

LAS ANIMAS COUNTY
EMERGENCY TELEPHONE SERVICE AUTHORITY

MEETING MINUTES

DATE: September 24, 2020

Present: Gabe Moreno Derek Navarette (1:40pm) Tim Howard
 Dan Moynihan Mally Blecha Buddie Curro
 Dave Bacharach Rick Kumm

Attendees: Walt Garbo, Barbara Fisk, Mandi Schlensker

SUBJECT

DISCUSSION

Call to Order/Pledge Meeting was called to order at 1:33pm by Chairman Gabriel Moreno followed by recitation of the Pledge of Allegiance.

Roll Call There was a quorum of eight (8) board members in attendance.

Public Comments This meeting was announced on lac911.com wherein the public was asked to contact Barbara Fisk with requests to partake in the Public Comments portion of the agenda. No requests were received.

*Derek Navarette
Arrived at 1:40pm*

Approval of Minutes **Motion** was made by Dave Bacharach to approve the July 23, 2020 minutes as presented.
Second: Tim Howard
Yea: Derek Navarette, Gabe Moreno, Tim Howard, Dave Bacharach, Rick Kumm
Nay: N/A
Abstain: Dan Moynihan, Mally Blecha, Buddie Curro
The July 23, 2020 minutes were approved by 5 votes; 3 abstained.

Motion was made by Dan Moynihan to approve the August 27, 2020 minutes as presented.
Second: Mally Blecha
Yea: Dan Moynihan, Gabe Moreno, Tim Howard, Mally Blecha, Rick Kumm
Nay: N/A
Abstain: Buddie Curro, Dave Bacharach
The August 2, 2020 minutes were approved by 5 votes; 2 abstained; Derek Navarette not yet in attendance.

ESInet Migration
Walt Garbo of
Digitcom Electronics

Walt Garbo presented an update regarding the State mandated ESInet migration for all PSAPs. It is unknown when Las Animas County will be scheduled for the migration. Century Link will reach out at some point to conduct a system survey to decide what needs to be done prior to them scheduling the migration. Mr. Garbo explained the migration will change the current analog system to an IP Ethernet system. The analog system rolls to Eventide which records the call prior to the call being picked up. Once the migration takes place the analog trunks will go away therefore unable to record. The SIP connection, once established, is not active until the call is picked up and will require an Eventide upgrade. He stated calls can be recorded both ways at the same time until Century Link cuts over and that it would take about a day to set up. According to Mr. Garbo, the Authority's system is prepared for the migration with the exception of two logging recorders which interface with Call Works via an Ethernet Connection to the Call Talking System. He provided a quote of \$14,090.00 for two records, Eventide interface license and technical services.

The discussion turned to system maintenance responsibilities. It is difficult to determine which organization is responsible for which part of the system.

- Digitcom Electronics – dispatched on for field service Motorola – provides minimum of one upgrade per year, GIS updates, NENA standard upgrades and system upgrades.
- Century Link – telephone system
- The Computer Kernel/Hayden Alworth – all computers and TPD administrative phone lines. It was clarified that he does not/has not completed any work under Digitcom or Motorola.
- ECW/Call Works
- SECOM – internet provider. In January and/or March 2020, when Trinidad Police Department moved from the Justice Center to 1st Street, 911 was down because calls were going to the administrative lines at the new facility not 911 lines. SECOM never rerouted trunks changing the Justice Center to the redundant center and TPD to the 911 center.

Financial / Billing
Report

Bernadette Cappellucci of Mountain State Financial submitted the August 2020 financial statement for review. She had no additional comments. There were not questions or comments by the board. The board did request an Exit Interview for the 2019 Audit completed by Dixon Waller but a representative was not available to attend.
Motion to approve the August 2020 financial statement as presented was made by Dan Moynihan.

Second: Dave Bacharach

Yea: Derek Navarette, Dan Moynihan, Rick Kumm, Gabe Moreno, Buddie Curro, Mally Blecha, Tim Howard, Dave Bacharach

Nay: N/A

Abstain: N/A

The August 2020 financial statement was approved unanimously.

2021 Draft Budget

The 2021 Draft Budget was reviewed with the following points noted:

- Capital Expenditures/Purchase \$15k – Digitcom Quote to replace recorders in preparation for the ESInet migration.
- Software Expenditure \$71k – EMS portion of Priority Dispatch. The 2022 budget will provide for Fire.

Dispatch Operations Report

Mandi Schlensker reported that the dispatch center is fully staffed; the first time in 15 years. The newest dispatcher will be released from training this week and be working on her own. ALI lines was out at the justice center, Digitcom called in for repairs.

Derek Navarette asked if the monthly check on the redundant center was done. Mandi stated that it has not be completed since March due to COVID-19.

Board discussion turned to eForce/CAD system and how it doesn't function well for all agencies. It is a law enforcement system but was the most cost effective at the time of purchase. When purchased in 2014, the Authority was the first in the nation to use the system. It was noted that the functionality is poor and has not been adequately addressed by eForce. Further discussion led to looking into other options that would be more suitable for all agencies. Mandi will research other options and report to the board in October.

The Authority would like to change their role in paying for Records Management Systems for agencies. The Authority believes it is responsible for the 911 dispatch system that provides the tools necessary for the dispatchers to successfully do their job and that each first responder agency should pay for their own Records Management System (RMS). eForce has sent the annual license, support and hosting fees invoice for 2020-2021 which totals \$20,985.99 an expense which the Authority believes should be shared between all agencies depending on the number of RMS licenses each supports.

Unfinished Business

Priority Dispatch Quotes. Mandi Schlensker provided the Authority four quotes from Priority Dispatch for automated call taking software. The quotes have and "offer valid through" date of December 30, 2020. After speaking with the Priority Dispatch representative, Cheryl Collins, any products

purchased after that date should expect an approximate 10% increase in the License renewal, service and support prices.

- Fire Software License \$70,838.00
- Medial Software License \$70,838.00
- Police Software License \$70,838.00
- Medical/Fire/Police Software License \$169,699.00
- Prices include first three years of license, service and support.

The draft 2021 budget includes the purchase of the Medical Software License with plans of purchasing Fire in 2022 and Police in 2023.

Dixon Waller Audit Exit Interview. No representative was available to attend this meeting. It will be forwarded to the October meeting.

New Business

N/A

Accounts Payable

Barbara Fisk reminded the Authority that the Bank of the West loan payment of \$\$79,862.68 will be transferred on October 1, 2020. The final payment will be made in 2022.

The Authority discussed splitting responsibility for the IntelliChoice/eForce annual license, support and hosting fees between all agencies who use the Records Management System (RMS). It was decided not to pay the bill (\$20,985.99) this month as it is not due until December 1, 2020.

Motion was made by Dan Moynihan to pay all bills A-I on the agenda EXCLUDING D which will be reviewed at the October 22, 2020 meeting.

Second: Derek Navarette

Yea: Derek Navarette, Dan Moynihan, Rick Kumm, Gabe Moreno, Buddie Curro, Mally Blecha, Tim Howard, Dave Bacharach

Nay: None

Abstain: None

Per the agenda, all accounts noted A-I EXCLUDING D will be paid with item D being forwarded to the October 22, 2020 meeting.

Miscellaneous

Buddie Curro informed the Authority that a Blue Mass will be held Sunday, September 27th at 9:00 at the Holy Trinity Catholic Church. Because of COVID-19 space is limited so one representative from each agency is encouraged to attend.

Next Meeting Date

The next Regular Meeting and Budget Hearing date was set for October 22, 2020 at 1:30pm.

Adjournment

Motion to adjourn was made by Dan Moynihan

Second: Mally Blecha


Yea: Derek Navarette, Dan Moynihan, Rick Kumm, Gabe Moreno,
Buddie Curro, Mally Blecha, Tim Howard, Dave Bacharach

Nay: None

Abstain: None

The meeting adjourned at 2:44pm.

Minutes Approved by the Las Animas County E911 Telephone Authority.



Gabriel Moreno, Chairman

10/22/2020
Date