



## Record of Proceedings

Jefferson County Communications Center Authority

Board of Directors

January 20, 2022, 9:00 am

This meeting was held by Zoom only and accessible for the public to attend and listen via phone conference.

### CALL TO ORDER

**The board meeting of the Jefferson County Communications Center Authority (Jeffcom) was called to order by Don Lombardi at 9:00am. This meeting was held in accordance with the applicable statutes of the state of Colorado.**

#### I. ROLL CALL

President Don Lombardi (West Metro Fire)	Present
Vice President Link Strate (Arvada PD)	Present
Secretary/Treasurer Mike Weege (EFD)	Present
Member Jeff Shrader (Jeffco Sheriff's Office)	Not Present
<i>Proxy Dean Davis</i>	<i>Present</i>
Member Mike Piper (Arvada Fire)	Present
Member Chris Murtha (Wheat Ridge PD)	Not Present
<i>Proxy Chief Darrel Guadnola</i>	<i>Present</i>
Member Bill Kilpatrick (Golden PD)	Present
Member Dan McCasky (Lakewood PD)	Present

Also in attendance were:

Jeff Streeter, Michael Brewer, Jodi Malpass, Gina Ramirez, Kevin Biegert, Gabrielle Rathfon, and Gayle Johnston.

Kathryn Winn of Collins, Cole, Flynn, Winn & Ulmer, PLLC

Sue Blair of Community Resource Services, LLC

Nancy Weiss of Community Resource Services, LLC

Jeff Irwin of JCECA

Brian Wilkerson of Talion Defense

Joe Harvey of Golden Police Department

Kirk Lock of Arvada Police Department

Chris Malmgren of Pleasant View Fire Department

Bob Fager of Highland Rescue

Candace Harris with Arvada PD

## **II. PUBLIC COMMENT – (Limited to 3 minutes each)**

No public comment

## **III. APPROVAL OF RECORD OF PROCEEDINGS**

**MOTION: It was moved by Dan McCasky and seconded by Link Strate to approve the record of proceedings of the board meeting for November 18, 2021. The motion was voted upon and approved unanimously.**

## **IV. REPORTS**

- A. Financial and Budget Update – (CRS) Community Resource of Colorado Ms. Sue Blair
- December 2021 Financial Statement – Sue Blair presented the December unaudited financial statements and reviewed with the Board the comparison of budget to actual revenue and expenditures. Refunds received from CEBT, and COVID relief funds will be reconciled during the audit process. Total operating expenditures are at 94% of budget. There was an unrealized loss on the contingency fund, that fund fluctuates with the market.

### **MOTION TO APPROVE THE DECEMBER 2021 FINANCIALS**

**It was moved by Mike Piper and seconded by Mike Weege to adopt the December 2021 financials. The motion was voted upon and carried unanimously.**

- B. Executive Director Update
- General Update and Overview
  - Gina Ramirez discussed the 911 hang-ups and the system that was put into place. The automated abandon callback feature was installed December 15<sup>th</sup>, 2021 and Jeffcom is seeing success with it over the last month. If a citizen calls 911 and they hang up prior to a call taker answering their call, the automated system gives them a call back. The automated system calls them back and gives them an option to push 1 for an emergency or press 3 if it was accidental. Jeffcom is averaging 53 calls a day that goes through this system, there are 1-2 calls a day where the citizen pushes one and they have an emergency. If it is an emergency, the call then goes back into the center and the call is processed.
  - RAVE Alert Update – Michael Brewer
    - JCECA has gone through a RFP process and Jeffcom will be transitioning from CodeRED to a new system called RAVE. Westminster and Broomfield are additional partners moving to this new system.
    - Kickoff meetings started in early January 2022 and next week Jeffcom will solidify a timeline of events with RAVE. A transfer of GIS data has been initiated to the new system and working with JCECA that all the necessary certificates are in place to

transfer the cyber information. Jeffcom will have the functionality to use RAVE in the next few weeks.

- Working on engagement plans with agency PIO's within the county to initiate the community engagement piece of this transition.
  - Currently CodeRED is setup with Jeffcom managing all the different rosters and alerting lists for the agencies and is a cumbersome process. Going forward it is asked that administrative representatives are identified from each agency, and they are responsible for updating their personnel rosters.
  - It was requested that an email is sent out to all agencies detailing the above request.
- CAD to CAD Update – Kevin Biegert
    - The CAD to CAD project with South Metro began just over one year ago. Central Square has been working through some technical details, but Jeffcom is hoping to have a CAD to CAD between the two centers before the end of June 2022. Initially it will be fire centric with functionality between West Metro, South Metro automatic mutual aid operations currently in place. The Marshall fire highlighted the need for emergency communication systems between the PSAPs.
    - PSAP's are reaching out and Jeffcom is looking at several metro area partners wanting to be part of this CAD to CAD hub.
    - Question was asked on the CAD to CAD connection with Adcom. Connecting the two hubs could be in phase two of this project. The focus up to now has been operating within the hub, getting the agencies participating on it live.
    - Please send all requests for information directly to Jeffcom. Jeffcom will be working with the Fire Ops and Law Ops committees to put together the parameters of information sharing with the agencies.
- General Update – Jeff Streeter
  - R1 School update – training is going well and go live is scheduled for February 7, 2022.
  - The After Action Reports for the Oak Street Fire, Belmar Incident and the Marshall Fire are being finalized and will go out within the next week.
  - Jeffcom was dealing with a COVID outbreak at the end of the year and are reporting to the county and the state. Staff are working hard and are being mandated to work overtime.
  - Hiring update – Two laterals started in early January and the next academy of six people starts January 21<sup>st</sup>, 2022. Currently receiving applications for the March 21<sup>st</sup> academy. At the next Board meeting there will be a presentation on 2021 resignations and hiring trends.
  - Jeffcom had three supervisor vacancies, the hiring process and testing phase has been complete, and three employees are being promoted.
  - The Fire Operations Manager position is open and Jeffcom will be holding interviews next week for four candidates.
  - Welcome to the new Board of Directors.

- C. Legal Update – Ms. Kathryn Winn
- Legal has been assisting on some personnel matters.

## **VI. OLD BUSINESS**

Chief McCasky with Lakewood PD would like to publicly thank Jeffcom for their great work and professionalism.

## **VII. EXECUTIVE SESSION**

## **VIII. ADJOURNMENT**

**MOTION: There being no further business to be presented it was moved by Link Strate and seconded by Dan McCasky to adjourn the board meeting of the Jefferson County Communications Center Authority board of directors.**

**Meeting was adjourned at 9:41am.**

Prepared by Gayle Johnston