

E911 TELEPHONE AUTHORITY
BOARD OF DIRECTORS MEETING
WEDNESDAY, October 12, 2022, 3:00 P.M.
MINUTES

1. **CALL TO ORDER / ROLL CALL**

- a. Rick Reigenborn – Chair - Present
- b. Stuart Sunderland – Treasurer - Present
- c. James May - Absent
- d. Dave Ramos - Present
- e. Gregory Sadar – Present

Other attendees:

- Ryan Tharp – Board Attorney
- Joel Estes – ADCOM – Present
- Tonia Fuller – ADCOM - Present
- Teneyia Wilson – ADCOM - Present

Rick Reigenborn called to order 3:02P.M.

2. **APPROVAL OF MINUTES**

- a. August 10, 2022
- b. September 26, 2022

Motion: Dave Ramos made a motion to approve the August 10, 2022, Meeting Minutes.

Second: Gregory Sadar

Approval: Motion Carried

Motion: Dave Ramos made a motion to approve the September 26, 2022, Meeting Minutes.

Second: Gregory Sadar

Approval: Motion Carried

3. **REPORTS**

- a. Treasurer’s Report: Financial Statements

Stuart Sunderland – Nothing of notice. We are a little ahead on the prepaid wireless and right where we want to be on the telephone charges. Under budget on expenses year to date.

Motion: Gregory Sadar made a motion to approve the Financial Statements.

Second: Dave Ramos

Approval: Motion Carried

- b. Draft 2023 Budget

Stuart Sunderland – Everyone should have received the draft. Items to point out – He has not updated the year-to-date expenses on the draft. It is leftovers from last year’s budget. But they are out of date. Actual year to date we are about less than 4 mil in expenses and the projections for surcharges are probably or proposal for surcharges is over budget the way we are trending right now. His proposal for next year is possibly over budget. He is going to have to lower it before the final budget it presented. It will be closer to 4.5 to 5 million based on what it is currently trending. We are still in good shape. Dave Ramos – Do you think with the actual 2021 audit, 5.3, almost 5.4, the timing of the months that are in has more to do with when we collect for this year into next year, has something to do with it? Stuart – That is true. Some of that carries over into the next year. We struggle with trying to project that carry over from year to year. Dave Ramos – He thinks the exercise that you did, I did, and Joel did before us, that Joel’s projection and some of the stuff we, when the audit financials were done well. I have gone back and looked at those projection and he think the performance finishing 2021 was actually maybe a little better. After looking at it I don’t we have to go back to 4.5, it will be at least 5 million.

Stuart Sunderland - That makes sense. I will take a better look at that before we submit the final budget. I am still playing catch up with that stuff and audits. You will notice on the draft that we have done away with all the individual categories and lumped like items together. This will be easier for everybody in the end. Rick Reigenborn likes it better. Dave Ramos likes the detail and how it rolls up into where to put the expenditures. He likes it with the board approving it at the hirer level than the micro level. Rick Reigenborn - when does it need to be adopted? Ryan Tharp - we need to adopt the budget before the end of the year and will do that at the December meeting.

c. Adcom Update – Joel Estes – The building coming along. Concrete footings poured and it is well started, we are making progress. About half the walls will be done next week. Good news there. The bad news is we have some new numbers related to the cost of the delay that occurred due to the problems we had with the mitigation of the asbestos. Those cost were based on both, the storage of all the materials that came in and the additional cost due to labor and everything else that went up at over the timeframe due to inflation. Those numbers came in at \$106,000. A pretty steep increase for the 4-month delay. We are looking at some ways to cut some things and hoping to make that happen.

DR Site at the government center is in motion. We have 3 new servers going into the DR Site located at the Backup Site at the Government Center. The SAN hardware is in, and we started making progress to install. Unfortunately, we have to do some electrical upgrades at ADCOM because of the additional load it will put on our system. Waiting on electrician to schedule and complete the work.

Call Taker Shortage is still an issue. As a result, we are not meeting national call standards. We are hoping for changes in the near future. A class is on the floor, another class started last week.

Gregory Sadar – He is completely sympathetic. We are all wrestling with meeting standards. What standards are you not meeting? Joel Estes – The national standard for answering calls is 90% of 911 calls answered in 15 seconds or less. Last year we were near close to full staffing, we were making that mark. We are down 14 people and as a result we are at 78% mark right now. We have some work to do to get us back where we want to be.

d. 911 Task Force Update - Joel Estes – No update. Should have more at the next meeting.

e. Legal Update – Ryan Tharp

i. CenturyLink basic emergency service tariff proceeding (ECats) – They are adding this to the tariff. It comes down to what modules will be in ECats are going to be added to the tariff and what are going to be offered outside of the tariff. What that means is what is going to be the standard that everybody has to buy across the state and what are the modules you may want they you pay for separately. We filed a motion to intervene this week and will be working with CenturyLink. I doubt this is going to go to a hearing. It is more of a procedural process right now. It is really just a question of what is the modules that will be included in the tariff and what are the costs for those. Ryan would like to work with Joel about what modules should be included or should not included. It will increase the tariff costs to ADCOM and currently the Authority pays those tariff costs as it gets money from the statewide 911 fee. Likely what will happen is if it increases the cost, it will be offset by an increase to statewide 911 fee. We have to think of this when we figure out what modules should or should not be included. If they are not included in the tariff, then they will not be covered by the statewide 911 fee. Overall, it is a fairly minor issue.

ii. State authority board, more of a grant funding mechanism that has a board to spend the money. When he thinks about it, it doesn't impact this authority's revenues in any way. We are watching that proceeding. Then there is a misuse of 911 fund that creates criminal penalties for misusing 911. Those are the big items out there right now. They will not be done until next year.

Joel Estes – ADCOM uses the ECats. It is a tool used to pull information off the 911 system to generate reports submitted to the two boards. We don't use all of the new modules, but we do use it. It provides good information. If the state wanted to move

forward with some type of new tariff and is willing to pay for it for all the PSAPS, we use it and would benefit from it.

4. **UNFINISHED BUSINESS**

a. Updated IGA - Ryan Tharp – Received feedback from Dave Ramos and Jim May on the updated IGA. Jim May had a couple of edits including the change of required officers for the board. He made the changes. If you give him the go ahead today, he will draft a letter and pick a date, end of November, and send out the IGA along with the letter and ask for comments back to Ryan before Thanksgiving. He will go through the comments and make any changes, using his discretion to make changes he feels are relevant or that people agree on or do not conflict with each other. And make the changes and send it back out to all the parties and ask for another round of edits if it is important or ask people to sign the agreement at that point. If you are good with that process, just let him know and he will put the letter together. He will send it out to the board, and you can forward it to your legal counsels for your agencies. We will also need the contact information for the chiefs of the other agencies that are parties and ask them to forward it to their legal counsel or commission, or whoever would make those final decisions.

5. **NEW BUSINESS**

Nothing

6. **PUBLIC COMMENT**

None

7. **ADJOURNMENT**

Motion: Stuart Sunderland made the motion to end the board meeting at 3:21P.M.

Second: Dave Ramos

Approval: Motion Carried