

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

THURSDAY, FEBRUARY 28, 2019

1. **Call to Order.** Chairman Jim Baker called the meeting for the Las Animas County E911 Authority Board to order at 1:32pm on January 24, 2019.
2. **Roll Call.** At Call to Order Derek Navarette, Phil Phillis, Gabriel Moreno, Mally Blecha, Tim Howard and Jim Baker were present making a quorum six board members in attendance. Also in attendance were Commissioner Felix Lopez, Tom Ortiz and Barbara Fisk.
3. **Pledge of Allegiance.** Chairman Jim Baker led the board in recitation of the Pledge of Allegiance.
4. **Review of Minutes.** The Board reviewed the minutes from the regular session meeting of January 24, 2019. There were no corrections or additions.
MOTION: Gabriel Moreno made a motion to approve the minutes for the January 24, 2019 as presented.
SECOND: Gabriel Moreno seconded the motion.
YEA: 6
NAY: 0
OPPOSED: 0
ABSTAINED: 0
5. **Review of Financial Reports.** The Board reviewed the Financial Report for December 2018 (Amended/Final) and January 2019 as prepared by Ortiz Tax Service. There were no corrections or additions.
MOTION: Gabriel Moreno made a motion to approve/accept the financial reports for December, 2018 (Amended) and January 2019 as presented.
SECOND: Derek Navarette seconded the motion.
YEA: 6
NAY: 0
OPPOSED: 0
ABSTAINED: 0
6. **2018 Audit.** The board discussed options for conducting the 2018 audit of financial records.
MOTION: Mally Blecha made a motion to retain Dixon Waller and Co., Inc. for the purpose of conducting the financial audit of records for fiscal year 2018.
SECOND: Gabriel Moreno seconded the motion.
YEA: 6
NAY: 0
OPPOSED: 0
ABSTAINED: 0
7. **Genetic and PCS mobile for License Plate Readers (LRP) – Monica Schaff.** The board was notified that Ms. Schaff no longer works for the City of Trinidad and that Tara Marshall will also be living employment with the City to begin work for DOLA.

Derek Navarette informed the board that he and Charles Glorioso have met once with a state representative to discuss the financial aspects of LRP installation in Trinidad. He stated his

opinion that two cameras would be most beneficial, one pointing north and one south. It is believed that Monica Schaff was working on grant possibilities but is unaware of progress. Tim Howard suggested the topic be forwarded to the March agenda for further discussion.

8. Public Comments. Chairman Jim Baker thanked Commissioner Felix Lopez for attending and his interest in learning more about the E911 Board and its role in the community. Commissioner Lopez said he was honored to attend and hopes to help establish a community of collaboration throughout the county. He noted that the City and County have not worked well together in the past but is encouraged that collaboration between the two entities will strengthen.

9. Unfinished Business.

- a. **1099 Statements.** Barbara Fisk reported that she requested W9 forms from all vendors and discovered that she (Your Administrative Support Services) and Ortiz Tax Services were the only vendors who must be sent 1099 forms at the end of the year.
- b. **Indemnification and Administrative Matters Resolutions.** Ryan M. Tharp, Attorney with Fairfield and Woods, P.C. who provides counsel for the board sent the board and email stating, "Bottom line, I don't think the authority has passed such resolutions in the past, and I do not think that such resolutions are required, but there is no harm in adopting a resolution if the Board wants to take that action."

The board was in agreement that no action need be taken regarding adoption of either resolution.

10. New Business. None

11. Accounts Payable. Barbara Fisk explained the following accounts on the agenda:

- Century Link #850B CREDIT \$9.98 – The monthly charge for this account is periodic and minimal (\$1-2) so when the credit diminishes, the district pays \$25.00 on the account.
- Language Line CREDIT \$499.00 – During the transition between Rita Mantelli and Barbara Fisk three invoices were received wherein all were paid but two were duplicate charges with different invoice numbers. Barbara has submitted a request for reimbursement of \$499.00.
- SECOM CREDIT \$89.99 – Again during transition Barbara received and paid a bill that had already been paid but the most recent statement did not reflect the original payment.
- Barbara Fisk \$939.95 – At the January board meeting the directors voted to purchase a laptop from Barbara (\$389.95), Barbara requests reimbursement for stamps (\$50.00) and here regular monthly fee of \$500.00.

MOTION: Tim Howard made a motion to pay all accounts as presented.

SECOND: Gabriel Moreno seconded the motion.

YEA: 6

NAY: 0

OPPOSED: 0

ABSTAINED: 0

12. Miscellaneous Business. Chairman Baker asked the board's opinion on recognizing the dispatchers during National Public Safety Telecommunications Week which is April 14-20, 2019. All present made comment that it would be very nice to do something nice for the dispatchers.

MOTION: Mally Blecha made a motion that Barbara Fisk contact both city and county personnel to arrange for dispatch recognition and public meetings. In addition, Barbara has the authority to spend up to \$20/dispatcher.

SECOND: Gabriel Moreno seconded the motion.

YEA: 6

NAY: 0

OPPOSED: 0

ABSTAINED: 0

13. Adjournment.

MOTION: Tim Howard made a motion to adjourn the meeting.

SECOND: Gabriel Moreno seconded the motion.

YEA: 6

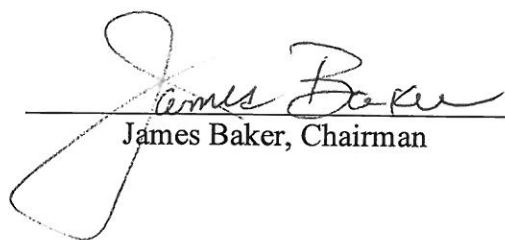
NAY: 0

OPPOSED: 0

ABSTAINED: 0

The meeting was adjourned at 2:09pm

Minutes Approved by Las Animas County E911 Authority Board.



James Baker, Chairman

3/28/19
Date