

LAS ANIMAS COUNTY  
EMERGENCY TELEPHONE SERVICE AUTHORITY

MEETING MINUTES

DATE: February 25, 2021

Board Members

In Attendance:     Gabe Moreno             Derek Navarette             Dan Moynihan             Tim Howard  
                               Dave Bacharach             Rick Kumm

Other

Attendees: Barbara Fisk, Mandi Schlensker

**SUBJECT**

**DISCUSSION**

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Call to Order/Pledge	Meeting was called to order at 1:31pm by Chairman Gabriel Moreno followed by recitation of the Pledge of Allegiance.
Roll Call	There was a quorum of six (6) 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.
Approval of Minutes	<b>Motion</b> was made by Dan Moynihan to approve the January 28, 2021 regular meeting minutes as presented. <b>Second:</b> Dave Bacharach <b>Yea:</b> Dan Moynihan, Derek Navarette, Gabe Moreno, Tim Howard, Dave Bacharach, Rick Kumm <b>Nay:</b> None <b>Abstain:</b> None <b>The January 28, 2021 regular meeting minutes were approved.</b>
Financial Report	Bernadette Cappellucci of Mountain State Financial submitted the January 2021 financial statement for review. She had no additional comments.  January 28, 2021 Minutes/December 2020 Financial Statement: Tim Howard asked about line item 860.3 in the amount of \$42,765.07. The October 22, 2020 minutes reflect costs for eForce \$19,409.99 and Code Red \$10,000. After review of the account it was determined that check #2961 in the amount of \$19,042.49 had been voided but not reflected as voided on the statement.  Regarding the January 2021 financial statement, Dave Bacharach inquired

about Expense Line Item 817.3 only reflecting \$2,000 on the 2021 Budget. Century Financial was contacted to amend that dollar amount to \$11,000 per the 2021 Budget.

**Motion** to approve the January 2021 financial statement as amended was made by Dan Moynihan.

**Second:** Dave Bacharach

**Yea:** Dan Moynihan, Derek Navarette, Gabe Moreno, Tim Howard, Dave Bacharach, Rick Kumm

**Nay:** None

**Abstain:** None

**The January 2021 financial statement was approved with amendments noted.**

Annual Election  
Of Officers

**Nomination** of Gabe Moreno, Chairperson; Derek Navarette Vice-Chairperson; Dave Bacharach, Secretary/Treasurer was made by Rick Kumm.

**Second:** Dave Bacharach

**Yea:** Dan Moynihan, Derek Navarette, Gabe Moreno, Tim Howard, Dave Bacharach, Rick Kumm

**Nay:** None

**Abstain:** None

**The following individuals were elected to hold offices for one year: Gabe Moreno, Chairperson; Derek Navarette, Vice-Chairperson; Dave Bacharach, Secretary/Treasurer.**

Review Sexual  
Harassment and  
Harassment Policies

There were no requests to amend the current policies. All members have reviewed and abide to uphold these policies.

**Motion** to retain the current Sexual Harassment and Harassment Policies was made by Dan Moynihan.

**Second:** Rick Kumm

**Yea:** Dan Moynihan, Derek Navarette, Gabe Moreno, Tim Howard, Dave Bacharach, Rick Kumm

**Nay:** None

**Abstain:** None

**The current Sexual Harassment and Harassment Policies will be retained.**

Dispatch Operations  
Report

Mandi Schlensker reported that the dispatch center continues to be fully staffed with no COVID issues. The ESInet upgrade has been completed except for the installation of two twist locks which have been scheduled to be installed on Friday, February 26<sup>th</sup> the estimated cost of installation is \$2,000 plus labor.

Call Works did and upgrade to 911 so calls can now be transferred from 911 phone dispatch. Tests prove the system is now working.

Dan Moynihan requested of Mandi Schlensker that dispatchers, upon initial call out, only give the address of the call and a brief one or two word description of the call. Once the crew responds to dispatch that they are enroute, dispatch could give call number and more details about the call. Fire department representatives agreed that is the most clear way to get the information. Both entities have problems with radio signals within their buildings and crews are busy simply getting to vehicles so once enroute can better hear details about calls. It was clarified that all organizations will share this information by way of policy to all of their employees. Mandi requested that all crews be aware of the dispatch process of gathering call information before they can pass it on to the necessary agencies. This can take time. Also noted was the fact that Trinidad Ambulance District only has 2 CAD licenses so if the on-call crew is the third crew on duty they cannot see information about calls on CAD. Tim Howard asked that dispatchers slow down their speech and speak clearly in order to be better understood.

Discussion included volunteer fire tones. It was explained that the 800 tone is universal for all stations but the second tone is a tone guard reestablished to entities only hear their call not all calls.

All emergency agencies have noted that Mt. San Rafael Hospital's new Emergency Facility has no radio service. Tim Howard said he would ask the hospital to install a booster/antenna.

Unfinished Business

None

New Business

April 11-17, 2021 is National Public Safety Telecommunications Week. The Authority has provided gifts of appreciation for the last two years to dispatchers. Mandi Schlensker was asked to speak with the dispatchers to see if there is anything specific they would like this year and let Barbara Fisk know the outcome. The board will, in turn, be emailed for approval.

Accounts Payable

Dave Bacharach asked for clarification of Pangaea invoice #2021\_020. Barbara Fisk explained that she had transposed numbers on the previous invoice #2020\_76 \$165.00 (\$615.00) creating a credit amount of \$450.00. Instead of having Pangaea refund \$450.00, she applied the credit to invoice #2021\_02 \$487.50 allowing for a balance due of \$37.50.

Miscellaneous

None

Next Meeting Date      The next Regular Meeting of the Authority is set for March 25, 2021 at 1:30pm.

Adjournment            **Motion** to adjourn was made by Rick Kumm  
**Second:** Dan Moynihan  
**Yea:** Derek Navarette, Dan Moynihan, Gabe Moreno, Tim Howard, Dave Bacharach, Rick Kumm  
**Nay:** None  
**Abstain:** None  
**The meeting adjourned at 2:19pm.**

Minutes Approved by the Las Animas County E911 Telephone Authority.

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Gabriel Moreno, Chairman

March 25, 2021  
Date