

LAS ANIMAS COUNTY
EMERGENCY TELEPHONE SERVICE AUTHORITY

MEETING MINUTES
DATE: March 25, 2021

Board Members

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

Other

Attendees: Barbara Fisk, Mandi Schlensker

SUBJECT

DISCUSSION

Call to Order/Pledge	Meeting was called to order at 1:30pm 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.
Approval of Minutes	<p>Motion was made by Dan Moynihan to amend the spelling of Derek Navarette's name and vice-president in the February 25, 2021 minutes, page 2, Annual Election of Officers. With the amendments, he motioned to approve the minutes.</p> <p>Second: Mally Blecha</p> <p>Yea: Derek Navarette, Dan Moynihan, Rick Kumm, Gabe Moreno, Buddie Curro, Tim Howard, Dave Bacharach.</p> <p>Nay: None</p> <p>Abstain: Mally Blecha</p> <p>The February 25, 2021 regular meeting minutes were approved with noted corrections.</p>
Financial Report	<p>Bernadette Cappellucci of Mountain State Financial submitted the January 2021 financial statement for review. She supplied a corrected Current Month/YTD/Budget% of Budget report from the January 2021 financial statement. Expense Item #817.3 was corrected to 880.00 and 11,000.000, 8%. She had no additional comments.</p> <p>Dave Bacharach requested an explanation of Item 115/Accounts Receivable, \$15,301.62, on the Balance Sheet Previous Year Comparison February 2021 financial report. It was explained that this <i>estimated</i> amount is money that is expected to be received for services in 2020 but not received until 2021. It was also noted that the \$15,301.62 needs to be amended to reflect a 60 day delay in receiving surcharge fees and the surcharge fee increase from \$1.50 to \$3.00 per line on April 1, 2020.</p>

Another inquiry regarded the Profit & Loss YTD Comparison, Income Items 405 State of CO-Prepaid and Item 406 Income/Revenue. The State Auditor confirmed that these two items could be combined, which Bernadette will do. It was explained that these two items are income which has *actually been received and deposited*.

Barbara Fisk stated she had contacted Daryl Branson the State 911 Program Manager, Colorado Public Utilities Commission, Colorado Department of Regulatory Agencies with questions she had. Her questions and his responses are noted below.

1) How do I know all carriers are reporting and carriers are submitting the appropriate fees? *The legislature gave the Commission the ability to audit carriers regarding their emergency telephone charge remittances in 2020. We're in the process of hiring a 911 auditor who can follow up with companies to show proof that they are remitting like they're supposed to be. Up until now it has been mostly on the honor system. The goal is to have a system in place by this time next year (2020) to be regularly auditing carriers on a rotational basis.*

2) Carriers pay two month in arrears. Is that normal? *Regarding the timing, they are supposed to be remitting surcharges to you by the last day of the month following the month in which they were collected. For example, emergency telephone charges collected from customer in January must be remitted by the end of February. See paragraph (5) of this section of the statute: C.R.S. 29-11-103.*

If you have a carrier that's not remitting emergency telephone charges in a timely manner, you can show them this statute. If they still refuse, let me know and I'll see about taking additional steps.

Motion to approve the February 2021 financial statement as presented 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 February 2021 financial statement was approved as presented.

Dispatch Operations Report

Mandi Schlensker reported that one dispatcher is home on quarantine as her mom tested positive for COVID-19. The two twist locks needed to complete the ESInet migration were installed last week. Tim Howard voiced concern about the verbal estimate of \$2,000 at the February meeting compared to the invoice from Service Plus Electric NE, Inc. for \$4,800. He would have liked to request more estimates prior to approving installation. Barbara Fisk noted the expediency required by CenturyLink and their schedule to get the work

done and how it would not allow for estimate submissions. She also noted that Hayden Alworth of The Computer Kernel stated the estimate was \$2,000 but now wondered if he meant \$2,000 per twist lock.

Mandi received an email from Jeff Tucker, Next Gen 911 Account Manager regarding voice logger/recorder issues. *It has come to my attention that you may not have been informed by Lumen/CenturyLink that once the CAMA (analog 911 trunks) are replaced by ESInet circuits that your analog connections to your voice logger/recorder will require some changes.*

He believes we will need to add IP channels to our voice logger/recorder to compensate for the number of analog CAMA trunks we'll lose and the IP session we're receiving from Lumen. Digitcom will need to configure these IP channels and connect these via RTP or span port with the ESInet connections coming in. Barbara Fisk will email Walt Garbo of Digitcom to see if this is something needed and, if so, an estimate for completion.

Unfinished Business

Dispatcher Appreciation 2021. At the February 25th board meeting, Mandi Schlensker offered to ask the dispatchers what they would like this year. Today she brought in a list items totaling \$166.12. Not all dispatchers wanted the same items. Board discussion focused on the amount budgeted for and whether or not to extend the dollar amount to \$282.00.

Motion to purchase the items noted on the dispatchers request list from Positive Promotions totaling \$282.00 was made by Tim Howard.

Second: Rick Kumm

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

Nay: None

Abstain: Dave Bacharach

The total amount to be spent on Dispatcher Appreciation was approved at \$282.00.

New Business

Onsolve/CodeRED unlimited vs. 30,000 minutes per year. The account in place allows for 30,000 minutes of use which has been exceeded. An invoice was received from Onsolve/CodeRED in the amount of \$990 to refill the Minute Bank with mention that, if usage continues, it may need to be refilled again before the end of September. Annual payment for limited use is \$10,000 due October 1st. Annual payment for unlimited use would be \$10,500 due October 1st. It was determined that the overage, which has not happened previously, was due to the Las Animas/Huerfano County Public Health Department sending notices related to COVID-19 testing sites and times.

If the Authority wants to switch to an unlimited plan, \$500 is due now, replacing the \$990 invoice to refill the Minute Bank. This will be added to the payment made October 2020 in the amount of \$10,000

equaling \$10,500 for an unlimited account. Annual payment due October 1, 2021 and forward would be \$10,500 to maintain the unlimited account status.

Motion made by Dave Bacharach to pay \$500 now, instead of \$990, thus making the Onsolve/CodeRED account an unlimited minute account. Annual payments will now be \$10,500. Bill Las Animas/Huerfano Public Health Department \$500 for the overage incurred.

Second: Buddie Curro

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

Nay: None

Abstain: None

The Authority will pay CodeRED \$500 now and \$10,500 annually to maintain an unlimited minutes account. Las Animas/Huerfano Counties Public Health Department will be billed \$500 for the minute overage.

eForce/CAD, Priority Dispatch. Members of Trinidad Ambulance District took Mandi Schlensker's suggestion from the February 25th meeting and toured the dispatch center. It was very enlightening. It was discovered that dispatchers had to copy information from Call Works and type it into eForce. Evidentially the system worked fine until the Trinidad Police Department and Dispatch Center moved to the new location at 160 E. 1st Street (old Rice School Building). Mandi is going to provide a detailed work order of issues with the system to Barbara Fisk who will draft a letter to eForce demanding resolution.

Priority Dispatch for EMS is budgeted in 2021. Dave Bacharach stated the budget will allow for the purchase in October or November. Priority Dispatch will populate into eForce.

Encrypted Radio Traffic. Mally Blecha reported that Trinidad Police Department has purchased software from Digitcom to encrypt intradepartmental radio communications. According to Derek Navarette, the Las Animas County Sheriff's Office has done so as well. Chiefs of all other first responder operations would like the purchasing information for intradepartmental and all channels for their departments too.

Accounts Payable

Two invoices require board member approval. Onsolve/CodeRED was discussed and approved earlier under New Business. Service Plus Electric NE, Inc., invoice amount \$4,800 for installation of two twist locks to facilitate the ESInet migration requires approval for payment.

Motion made by Dave Bacharach to pay Service Plus Electric NE, Inc., invoice amount \$4,800 for installation of two twist locks to facilitate the ESInet migration.

Second: Dan Moynihan

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

Nay: None

Abstain: None

The Authority will pay Service Plus Electric NE, Inc. \$4,800.00.

Miscellaneous

Buddie Curro's appointment expiration is unclear. She will email Paula Lucero, Las Animas County Administrative Assistant, for the information.

Rick Kumm's appointment will expire April 30, 2021. He was previously appointed to complete Phil Phillis' term. Barbara asked him, if he is interested, to submit a Letter of Intent to the county so it will be on the April agenda for review.

Next Meeting Date

The next Regular Meeting of the Authority is set for April 22, 2021 at 1:30pm.

Adjournment

Motion to adjourn was made by Dave Bacharach

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 2:14pm.

Minutes Approved by the Las Animas County E911 Telephone Authority.



Gabriel Moreno, Chairman

April 22, 2021
Date