

E911 TELEPHONE AUTHORITY
BOARD OF DIRECTORS MEETING
WEDNESDAY, JUNE 09, 2021

1. CALL TO ORDER/ROLL CALL

The meeting was called to order by Stuart Sunderland at 3:03p.m.

Rick Reigenborn, Chairman – Present

Stuart Sunderland, Treasurer - Present

Dave Ramos – Present

Clint Nichols – Present

Jim May – Present

Motion to excuse Jim May and Rick Reigenborn.

Motion: Dave Ramos made the motion to excuse Jim May and Rick Reigenborn for the June 9, 2021, meeting.

Second: Clint Nichols

Approval: Motion Carried

OTHERS IN ATTENDANCE

Joel Estes – Adams County Communication Center

Scott Gerhardt, - Adams County Communication Center

Tonia Fuller – Secretary for the Board, Adams County Communications Center

Ryan Tharp – Attorney to the Board

2. APPROVAL OF MINUTES

a. April 14, 2021

Motion: Dave Ramos made a motion to approve the April 14, 2021, minutes as published.

Second: Clint Nichols

Approval: Motion Carried

3. TREASURER'S REPORT:

a. Authority Financials: Stuart Sunderland presented the May 31, 2021, financial reports. The prepaid surcharge revenue is considerably higher. It is about \$10,000 in December and \$50,000-55,000 a month for the first 2 months. Ryan – The prepaid surcharge went up significantly. It went up from a percentage of the transaction to a flat fee per transaction. It went up from 1/2 % of each transaction to a flat of \$.10 or \$.30 for each transaction. Authorities saw a large increase due to this. There is also another. When the legislature amended the law, they did 3 things. One, they increased the ceiling for the 911 fee so that you can increase to \$1.72 without approval and they increased the prepaid fee, and created a whole new fee, a statewide fee that is collected by the PUC and remitted. Our documents don't show the specific line items. Not sure where it was coded, but there is additional money there. We may need to add line items for these. Stuart will have Terry add a line item. The PUC statewide surcharge should offset the telecom charges. The 301.3331 costs, this is to lower these costs. Stuart – He will set up a call with Stuart, Terry, and Ryan. A few things stuck out for him and he wanted to make sure they are

understood. The insurance line item maxed out as it is an annual fee. A handful of things that are either close to the budgeted amount or over for what they would be for this time of the year, for Adcom, most are lump sum payments at the beginning of the year. 301.4420.3 NICE maintenance. It is over budget. It will offset under another line item. A separate line item will be used to correct this next year. Adcom Personnel 301.4431 – This is for 2020 personnel expenses and will be an audit adjustment. There are a couple of other ones on the financials. If you have any questions, please let Stuart know.

b. Motion: Clint Nichols made a motion to approve the Treasurer's report.

Second: Rick Reigenborn

Approval: Motion Carried

4. UNFINISHED BUSINESS

a. Changing Banks

Stuart Sunderland – Terry is waiting on Wells Fargo and TBK Bank for information. TBK has electronic approval processes. Wells Fargo has been slow getting back to Terry. Hopefully more information next meeting.

b. Discussion of increasing the 911 Fee

Ryan Tharp – Sent an email on May 20 to the board about the process and how it works. We talked about it being wise to discuss raising the fees. Under state law, the board does not need permission from the PUC. The board is required to give 60-day notice prior to implementing. February 1 or June 1. We are looking at June 1, 2021, or February 1, 2022. It might go up a little more. No approval is needed. It is up to the board about having a meeting with other stakeholders. The board might have to schedule a couple of extra meetings to get it done for February 2022. We can increase it to \$1.72 and that amount is likely to increase this fall due to inflation. It is up to the board in terms of what they want to do. If you want to get a consensus meeting with other stakeholders, the county or how much interaction the board wants to have prior to implementing. Clint Nichols – are you suggesting or advising that we literally attend the council meetings for the different municipalities impacted by this and advising them in an open forum? Ryan Tharp – That would be one way of accomplishing it. Another way would be to schedule a meeting with enough advanced notice and send an invitation along with a short summary of what the board will be doing and why we are proposing it and then give them the opportunity to comment and/or ask questions. Either way. That is not a legal requirement, not a legal recommendation. Ryan knows from doing these with other counties, it is viewed as you are increasing taxes. It is not a tax, but it is still a fee. And people want to feel like they have been heard on these issues. To avoid the situation of accusations, there is something to be said for explaining why you find it necessary and giving people the opportunity to express their opinion and make the decision after your give that out. Clint – I prefer that approach. Not giving them a say so just opens up criticism later on. If we are going to be criticized, I would rather it be done upfront as opposed to afterward. I don't know that we can individually attend 10 council meetings over every

municipality, but we could draft a letter explaining here is what we are planning to do, here is why we're planning to do it and putting it in each of their communications and letting them know if they are available to discuss this, here is a meeting being scheduled and we would be happy to take requests then. That way we have done our due diligence and given them an opportunity to speak. Once the matter is closed, the board can rid themselves of unnecessary criticism. Rick Reigenborn – We should have a meeting set, send out that notice so that they have an opportunity to be heard. The meeting is on this day at this time, come chat with us so that you understand why we are asking for the increase. Dave Ramos – We can invite them to call any of the board member in their areas and ask questions. That would mean not a lot may show up to the meeting, but we still give them an opportunity to take care of some of their questions by a phone call. I would agree that a well written document would certainly explain the situation and that we are taking care of it sooner than later. I think at least by June 2022. Dave would personally like to do it before February 2023. It would be wise for the board. At Adcom, the Agencies felt that they do not have the ability to increase what they pay at Adcom for a while. It would be nice if the fees brought in match what 911 costs are. E911 fees will not totally cover it, but he would rather get it to the max instead of waiting until the fall. Let's get ready with the documentation and get the letter out. He likes Ryan's approach with one meeting. Ryan Tharp – Ryan thinks to send the letter out, he would like to send out a draft budget and hopefully the audited financials, so that we can articulate why the money is needed and where it is going. \$1.50 is high for the metro area, not statewide, but for the metro area. Why it is necessary and why it might sit in a reserve if sitting in the bank for upcoming expenses. At the next meeting, we need to prepare a raft budget for the board. Stuart, are you going to take the lead on preparing that? Stuart Sunderland – He can start working with Adcom to work on the draft budget. We can do a short letter and outline the long-term plans and send it out for the next meeting. There are 6 or 7 bullet points we can include in the letter. Dave Ramos – He is willing to help with the letter. He will work with Joel. One of the ticket items is those large expenses. The things needed to get the calls out, Call Taker wages. We can dial those things in working with Joel to get descriptions and generate a letter. Joel Estes – This will not be a problem. Joel is working on a 10-year projection. The data will be available. Ryan Tharp – One think you might want to address that we have spent 2,500,000. So far this year. And that is .33 into our budget for the year. Historically we run surpluses. We need to articulate why we need additional funding when we have surpluses. Dave Ramos - It might take until waiting until next year to show year to year deficit spending and have some history of deficit spending that shows year to year deficit spending. Ryan Tharp – We do have 8 million in the bank right.

c. 911 Task Force Update

Joel Estes – The Task Force talked about the FCC rules regarding approved uses for 911 fees, but they are not finalized yet. They are working through the process. The infrastructure project is a 9-billion-dollar project. At this time the way the legislation is written, it is not clear if Colorado will be getting any of the money. It is based is based on having the newest standards and the

Lumen ESInet relies on their proprietary old standards and not the I-3 standard for NENA. So, in its current form, it may or may not result in funds coming into Colorado. That is still up in the air. There is a lot of push back from many states. It is not known where it all will shake out at this point.

d. Adcom Update

Joel Estes – The new Admin Building update – Golden Triangle advised us to factored in a 4% increase in the building cost. Since then, in a new memo from Golden Triangle, the new anticipated increase due COVID and then the reopening, supply shortages and demand is 12%. They think by the end of the year it should be flattened back out, but not sure. We will be keeping a close eye on it. It is a potential issue going forward. We are hoping the supply chain is back and the cost is down when we begin the construction in 2022. CAD Administrator position is filled, the candidate is out on vacation, and we will be putting the name out as soon as they return.

IT Manager – The IT Manager is currently out on Administrative Leave pending the outcome of an investigation.

Weld County Backup Site is moving forward again. After meeting with ConvergeOne, we are expecting and hoping to have it up and running by the end of July.

Network Engineer – She was planning to leave us. And that may not be the case. She is trying to work some things out and stay with Adcom – She will keep us informed.

CAD to CAD – we were scheduled to functional acceptance testing this week, a couple of issues were found last Friday. The team decided to postpone it until the problems are resolved. It is being rescheduled until next month. We will be completing some additional testing

e. Legal Update: Fee Diversions

Ryan Tharp – We filed comments as spoke about at the last meeting. Based on those, the FCC scheduled a call with Adams, Arapahoe, Jefferson County 911 Authorities. They updated on what they were thinking. They have not yet released the rules. They added in a Reverse 911. And that is good because a lot of 911 Authorities pay for that system. The second thing they did was removed from the list of disallowable expenses, radios outside of PSAP. They did not include them in the list of allowable expenses but put it in the gray area. It is no longer specifically prohibited, provided we can justify the connection to 911. It is something done with MDTs, handheld radios, Station to Station Alerting. It was a win for us. Some of the 911 Authorities, such as Larimer County 911, they are proposing to create a new non-profit that would be a consortium of 911 Authorities and to allow the 911 Authorities to have a bigger voice. Ryan is not convinced that is a necessary thing that needs to be done. There is already a Task Force. It is not just 911 but also CenturyLink and Intrado. It was put together for 911. And there is also a 911 Resource Center that is set up and operating. Ryan is not sure how this group will be different; Joel should be part of it and it is worth watching and to gather information. Still the Diversity proceeding going on. About finding network diversity throughout the state. It has not gone anywhere. Still ongoing. We will participate, but not much going on.

5. NEW BUSINESS

Computer Issues – Stuart Sunderland - Terry Hagen ran into computer issues a few weeks ago. The Sheriff's Office IT department assisted her. She wondered if it would be worth it for them to be on contract and work a couple hours every few months to update her computer. Rick Reigenborn, we were in the middle of upgrading our patrol division computers. She was very impatient about it. I finally told her if she needed it fixed right away, then she needed to get fixed right away. If she could not wait a couple of days, the county folks could not help her right then. Typically, that is not the case, but she happened to catch them during their upgrades. The county IT does not have a issue helping her, so I don't know that we need to spend the money, or may be we spend the money to have computer geek or whoever take care of her potential issues once a quarter or when an update comes out. Stuart Sunderland – Maybe do some regular maintenance once in a while. Rick Reigenborn – It sounds like she has not been doing updates like she should. And when she did, it caused issued. IT had to go in, slow them down, put them in order and let them upgrade. Stuart Sunderland – That is how she explained it. Terry thought maybe they could take her computer home over the weekend and work on it. Rick Reigenborn – He does not think that is an expense that needs to be spent.

Website Design – Clint Nichols – Update on the website yet? Ryan Tharp – There was an issue with the URL the state gave them. It was a very long URL. He had requested Adams911.org or gov. They gave them AdamsEmergencyE911TelephoneServiceAuthority.co.gov. Ryan was trying to get them to change it back to the shorter version. He is not sure why they did it. He has not had a chance to connect with them yet. They have a mockup. There is not much on it yet. Ryan will send it to Clint Nichols, and he can look at it and make comments.

6. PUBLIC COMMENT AND OTHER BUSINESS

7. ADJOURNMENT

Motion: Dave Ramos made a motion to adjourn the meeting at 3:43P.M.
Second: Rick Reigenborn
Approval: Motion Carried