

PARK COUNTY E911 AUTHORITY BOARD
AGENDA
THURSDAY, SEPTEMBER 8, 2022
4:00 PM CALL TO ORDER

Video

To join the meeting, please join by conference call: 719-836-4355 ext. 3030

For the purpose of an accurate public record, you will need to identify yourself when you enter the meeting and when prompted

4:00 PM CALL TO ORDER

ROLL CALL

INTRODUCTION OF GUESTS

AGENDA APPROVAL

APPROVAL OF MINUTES

Documents:

[August 11th minutes.pdf](#)

FINANCIAL REPORTS

CONSENT ITEMS:

- . APPROVE/DENY THE CONTRACT WITH EQUATURE RECORDING SYSTEM

Documents:

[Proposal Equature recording system update.pdf](#)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENTS

ADJOURN

E911 Authority Board Meeting

minutes

Date: August 11th, 2022

Attendees: In person Paul Mattson, Maria Mitchell, Tom McGraw

On the phone: Gene Stanley, Soren Frederiksen. Kristy Olme

Guests:

Meeting called to order by Gene Stanley at 16:00

Agenda

- Motion to approve the agenda made by Soren Frederiksen, Tom McGraw second. All in favor, passed.

Minutes

- Motion to approve the minutes made by Paul Mattsen. Tom McGraw second. All in favor, passed.

Financial Report – current fund balance and budget provided to members via email and at meeting.

Fund balance does not include expected expenses thru year end, Waclaw did not have the time to complete before the meeting.

Old Business – PUC sur charge increase. Joe Benkert is finalizing the application for sur charge increase. The PUC is in discussions on a sur charge rate increase from \$1.81 to \$1.97 to go in effect in 2023. Based on this increase she feels that the sur charge request of \$3.00 should be approved. Tom asked if they don't approve it would it be a flat our rejection. Maria advised that they would negotiate if they felt \$3.00 was an unnecessary increase.

The backup location for the ECC at NW fire update – A free dispatch console was obtained from Boulder. The console will be set up in the radio room at NW Fire.

New Business -

Invoice for \$12,280.00 to update routers and switches at the Emergency Communications Center in order to meet required upgrades to the State wide Digital Trunked radio system. The State has completed the Park County ECC equipment as of last week in preparation for the system change from T1 to ethernet. This update to be performed by Bearcomm under the contract with Park County end of year or January 2023. Contingency fund to cover this cost. This is a required equipment update. Motion to approve made by Soren Frederiksen, second Kristy Olme. All in favor, passed.

Staffing levels were discussed. The ECC at full staff has 10, the ECC is at 6 with the supervisor due to medical issues is unable to work the dispatch floor, she continues working on Supervisor duties either remotely or in the office. Of the 5 remaining, one has applied for another position due to the

challenging schedule of the Center. She is waiting on a call back for this position leaving 4 Emergency Communications Specialists. The schedule of the ECC being the reason she is looking for another position. Since January 2022 8 applications have been received with none coming in to interview. One reason provided for the change of interest being shift work. The board asked the current rate for the ECS position recommending an rate increase. Maria advised the current rate posted was at \$20.00 or \$41,600.00. A COLA increase went into effect in July, Maria did not have the starting rate after the increase available at time of meeting. After discussion the board made a motion to look at an increase of 10% paid solely by the Authority. Maria advised she would need to review the financial position of the E911 Board using both the current sur charge rate of \$1.81 and the proposed \$3.00 which will be provided to the PUC within the month for consideration.

NW back up location

Maria has obtained quotes from Motorola for a mobile dispatch radio system, \$200,00.00 as well as base station dispatching \$40,000.00 (a less expensive option however not as effective) as well as 2 mobile CAD dispatch units \$20,000.00.- The ECC currently uses the Communications Van for mobile dispatch and as a back up for the ECC. While effective it is difficult to work out of the Comm Van. The NW Fire back up project is included in projections to the PUC as is the DTR upgrade supporting the \$3.00 sur charge increase. The backup location project and equipment will be determined based on PUC approval of the sur charge increase. Maria will email board members the projections used for the PUC project after the meeting as she was not prepared to discuss the salary increase discussed. This was provided as information for the meeting but not discussed for budgetary purposes due to the concern for current staffing.

Motorola has advised that in 2028 the DTR system will require update of the equipment in the ECC estimating a cost of \$500,000.00.

Motion to adjourn made by Soren Frederiksen, second Kristy Olme. All in favor, passed.

Next meeting will be on September 8th at 16:00



Proposal

Park County Government Communications Division

Date: September 8, 2022

To: E911 Board

From: Communications Director/Maria Mitchell

Subject: Equature Recording system update

The 911 Center is required to record and maintain audio logs of all phone and radio traffic at the center. The current system was purchased in 2016.

The Equature recording system is entering year 7. There have been no issues with the system however between years 5 and 7 is the recommended replacement time period. The current maintenance cost for the old system is \$13,205.00 A new system install with maintenance for year one is \$18,319.00

The contract with Equature would lock in system maintenance thru 2027 at \$16,569.00