

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
April 23, 2009**

Chair Pro Tem Chuck Wisecup, Oak Creek Fire District, called the meeting of the Routt County Communications Advisory Board (CAB) to order and established that a quorum was present. Cheryl Dalton, Emergency Management; J. P. Harris, Sharon Clever, and Erik Foster, Routt County Communications; Bryan Rickman, West Routt Fire District; Craig Preston and Julie Arington, Colorado State Parks; Nancy Stahoviak, County Commissioner; Scott Havener, Search and Rescue; Bob Reilley, North Routt Fire Protection District; Ray Birch, Hayden Police; Dave Bustos, Undersheriff, and County Manager Tom Sullivan were present. Dee Bolton recorded the meeting and prepared the minutes.

EN RE: ADMINISTRATIVE ITEMS

REVIEW AND APPROVAL OF MINUTES

The draft minutes of the last quarterly meeting of the Communications Advisory Board (CAB) were reviewed. No changes were made to the draft minutes.

MOTION

Mr. Reilley moved to approve the minutes of the quarterly meeting of the Routt County Communications Advisory Board for January 22, 2009, as submitted. Mr. Havener seconded; the motion carried unanimously.

ELECTION OF OFFICERS

Mr. Wisecup stated that Bob Struble was the current Chair of the Communications Advisory Board, and Chuck Wisecup was the Chair Pro Tem. Mr. Wisecup called for nominations for the CAB Chairmanship for 2009-2010.

MOTION—TO NOMINATE A CHAIR FOR THE COMMUNICATIONS ADVISORY BOARD

Mr. Reilley nominated Chuck Wisecup for Chair of the Routt County Communications Advisory Board. No other nominations were offered. Commissioner Stahoviak seconded; the motion carried unanimously.

MOTION—TO NOMINATE A CHAIR PRO TEM

Mr. Rickman nominated Bob Reilley for Chair Pro Tem of the Routt County Communications Advisory Board. No other nominations were offered. Mr. Havener seconded; the motion carried unanimously.

EN RE: PROJECTS AND ISSUES

DTR UPDATE

Mr. Harris said that glitches in the console upgrade were being corrected. The problem appeared to be in the wiring at the Oak Creek site. Since it was not a redundant system, some calls were being lost, but the issues would not delay the transition from VHF to DTR. He announced that Routt Mac and Routt Travel were being monitored so when people left town, they should advise the Dispatch Center. Individual schools were currently on 800 and had been instructed to contact Routt Mac with any shooter or other emergency situation. The transition had progressed smoothly thus far. A date for the transition will be determined soon; a possible timeframe would be early July. After all agencies had been set up, the system would be tested, after which a Standard Operating Procedure template for DTR would be developed that would be used for the entire County by all agencies. He said that Routt Fire and Routt law were on the console, but monitoring issues in inter-agency communications had arisen. The Communications Center kept the monitoring turned up, but Dispatchers were not keyed into monitoring unless instructed to do so. Individual agencies should continue to do their own monitoring for the present. Fire will always continue to receive pages through the VHF system. Mr. Rickman said that the fire radio pac-sets' emergency button capability needed to be programmed so that firemen could talk from inside a structure, especially to the hospitals. Mr. Harris replied that that issue would be resolved when the portable 800 repeater had been received. He added that the mobile units were already programmed. He said that State Patrol access scanner would be eliminated due to too much chatter. He was keeping a list of programming needs to address after transitioning. He stated later that State Parks had to send a request for programming. Mr. Preston thought that Stagecoach State Park was connected to Oak Creek at present. Mr. Harris said that Steamboat Lake was connected, and Yampa State Parks had requested hook-up.

In regard to the Farwell battery problem, Mr. Harris said that a generator technician had checked the site since the battery had had to be replaced twice already and was dead again. He stated that the lights from the generator were draining the single battery. The technician had a solution; Mr. Harris was awaiting that information. The cost to remedy might be approximately \$300. He said that wiring for the alarms would be completed this summer. He was pleased with the improvements. Mr. Reilley agreed. Mr. Harris felt that VHF would always be needed as a back-up.

Mr. Harris said that the recording system was the last component of the process. An RFP had been sent two days ago to upgrade the existing system rather than replace it, due to the economic situation, which would save perhaps \$97,000.

2009 PROJECTS

Mr. Harris said that he had hoped to have an RFP for the Communications/command vehicle in April, but since it contained approximately 300 requirements, it was taking longer to develop than anticipated. The RFP should be

completed in May or June. Search and Rescue and the County's Information Systems Department were involved. The Grand Junction's RFP was being used as a reference.

An RFP for the West Routt building would be developed soon. Mr. Harris thought that it would be an easy project and a smooth move. He said that \$14,000 of WIN grant funds could be used for the project.

Concerning the Reverse notification system, Mr. Harris said that he was waiting to discuss this project with Bob Struble.

Mr. Wisecup asked whether the Oak Creek generator project had been completed. Mr. Harris replied that it was not done, but it was still in the budget.

QWEST NOTIFICATION SERVICE

Ms. Clever said that the service was that if 911 were dialed, Qwest would have a call list to which that call would be sent. For example, if a child called 911 and the parents were on the call list, Qwest would call the parents to advise them that a 911 call had been made. She said that the service was heatedly debated when presented to the PUC Board, and the PUC had asked Qwest not to proceed with the service in Colorado. Qwest, claiming that it was a benefit to citizens, had responded that its implementation in Colorado as well as other neighboring states was a foregone conclusion. Supposedly the system would be initiated May 15, 2009, and was an optional service for Qwest customers for which an additional fee would be charged. The PUC was supposed to write a letter to Qwest to not initiate the service, but no copy of such a letter had been received. Those present discussed the service and concluded that it could pose many public safety issues as well as significantly impact the Communications Center. Whether to write a letter was discussed. It was decided to wait until after the May PUC meeting and the 911 Resources meeting to take action. Mr. Rickman suggested that the County Commissioners write a letter.

EN RE: NEW BUSINESS

DEPARTMENT OF JUSTICE GRANT

Mr. Harris said that a technology grant was available from the Department of Justice. Routt County had only learned of the grant two or three weeks ago, but an application for a new CAD/RMS system had been developed and submitted for \$1.5 million that would include mobile units for law enforcement vehicles, the Detention Center, and an evidence module. The two-year grants would be awarded in July; start-up for grant awarded projects would begin August 1st. The ability to hire a project manager who would be a City employee was included in the grant proposal. If the grant were awarded, the current RMS system would interface with the new CAD system. Mr. Rickman noted that Homeland Security grants were also available.

OTHER GRANTS

Mr. Havener asked that Search and Rescue be notified of any grants that might be available to fund 800MHz pac-sets. Search and Rescue currently only had three in vehicles. Commissioner Stahoviak recommended that the City be contacted because Winnie DelliQuadri was tracking recovery monies and law enforcement grant fund possibilities.

YAMPA VALLEY REGIONAL AIRPORT

Mr. Birch asked who was responsible for equipping law enforcement officers at the Yampa Valley Regional Airport with 800 MHz radios. He said that since it was not feasible to budget the item in the Hayden Police budget, the Airport might be responsible for providing the radios. Commissioner Stahoviak stated that security services were included in the fees charged to each airline at the Airport. She would discuss the question with the Airport Manager the following week.

EN RE: ADJOURNMENT

No further business coming before the Communications Advisory Board, same adjourned sine die at approximately 3:30 p.m.

Dee Bolton, Deputy Clerk and Recorder

Chuck Wisecup, Chair Pro Tem

Date