

MINUTES OF THE  
E911 EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD

FEBRUARY 9, 1995

The E911 Emergency Telephone Service Authority Board met in the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present:

Director Jack Chism, Municipal Representative  
Director Dick Crain, Fire District Representative  
Director Gene Porter, Fire District Representative  
Lily Oeffler, Counsel for Board  
Lori O'Neall, Secretary

Also Present:

Randy Smith, U. S. West  
Larry Stodden, Wheat Ridge  
Steve Kabelis, Lakewood

Absent:

Director McConnell

APPROVAL OF MINUTES

Upon motion of Director Schumacher and seconded by Director Porter, the Minutes of December 18, 1994 were approved.

TREASURER'S REPORT

Upon motion of Director Chism, seconded by Director Schumacher, the Board authorized payment to U. S. West Communications Services in the amount of \$2,722.64; U. S. West Communication Line Charges inn the amount of \$96,114.00; AT & T Language line Services in the amount of \$99.70; The Transcript (Budget Publication) in the amount of \$5.88. Total Payables in the amount of \$98,942.22.

OLD BUSINESS

Update on Lakewood Changes

February 9, 1995  
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Randy Smith from U. S. West reported that the configuration had been done. Lily has approved the contract for the Authority Board and it just needs Director McConnell's signature. The contract for the Lakewood portion has not been signed yet, but after it has been approved the equipment will be installed.

### NEW BUSINESS

#### Adoption of the 1995 Budget

The Budget was published in Golden Transcript on January 11, 1995.

RESOLUTION ETS95-1 RE: Approval and Adoption of Proposed Budget by the  
Emergency Telephone Service Authority ("E-911")

#### 1995 Meeting Dates

Upon motion of Director Schumacher, and seconded by Director Porter, the following meeting dates for 1995 were approved as follows: **April 13, June 8, August 10, October 12 and December 14.**

#### Year End Report

The balance sheet for December 30, 1994 is the year end report.

#### Technical Committee Report

Steve Kabelis, Lakewood reported that SB215 has been proposed, wherein the Authority Board pays for personnel in dispatch centers. Lily will get a copy of it. This Board's intergovernmental agreement specifically prohibits it anyway and would require an amendment to the Intergovernmental Agreement.

Wheat Ridge never received a list of what the 911 Board would pay for various equipment. Janice Kraft was working on it. Steve will get with Janice and see where they are with it.

**No other business to come before the Board, the meeting was adjourned.**

**THE NEXT MEETING WILL BE HELD ON THURSDAY, APRIL 13, 1995 AT 1:00 P.M.**

**MINUTES OF THE  
E911 EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD  
APRIL 13, 1995 - 1:00 P.M.**

The E911 Emergency Telephone Service Authority Board met in the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

**Present:**

Director Mac McConnell, Municipal Representative  
Director Jack Chism, Municipal Representative  
Director Joe Schumacher, Fire District Representative  
Director Gene Porter, Fire District Representative  
Lily Oeffler, Counsel for Board  
Lori O'Neill, Secretary

**Absent:**

Director Gary Laura, Board of County Commissioners

**Also Present:**

Gary Mock, Westminster Police Department  
Carol Bohan, Westminster Police Department  
Julie Miller, Arvada Police Department  
Jerry Lavitch, Broomfield Police Department  
Diana Wilson, Broomfield Police Department  
Larry Arndt, Broomfield Police Department  
Steve Kabelis, Lakewood Police Department  
Debby Grainger, Arvada Police Department  
Patty Jo Ryan, U.S. West  
Randy Smith, Jeffco Sheriff's Department  
Randy Smith, U.S. West  
Bob Bammerlin, Jefferson County Treasurer  
Glenn Scott, Investment Officer for Jefferson County

**APPROVAL OF MINUTES**

Upon motion of Director Schumacher and seconded by Director Chism, the Minutes of February 9, 1995 were approved.

**TREASURER'S REPORT**

Upon motion of Director Chism and seconded by Director Schumacher, the Board authorized payment to U.S. West Communication Services in the amount of \$8,042.66; U.S. West Communication Line Charges (Jan/Feb) in the amount of \$64,076.00 (Already Paid); U.S. West Communication Line Charges (March) in the amount of \$32,038.00; U.S. West Communication Line Charges (April) in the amount of \$30,406.00; and AT & T Language Line Services in the amount of \$100.00; and an additional payable to U.S. West in the amount of \$29,298.90. Total Payables in the amount of \$99,885.46.

OLD BUSINESS

Update on Lakewood Changes

Steve Kabelis reported that Lakewood is having their telephone equipment installed. He expects the switch-over to occur Friday, April 21, 1995 at 6:00 a.m. and be concluded by Friday afternoon. There is a question of where the Authority Board, who owns the old equipment, wants to store that equipment. Director McConnell asked if Steve Kabelis could find a location for two months to store the equipment allowing the Board until the next meeting to locate a space. He also asked Director Schumacher to see if he had some place to store it. Director Schumacher will check with Brad Ruder at Evergreen Fire where Broomfield will store theirs.

NEW BUSINESS

INVESTMENT OF E911 FUNDS

Bob Bammerlin, Jefferson County Treasurer and Glenn Scott, Investment Officer for Jefferson County attended the meeting to talk about the investment relationship they have with the E911 Authority Board. The County has provided some investment guidance over the years. When it was originally set up, Jeffco was banking over at Lakeside through their Trust Department. Several years ago Jefferson County came to the determination that it was an extremely costly proposition for them and they changed their method of safekeeping and moved it down to First Interstate Bank. The situation for the Authority Board has not changed. Their accounts are still over at Lakeside, which is costing approximately \$2,400.00 a year for writing about 20 or 30 checks a year. Mr. Bammerlin is proposing that the Authority Board move their account in with the County and make a general investment with all the funds. It would be a cleaner way to get around all the expenses. It would also simplify the complicated procedure that is going on right now. He suggested the Authority Board open their own checking account and write their own checks. U.S. West will need to deposit the tariff with Jefferson County and authorize the bank to turn over that collateral to Jeffco.

The following Resolution was adopted:

RESOLUTION ETS95-2

RE: Authorization for the Jefferson  
County Treasurer to Invest Funds

BROOMFIELD REQUEST

Larry Arndt requested additional trunk lines for Broomfield. The volume of calls has exceeded the three-line capacity. Patty Jo Ryan from U.S. West recommended that they go to two additional trunk lines. There was some discussion on the "CHARGE FOR TIME ON THE NETWORK". U.S. West said it would not exceed 10 hours at \$65.00.

Upon motion of Director Chism and seconded by Director Schumacher, the Board authorized payment for an additional two lines for Broomfield.

#### TECHNICAL COMMITTEE REPORT

Steve Kabelis reported that Janice Kraft would no longer be attending the Technical Committee. She will be replaced by Gary Mock and Carol Bohan of Westminster.

#### Proposal

The Technical Committee made a proposal to the Authority Board regarding additional equipment and cost sharing. They listed the four following items:

1. Instant Playback Recorders - 1/6th
2. Tapes for recording media - 1/6th
3. Replacement of headsets - 1/6th
4. Integrated keyboards - flat fee of \$50.00

Upon motion of Director Schumacher and seconded by Director Chism the Board approved payment of 1/6th of the Instant Playback Recorders; Tapes for recording media; and the replacement of headsets; and a \$50.00 flat fee for the integrated keyboards.

#### Clock

There is a concern about the discrepancies being noted of who arrives on the scene first, fire or police. There is a difference in the clocks between 1 and 13 minutes.

It was suggested that the remedy would be to install a clock that receives a radio signal from the Bureau of Standards in Boulder which would automatically keep the computer system accurate. It would cost approximately \$6,000 per agency.

The Authority Board said it would be amenable to listening to a proposal on this issue at the next meeting. Gene Porter will find out from the PSAP's what equipment is needed.

#### ADDITIONAL ITEMS

A plaque has been made for Dick Crain thanking him for his many years of service to the E911 Board. Gene Porter will invite him to the next meeting so it can be presented to him.

The PUC has established a 911 Task Force. The purpose is to modify some of the existing regulations on network monitoring and cellular service.

April 13, 1995

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Patty Jo Ryan of U.S. West, strongly suggested that the Board send someone to represent Jefferson County, although they would not be a voting participant. The next PUC Task Force meeting is in Durango on May 18, 1995 at the Red Lion Inn.

Upon motion of Director Schumacher and seconded by Director Chism, the Board agreed to pay the mileage, meals and lodging for Gene Porter and a member of the Technical Committee to attend the meeting in Durango.

No other business to come before the Board, the meeting was adjourned.

**THE NEXT TECHNICAL COMMITTEE MEETING  
WILL BE HELD ON THURSDAY, JUNE 8, 1995 AT 11:00 A.M.  
THE E911 AUTHORITY BOARD MEETING  
WILL FOLLOW AT 1:00 P.M.**

**MINUTES OF THE  
E911 EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD  
JUNE 8, 1995 - 1:00 P.M.**

The E911 Emergency Telephone Service Authority Board met in the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

**Present:**

Director Mac McConnell, Municipal Representative  
Director Jack Chism, Municipal Representative  
Director Joe Schumacher, Fire District Representative  
Director Gene Porter, Fire District Representative  
Lily Oeffler, Counsel for Board  
Lori O'Neill, Secretary

**Absent:**

Director Gary Laura, Board of County Commissioners

**Also Present:**

Steve Kabelis, Lakewood Police Department  
Diana Wilson, Broomfield Police Department  
Larry Stodden, Wheat Ridge Police  
Randy Smith, Jeffco Sheriff's Department  
Patty Jo Ryan, U.S. West  
Randy Smith, formerly of U.S. West  
Julie Miller, Arvada Police Department  
Dan Ladd, Wheat Ridge Fire  
Richard Crain - former E911 Board Member

**APPROVAL OF MINUTES**

Upon motion of Director Porter and seconded by Director Schumacher, the Minutes of April 13, 1995 were approved.

**TREASURER'S REPORT**

Director Porter stated the checking account is now open with a \$100.00 balance. It is a money market account and pays interest as long as a 1,000.00 balance is maintained. Funds were transferred back to the County from the old account on the 22nd of May. The Board must apply for a tax exempt number.

Upon motion of Director Chism and seconded by Director Schumacher the Board approved payables in the amount of \$65,235.29 and also approved the Statement of Financial Condition.

June 8, 1995

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Gene stated that he would like to keep more current with the bills. He would like the Board to approve funds to be transferred from the County account to the ETSA account in a sufficient amount each time to cover general operating and any other foreseeable expenses.

Upon motion of Director Schumacher and seconded by Director Chism the Board voted to approve the recommended language of funds to be transferred from the County account to the ETSA account in a sufficient amount to cover fixed expenses for the next 2 months. Director Chism added an additional proviso to add the minimum balance of 1,000.00 to avoid service charges. Also incorporated into the motion was the current payable to be transferred by the Jefferson County Treasurer to the Emergency Telephone Service Authority account in the amount of \$130,435.00.

#### PRESENTATION TO DICK CRAIN

Commissioner Stone presented a plaque to Richard Crain on behalf of the E911 Authority Board and the Board of County Commissioners for his eight years of service.

#### OLD BUSINESS

Randy Smith, former U.S. West employee has accepted another job and will no longer represent U.S. West for the Authority Board. Patty Jo Ryan will assume his duties.

#### LOCATION TO STORE OLD EQUIPMENT

Steve Kabelis will call Jon Greer at Evergreen and check with him.

#### TIME CLOCK FOR PSAP'S

The discussion for time clocks will be tabled until the August meeting.

#### NEW BUSINESS

##### FIXED ASSETS AUDIT

Grant Thornton will do the audit. They want to see an inventory completed for the Division of Local Governments.

Upon motion of Director Chism and seconded by Director Schumacher, the Board approved a motion to hire U.S. West to complete an accurate inventory of all equipment and all PSAP's as soon as possible at a rate of \$65.00 an hour and not to exceed three hours per PSAP.



COMPLIANCE WITH TABOR

A determination needs to be made to come to a position as to whether or not the E911 Authority Board has to comply with the Tabor Amendment.

REPORT FROM MEETING IN DURANGO  
DEREGULATION AND IT'S EFFECT ON E911

Steve Kabelis gave a report on the meeting. The next Task Force meeting is on July 13th in Arapahoe County. Jefferson County needs to formally request to join the Task Force. Gene Porter will be the representative and Steve Kabelis will be the alternate. It will take at least 6 months to get a seat which will give them voting rights.

TECHNICAL COMMITTEE REPORT

Request for Funds

Upon motion of Director Schumacher and seconded by Director Chism, the Board approved \$1,925.00 to be taken from the training budget for four (4) people from Lakewood to attend training classes.

It was suggested that a list of classes be sent out to the other PSAP's and they can come to the Board and request funds.

Upon motion of Director Chism and seconded by Director Porter, a proposal was accepted as written for Telephone Management Information System in the amount of 18,797.00.

No other business to come before the Board, the meeting was adjourned.

THE NEXT TECHNICAL COMMITTEE MEETING

WILL BE HELD ON THURSDAY, AUGUST 10, 1995 AT 11:00 A.M.

THE E911 AUTHORITY BOARD MEETING

WILL FOLLOW AT 1:00 P.M.

**MINUTES OF THE E911  
EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD  
AUGUST 10, 1995 - 1:00 P.M.**

The E911 Emergency Telephone Service Authority Board met in the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

**Present:**

Director Mac McConnell, Municipal Representative  
Director Jack Chism, Municipal Representative  
Director Gene Porter, Fire District Representative  
Gay Ummel, Counsel for Board  
Debbie Quinn, Secretary

**Absent:**

Director Gary Laura, Board of County Commissioners  
Director Joe Schumacher, Fire District Representative

**Also Present:**

Dianna Wilson, Broomfield Police Department  
Larry Stodden, Wheat Ridge Police  
Randy Smith, Jeffco Sheriff's Department  
Patty Jo Ryan, U. S. West  
Julie Miller, Arvada Police Department  
Dan Ladd, Wheat Ridge Fire  
Ione Montoya, Arvada Police Department

**APPROVAL OF MINUTES**

Upon motion of Director Chism, seconded by Director Porter and by unanimous vote, the Minutes of June 8, 1995 were approved.

**TREASURER'S REPORT**

Upon motion of Director Chism, seconded by Director Porter and by unanimous vote, the Board accepted the Statement of Financial Condition and approved payables for \$8,387.62.

A discussion followed regarding the IGA and whether it can be amended to allow payment of bills and supplies before the Board approves them. Gay mentioned that it is a very lengthy process since 75% of the twenty-three different agencies would have to approve the amendment.

The Board authorized approval to buy office supplies and submit the bill at the next meeting.

## **MCCONNELL RETIREMENT**

Director McConnell announced that after twenty-five years of service with the Arvada Police Department he is retiring. He spoke with Jo Bryant of the Commissioners' office, who advised him that they were sending out letters to the municipalities. Gay Ummel stated that Mac could stay on the Board until a replacement had been chosen. He stepped down as Chairman and turned the meeting over to Director Chism, Chairman Pro-Tem.

## **OLD BUSINESS**

### **TIME CLOCK FOR PSAP'S**

Director Porter stated that the time clock equipment had come to a halt. He has been unable to determine whether the equipment is available to tie into the old AT&T system. There is also a question of whether or not the new systems should have the cards put in free of charge. The Minneapolis office and U S West are looking into this. There is still some debate on whether the time clocks are a necessity. The Technical Committee is still reviewing costs to see if it can be accomplished. Director McConnell suggested that the Technical Committee do a survey on each of the PSAP's to see who is interested and who is not.

### **AUDIT**

Director Porter stated that the preliminary draft of the audit is ready. A memo from U S West is needed for how they arrived at the figures for the equipment purchases. There is about a \$40,000.00 discrepancy in the bottom line figure. The final audit will be ready in a week.

The audit and the budget should have been done by the June meeting. Director Porter stated that they are outside all of the time lines that State statute requires. The 1996 budget will be done for the next meeting. He asked that the Board review the preliminary audit and get back to him if they have any problem with it.

### **LOCATION TO STORE OLD EQUIPMENT**

Director McConnell asked whether anything had been done about the Evergreen equipment storage problem. Since Joe Schumacher was absent, the discussion was tabled.

### **TRAINING CLASSES**

Director Chism asked whether anyone was interested in training classes. No one expressed interest at this time.

### **NEW BUSINESS**

## AMENDMENT TO BYLAWS

A discussion followed with regard to amending the bylaws so that checks written from the E911 account would only require one signature. Gay checked the policies and they require four directors to vote on this matter.

### **DIRECTOR SCHUMACHER PRESENT**

Upon motion of Director Porter, seconded by Director Schumacher and by unanimous vote, the Board approved a Second Bylaw Amendment of Article 4, Section 2 changing the requirement of just one signature for a check.

## SHAWN HEGARTY - INSURANCE OF DENVER

Director Porter reported that he had talked to Shawn Hegarty, Insurance of Denver about whether they needed an increase in insurance since they are writing checks now. He is still waiting for an answer. Meanwhile he suggested that they go with what they have now.

## TRAINING TAPE

Director Chism informed the Board that at a recent meeting in Breckenridge, an educational tape was presented for children regarding the use of 911. It was suggested that perhaps the Board would want to view this tape and maybe purchase several copies for use at various police and fire departments. The cost of the tape is \$49.00 per tape. He will get a copy of it and bring it to the next meeting for the Board to view.

## TECHNICAL COMMITTEE REPORT

Director Porter reported on the Net Clock situation. He said the Board might want to look into for E-Link. This ties the computer directly into the database in Minneapolis so corrections can be made immediately. The costs vary. The high end is approximately \$3,000.00 per PSAP. That includes purchase of a computer, modem, software and a printer. Adams County already has this system and someone would be willing to come to the next Board meeting to discuss the issue. By that time they will have a survey from all the agencies to see exactly what equipment each individual agency needs.

Director Porter reported that "mock" telephone systems are available for children to learn 911 telephone procedures. It can be set up for special events. Telephone Pioneers of America (US West) will make up the phones free of charge.

Patty Jo Ryan said the Net clocking chips had arrived. The software rights have not been purchased by Jefferson County and this will need to be taken care of before she can deliver them. She also stated that the letter to Grant Thornton went out last Friday. The MIS system Steve Kabelis ordered will not work with the new phone system. It only works with Comcentrix phones. She thinks US West has assigned a salesperson to the E911 account. Wheat Ridge and Golden both need to give US West six months to do site surveys.

### **STEVE KABELIS PRESENT**

## **REPORT FROM TASK FORCE MEETING**

Steve Kabelis said the Task Force would be reviewing House Bill 1335 at the next meeting. The PUC has set up an electronic bulletin board. Instructions to use the board are on the back of the handout Steve passed out. AT&T conducted a Cell Phone Users Survey on the willingness to pay for 911 calls made from their phones. The response was negative. US West has a list of all the PSAP and authority board contacts. PUC has to make a formal request to get the list. He also said they would be checking into reversing 911 calls.

Director Porter stated that a letter must be drafted appointing him to the State PUC 911 Task Force as a County representative with Steve Kabelis as alternate. A Commissioner must sign the letter and send it directly to the PUC. Jefferson County would like to be represented on the Board as soon as possible, but they must wait for a vacancy.

## **COMPLIANCE WITH TABOR**

Gay stated that E911 could almost qualify as an enterprise, except for the fact that enterprise requires you to have bonding authority. She does not think they have it through the IGA. She will call the attorney from Larimer County and see what they do. She will report back at the next meeting.

## **TREASURER'S REPORT REVISED**

An additional bill was submitted for \$550.00 by Steve Kabelis for communication office training. Upon motion of Director McConnell, seconded by Director Chism and by unanimous vote, the Board approved the revised payables for \$8,937.62.

## **EVERGREEN STORAGE REVISITED**

Steve Kabelis now has a place to store equipment for one year.

**NO OTHER BUSINESS TO COME BEFORE  
THE BOARD, THE MEETING WAS ADJOURNED.**

**THE NEXT TECHNICAL COMMITTEE MEETING  
WILL BE HELD ON THURSDAY, OCTOBER 12, 1995 AT 11:00 A.M.**

**THE E911 AUTHORITY BOARD MEETING WILL FOLLOW AT 1:00 P.M.**

**MINUTES OF THE E911  
EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD  
OCTOBER 12, 1995 - 1:00 P.M.**

The E911 Emergency Telephone Service Authority Board met in the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

**Present:**

Director Jack Chism, Municipal Representative  
Director Steve Kabelis, Municipal Representative  
Director Joe Schumacher, Fire District Representative  
Director Mac McConnell  
Gay Ummel, Counsel for Board  
Teri Schmaedecke, Secretary

**Absent:**

Director Gary Laura, Board of County Commissioners  
Director Gene Porter, Fire District Representative

**Also Present:**

Carol Bohan, Westminster Police Department  
Gary Mock, Westminster Police Department  
Jim Kiekhaefer, Lakewood Police Department  
Dave Bourgeois, Lakewood Police Department  
Shannon Kerchvel, Adams County Communication Center  
Debby Grainger, Arvada Police Department  
Dianna Wilson, Broomfield Police Department  
Larry Stodden, Wheat Ridge Police  
Dan Ladd, Wheat Ridge Fire  
Ione Montoya, Arvada Police Department

**PRESENTATION AND AWARD**

Commissioner Gary Laura presented Mac McConnell a plaque for his service to the County and the E911 Authority Board and to the Community at large.

**APPROVAL OF MINUTES**

Upon motion of Director Chism, seconded by Director Kabelis and by majority vote, the Minutes of August 10, 1995 were approved.

**TREASURER'S REPORT**

Upon motion of Director Kabelis, seconded by Director Schumacher and by majority vote, the Board accepted the Statement of Financial Condition and approved payables for \$66,525.65 plus an additional \$1,000 to avoid services charges and to transfer total amount into County checking account for payment and authorization for Treasurer and Chairman to sign payables.

## **OLD BUSINESS**

### **AUDIT**

Director Chism stated that the audit is complete and approved.

## **NEW BUSINESS**

### **NEW ADDITION TO BOARD**

Director Chism welcomed Steve Kabelis to the E911 Board. Steve Kabelis will be replacing Director Mac McConnell.

### **ESTABLISH RATE OF CHARGE**

Upon motion of Director Kabelis and seconded by Director Chism, the Board authorized that we retain the current rate charge at the current level of .28 and carry it forward for the next year. Gay Ummel directed the Secretary to notify the service supplier by "registered mail" of the new rate.

### **1996 BUDGET**

A discussion followed regarding the finalized copy of the 1996 Budget. A copy was given to the Secretary to post and it was published in the Golden Transcript. We will have public comment in our December meeting. The budget will be adopted at our next meeting.

### **SAFETY MATERIALS**

Director Chism asked the Board about the purchase of safety materials being distributed to all the different agencies this year. Several Dare/Safety Officers have requested more training materials and West Metro has expressed an interest in more safety materials. The polling of different agencies will be made by Director Schumacher and he will announce the results of his survey during December meeting.

### **STATE TASK FORCE MEETING**

A discussion followed Director Kabelis passing out Notes from the State Task Force Meeting that he and Gene attended. Copies of the Rules Prescribing the Provision of Emergency Reporting Services were also distributed noting the changes that have been proposed. Director Kabelis reviewed the proposed items with the Board.

Director Kabelis reported that a task force was being established for the 500 number. Bill McKay is looking for volunteers to work on task force and if anyone is interested they need to let Bill McKay or Director Kabelis know.

Director Kabelis informed the Board that the E911 Forum will be next week and anyone who can please attend. Also, the next State Task force meeting is November 9, 1995 in Boulder.

### **QUORUM**

Upon motion of Director Kabelis, seconded by Director Chism and by majority vote requested that the Authority Board go into Quorum session for purposes of legal opinion and discussing the Tabor Amendment and it's potential impact to the Board.

### **TRAINING TAPE**

Director Chism presented an educational tape for children regarding the use of 911. The tape was viewed by the Board. Director Chism wanted to include tape with Safety Material Poll to see if any of agencies would be interested in the tapes.

### **TECHNICAL COMMITTEE REPORT**

Director Chism asked Diana Wilson with Broomfield Police Department to give her presentation on E-link Update Database. Diana Wilson reported Adams County has had E link since 1992 and because Broomfield borders 8 jurisdiction's they have a problem with duplicating streets that belong in Denver and Boulder County. She explained what kind of benefits this system offers. Diana Wilson reported that this PC will not be networked.

Upon motion of Director Schumacher and seconded by Director Kabelis the Board approved the purchase of the equipment for the City of Broomfield as described including a Pentium processor for no more than \$3,200.

Director Chism asked if anyone else was interested in this system that they bring this request individually to the Technical Committee at the E911 meeting in December.

**NO OTHER BUSINESS TO COME BEFORE  
THE BOARD, THE MEETING WAS ADJOURNED.**

**THE NEXT TECHNICAL COMMITTEE MEETING  
WILL BE HELD ON THURSDAY, DECEMBER 14, 1995 AT 11:00 A.M.**

**THE E911 AUTHORITY BOARD MEETING WILL FOLLOW AT 1:00 P.M.**



**MINUTES OF THE E911  
EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD  
DECEMBER 14, 1995 - 1:00 P.M.**

The E911 Emergency Telephone Service Authority Board met in the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

**Present:**

Director Jack Chism, Municipal Representative  
Director Steve Kabelis, Municipal Representative  
Director Gene Porter, Fire District Representative

Gay Ummel, Counsel for Board  
Debbie Quinn, Secretary

**Absent:**

Director Gary Laura, Board of County Commissioners  
Director Joe Schumacher, Fire District Representative

**Also Present:**

Carol Bohannon, Westminster Police Department  
Kathleen Cline, Golden Police Department  
Patty Jo Ryan, US West 911  
Dianna Wilson, Broomfield Police Department

**APPROVAL OF MINUTES**

Upon motion of Director Porter, seconded by Director Kabelis and by majority vote, the Minutes of October 12, 1995 were approved.

**TREASURER'S REPORT**

Upon motion of Director Chism, seconded by Director Kabelis and by majority vote, the Board accepted the Statement of Financial Condition and approved payables for \$110,203.49 plus an additional \$1,000 to avoid services charges and to transfer total amount into County checking account for payment and authorization for Treasurer and Chairman to sign payables.

**OLD BUSINESS**

**AUDIT**

Director Porter stated that the Year End Report will be issued at the next meeting. He would like the audit to be approved at that time so it will be completed on schedule.

## **SAFETY MATERIALS**

Director Schumacher was absent and this item was tabled until the next meeting.

## **NEW BUSINESS**

### **1996 BUDGET**

Upon motion of Director Kabelis, seconded by Director Porter the Budget as presented was approved by a majority vote. No one appeared in opposition.

## **STATE TASK FORCE MEETING**

Director Kabelis passed out a Trip Report from the State Task Force Meeting that he attended. Director Kabelis reviewed the report with the Board. He mentioned the Cell Phone Surcharge and asked that it be placed on the agenda for discussion at the next meeting. Also, the next State Task Force meeting is January 9, 1996 in Denver. (See attached report)

Director Schumacher arrived.

## **SAFETY MATERIALS**

Director Schumacher passed out a report of Safety Materials requested by each agency. He contacted each agency, but realizes that the person contacted may not have been the person in charge of materials. Diana Wilson, from the Broomfield Police Department requested 1,000 books and a safety film. Several agencies wanted a safety film at the cost of \$50.00 each. Director Chism made a motion, seconded by Director Kabelis, and by unanimous vote, to set aside \$16,500.00 for safety materials for 1996. Director Schumacher will bring in the survey results for the next meeting and Director Chism will order the materials.

## **TECHNICAL COMMITTEE REPORT**

The net clock purchase is the same proposal that was presented in April. The only differences were 2 PSAP's have the equipment already, 3 have the old equipment and Evergreen is in the process of replacing their system. Director Porter asked the Board to approve \$31,182.00, and \$3,100.00 for Jeffco to purchase additional equipment they need to tie into the computer system for a total of \$34,384.00, with the understanding that the Board will purchase this equipment for the other agencies. The proposal was amended by Director Schumacher to the people who were present and he said he would contact the other agencies to see if they want the system.

Director Porter made a motion that the Board purchase 3 Net Clocks for \$18,700.00 for West Metro Fire Protection District, Lakewood Police Department and Broomfield Police Department, reimburse Jeffco \$3,100.00 to purchase additional equipment they need to use the system and approve the expenditure of money for Wheat Ridge Police, Golden Police and Arvada Police if they want the system. Director Kabelis seconded the motion and it was approved by an unanimous vote.

Lookout Mountain Fire Department asked if the Board could purchase E-911 Reflective stickers for their emergency vehicles. There were enough on hand to supply the department. Director Schumacher asked if the stickers should be kept on hand. He will bring a sample and cost of the stickers to the next meeting. It was tabled until then.

The Protocol for Technical Committee proposals was brought up. Will the Board accept a single proposal? Director Kabelis will put together some written guidelines for the Technical Committee and send a copy to the Board.

Golden, Westminster and West Metro Fire Department have asked for a total of \$490.00 for E-Link Equipment. They are asking for that equipment because Broomfield has gotten their equipment and it does work. Diana Wilson reported Adams County has had E-link since 1992, and they are willing to help her get her system set up. She explained what kind of benefits this system offers. She volunteered to fax for anyone on the Board, and will help train the other agencies once her system is set up and running.

Upon motion of Director Schumacher and seconded by Director Chism, the Board unanimously approved the purchase of the E-Link equipment for Golden, Westminster and West Metro Fire Department.

A question was brought up about EMT training. The Board will pay for training for 2 people under the job requirement. Will the board entertain a motion to send 2 people from Lakewood to Communications Officers Training Class at a cost of \$499.00 per person? Director Schumacher made a motion, with a second from Director Porter, and a unanimous vote approving \$998.00 for the APCO training class.

U.S. West is getting out of the equipment business. It will be maintenance only. All phone positions must be replaced by March 1, 1996. A new source for the Equipment must be found.

### **RULES AND BYLAWS**

Director Kabelis studied the rules and bylaws of the Board. An election of officers was held. Upon motion of Director Kabelis, seconded by Director Schumacher and with an unanimous vote Jack Chism was elected Chairman, Steve Kabelis, Vice-Chairman, Gene Porter, Treasurer and Joe Schumacher, Secretary.

### **MEETING DATES**

Meeting dates for 1996 were discussed. The 3rd Thursday of every month was the designated time set for the meetings. Director Kabelis made a motion seconded by Director Schumacher, and by unanimous vote approved the new meeting day. The Clerk will make the arrangements for booking the meeting room.

### **APPROVAL OF MINUTES REVISED**

Upon motion by Director Schumacher, seconded by Director Kabelis, the Board unanimously decided to strike the word new (rate of charge) from Page 2, Paragraph 2 of the minutes for the last meeting. The minutes will reflect the change.

## **INSURANCE**

Director Porter received notification of cancellation of a Policy for Jeffco E-911 equipment. The equipment is covered by each independent agency. Gay Ummel will check on it for the Board.

Gene has the policy for Insurance of Denver. Gay will have the Risk Management Department check it over for the Board.

Upon motion by Director Kabelis, seconded by Director Schumacher and by unanimous vote, the meeting was adjourned.

**NO OTHER BUSINESS TO COME BEFORE  
THE BOARD, THE MEETING WAS ADJOURNED.**

**THE NEXT TECHNICAL COMMITTEE MEETING  
WILL BE HELD ON THURSDAY, FEBRUARY 15, 1995 AT 11:00 A.M.**

**THE E911 AUTHORITY BOARD MEETING WILL FOLLOW AT 1:00 P.M.**