

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
MARCH 23, 2023

The Jefferson County Emergency Communications Authority (“JCECA”) Board of Directors met via a virtual Google Meet.

Present: Director Mike Clement
Director Mike Kulp
Director Tracy Kraft-Tharp

Excused: Director Alan Fletcher
Director John Prejzner

Also, Present: Jeff Irvin, JCECA Executive Director
Maylee Baraza, Jefferson County Clerk to the Board
Amanda Castle, Pinnacle Consulting Group, Inc.
Monty Heffner, Broomfield PD
Jeff Streeter, Jeffcom
Lara Mitchell, Westminster Police and Fire Communications

Director Kulp called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Kraft-Tharp, duly seconded by Director Clement and by unanimous vote, approved the Minutes of February 23, 2023.

TREASURER'S REPORT

Amanda Castle, Pinnacle Consulting Group, Inc. (PCGI), presented the financial statements for the month ending 02/28/23 (copy attached). Ms. Castle reviewed the Statement of Revenues & Expenditures with Budgets on page two advising that the year-to-date revenues are just over \$2.6M trending higher than they would anticipate. They've seen increases in the PUC revenues as well as the 9-1-1 fee revenue. This early in the year she doesn't want to adjust projections too much and would rather get some trends going to see what happens. The next couple of months will give us the trends and they will be able to analyze where those revenues will come in. She further advised that when they look at total expenditures, they are trending under budget at almost \$2.8M. The largest portion of the expenditures are the monthly payments into the AOFs for the ECCs. Ms. Castle then reviewed the detail presented on page three commenting on total expenses that are trending well within budget. Ms. Castle then reviewed the Case Encumbrance Report (copy attached).

The Board upon motion of Director Clement and duly seconded by Director Kraft-Tharp and by unanimous vote, approved the Treasurer's Report.

Mr. Irvin mentioned that he will be reaching out to the ECC's the second week of April to begin discussion regarding the 2024 budget and projection of future costs the ECC's may incur due to

increased staffing, payroll costs and capital infrastructure needs.

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for March 2023 (copy attached).

The Board upon motion of Director Clement, duly seconded by Director Kraft-Tharp, and by unanimous vote, approved the March 2023 expenditure requests in the amount of \$1,409,312.78.

ECC PARTNERS REPORT

The ECC (Emergency Communication Center) partners reported the following:

- **Broomfield ECC** – Mr. Heffner advised they just had two new employees start yesterday getting them almost up to fully staffed. They are getting ready to post a job announcement for the additional three positions they have open. They attended a St Patrick's, day luncheon at the senior center where they contacted about 170 citizens and passed out Lookout Alert information cards. They surveyed those contacted and it appeared 50-60% were already registered to receive alerts and had established Smart911 profiles. Additionally, they had a couple of laptops set up to assist people with registration. It was a very successful event with many citizen contacts.
- **Jeffcom ECC** – Mr. Streeter advised that, much as Broomfield, their staffing numbers are going up. They're seeing an enormous increase in applicants. They have an academy of fifteen starting Monday. They are very excited as this will bring their total up to 114 ECS (emergency communication specialists). They are authorized 118 ECS. On the heels of this academy starting March 27, they are in the hiring process for a May 15 academy. The IDT Vehicle will be participating in a tabletop exercise with Broomfield on April 12 with a backup date of April 19 in the event of inclement weather. This will be a large-scale fire event with multiple agencies participating. April 4 Jeffcom celebrates five years of operation. They will be doing RFPs for operational, cultural and IT reviews.
- **Westminster ECC** – Ms. Mitchell advised that their staffing is also improving. They have two in training, four nearing the end of their background process and another three that just went through oral boards and look very promising. They, too, are quickly reaching their authorized staffing. They launched the automated abandoned call-back solution with Broomfield last week. There were some initial issues, so they are back in test mode. They are also looking into acquiring the ASAP to PSAP solution. In Spring 2024 they will be changing to the FRCC radio system.

EXECUTIVE DIRECTOR'S REPORT

Mr. Irvin advised:

- **Lookout Alert** – last month we reported 163,076 registrants. This month we are at 163,419, an increase of 343 registrants. Mr. Irvin attended a FEMA Alert and Warning workshop and discussed various initiatives he learned of that agencies across the nation are undertaking to promote registration for alerting systems.

NEW BUSINESS

Meeting Notices - Mr. Irvin advised that he and Director Kulp had discussed JCECA participation in funding for National Public Safety Telecommunicator week (NPSTC) expenses for the ECC's. There was a discussion and the board authorized Mr. Irvin to discuss it with the ECC's and provide reasonable assistance.

The Board upon motion of Director Kraft-Tharp, duly seconded by Director Clement, and by unanimous vote, authorized Mr. Irvin to reimburse ECCs for reasonable NPSTC expenses.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

The Board upon motion of Director Kulp, duly seconded by Director Kraft-Tharp, unanimously voted to adjourn the meeting.



Management Financial Statements

BOARD OF DIRECTORS
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY

We have prepared the accompanying management financial statements for the periods ending as of December 31, 2022 and February 28, 2023.

These financial statements are designed for management purposes and are intended for those who are knowledgeable about these matters. We have not audited, reviewed or compiled the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America. Substantially all the disclosures required by accounting principles generally accepted in the United States of America have been omitted. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the financial position and results of operations.

A handwritten signature in black ink that reads "Amanda Kae Caster". The signature is written in a cursive, flowing style.

Pinnacle Consulting Group, Inc.
March 9, 2023


JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY			
BALANCE SHEET			
December 31, 2022 and February 28, 2023			
	Unaudited	Unaudited	
	Actual	Actual	
	12/31/2022	2/28/2023	
Assets			
Current Assets			
Cash, Checking	\$ 5,447,004	\$ 4,685,845	
Accounts Receivable	1,577,767	1,835,874	
Prepaid Expense	211,133	171,240	
Total Current Assets	\$ 7,235,904	\$ 6,692,959	
Long-Term Assets			
Construction in Progress	\$ 4,074,140	\$ 4,074,140	
Infrastructure	25,895	25,895	
Right of Ways	568,082	568,082	
West Corridor Fiber Optic	865,614	865,614	
Accumulated Depreciation	(401,718)	(401,718)	
Total Long-Term Assets	\$ 5,132,013	\$ 5,132,013	
Total Assets	\$ 12,367,917	\$ 11,824,972	
Liabilities			
Current Liabilities			
Accounts Payable	\$ 1,473,134	\$ 1,101,551	
Total Current Liabilities	\$ 1,473,134	\$ 1,101,551	
Total Liabilities	\$ 1,473,134	\$ 1,101,551	
Fund Equity			
Net Investment in Fixed Assets	\$ 5,132,013	\$ 5,132,013	
Fund Balance			
Nonspendable	211,133	171,240	
Unassigned	5,551,637	5,420,168	
Total Fund Equity	\$ 10,894,783	\$ 10,723,421	
Total Liabilities and Fund Equity	\$ 12,367,917	\$ 11,824,972	
	=	=	

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY						
STATEMENT OF REVENUES & EXPENDITURES WITH BUDGETS						
GENERAL FUND						
	(a)	(b)	(c)	(d)	(e)	(d-e)
	2022	2023	2023	Actual	Budget	Variance
	Unaudited	Adopted	Projected	Through	Through	Through
	Actual	Budget	Actual	02/28/23	02/28/23	02/28/23
Revenues						
9-1-1 fee (ETC)	\$ 11,754,005	\$ 12,500,000	\$ 12,500,000	\$ 2,082,883	\$ 2,083,333	\$ (450)
9-1-1 fee (prepaid)	1,538,550	1,275,000	1,275,000	359,540	212,500	147,040
PUC Statewide 9-1-1 Trust Reimbursement	887,186	550,000	550,000	180,065	91,667	88,398
Interest Income	-	5,000	5,000	-	833	(833)
Miscellaneous Income	-	500	500	-	83	(83)
Total Revenues	\$ 14,179,741	\$ 14,330,500	\$ 14,330,500	\$ 2,622,488	\$ 2,388,417	\$ 234,071
Expenditures						
Administrative	\$ 244,799	\$ 293,181	\$ 293,181	\$ 46,363	\$ 47,954	\$ (1,591)
Agency Operating Fund - BRO	1,079,983	1,198,241	1,198,241	205,604	205,604	-
Agency Operating Fund - WES	1,799,936	1,997,068	1,997,068	342,673	342,673	-
Agency Operating Fund - JEFFCOM	9,120,136	10,118,480	10,118,480	1,736,212	1,736,212	-
Disaster & Recovery Plan (DRP)	57,390	61,800	61,800	-	57,390	(57,390)
GIS System	185,220	185,400	185,400	46,260	185,220	(138,960)
Line Charges	742,802	654,998	654,998	113,351	109,167	4,184
Notification Systems (ENS)	291,424	204,505	204,505	22,274	43,418	(21,144)
Special Projects	710,180	2,245,185	2,245,185	281,111	293,082	(11,971)
Total Operating Expenditures	\$ 14,231,870	\$ 16,958,858	\$ 16,958,858	\$ 2,793,848	\$ 3,020,720	\$ (226,872)
Revenues over/(under) Expenditures	(52,129)	\$ (2,628,358)	\$ (2,628,358)	\$ (171,360)	\$ (632,304)	\$ 460,944
Beginning Fund Balance	5,814,899	6,033,625	5,762,770	5,762,770		
Ending Fund Balance	\$ 5,762,770	\$ 3,405,267	\$ 3,134,412	\$ 5,591,410		
Components of Ending Fund Balance						
Capital Reserve	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000		
Operating Reserve (25% of Expenses)	3,557,968	4,239,714	4,239,714	4,239,714		
Unrestricted	1,454,802	(1,584,447)	(1,855,302)	601,696		
Ending Fund Balance	\$ 5,762,770	\$ 3,405,267	\$ 3,134,412	\$ 5,591,410		

JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY						
STATEMENT OF REVENUES & EXPENDITURES WITH BUDGETS - DETAIL						
GENERAL FUND						
	(a)	(b)	(c)	(d)	(e)	(d-e)
	2022	2023	2023	Actual	Budget	Variance
	Unaudited	Adopted	Projected	Through	Through	Through
	Actual	Budget	Actual	2/28/2023	2/28/2023	2/28/2023
Administration						
Accounting	\$ 43,048	\$ 77,013	\$ 77,013	\$ 12,249	\$ 12,836	\$ 587
Bank Charges	291	7,200	7,200	1,316	291	(1,025)
Executive Director (ED)						
401k & Benefits	24,344	25,775	25,775	4,057	4,296	239
Mileage Reimbursement	234	503	503	39	84	45
Payroll Tax	9,668	9,972	9,972	1,680	1,662	(18)
Wages & Salaries	124,662	124,767	124,767	20,775	20,794	19
Insurance	5,633	5,892	5,892	882	982	100
Legal	19,373	30,900	30,900	-	5,150	5,150
Meeting & Misc						
Admin Web/Listserve	761	470	470	-	78	78
Meeting & Misc - Other	8,099	4,244	4,244	2,959	707	(2,252)
Phone/Web Conferencing	147	424	424	-	71	71
Office Supplies & Postage	557	824	824	-	137	137
Payroll Expenses	7,982	4,985	4,985	2,406	831	(1,575)
Public Web	-	212	212	-	35	35
Total Administrative Expenses	\$ 244,799	\$ 293,181	\$ 293,181	\$ 46,363	\$ 47,954	\$ 1,591
Agency Operating Fund (AOF)						
Broomfield	\$ 1,079,983	\$ 1,198,241	\$ 1,198,241	\$ 205,604	\$ 205,604	\$ -
Westminster	1,799,936	1,997,068	1,997,068	342,673	342,673	-
Jeffcom	9,120,136	10,118,480	10,118,480	1,736,212	1,736,212	-
Total Agency Operating Fund (AOF)	\$ 12,000,055	\$ 13,313,789	\$ 13,313,789	\$ 2,284,489	\$ 2,284,489	\$ -
Disaster & Recovery Plan (DRP)						
SRBC Recurring	\$ 57,390	\$ 61,800	\$ 61,800	\$ -	\$ 57,390	\$ 57,390
Total Disaster & Recovery Plan (DRP)	\$ 57,390	\$ 61,800	\$ 61,800	\$ -	\$ 57,390	\$ 57,390
GIS System						
GIS System Support	\$ 185,220	\$ 185,400	\$ 185,400	\$ 46,260	\$ 185,220	\$ 138,960
Total GIS System	\$ 185,220	\$ 185,400	\$ 185,400	\$ 46,260	\$ 185,220	\$ 138,960
Line Charges						
Call Box MRC	\$ 27,506	\$ 9,600	\$ 9,600	\$ 8,788	\$ 1,600	\$ (7,188)
Jeffcom DS1	25,163	-	-	-	-	-
ESInet	685,477	640,398	640,398	104,563	106,734	2,171
Other	4,656	5,000	5,000	-	833	833
Total Line Charges	\$ 742,802	\$ 654,998	\$ 654,998	\$ 113,351	\$ 109,167	\$ (4,184)
Notification Systems (ENS)						
ALI Database Extract (ADE)	\$ 12,729	\$ 18,000	\$ 18,000	\$ 1,124	\$ 3,000	\$ 1,876
CodeRed (ECN)	274,242	182,900	182,900	21,150	39,817	18,667
VoIP Record Extract	4,453	3,605	3,605	-	601	601
Total Notification Systems (ENS)	\$ 291,424	\$ 204,505	\$ 204,505	\$ 22,274	\$ 43,418	\$ 21,144
Special Projects						
Call Box Project	\$ 157,024	\$ 6,695	\$ 6,695	\$ -	\$ -	\$ -
Fiber Optics						
J-FON	336,494	480,000	480,000	71,209	80,000	8,791
Last Mile Fiber Project	16,645	300,000	300,000	-	50,000	50,000
North Metro	-	686,654	686,654	-	114,442	114,442
Equipment Refresh Project	-	480,000	480,000	-	-	-
Smart911	89,161	91,836	91,836	14,860	15,306	446
Special Projects	110,856	200,000	200,000	195,042	33,334	(161,708)
Total Special Projects	\$ 710,180	\$ 2,245,185	\$ 2,245,185	\$ 281,111	\$ 293,082	\$ 11,971
Total Expenditures	\$ 14,231,870	\$ 16,958,858	\$ 16,958,858	\$ 2,793,848	\$ 3,020,720	\$ 226,872

**Jefferson County Emergency Communications Authority
2023 Cash Projection Report**

	January	February	March	April	May	June	July	August	September	October	November	December
	Actual	Actual	(Estimate)	(Estimate)	(Estimate)	(Estimate)	(Estimate)	(Estimate)	(Estimate)	(Estimate)	(Estimate)	(Estimate)
Cash on Hand	\$ 5,447,004	\$ 4,711,184	\$ 4,685,845	\$ 4,393,410	\$ 4,217,242	\$ 4,049,004	\$ 3,874,585	\$ 3,700,167	\$ 3,531,929	\$ 3,355,656	\$ 3,181,238	\$ 3,013,000
<u>Expected Inflows:</u>												
2021 Revenues (As projected, less paid)												
9-1-1- fee (ETC)	\$ 1,008,500	\$ 993,341	\$ 1,049,816	\$ 1,049,816	\$ 1,049,816	\$ 1,049,816	\$ 1,049,816	\$ 1,049,816	\$ 1,049,816	\$ 1,049,816	\$ 1,049,816	\$ 1,049,816
9-1-1- fee (prepaid)	115,891	123,802	103,531	103,531	103,531	103,531	103,531	103,531	103,531	103,531	103,531	103,531
PUC Statewide 911 Trust Reimbursement	57,574	62,469	42,996	42,996	42,996	42,996	42,996	42,996	42,996	42,996	42,996	42,996
Interest Income	-	-	500	500	500	500	500	500	500	500	500	500
Miscellaneous Income	-	-	50	50	50	50	50	50	50	50	50	50
Total Expected Inflows	\$ 6,628,969	\$ 1,179,612	\$ 1,196,892	\$ 1,196,892	\$ 1,196,892	\$ 1,196,892	\$ 1,196,892	\$ 1,196,892	\$ 1,196,892	\$ 1,196,892	\$ 1,196,892	\$ 1,196,892
<u>Expected Outflows:</u>												
2021 Obligations (As projected, less paid)												
Administrative												
Accounting	\$ 3,014	\$ 6,093	\$ 6,791	\$ 6,791	\$ 6,791	\$ 6,791	\$ 6,791	\$ 6,791	\$ 6,791	\$ 6,791	\$ 6,791	\$ 6,791
Bank Charges	1,316	-	588	588	588	588	588	588	588	588	588	588
Executive Director (ED)	14,005	14,184	13,283	13,283	13,283	13,283	13,283	13,283	13,283	13,283	13,283	13,283
Insurance	-	-	589	589	589	589	589	589	589	589	589	589
Legal	-	-	3,090	3,090	3,090	3,090	3,090	3,090	3,090	3,090	3,090	3,090
Admin Web/Listserve	-	-	47	47	47	47	47	47	47	47	47	47
Meeting & Misc	3,772	150	32	32	32	32	32	32	32	32	32	32
Phone/Web Conferencing	-	-	42	42	42	42	42	42	42	42	42	42
Office Supplies & postage	-	-	82	82	82	82	82	82	82	82	82	82
Public Web	-	-	21	21	21	21	21	21	21	21	21	21
Payroll Expense	322	448	421	421	421	421	421	421	421	421	421	421
Administrative Total	\$ 22,429	\$ 20,876	\$ 24,988	\$ 24,988	\$ 24,988	\$ 24,988	\$ 24,988	\$ 24,988	\$ 24,988	\$ 24,988	\$ 24,988	\$ 24,988
Agency Operating Fund (AOF)												
BRO non-recurring	\$ 105,751	\$ 99,853	\$ 99,264	\$ 99,264	\$ 99,264	\$ 99,264	\$ 99,264	\$ 99,264	\$ 99,264	\$ 99,264	\$ 99,264	\$ 99,264
Jeffcom Wages & Salaries	893,005	843,207	838,227	838,227	838,227	838,227	838,227	838,227	838,227	838,227	838,227	838,227
WES non-recurring	176,251	166,422	165,439	165,439	165,439	165,439	165,439	165,439	165,439	165,439	165,439	165,439
Agency Operating Fund (AOF) Total	\$ 1,175,007	\$ 1,109,482	\$ 1,102,930	\$ 1,102,930	\$ 1,102,930	\$ 1,102,930	\$ 1,102,930	\$ 1,102,930	\$ 1,102,930	\$ 1,102,930	\$ 1,102,930	\$ 1,102,930
Disaster & Recovery Plan (DRP)												
SRBC Recurring	\$ -	\$ -	\$ 6,180	\$ 6,180	\$ 6,180	\$ 6,180	\$ 6,180	\$ 6,180	\$ 6,180	\$ 6,180	\$ 6,180	\$ 6,180
Disaster & Recovery Plan (DRP) Total	\$ -	\$ -	\$ 6,180	\$ 6,180	\$ -	\$ 6,180	\$ 6,180	\$ 6,180	\$ 6,180	\$ 6,180	\$ 6,180	\$ 6,180
GIS System												
GIS System Support	\$ 36,000	\$ -	\$ 149,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GIS System Total	\$ 36,000	\$ -	\$ 149,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Line Charges												
Call Box MRC	\$ 4,394	\$ 4,394	\$ 81	\$ 81	\$ 81	\$ 81	\$ 81	\$ 81	\$ 81	\$ 81	\$ 81	\$ 81
ESInet	98,927	51,358	49,011	49,011	49,011	49,011	49,011	49,011	49,011	49,011	49,011	49,011
Jeffcom DS1	2,393	2,393	-	-	-	-	-	-	-	-	-	-
Other	-	-	500	500	500	500	500	500	500	500	500	500
Line Charges Total	\$ 105,714	\$ 58,145	\$ 49,592	\$ 49,592	\$ 49,592	\$ 49,592	\$ 49,592	\$ 49,592	\$ 49,592	\$ 49,592	\$ 49,592	\$ 49,592
Notification Systems (ENS)												
ALI Database Extractio (ADE)	\$ -	\$ 1,124	\$ 1,688	\$ 1,688	\$ 1,688	\$ 1,688	\$ 1,688	\$ 1,688	\$ 1,688	\$ 1,688	\$ 1,688	\$ 1,688
CodeRed (ECN)	216,061	-	(33,161)	-	-	-	-	-	-	-	-	-
VoIP Record Extract	-	-	-	1,750	-	-	-	-	1,855	-	-	-
Notification Systems (ENS) Total	\$ 216,061	\$ 1,124	\$ (31,473)	\$ 3,438	\$ 1,688	\$ 1,688	\$ 1,688	\$ 1,688	\$ 3,543	\$ 1,688	\$ 1,688	\$ 1,688
Special Projects												
Call Box Project	\$ -	\$ -	\$ 670	\$ 670	\$ 670	\$ 670	\$ 670	\$ 670	\$ 670	\$ 670	\$ 670	\$ 670
Fiber Optics	158,142	15,324	30,653	30,653	30,653	30,653	30,653	30,653	30,653	30,653	30,653	30,653
Last Mile Fiber Project	12,390	-	28,761	28,761	28,761	28,761	28,761	28,761	28,761	28,761	28,761	28,761
North Metro	-	-	68,665	68,665	68,665	68,665	68,665	68,665	68,665	68,665	68,665	68,665
Equipment Refresh Project	-	-	48,000	48,000	48,000	48,000	48,000	48,000	48,000	48,000	48,000	48,000
Smart911	-	-	9,184	9,184	9,184	9,184	9,184	9,184	9,184	9,184	9,184	9,184
Other	192,042	-	7,958	-	-	-	-	-	-	-	-	-
Special Projects Total	\$ 362,574	\$ 15,324	\$ 193,891	\$ 185,933	\$ 185,933	\$ 185,933	\$ 185,933	\$ 185,933	\$ 185,933	\$ 185,933	\$ 185,933	\$ 185,933
Total Expected Outflows	\$ 1,917,785	\$ 1,204,951	\$ 1,489,327	\$ 1,373,061	\$ 1,365,131	\$ 1,371,311	\$ 1,371,311	\$ 1,365,131	\$ 1,373,166	\$ 1,371,311	\$ 1,365,131	\$ 1,365,131
Net Inflows/Outflows	\$ 4,711,184	\$ (25,339)	\$ (292,435)	\$ (176,168)	\$ (168,238)	\$ (174,418)	\$ (174,418)	\$ (168,238)	\$ (176,273)	\$ (174,418)	\$ (168,238)	\$ (168,238)
Estimated Cash Position	\$ 4,711,184	\$ 4,685,845	\$ 4,393,410	\$ 4,217,242	\$ 4,049,004	\$ 3,874,585	\$ 3,700,167	\$ 3,531,929	\$ 3,355,656	\$ 3,181,238	\$ 3,013,000	\$ 2,844,762

JCECA - 2023 Mar Expenditure Request Authorization 032123 0943					
Request Number	Date of Board Approval	Agency	Description	Expense Category	NTE Amt Requested
2023-004		Multi	Lookout Alert pub ed materials	ENS	576.61
2023-005		Multi	ECC distributions for Apr 2023	AOF	1,109,482.42
2023-006		JCECA	Reimb Jeffco Schools for J-FON S Loop project work	AOF	299,253.75
				Total	1,409,312.78
Expenditures Approved by Executive Director (signature):					

**NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY (“JCECA”)
APRIL 27, 2023, AT 9 A.M.**

THIS WILL BE A VIRTUAL MEETING ONLY

There will not be a physical meeting. The virtual meeting can be attended via Google Meet at the link below or by calling in via telephone.

<https://meet.google.com/viq-cvys-edu>. Use of computer audio (headset/mic) works best or join by phone: 413-459-4200, PIN: 669 173 972# - press *6 to mute/unmute your phone.

1. Call to Order.
2. Public Comment.
3. Approval of Minutes:
 - a. March 23, 2022, Monthly Meeting.
4. Treasurer's Report:
 - a. Financial Reports – Pinnacle Consulting Group, Inc.
 - i. Financial Statements.
 - ii. Cash Encumbrance Report.
 - iii. 2022 audit status.
 - iv. 2024 budget, proforma discussions.
 - b. Expenditure Requests – Executive Director.
5. Emergency Communication Center (ECC) Partners Reports:
 - a. City and County of Broomfield (Broomfield PD PSAP).
 - b. Jeffcom 911 (Jefferson County Communications Center Authority PSAP).
 - c. City of Westminster (Westminster PD/FD Communications PSAP).
6. Executive Director’s Report
7. New Business
 - a. Discussion of retaining lobbyist services.
8. Adjournment.