

LAS ANIMAS COUNTY E-911 AUTHORITY BOARD
REGULAR SESSION MINUTES
CHAIRMAN JIM BAKER PRESIDING

THURSDAY, June 27, 2019

1. **Call to Order.** Chairman Jim Baker called the meeting for the Las Animas County E-911 Authority Board to order at 1:36pm.
2. **Pledge of Allegiance.** Chairman Jim Baker led the board in recitation of the Pledge of Allegiance.
3. **Roll Call.** At Call to Phil Phillis, Gabriel Moreno, Buddy Curro, Derek Navarette, Tim Howard and Jim Baker were present making a quorum of five board members. Absent were Charles Glorioso, Daniel Moynihan and Mally Blecha. Also in attendance were Rita Mantelli, Tom Ortiz and Barbara Fisk.
4. **Review of Minutes.** The board reviewed the minutes from the regular meeting on May 23, 2019. There were no comments, corrections or additions.
MOTION: Gabriel Moreno made a motion to approve the minutes for the May 23, 2019 as presented.
SECOND: Tim Howard seconded the motion.
YEA: 5
NAY: 0
OPPOSED: 0
ABSTAINED: 0
5. **Review of Financial Report.** Tom Ortiz of Ortiz Tax Service was not present at the meeting to discuss the financial reports he prepared for April and May 2019. Mr. Ortiz stated the 2018 audit should be available for the July meeting. Rita Mantelli questioned the \$24k Motorola expense. Barbara Fisk clarified that an invoice was received from Motorola for maintenance in the amount of \$95k but allowed annual payments. Rita asked if it was the invoice the board had been waiting for a year to receive: Barbara confirmed.
MOTION: Tim Howard made a motion to accept the financial reports for April and May 2019 as presented.
SECOND: Gabriel Moreno seconded the motion.
YEA: 5
NAY: 0
OPPOSED: 0
ABSTAINED: 0
6. **Public Comments.** None
7. **Redundant Dispatch System Check.** The board asked Rita how often the redundant dispatch equipment, located at 2309 E. Main St., is checked for functionality. She said that they dispatched out of the redundant center for two hours on May 13, 2019 at which time the mother board for Position 2 Radio stopped working. The Computer Kernel is repairing it and the cost will fall under the monthly contracted amount of \$880.00 which the board pays monthly. It has been programed that phones will ring at both centers and the redundant system will never shut down, except for the monitor screens. Rita is hopeful to spend more time at the redundant center before their schedule changes to 12 hour shifts.

She also confirmed that monthly checks will be conducted with the hope of staying longer than two hours each time.

8 Unfinished Business.

- a. **ESinet Tariff.** Century Link and Colorado 911 Resource Center will be hosting an informational meeting at Trinidad Police Department, 160 E. 1st Street, Trinidad on July 16th from 1:00-3:00pm. Rita Mantelli offered to email a reminder to all the board members.
- b. **CIRSA Application/Inventory List.** Barbara Fisk noted concern when completing the 2020 CIRSA Application. She noticed the Electronic Data replacement cost of \$438,559 on the 2019 application but the Balance Sheet for E911 Authority Board shows \$1,580,589.60 for Telephone Emergency Equipment and \$23,165.35 for Furniture and Fixtures before depreciation. No inventory list was found. Upon consulting CIRSA, she used the same figure from 2019's application (\$438,559) as it had to be submitted within a few days.

Tim Howard agreed there is reason for concern as the board doesn't know exactly what it owns and what is owned by the City of Trinidad. Rita Mantelli graciously offered to create a complete inventory list for both the redundant center at 2309 E. Main Street and the main dispatch center at 160 E. 1st Street within the Trinidad Police Department. All members reassured her there is no big rush but she said she would attempt to have it ready for the July meeting. The board plans to review the list and meet with pertinent individuals with the City of Trinidad to clarify which entity owns which items on the list.

This needs to be done for a couple of reasons. 1) The E911 board needs to know a replacement cost for their equipment as does the City. 2) The board needs to compile a working inventory list to ensure asset and depreciation values are correct. 3) As it is, if there is a loss, both entities could potentially file claims for the same equipment.

9 New Business. None

10. **Accounts Payable.** Tim Howard questioned the inconsistent dollar amount each month from Pangaea Geospatial. It was explained that it depends on how much work is done every month as to the bill amount. He was also concerned about the budgeted amount and current expenditures. After review of page 6 of the May 2019 Financial Statement, it was clarified that \$21,000 has been budgeted for the expense and to date for 2019 only \$10,014.25 has been spent leaving \$10,985.75 remaining in the budget.

MOTION: Tim Howard made a motion to approve payment of all accounts as listed on the agenda.

SECOND: Buddie Curro seconded the motion.

YEA: 5

NAY: 0

OPPOSED: 0

ABSTAINED: 0

11. Executive Session.

MOTION: Buddie Curro made a motion for the board to enter into executive session under C.R.S. §24-6-402(4)(e), Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators concerning accounting services.

SECOND: Tim Howard seconded the motion.

YEA: 5

NAY: 0

OPPOSED: 0

ABSTAINED: 0

The board closed its regular meeting at 2:15pm for the purpose of entering into an executive session.

The board closed its executive session at 2:31pm without taking final action regarding the topic discussed and entered into regular session.

12. Miscellaneous Business.

- a. Barbara Fisk reported that the Loss Control Audit conducted by CIRSA on June 6, 2019 received a final score of 102. All is good.
- b. Barbara Fisk asked the board if they wanted her to continue printing the complete board packet for the meetings. Most definitely was the response.
- c. The next board meeting was confirmed for Thursday, July 25, 2019 at 1:30pm for which Tim Howard will not be attending.

13. Adjournment.

MOTION: Tim Howard made a motion to adjourn the meeting

SECOND: Gabriel Moreno seconded the motion.

YEA: 5

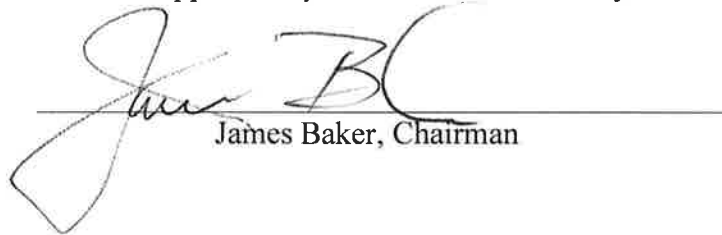
NAY: 0

OPPOSED: 0

ABSTAINED: 0

The meeting was adjourned at 2:33pm

Minutes Approved by the Las Animas County E911 Authority Board.


James Baker, Chairman

8/22/19
Date