

E911 TELEPHONE AUTHORITY  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, JUNE 10, 2020  
COMMERCE CITY – CITY HALL  
COMMERCE CITY, CO 80022

ATTENDANCE

Troy Smith, President – present  
Dave Ramos – present  
Clint Nichols – present  
Stuart Sunderland - present  
Rick Reigenborn – present

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

CALL TO ORDER

The meeting was called to order by Troy Smith at 3:03 p.m.

APPROVAL OF MINUTES

**Motion:** Dave Ramos made a motion to approve the 02-12-2019 minutes.  
**Second:** Rick Reigenborn  
**Approval:** Motion Carried

TREASURER'S REPORT:

**Motion:** Rick Reigenborn made a motion to approve the Treasurer's report.  
**Discussion:** Revenues are on target at 2.7 mil. .45% a little bit above where we should be. Expenditures 1.37 mil., and Federal Heights are on target. We only budgeted for January for Federal Heights. We will discuss a request from them later. We are still showing 2019 expenses until Audit is complete. We have 7.4 mil in the bank accounts. 2.4 mil in checking and 5 mil in ColoTrust. We brought in more than was spent in this financial period by 125,000. Joel – We are well below the Adcom personnel item due to the number of vacancies we currently have. We are down about 9 call takers. One item overspent is Brighton Water Tower which was carried over to 2020 due to the City of Brighton delay. Funds were not spent in 2019 and were not carried over. It was not anticipated that the project would carry over into 2020. Stuart – are the budgets filed with DOLA. Ryan – yes.  
**Second:** Stuart Sunderland  
**Approval:** Motion Carried

## UNFINISHED BUSINESS

### Banking Issue

Colorado Division of Banking – The original board document made all signers official custodians of the accounts. We finally figured it out and basically, we need all members to sign a signature card for signing authority on the account but does not make you an official custodian on the account. It took way too long to figure out. Only the treasurer is the current official custodian. Ryan work is working with the Colorado Division of banking and an additional signature card will be required to be signed by bank/check signers. Troy will send out PDF electronically like before.

### PUC LEGISLATURE UPDATE

CenturyLink ESInet Link transition is continuing to go on.

### CenturyLink Diversity Proceeding

On pause – Due to COVID and ESInet roll out. Not much going on at the PUC that impacts 911 right now.

### Legislation

Troy – Did anyone reach out to Adcom regarding the senate bill regarding notification from entities or individuals/companies releasing noxious gas? Joel has not heard about this. Troy weighted in on this earlier in the week and wondered if anyone had contacted Adcom. The bill requires any qualifying entity that produces toxicants that can potentially can get released into the air to do a community notification system and to implement the reverse 911 system at the time of a qualifying event. The bill defines a qualifying event as a number of things. His reads is that they would not qualify for the launching of the E911 system based on the Adcom policy. It is recommended that Adcom reviews its policy and makes sure it is tight and that the boards authorized policy for use of the system and deployment of the system is initiated by and comes from one of your participating agencies. So that no one can dictate how your system is going to be run. Troy will email the bill information to Joel. The session is over this Thursday and it is his opinion it will not pass at this time the way it currently reads. Scott – Jim with the County reached out to Adcom. He was questioning if Suncor if they had to pay Adcom for these launches. We do not charge for these launches, for reverse 911, for anything that happens in our jurisdictions. Someone has been reaching out to our Ops. Managers from Suncor as well to discuss this matter. Troy - They have a misunderstanding about this and asking you to launch that system. I got that cleared up with them yesterday. I told them you can call and report to them. They are the ones that will decide what to do with that information. You cannot dictate to them and they launch a revers 911 call. They were told if it is a public safety concern, the fire or police department will issue an emergency system response to the residences. But if we start launching that system for things that are not an emergency, it is outside the policy that is in place and people will go tone deaf and not notice. At some point he thinks it will pass.

### 911 Task Force

The ESInet Cut is ongoing. Adcom is not at that point yet.

HB2020-93 – First Responders Act for 2020 is in the subcommittee right now. No update right now. It is the one that provided PTSD benefits for dispatchers. It was still

being considered. Rick thinks it passed and was signed by the Governor. He will follow up and confirm.

#### ADCOM UPDATE

ESInet – we are cutting over. We will be applying for grant funds. We are waiting for testing. We have been waiting for a line to be fixed since January. It was completed late February. Then COVID-19 hit and we are now on hold. We are coming out of that and CenturyLink is putting out a new schedule out. Most PSAPs are in the same situation. We should have more information next week.

Radio System Upgrade in July as part of SUA.

COVID-19 – Adcom has been fortunate. We have had a couple of potential positives, but only one positive test at this time, with limited exposure. We have screening measures in place. We have been doing well.

Adcom Building Expansion – Preliminary approval from Adcom Board for moving forward for building. Dino and Joel have met regarding financing options. The overall construction price has gone up. We are looking at about 7.5 mil. Interest rates are low, more information will go to the board. Troy – what building have we been looking at? Joel – Adcom is looking at building an Administration building to house administrative personnel, IT personnel, and Radio personnel. The reason is as where we stand with Call Takers, we have run out of room. Along with that we have people working in offices double occupied or in converted closets. We will move the supervisors and Ops managers into the offices that are opening up.

TDMA – Radio programming is being completed. Adams County Sheriff's Office radios are being programmed at this time.

#### FEDERAL HEIGHTS UPDATE

Federal Heights sent a letter to the board members. On Feb 1 Federal Heights started collecting their fees. E911 remitted January fees to them in the amount of \$16,667., which was the estimated amount. The estimate was a good faith estimate based on the population from Federal Heights to the rest of the Authorities jurisdictions and phone ownership statistics and we came up with about \$200,000. We have no idea if this is correct. Starting February 1 Federal Heights started collecting their own fee and it turned out that have not collected anywhere near \$16,000 a month. They have been collecting 3 or 5 thousand a month. Federal Heights is asking for 6 months in February that the Authority make up the difference between that \$16,667 and the amount they receive for those months. The thinking and rational behind this is that it is taking the vendors several months to start catching up to the change of sending Federal Heights the fee. Ryan also explained to Federal Heights that the figure used by the Authority may not be accurate and that is was a guess that they end up collecting less going forward. Even if the board approves this and says that we will do this for 4 or 6 months, at some point they have to take that their collections are what they are. They are asking that the board does this in the interim. Our cash receipts are strong. We are ahead this year. It could drop off, but it has not yet. Troy – we did lower the amount considerably. You are comparing actual to budget. It would be good to compare it with last year's actuals. That would be a more realistic read. Troy – they are asking us to make up the difference between what they are collecting and the \$16,667 we figured out for this year? Ryan – that is the request. They are asking for 6 months. Stuart – Would we reevaluate if that is not the actual amount and they would reimburse us? Could we end up owning them more? Ryan – There is no way to know how much we collect from a specific geographic area. We would be

making up the difference and at the end, going our separate ways. There would be no payments after. We estimated \$200,000. a year for Federal Height and divided it by 12 to get the \$16,667. Clint – We would be providing them a projection not based on a real solid number? Ryan – It is our best guess. Rick – How long to they want us to do this for? 6 months? Ryan – 6 Months. They said for February they collected \$3,000., we would pay them \$13,667. Then the same for March, then for a 6-month period. Dave – If we are collecting their funds, we should pay them. By a certain given month, if it is not going to them, we should not be paying them. It is not our problem. Can we use the next few months to make a better estimate and pay them based on it? It seems more appropriate than a “swag” number. Ryan – The \$200,000 number was used in prior budgets to use to budget funds for Federal Height in past years to determine what they could use from the E911 Authority Funds. We have no idea what the correct amount is. Their surcharge is 1.50. Troy - From a procedural standpoint we can take a vote on their proposal and either approve or deny it and if necessary we can entertain some alternate proposal. Stuart– Their collection rate should go up to where it should be? Do we know what they have collected every month of this year? Ryan - They told me on the phone that it was between 3 and 5 thousand a month for February and March. It was too early for what it would be going forward. We should use May or June as our reference point. Troy – When we went through the transition it took us 3-4 months. There is a couple months delay. The key points are: the 16,667 is our number; we went through a transition and it took a shorter period of time than the request that we have; my suggestion is that the board contemplate some sort of proposal to authorize Federal Height to help them out is to reduce the amount of time we do this. If the board wants to do this we can reasonably articulate saying we would do it for 4 months. And do it as they have asked. I think we reduce the delay in payment to them and reduce the back and forth between Federal Heights and us to figure out all these mathematical formulas. And it would be in the spirit of what they asked. Rick agrees. We should be able to wean them off in about 4 months. Dave – Can I ask for clarification – is that motion – is the request from since January making up the time? Is it asking us to carry them for 9 total months? All the way out to September? Rick – My understanding is they are asking it starts in February. Is that February 1? Or the end of February? Troy – The motion is to make up the difference between the \$16,667 and whatever Federal Heights collects for a period of 4 months, through the end of May. Ryan – We gave them the full amount in January. They are requesting the adjusted amount February through the end of July. If we do it 4 months, we would do it February through the end of May. They will send us an invoice and we will make out a check for that amount and be done.

**Motion:** Rick made a motion to pay the difference between the \$16,667 and what Federal Heights collects in surcharges for 4 months, February through May, instead of 6 months as request by Federal Heights.

**Second:** Dave Ramos

**Approval:** Motion carried

Ryan will execute a letter to Federal Heights with an explanation of the board decision. Troy will sign the letter.

## NEW BUSINESS

Election of Officers

Nominations

Chairman - Rick Reigenborn nominated himself for chairman of the E911 Board.

Second: Dave Seconds  
Approval: Motion carried

Treasurer: Dave Ramos nominates Stuart Sunderland for Treasurer  
Second: Rick Reigenborn  
Approval: Motion carried

Vice Chair: Troy Smith  
Second: Rick Reigenborn  
Approval: Motion carried

ADJOURNMENT:

**Motion:** Troy Smith motioned to adjourn the meeting at 4:01p.m.

**Second:** Clint Nichols  
**Approval:** Motion Carried