

**STATE OF COLORADO  
COUNTY OF ROUTT**

**ROUTT COUNTY COMMUNICATIONS ADVISORY BOARD  
February 11, 2004**

Chairman Pro Tem Chuck Wisecup called the meeting to order. Faith Mendoza, Communications; Doug Monger, County Commissioner; Cheryl Dalton, Emergency Management; Chuck Vale, North Routt Fire Protection District; Bryan Rickman, West Routt Fire Protection District; Tim Willert, Oak Creek Police Department; Jody Lenahan, Hayden Police Department; Kristia Check-Hill, Riley Polumbus, and Darrel Levingston, Routt County Search and Rescue; Tyler Whitmore, Yampa Valley Regional Airport; and Tom Sullivan, County Manager, were present. Dee Bolton recorded the meeting and prepared the minutes.

**EN RE: REVIEW OF MINUTES**

No minutes were reviewed since no quorum was present.

**EN RE: 2004 COMMUNICATIONS ADVISORY BOARD  
REPRESENTATIVES**

Ms. Mendoza stated that letters from all agencies except North Routt Fire Protection District, the County Coroner's Office, and the Yampa Fire Protection District had been received that named their representatives and alternates for the 2004 Communications Advisory Board. Since the Yampa Valley Regional Airport had not yet become an official member agency, a letter naming its representative and alternate was also needed.

**EN RE: ADOPTION OF THE SUNSHINE RESOLUTION**

The resolution designating places for posting of meeting notices could not be adopted since no quorum was present.

**EN RE: COMMUNICATIONS REPORT / RADIO SYSTEM UPDATE**

Ms. Mendoza reported that the Road and Bridge channel was being used for training at present. A new dispatcher was being tested this day. The new telephone system had not been installed: the RFPs were still being reviewed.

Mr. Vale reported that King Mountain and West Routt County Fire were live and on the air, and Dispatch could use those channels; some radios still needed reprogramming. King Mountain could talk to Edwards in Eagle County and Wolcott/State Bridge from the bridge, and McCoy and Eagle Dispatch could talk to Routt County Dispatch, but the announcement about connections would not be made until

some Information Systems programming issues were resolved. Farwell Mountain was off except for North Routt Fire.

### **EN RE: PUBLIC SAFETY 911 PLAN RFP UPDATE**

Ms. Mendoza said that the RFPs were for a master clock system, a 911 telephone system, and 911 audio reporting system. She and two dispatchers had gone to Denver to review the Positron, Wait---Reporting System, and the --- Reporting System. Current user satisfaction was mixed. Two of the systems were currently either not used at all or were only being used by a few users in Colorado. She liked the Dictaphone XT, the Mer--- Reporting System, the Sample-10-4, and the ---. Indications were that the Voice Print System needed to have components replaced within approximately three years, and several days of reporting might be lost each time a component was replaced. In other words, with any system, some information might be lost. In relation to cost, the recorders were all within a comparable price range, but the telephones were not. A practical concern was finding a convenient location in the Center for the equipment. Clock systems were uncomplicated: they attached to the network system. Two responses had been received relative to the clock system RFP.

Mr. Vale noted that the clock situation was becoming more challenging because the different pieces of technology that had been added were not necessarily compatible. EMS and fire in particular found clock issues a problem. He said that Information Systems was working on synchronizing the clock system. He commended Ms. Mendoza for her extensive research regarding the equipment. Ms. Mendoza hoped to present the bid tabulation to the Commissioners the following week, have the contract with the vendor finalized two weeks thereafter, and have the system installed by early June. She added that training would also take time.

### **EN RE: APARATUS/CALL-SIGN NUMBERING**

Mr. Wisecup said that two years ago, discussions had begun about numbering equipment using the federal system so that numbers would correspond and be understood and identified during wildland fire-fighting incidents. His renumbering suggestion had been met with some opposition.

Ms. Mendoza said that after the initial discussion, the Dispatch Center had thought that the numbering system would be changed. To that end, she had provided agencies with information pertaining to the federal guidelines system and assumed that the numbering system change would occur. Mr. Vale noted that the federal system identified the type of vehicle. Each vehicle's number would appear on the bumper so that the vehicle could easily be identified in a fire, and those within could be talked to by referencing that number. The Wildland Fire Council could not agree about making the switch. Mr. Vale felt that the Communications Board was the venue in which to discuss the issue and that representatives should present the issue to their respective agencies. He stressed that the system needed to be changed, but everyone had to agree and conform to the change.

Mr. Rickman said that he, his district, and his employees were adamantly opposed to the four-digit numbering system because it would increase radio time and traffic, and people—especially volunteers—would not remember the new numbers. Concerns were whether EMS and law enforcement would be included or not, and whether the types of apparatus needed to be specified since West Routt only had Type I engines, so more numbers were not needed. He questioned why the wildland issue was driving every other aspect of firefighting. He said that a truck, an ambulance, and a rescue were not assigned numbers in the federal system, and subsystem numbering only pertained to a vehicle's chassis, not the crew or the type of vehicle. He thought that changing the system would create many problems. Ms. Mendoza discussed the NFPA 2002 Maintenance and Use Communications System and indicated its shortcomings. She said that there was no national system that included all of the aspects mentioned by Mr. Rickman. She presented a document of the current call signs and noted that some other branches, such as the Sheriff's Office, did not fit. She said that if the current system worked, it might not need to be changed. Commissioner Monger said that the question was whether there was a benefit to changing the system, and if so, then the cost and the pain of adjustment would balance with the long-term benefit.

Ms. Mendoza presented a matrix for an all-encompassing call sign system. She said that the cost would be putting numbers in and on vehicles in conspicuous places and the time involved in changing the numbering system. The hidden cost would be that of attitude and adjustment to a change. Mr. Vale said that from a disaster perspective, with multiple agencies working together, and with the scanning world, the radio talk would be less if everyone were number-synchronized rather than if messages and requests to talk to specific vehicles had to be repeated. On single vehicle incidents, the current isolated system was adequate, but in joint incidents, the big system needed to be in place, and soon, a State-wide VPR system would be initiated. Everyone needed to understand the broader perspective. Mr. Rickman noted that a color-coding system had been tried and abandoned within two months. He said that representatives had tried to devise a system but consensus could not be reached. Mr. Wisecup said that whatever system was used, it should lead to standardization as well as simplification. Ms. Mendoza will research other systems. She said that a matrix could be built, but everyone would have to use it cooperatively. She added that voice recognition was no longer a valid method of communication identification because personnel changed too often. Commissioner Monger said that Mr. Mendoza's efforts would only be worthwhile if support for the change were expressed prior to any time expended. Mr. Vale suggested forming a task force from the Communications Board members to explore the issue. Commissioner Monger said that if the majority of agencies agreed to a system and made a recommendation to the County Commissioners that the system be employed, the Commissioners would endorse the use of the system by all agencies and advise all agencies of the change. It was agreed that whatever system was devised, it should dovetail with the County vehicle system and communities' Public Works vehicles. It was agreed to form the Routt County Public

Safety Numbering System Committee, and members would be Tim Willert, Wayne Deluka, Chuck Vale, and Chuck Wisecup.

### **EN RE: NEW BUSINESS**

Mr. Vale said that the FCC was concerned that the use of old radio equipment might prohibit communications with some agencies. He said that all of the federal agencies' radios in Northwest Colorado had been converted to narrow band frequencies, and adding wide band frequencies was forbidden. He was going to meet with the federal technician and discuss narrow banding. He would bring a County radio with him to confirm whether the radios were acceptable or not. He added that a County-owned radio was no problem, but some older radios might be, and replacing them would be a significant expense to individual communities. He proposed that either the Communications Director, the Communications Advisory Board, or the County Commissioners, invite Larry Brooks, the person in charge of the 800 system in the Division of Telecommunications, to speak at a meeting of the Communications Board that included all agencies in Routt and surrounding counties regarding the 800 digital trunk radio system. He said that some years ago, the County had decided not to use the 800 system and had spent \$2.5 million dollars to upgrade its existing system. Since the world of telecommunications was changing, it was important to understand its true status and future. Commissioner Monger supported the idea and said that the request should come from the Communications Board and Ms. Mendoza. It was decided to invite Mr. Brooks to the March meeting of the Communications Advisory Board.

Mr. Vale said that a few months ago he had asked all agencies to provide him with a wish-list of supplies and equipment related to homeland security efforts. That list had totaled approximately \$3.7 million. The entire ten-county region's wish-list was more than \$10 million. The grant request for the region was presented the previous day along with the eight other Colorado regions' requests and the State's requested grants. The grant requests totaled \$140 million; \$30 million had been appropriated to Colorado. He said that weapons and buildings were not fundable so \$416,000 was cut from Routt County's request. Regional priorities created were to tie all dispatch centers together on the new VPR system so as to be able to move resources from one county to another, to tie all emergency managers together on the State 800 trunk digital system, and to provide personal protective equipment to individual counties. Each county was then allowed to choose one additional priority. Routt County chose a Search and Rescue bus as its #1 priority because that vehicle would affect all personnel and operations. The regions were advised that each region would receive \$1 million to be further allocated within itself. Mr. Vale believed that the 800 digital trunk radio system was a State-wide priority. He predicted that since Moffat County had no funds for infrastructure, it might receive the majority of the region's appropriation.

Mr. Vale said that Routt County was trying to establish an Incident Management Team at Level III. He was currently working through credentialing issues, but he believed that by 2005, the initial components of that team would be in place.

Mr. Rickman said that on the first of the month, mass casualty test pages were being conducted. He said that the testing times shifted. He had thought that those tests would happen only once during the testing day rather than twice. Mr. Vale said that the Dispatch Center had changed and the previous month an error had been made during the mass casualty test. As a rule, Mr. Rickman would not be paged on the second test of the day.

Mr. Rickman said that a map of radio sites with UHF repeaters in them had been sent out. West Routt was not on the list and should have been. Mr. Vale said that RETAC was working on that project. He would check the map for accuracy but the map might be related to FCC licensing sites.

Mr. Vale said that at a recent EMS Council meeting, the Council voted to not upgrade the UHF system. Mr. Vale asked how that should be communicated. Mr. Rickman said to go onto a VHF channel.

Ms. Mendoza announced that the previous day the Commissioners had accepted the award of a Public Safety of America Foundation grant for \$61,000 that will supply a mapping system for the Communications Center and allow the Center to receive --- information. The updated telephone system would allow reception of a twenty-digit phone number, which includes a ten-digit telephone number plus the number of the tower through which the call was coming. She said that information would have to be configured so that the physical telephone coordinated with cell phone locations. She said that older cell phones without a GPS chip would indicate the tower through which the call was being transmitted. She said the mapping system would provide coordinates and enhance the pinpointing of a caller's location. Commissioner Monger noted that federal law now required that the GPS chip be installed in all cell phones. Mr. Vale asked whether the cell phone companies in the County had converted their equipment. Ms. Mendoza said that the federal mandate with the FCC was that within six months of the request from the --- to receive the information, they are supposed to -- -. The grant would make the County ready to ---. She said that the County had until January 20, 2005 to use the grant funds. She noted that all agencies should help educate the public about the GPS chip. She showed a Jefferson County brochure entitled, 'We can't help you if we can't find you,' that alerts the public to the new chips.

Mr. Wisecup said that he planned to spot-check locations in Oak Creek with the 911 address that Dispatch had because he was concerned that some subdivision streets might be physically numbered differently than they were listed at the Dispatch Center. He asked how to rectify the situation if the addresses did not match. Ms. Mendoza supported such checking and suggested that a block-by-block, systematic check be conducted. She said that the GIS Department was gathering information from the Communications Center, the Assessor's Office, the Clerk's Office, and from Building Department permits to create the Master Address Database. She said that the County would provide the addresses to Entrado and to Qwest, but Qwest was also developing its own database and feeding information to Entrado, so some new and correct information provided to Entrado was being over-ridden by Qwest's information.

Mr. Vale noted that a major issue was the way in which an entry was made, for example LA for Lane, RCR for County Road, etc. and homeowners, banks, and emergency services were all affected by such recordation differences.

**EN RE: NEXT MEETING**

The next meeting of the Communications Advisory Board will be held on March 10, 2004, at 3:00 p.m., in the Commissioners' Hearing Room. A tentative agenda item would be a presentation by Larry Brooks, Colorado Division of Telecommunications. Other agenda items should be submitted to Sue Heineman.

No further business coming before the Board, same adjourned sine die.

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Dee Bolton, Recorder

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Bob Struble, Chairman