2010. The agency operating fund can be used by the agencies for any purpose permitted by statute, subject to the Board's prior approval.

The Board adjourned at approximately 4:10 p.m.

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

AUGUST 20, 2009

The Jefferson County Emergency Communications Authority Board met in regular session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Nick Boukas
 Director Mike Donner
 Director Tim McSherry
 Dennis Tharp, Attorney
 Debbie Quinn, Secretary

Also Present: Jeff Irvin, Executive Director
 Vicki Pickett, Arvada PD
 DeAnna McMahan, Evergreen Fire
 Brian Goeman, Broomfield PD
 Monty Heffner, Broomfield PD
 Jodi Malpass, Lakewood PD
 Larry Stodden, Wheat Ridge PD
 Kristine Yost, Arvada PD
 Rich Snelling, JCECA Consultant
 Karyn Kretzel, West Metro Fire
 Karin Marquez, Westminster PD
 Shane Palmer, Evergreen Fire
 Wes Horn, Qwest
 Brian Arnot, Qwest
 Lois Hogan, Accounting & Tax Solutions
 Wendy Swanhorst, Swanhorst & Company LLC

Absent: Director Mark Krapf

Director Johnson called the meeting to order.

APPROVAL OF MINUTES

The Board upon motion of Director Boukas, duly seconded by Director McSherry, and by majority vote with Director Krapf absent, approved the Minutes of the July 8, 2009 special session and July 16, 2009.

AUDIT PRESENTATION AND TREASURER'S REPORT

Wendy Swanshorst, Swanhorst & Company LLC presented the audit. She stated that the accounting records were in good shape, in compliance and that adjustments were made for the end of the year statements. Jeff Irvin filed the audit with the State and posted it on the website.

Minutes of August 20, 2009

Lois Hogan with Accounting Tax Solutions also appeared and presented a letter with the financial statements. Attorney Tharp asked about a statement in the letter concerning disclosures by the Management. Lois stated that the firm is not looking at the details but looking for anomalies in the set of books that Jeff gives her. She said the letter uses standard wording. Wendy Swanhorst stated that means they are not including all the footnote materials in the balance sheet. Lois also said that the change made in the balance sheets was adjusting the accounts receivable and payables at the end of the year. Jeff then presented the status of the deposited funds. The Board upon motion of Director Donner, duly seconded by Director McSherry, and by majority vote with Director Krapf absent, approved the Audit. The Board upon motion of Director Donner, duly seconded by Director Boukas, and by majority vote with Director Krapf absent, approved the Treasurer's Report.

ADVISORY COMMITTEE REPORT

Vicki Pickett, Arvada PD, gave the Advisory Committee report. The Committee had a conference call with GeoComm and was negotiating the AVL issues with Broomfield. They came up with two proposals, either a flat rate of \$5.90 per correction or a lump sum with a certain amount of corrections with a \$5.90 charge enacted for any corrections above that number. They will make the decision on which proposal to accept by the next meeting. GeoComm is going to present a monthly breakdown on all the Opt In corrections that they have made so far. The Golden AVL issues seem to be resolved. Director Boukas asked if Intrado had updated their text to help resolve some of the problems. Vicki stated that they did modify the registration directions. Director Boukas suggested that the Board meet with Intrado to discuss the problems or seriously consider putting out an RFP for another company to handle the registrations.

Vicki said that another PSA may run for the Opt In Wireless, possibly on the Spanish stations. She also mentioned that since Diana Dolan is gone that Jodi Malpass will now serve as the Vice President of the Advisory Committee.

She stated that the committee had a lot of questions about the backup center but since Boris did not attend their meeting they did not get the answers they needed.

The PSAP budget line items will be due for the next Board meeting.

EXPENDITURE REQUESTS

Jeff presented the expenditure requests under the \$10,000 limit in the amount of \$40,080.17. The Board upon motion of Director Donner, duly seconded by Director McSherry, and by majority vote with Director Krapf absent, approved the training requests.

Jeff then presented the requests over the \$10,000 for Adams Jefferson County Hazardous Response Authority for \$21,6000.00 , the Arvada PD for logging recorder system replacement phase I in the amount of \$159,925.00, Multi-agency regional back-

up center phase 0 request in the amount of \$448,500.00, Westminster for SQL licenses for cad in the amount of \$22,345.00 and West Metro Fire for a mobile CAD wireless connectivity study in the amount of \$21,690.00. After a brief discussion, the Board upon motion of Director McSherry, duly seconded by Director Donner, and by majority vote with Director Krapf absent, approved the requests in the amount of \$674,060.50.

EXECUTIVE DIRECTOR REPORT

Jeff Irvin is working on a template budget form for the PSAP's. He is going to meet with a production company to discuss public education outreach possibilities. He has been working on the negotiations with Broomfield AVL problems with Geo Comm. He has filed the Name Change for Tax Exemption status and he does not have an update on the PUC grants yet.

Director Johnson suggested that before the January requests come in the Committee report the amount and projects that did not get expended this year. He would like to handle those requests separately from the 2010 budget requests. Once the carryovers are approved (hopefully in October) the Board would then have a better idea of what would be needed for 2010. Vicki asked the Board for more specific numbers on the line item requests versus the Agency Operating Fund. Director Johnson said that the Advisory Committee should spend some time discussing the operating fund and what is appropriate to come from it. Director Boukas suggested that an ad hoc committee be formed to oversee this project and was volunteered to sit on the committee. The Board suggested that the PSAP's formulate the Budget the same as last year.

APPROVAL OF BYLAWS

The Board upon motion of Director Donner, duly seconded by Director Boukas, and by majority vote with Director Krapf absent, approved the By-laws as presented.

Director Boukas extended a thank you to Executive Director Irvin and Attorney Tharp for the great job that they do for the Board.

ADJOURNMENT

The Board upon motion of Director Boukas, duly seconded by Director Donner, and by majority vote with Director Krapf absent, adjourned the meeting.

NOTICE OF MEETING

FOR THE JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

SEPTEMBER 10, 2009 AT 1:00 P.M

1ST FLOOR – HEARING ROOM #1

1. Call to Order
2. Approval of August 10 and August 20, 2009 Minutes
3. Treasurer's Report
4. Advisory Committee Report
5. Expenditure Requests
6. Executive Director Report
7. Budget Discussion
8. New Business
9. Adjournment

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

SEPTEMBER 10, 2009

The Jefferson County Emergency Communications Authority Board met in regular session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson (present by speaker phone)
 Director Nick Boukas
 Director Mike Donner
 Director Mark Krapf
 Dennis Tharp, Attorney
 Debbie Quinn, Secretary

Absent: Director Tim McSherry

Also Present: Jeff Irvin, Executive Director
 Vicki Pickett, Arvada PD
 DeAnna McMahan, Evergreen Fire
 Brian Goeman, Broomfield PD
 Monty Heffner, Broomfield PD
 Scott Rose, Lakewood PD
 Larry Stodden, Wheat Ridge PD
 Kristine Yost, Arvada PD
 Rich Snelling, JCECA Consultant
 Lisa Sorrentino, Golden PD/Fire
 Karin Marquez, Westminster PD
 Dan Householder, JCSO
 Jack Mohl, CPA

Director Krapf called the meeting to order.

APPROVAL OF MINUTES

The Board upon motion of Director Boukas, duly seconded by Director Donner, and by majority vote with Director McSherry absent, approved the Minutes of the August 10, 2009 special session and the Minutes of August 20, 2009.

TREASURER'S REPORT

Jeff presented the treasurer's report. He introduced Jack Mohl, CPA who helped him restructure the balance sheet to work with Quick Books. The Board upon motion of Director Boukas, duly seconded by Director Donner, and by majority vote with Director McSherry absent, approved the Treasurer's Report.

ADVISORY COMMITTEE REPORT

Karin Marquez, Westminster PD, gave the Advisory Committee report. The Committee met with Qwest and was given an update and presentation on the backup site for the South agencies. The Committee also discussed the need for a North End backup center. The Broomfield Detention Center was one of the areas that might work for a north backup center. They will have an extra room that could be used by some of the other agencies. During the conference call with GeoComm they talked about the ongoing MSAG corrections. The committee was leaning towards the per change fee for the Opt-In Address updates. They discussed doing an RFP for MSAG coordination again but since GeoComm is in the middle of this wireless audit they want to wait until 2011 to see if GeoComm is the way they want to go.

The PSAPs plan to submit their budget proposals at the October meeting using Jeff's new budget templates that are more detailed than what was used before. They are updating the CIDT equipment for call outs and also putting together a dispatch team to do community outreach for public education. Karin is going to help come up with outlets for a Spanish PSA and Jeff is looking into ways to cater to other non-english speaking groups also.

EXPENDITURE REQUESTS

Jeff presented the expenditure requests under the \$10,000 limit in the amount of \$23,187.35. The Board upon motion of Director Boukas, duly seconded by Director Donner, and by majority vote with Director McSherry absent, approved the expenditure requests. There were no requests greater than \$10,000 submitted this month.

EXECUTIVE DIRECTOR REPORT

Jeff presented a new worksheet for the budget that better reflects the operating expenses within the different systems. He is working with Jack Mohl to refine the sheet to work with class accounting in Quickbooks. He will be able to show all classes or just the information for each agency. He plans to work on the purchase order module for expenditure requests next. He is contacting each agency to plug their budget figures into the worksheet. Vicki Pickett asked the Board for clarification about special projects.

Director Krapf stated that a special project request be listed at budget time as a line item and then when it is ready to be funded presented to the Board again with the complete information and current figures. Jeff mentioned that he is planning to do a quarterly audit with big projects so the Board can keep track of where they are on ongoing requests. Director Boukas suggested that the Advisory Committee approve all requests before they come to the Board.

Jeff also presented the two options for GeoComm for the Opt-In Address Update proposal. He recommended that the Board accept Option 2 which was to pay \$5.90 per correction. The Board upon motion of Director Boukas, duly seconded by Director Donner, and by majority vote with Director McSherry absent, gave Jeff and Dennis the authority to proceed with negotiations for the Option 2 in the GeoComm contract.

Jeff also brought up the AVL problems with Broomfield. Broomfield no longer wants to deal with GeoComm on this issue. GeoComm is willing to give a credit of \$43,297.00. The Board upon motion of Director Boukas, duly seconded by Director Donner, and by majority vote with Director McSherry absent, authorizing Jeff to execute the credit documents.

PUC TASK FORCE MEETING

Dennis attended the PUC Task Force Meeting. Lynne Notarianni reported that the telephone provider company TrackFone is trying to become a certified carrier to get the Universal Service Charge throughout the State primarily for low income households. The Lifeline program will pay \$10.00 directly to the carrier for each household that meets the criteria and participates in the program. Track Phone is a prepaid wireless carrier and does not pay the emergency telephone charges. Per Ms. Notarianni's statements to the Taskforce, there are 380,000 eligible households in the State to get the prepaid service and potentially 3 million dollars would be lost to all Colorado Authority Boards each year. The PUC Task Force made a motion that they were opposed to any carrier receiving this designation that does not pay the emergency charge.

Director McSherry present.

After a brief discussion the Board upon motion of Director Boukas, duly seconded by Director Donner, and by unanimous vote, directed Attorney Tharp to file a motion to intervene on the PUC docket in conjunction with Adams and Arapahoe County. Attorney Tharp would submit testimony that it is not in the public interest to approve this company until they are certified by each PSAP and be willing to pay the emergency telephone charge.

BUDGET DISCUSSION

Director Krapf stated that Jeff with the help of Jack Mohl would plot out the yearly budget to reflect future large expenditures or Capital Replacement Funds. They are going to check with Auditor, Swanhorst & Company, group to make sure that the fund restrictions allocated for future projects will be set aside and are properly earmarked. Jeff would like to post the encumbrance and have an open P.O. to track project expenditure status. Director Boukas worked on adding line items not going against the AOF to more accurately reflect the spending. Director Krapf voiced his appreciation of the work that Jeff has done.

With regard to the potential H1N1 pandemic, Director Boukas suggested that all PSAP managers tell employees to stay home if they are feeling sick. The Board discussed having online tele conferences if the H1N1 virus becomes rampant. Attorney Tharp will check to see if a meeting can be legally held this way. The October meeting was changed to October 22nd so that all the Board members could be present for the Budget Presentation. The October Advisory Committee meeting, accordingly, was changed to October 20.

ADJOURNMENT

The Board upon motion of Director Boukas, duly seconded by Director Donner, and by unanimous vote, adjourned the meeting.

NOTICE OF MEETING

FOR THE JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

OCTOBER 22, 2009 AT **9:30** A.M
(NOTE TIME CHANGE)

1ST FLOOR – HEARING ROOM #1

1. Call to Order
2. Approval of September 10, 2009 Minutes
3. Treasurer's Report
4. Advisory Committee Report
5. Expenditure Requests
6. Executive Director Report
7. Budget Presentation
8. New Business
9. Executive Session regarding Personnel Matter
10. Adjournment

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

OCTOBER 22, 2009

The Jefferson County Emergency Communications Authority Board met in regular session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Nick Boukas
 Director Mike Donner
 Director Mark Krapf
 Director Tim McSherry
 Dennis Tharp, Attorney
 Joyce Woodley, Secretary

Also Present: Jeff Irvin, Executive Director
 Brian Goeman, Broomfield PD
 Monty Heffner, Broomfield PD
 Scott Rose, Lakewood PD
 Kristine Yost, Arvada PD
 Rich Snelling, JCECA Consultant
 Lisa Sorrentino, Golden PD/Fire
 Karin Marquez, Westminster PD
 Dan Householder, JCSO
 Jodi Malpass, Lakewood PD
 Chris Ambrosio, Arvada Fire
 Boris Naschansky, Lakewood
 Michael Nieto, West Metro Fire
 Jerry Smith, Town of Morrison
 Karl Hammes, NICE
 Wes Horn, Qwest
 Phil Bond, Motorola
 Pauline Salazar, Qwest

Director Johnson called the meeting to order.

APPROVAL OF MINUTES

The approval of the September 10th minutes was tabled until the November meeting.

TREASURER'S REPORT

Jeff presented the treasurer's report. Following a general discussion, the Board upon motion of Director McSherry, duly seconded by Director Boukas and by unanimous vote, approved the Treasurer's Report. (See attached)

ADVISORY COMMITTEE REPORT

Karin Marquez, Westminster PD, gave the Advisory Committee report. Their first presentation was from Jeff Barrett with Front Range Community College. Front Range has created an advisory committee to create and develop a dispatch certification college course. The first semester would be approximately thirty credit hours which is similar to a tele-communicators course. He asked if the agencies would participate in hosting some interns at their sites in order to get some hands on training and added that the students would undergo an extensive background check before they can get into the class. They have asked for participation from the Advisory Committee for either adjunct instructors or to be on their advisory committee to help create these courses.

The GeoComm conference call and quarterly report was given by the new GIS supervisor, Matt Goodman. They are continuing to do all the MSAG report corrections from Intrado. Due to the lack of participation and scheduling conflicts in November, the Advisory Committee will do a Qwest report card at both the Advisory Committee and Board meetings in December.

EXPENDITURE REQUESTS

Jeff presented the expenditure requests under the \$10,000 limit in the amount of \$38,253.62. Following a general discussion, the Board upon motion of Director McSherry, duly seconded by Director Kraph and by unanimous vote, approved the requests as presented.

For items over \$10,000, Jeff presented a request for the Town of Morrison in the amount of \$28,000.00 for a Whelen System which is similar to the units that the Board funded for the City of Wheat Ridge. Dan Householder, Jeffco Sheriff presented a request for a NICE logging system in the amount of \$565,974.00. Jeff asked the Board for permission to issue a purchase agreement knowing that this will be funded out of the 2010 budget. Following a general discussion, the Board upon motion of Director Donner, duly seconded by Director Boukas and by unanimous vote, approved the request for the Whelen EWS project in an amount not to exceed \$28,000.00 and the NICE logging system in an amount not to exceed \$565,974.00 subject to counsels approval of the agreement.

EXECUTIVE DIRECTOR REPORT AND BUDGET PRESENTATION

Jeff asked the Board for additional time to present the budget. The agencies have been very responsive, however it has become more complicated than anticipated. Following a general discussion, it was agreed that the draft budget would be discussed at the November meeting. The final budget will be adopted at the December meeting.

EXECUTIVE SESSION

The Board upon motion of Director Boukas, duly seconded by Director Donner and by unanimous vote, adopted a resolution to go into **executive session** regarding a personnel issue for it's Executive Director. The specific section referenced for personnel matters is Colorado Revised Statute 24-6-402 (4).

EXECUTIVE DIRECTOR

The Board generally discussed the performance of Executive Director Jeff Irvin. There was unanimous consensus that Jeff Irvin has demonstrated leadership in directing the Board. Upon motion of Director Donner, duly seconded by Director Boukas and by unanimous vote, the Board approved a 5% increase in salary for Jeff's second year.

ADJOURNMENT

With no further business to come before the Board, the meeting was adjourned.

NOTICE OF MEETING

FOR THE JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

NOVEMBER 19, 2009 AT 10:00 A.M.

1ST FLOOR – HEARING ROOM #1

1. Call to Order
2. Approval of September 10, 2009 and October 22, 2009 Minutes
3. Treasurer's Report
4. Advisory Committee Report
5. Expenditure Requests
6. Executive Director Report
7. Qwest Report Card
8. Budget Presentation
9. New Business
10. Adjournment

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

November 19, 2009

The Jefferson County Emergency Communications Authority Board met in regular session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Nick Boukas
 Director Mike Donner
 Director Mark Krapf
 Director Tim McSherry
 Dennis Tharp, Attorney
 Joyce Woodley, Secretary

Absent: Director Lynn Johnson

Also Present: Jeff Irvin, Executive Director
 Vicki Pickett, Arvada PD
 Dianne Russell, Arvada PD
 Brian Goeman, Broomfield PD
 Monty Heffner, Broomfield PD
 Scott Rose, Lakewood PD
 Kristine Yost, Arvada PD
 Karin Marquez, Westminster PD
 Dan Householder, JCSO
 Jodi Malpass, Lakewood PD
 Wendy Shrader, Lakewood IT
 Chris Ambrosio, Arvada Fire
 Boris Naschansky, Lakewood
 Patrick Purdy, West Metro Fire
 Mark Gutke, Jeffco Sheriff
 Mandy Stollsteimer, Jeffco Sheriff
 Karl Hammes, NICE
 Wes Horn, Qwest
 Shane Palmer, Evergreen Fire
 Larry Stodden, Wheat Ridge PD

Director McSherry called the meeting to order.

APPROVAL OF MINUTES

The Board upon motion of Director Krapf, duly seconded by Director Boukas and by majority vote, with Director Johnson absent, approved the minutes of September 10th and October 22nd, 2009.

TREASURER'S REPORT

Jeff presented the treasurer's report. Following a general discussion, the Board upon motion of Director Donner, duly seconded by Director Krapf and by majority vote, with Director Johnson absent, approved the Treasurer's Report. (See attached)

ADVISORY COMMITTEE REPORT

Vicki Pickett, Arvada PD presented the Advisory Committee Report. They had their GeoComm conference call in which they received some stats on the MSAG coordination. Rich Snelling is setting up a meeting to work on some issues that they are having in certain areas of the county. Greg Murdock from Qwest will deliver the annual report at the Advisory Committee meeting next month and Vicki will let the Board know what they covered. They went over the MSAG proposal for 2010 which has the same scope of services and would like to integrate the Opt In, so the total proposal would be \$70,290.00. A Qwest report card was circulated, however, Qwest was unable to attend the last Advisory Committee meeting so they will go over that with them at the December Advisory Committee meeting and will present the Board with a copy of the report card at that time. Brian Goeman from Broomfield shared a couple of helpful websites that have helped his PSAP that the Advisory Committee is interested in as well. It is scheduling software that is inexpensive and user friendly. Vicki also stated that the Committee had a long discussion regarding some of the budget requests.

Dennis informed the Board that there has been a Poundstone initiative approved for the 2010 November ballot. It limits the ability of cities and towns to regulate or to put charges on telephones. It limits the state's ability to assess charges on vehicles and it sets the future 911 surcharges at the 2009 rate so that there would be no change into the future. This is a legislative amendment and any change would have to be made by the legislature. It has received sufficient signatures to be put on the November ballot and these have been sent to the Colorado Secretary of State and their office is now in the process of verifying signatures and chances are it will be on the November ballot next year.

Dennis also gave an update on the Track Phone issue. The Track Phone, which is a pre-paid wireless phone company made an application to the PUC to be an eligible telecommunications carrier to provide what is known as the lifeline service. Lifeline is a universal service fund feature that pays the carriers \$10.00 for every eligible household. A eligible household is an individual that qualifies for food stamps, medicare and other federal public assistance programs or within 150% of the poverty guidelines. They can sign up this customer, then provide 83 free minutes of use and if the customer wants more than 83 free minutes, they can then go on their website and pay 20 cents a minute to get more than \$.83. It is Track Phone's position that they are not subject to paying an emergency telephone charge and therefore they don't collect it from the customers and do not pay it themselves. They are estimating there are 385,000 eligible households in Colorado and Dennis's objection is that those people right now are either participating in Lifeline with a carrier that pays the telephone charge or they have their own individual service and they are going to switch over to Track Phone provided service. This will be

a substantial amount of money throughout the state that is not going to be paid into 911. A hearing on this has been postponed until either February 10th or February 11th, 2010.

EXPENDITURE REQUESTS

Jeff presented the expenditure requests under the \$10,000 limit in the amount of \$63,990.79. Following a general discussion, the Board upon motion of Director Donner, duly seconded by Director Kraph and by majority vote, with Director Johnson absent, approved the expenditure requests.

Jeff presented the expenditure requests over \$10,000. Following a general discussion, the Board upon motion of Director Donner, duly seconded by Director Boukas and by majority vote, with Director Johnson absent, approved the expenditure requests in the amount of \$1,185,283.07. Mark Gutke, JCSO presented an expenditure request for a Mobile Dispatch Command Vehicle. He gave a detailed description of the vehicle and explained how it would be used throughout the county. Following extensive discussion by the Board regarding this item, it was agreed that this request be tabled until the Board receives more information and/or more documentation regarding how it will be used. Jeff suggested that they hold a special meeting between now and the next scheduled Board meeting to discuss this particular item along with other big ticket items that they may have

EXECUTIVE DIRECTOR REPORT AND BUDGET PRESENTATION

Jeff asked the Board for additional time to present the rest of the budget. The agencies have been very responsive, however it has become more complicated than he anticipated. Following a general discussion, it was agreed that they have a special meeting on December 7, 2009 at 9:00 A.M. to present the remaining items. The final budget will be adopted at the regular December Board meeting..

ADJOURNMENT

With no further business to come before the Board, the meeting was adjourned.

NOTICE OF MEETING

FOR THE JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

DECEMBER 17, 2009 AT 9:00 A.M.

1ST FLOOR – HEARING ROOM #1

1. Call to Order
2. Approval of November 19, 2009 Minutes
3. Treasurer's Report
4. Advisory Committee Report
5. Expenditure Requests
6. Executive Director Report
7. Qwest Report Card
8. 2010 Budget Approval
9. New Business
10. Adjournment

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

DECEMBER 7, 2009

The Jefferson County Emergency Communications Authority Board met in special session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Nick Boukas
 Director Mike Donner
 Director Mark Krapf
 Director Tim McSherry
 Dennis Tharp, Attorney
 Debbie Quinn, Secretary

Also Present: Jeff Irvin, Executive Director
 Vicki Pickett, Arvada PD
 Brian Goeman, Broomfield PD
 Monty Heffner, Broomfield PD
 Larry Stodden, Wheat Ridge PD
 Dan Householder, JCSO
 Mandy Stollsteimer, JCSO
 Jodi Maplass, Lakewood PD

Director Johnson called the meeting to order.

BUDGET DISCUSSION

Executive Director Irvin started the discussion with the amounts set for the AOF for 2010. The consensus of the Board was to go with what was set for 2010 and then revisit the issue in early 2010 and decide what was the best and most equitable to set the AOF amounts. The Board also discussed the fact that the \$150,000 amount allocated this year might need to be lowered over the next few years in order to fund other budget needs.

Jeff then went over the outstanding capital acquisition requests for 2010. The Board agreed that the requests for Broomfield, Golden and Lakewood need to come out of the AOF. The Board agreed to a 1 time dispersal of \$500,000.00 for radio/microwave infrastructure for the JCSO once the remaining balance of \$1,200,000.00 is committed by other sources. Director Krapf suggested that the JCSO also look into grant funds for this project for the next year.

The Board agreed to fund \$350,000.00 for the Mobile Dispatch/Command Vehicle for JCSO. Many of the other agencies also use this vehicle.

The Board agreed to use money for Next Gen allocation to participate in the RTD West Corridor fiber project from the Jeffco campus to Sheridan Boulevard.

The Advisory Committee asked about carryovers from the AOF. Director Johnson said that carryovers would only be allowed on projects that were already started. The PSAP would have to present the request to the Board and get it approved before the carryover would be allowed.

Jeff then presented the complete budget with the new figures. He did not have complete numbers for the Regional Backup Center. The Board agreed to discuss those at a later date and amend the budget at that time if necessary. Vicki Pickett asked for Board policy on backfill training. The Board agreed that they are amenable to funding these requests when necessary.

Jeff mentioned that he would like to change the reserve balance to come out of a percentage of the revenues rather than 40% of the total expenses. The Board agreed that it would make more sense to use the revenues. They reinforced the suggestion that the AOF money was for this year only and the budget would need to be looked at in the next year to see if the amount allocated might change. The Board also briefly discussed CAD issues and agreed that they need to look at program funding and possibly pay for a percentage of CAD for each agency. They agreed that having the five year budget plan gave them the ability to look ahead and figure out where their future budget priorities are. The Budget will be voted on at the December 17th meeting.

ADJOURNMENT

The Board upon motion of Director Donner, duly seconded by Director McSherry, and by unanimous vote, adjourned the meeting.

NOTICE OF MEETING

FOR THE JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

DECEMBER 17, 2009 AT 9:00 A.M.

1ST FLOOR – HEARING ROOM #1

1. Call to Order
2. Approval of November 19, 2009 and December 7, 2009 Minutes
3. Treasurer's Report
4. Advisory Committee Report
5. Expenditure Requests
6. Executive Director Report
7. Qwest Report Card
8. 2010 Budget Approval
9. New Business
10. Adjournment

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

DECEMBER 17, 2009

The Jefferson County Emergency Communications Authority Board met in regular session at the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present: Director Lynn Johnson
 Director Nick Boukas
 Director Mike Donner
 Director Mark Krapf
 Director Tim McSherry
 Dennis Tharp, Attorney
 Joyce Woodley, Secretary

Also Present: Jeff Irvin, Executive Director
 Vicki Pickett, Arvada PD
 Brian Goeman, Broomfield PD
 Monty Heffner, Broomfield PD
 Dan Householder, JCSO
 Jodi Maplass, Lakewood PD
 Carla Milne, JCSO
 Karyn Kretzel, West Metro Fire
 Scott Rose, Lakewood PD
 Lisa Sorrentino, Golden PD
 Chris Ambrosio, Arvada Fire
 Wendy Shrader, Lakewood PD
 Wes Horn, Qwest
 Nate Gurke, JCSO
 Philip Bond, Motorola
 Karl Hammes, NICE
 Rich Snelling, Mitech Consulting

Director Johnson called the meeting to order.

APPROVAL OF MINUTES

Following a general discussion, the Board upon motion of Director Donner, duly seconded by Director Boukas and by unanimous vote, approved the Special Session Minutes of December 7, 2009.

TREASURER'S REPORT

Executive Director Jeff Irvin presented the treasurer's report ending November 2009. (see attached report)

Following a general discussion, the Board upon motion of Director McSherry, duly seconded by Director Donner and by unanimous vote, approved the treasurer's report..

ADVISORY COMMITTEE REPORT

Vicki Pickett, Arvada PD gave the Advisory Committee Report. They had their GeoComm conference call. Greg Murdock was on site to present the annual report and as soon as they add on a few items, they will distribute it to the Board. They also went over the Qwest report card item by item. The report needs to be updated and will be sent out to the Board. There was good feedback on project management and the techs that come out to work at the PSAP's. There are still some communication issues regarding billing as well as conflicting information between what they are hearing from vendors and what they are hearing from Qwest. Vicki will send this on to the Board so that they can see the specifics broken down by agencies.

BUDGET ADOPTION

Executive Director Irvin presented the figures for the 2010 budget. He will file a final document with the state auditor which will reflect actual amounts for 2008, year to date estimated amounts for 2009 and the 2010 budget. He and Director Krapf both worked on the budget and presented a detailed report to the Board. Director Johnson stated that he thinks they are right on track and that the budget is doing what the Board set out to do a year ago. They have earmarked these dollars for projects that they support with the knowledge that as they go forward, they may have some other decisions to make as other opportunities or projects come along that might take priority. Following a general discussion, the Board upon motion of Director Donner, duly seconded by Director McSherry and by unanimous vote, approved the budget for 2010. There was no member of the public that wished to comment regarding the adoption of the budget. The Board upon motion of Director McSherry, duly seconded by Director Donner and by unanimous vote, also approved a motion to appropriate \$8,760,350.00 for the 2010 budget.

EXPENDITURE REQUESTS

Jeff presented the expenditure requests under \$10,000. Following a general discussion, the board upon motion of Director McSherry, duly seconded by Director Donner and by unanimous vote, approved the expenditure requests in the amount of \$55,357.74. He also presented the expenditure requests over \$10,000. Following a general discussion, the Board upon motion of Director Boukas, duly seconded by Director McSherry and by unanimous vote, approved the expenditure requests over \$10,000 in the amount of \$1,265,056.74 which includes two MDC replacements for Lakewood PD and Westminster PD for 2010.

Regarding the Emergency Telephone charge, Jeff and Director Krapf have discussed the Emergency Telephone Charge with Dennis. There are basically three strategies that they can take.

One would be no action, the other would be that they have this initiative on the ballot that may cause the ETC to be restrictive to 2009 levels, The IGA allows them to increase their ETC by holding a public hearing and issuing a notice, but as Jeff understands it, just because they would increase it to 70% doesn't mean that they would charge 70 cents.

They could keep charging 52 cents but they would have set that rate at 70 cents so that if the increase was needed sometime in the future, the 52 cents would be the 2009 rate.

Dennis said they could raise it and that would make it the 2009 rate before the end of the year and then later in January or in the next meeting, reset it for the 52 cents with the theory being that the rate would be 70 cents. The intent being that if they do look out to 2013 and there are things that need to be funded at that time, they would have the leaway to be able to do that. Dennis also stated that the IGA states that before the Emergency Telephone charge can be increased, they must advertise in a publication published in the county and hold a public hearing. Following discussion, the general consensus by the Board was that the rate not be changed at this time.

OTHER BUSINESS

Jeff mentioned the Board meeting schedule for 2010. It was decided that they would continue to hold the meetings on the third Thursday of each month starting at 9:00 A.M. in Hearing Room 1.

Jeff mentioned that Lisa Sorrentino, Golden PD had approached him at the Advisory Committee meeting on Tuesday. She has an emergency crisis situation going on in there Comm Center. There are some consoles that are falling apart that cannot be repaired. Jeff recommended a vendor that he used to work with at the Sheriff's office. She called and made arrangements to obtain a quote from him. She is asking to be able to use the remainder of their AOF if they can do this by the end of the year. It could be somewhere in the realm of \$40-\$50,000.00 and will have to get permission from her Captain to do this. Following a general discussion, it was decided to carry those dollars over to 2010 for that purpose. It was also suggested that in the future there be more pre-planning for this type of request.

Director Krapf suggested having another retreat in 2010. Following a general discussion, it was suggested that it be held on February 18, 2009 at 8:00 A.M. Jeff will notify everyone of the location of the retreat.

Dennis and Vicki Pickett attended a Broadband conference in Boulder the previous week put on by the Public Safety and Homeland Security Bureau. They are part of the FCC and their responsibility is for communication systems, telephone, internet, cyber security and broadband.

They were directed by the American Recovery Act of 2009 to submit to the President by February of 2010 a complete package as to how to roll out dedicated public safety broadband. They estimate it will take 10 to 15 years, but they want to also have a dedicated public safety national interoperable broadband wireless network. Their role is akin to the Eisenhower goal of creating an interstate system, but to do so by broadband both fiber and wireless.

They are looking at creating national standards to avoid what transpired when they rolled out the radio network and having the difficulties with the communication system. They may very well be setting the standards that everyone across the nation will have to follow for the broadband. Their goal is to be able to have video and pictures go to the 911 Centers and then the 911 Centers be able to transmit that data out to the officer at the time. In short what they are trying to determine is how they are going to come up with a system that will be safe and secure so that you can't break into the public safety network.

Dennis passed out a spreadsheet which attempts to break down on a county by county basis what the affect of TracFone obtaining the eligible telecommunication carrier so that they would offer the lifeline plan. The lifeline plan will not pay the emergency telephone charge. By using the 2000 census, they can fairly well replicate where the eligible households are and this shows where those households that are now eligible for lifeline are located and also what the current 911 fee is in those locations. It also shows how much money is being raised right now by those households that are not participating in lifeline with TracFone because customers otherwise pay the emergency telephone charge. What this chart demonstrates is that the rural counties will take big hits percentage wise for their dollars. Jaci Marie Louise with 911 Solutions will be testifying to this chart and to the effect that it would have in Colorado.

ADJOURNMENT

The Board upon motion of Director Donner, duly seconded by Director McSherry, and by unanimous vote, adjourned the meeting.

NOTICE OF MEETING

FOR THE JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

JANUARY 21, 2010 AT 9:00 A.M.

1ST FLOOR – HEARING ROOM #1

1. Call to Order
2. Approval of November 19, 2009 and December 21, 2009 Minutes
3. Treasurer's Report
4. Advisory Committee Report
5. Expenditure Requests
6. New Business
7. Adjournment