

MINUTES FOR THE

E911 EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD

January 21, 1993

The E911 Emergency Telephone Service Authority Board met in the Jefferson County Courthouse, Commissioners' Conference Room, 1700 Arapahoe Street, Golden, Colorado.

Present:

Director Ed Ray, Chairman, Municipal Representative
Director Mac McConnell, Municipal Representative
Director Dick Crain, Fire District Representative
Director Ron Van Gundy, Municipal Representative
Director Marjorie E. Clement, Jefferson County
Brian Utzman, Counsel to the Board
Dorothy A. Gorden, Secretary

Also present:

Gary D. Laura, Newly elected Commissioner
Jack A. Chism, Newly elected Board Member
Janice Kraft, City of Westminster/Technical Committee
Nancy Mochizuki, U S West
Patty Jo Ryan, New Manager for Colorado/U S West

APPROVAL OF MINUTES

The meeting was called to order at 3:00 p.m. Roll call was taken and guests were introduced. The minutes were approved as amended. Director Crain moved and Director McConnell seconded the motion. The motion was passed unanimously.

TREASURER'S REPORT

Ratify Treasurer's paying December line charges so balance would not carry over to next year.

Motion made by Director McConnell to accept and ratify decision of Treasurer to pay bills. Second by Director Ray. Motion passed unanimously.

9 invoices (2nd page payables) from US West Communications for service and equipment totaling \$37,009.78. We have line charges for January of \$38,672.74. Balance due from December of \$4,538.76 making a total due US West Communications of \$43,211.50. In addition to that we have four other invoices that have been held back and pending approval by the Technical Committee. Discussed the propriety of various invoices. One of the invoices for \$3709.78 was recommended for approval.

A motion to approve the payables. Director Van Gundy seconded the motion. No discussion. Unanimous approval 46,921.28 to US West. Chairman Ray had an additional item to add. Arvada's equipment has been accepted and we should begin processing payment. U S West will bill us.

OLD BUSINESS

INVENTORY EQUIPMENT REPORT

Janice Kraft indicated that a spare parts inventory list is needed for insurance purposes. Several PSAP have provided certificates of insurance.

TRAINING FOR TDD EQUIPMENT:

Janice Kraft stated that she hadn't gotten to this. She stated that Evergreen has purchased a training tape.

Brian stated that there is training available through the Center for the Deaf and Hearing Impaired, at fairly reasonable rates.

MODIFICATION TO INTERGOVERNMENTAL AGREEMENT

Currently the IGA that put this board together requires approval of 100% of all the signees to modify it. Needless to say, this can be very difficult to accomplish. This board would like to change that to 75% of the entities participating in the elections. Our counsel is authorized to send the letter out.

PUC BOARD APPOINTMENTS

Several months ago PUC put together an advisory board and this board selected Larry McConnell as a potential representative. A letter was written asking that he be placed on that board and followed up with a telephone call.

The PUC Advisory board is comprised of Capt. Bob Omby, Colo Spgs PD, President; Fire Chief Jeff Anderson out of Lamar; Vice President Vern Hammars of Weld.

Ed Ray will see if he can get more information and see who represents the metro area.

NEW BUSINESS

Legislation allowing this board to issue revenue bonds. Amendment #1 exempts "enterprises" from its provisions. Enterprises are defined as government owned businesses authorized to issue revenue bonds which receive under 10% of their revenues from governmental entities. The E911 authority currently has no authority to issue revenue bonds. If it was given that authority it should fall within the definition of enterprise and be exempt from amendment #1.

Proposed legislation was drafted by Counsel and approved in concept by the Board. Discussion ensued concerning potential sponsors of the bill.

ADJOURNMENT

CHAIRMAN

ATTEST:

Secretary

**MINUTES FOR THE
E911 EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD**

March 18, 1993

The E911 Emergency Telephone Service Authority Board met in the Jefferson County Courthouse, Commissioners' Conference Room, 1700 Arapahoe Street, Golden, Colorado.

Present:

Director Ron Van Gundy, Chairman, Municipal Representative
Director Mac McConnell, Municipal Representative
Director Dick Crain, Fire District Representative
Director Gary Laura, Jefferson County
Director Jack A. Chism, Municipal Representative
Brian Utzman, Counsel to the Board
Lori O'Neall, Secretary

Also present:

Janice Kraft, Westminster Police Dept/Technical Committee
Nancy Mochizuki, U S West
Patty Jo Ryan, U S West
Randy Smith, U S West
Tom Wilkenson, U S West
Randy Smith, Jefferson County Sheriff's Department

APPROVAL OF MINUTES

The meeting was called to order at 3:00 p.m. Roll call was taken and guests were introduced. The minutes of January 21, 1993 were approved. Director McConnell moved and Director Chism seconded the motion. The motion was passed unanimously.

TREASURER'S REPORT - DICK CRAIN

Treasurer's report was accepted and approved.

10 invoices have been approved for payment on service. February and March reoccurring line charges (no meeting in February) come to \$78,805.82. There are 2 invoices that were payable pending technical committee approval. Lakewood Police for \$840.00 and Arvada Police for \$21,550.97. They were both approved and added to the list of payables. Total payables for which Board approval is requested is \$105,345.37.

A motion made by Director McConnell to pay \$105,345.37 as proposed. Second by Director Chism. The motion was passed unanimously.

OLD BUSINESS

TRAINING FOR TDD EQUIPMENT:

Janice reported that Maureen Tessler, Director for the Center on Deafness will come to a PSAP location and provide a hands on training class for \$50.00 a session. The class will last two hours. She would like a working group of 5 to 10 people. The PSAP manager will contact Janice with the number of people interested in this class and Janice will then come back to the Board with a presentation and dollar figure to pay for this training.

LEGISLATION

There are 3 generic bills that define an "enterprise" and grant revenue bonding authority to exempt certain government owned businesses from Amendment No. 1. Our bill which is specific to E911 Authority has late bill status but hasn't been formally introduced in the House or Senate as of yet.

INSURANCE

Brian informed the Board that the County errors and omissions coverage has a \$50,000 deductible. The Board should decide whether to purchase its own coverage.

Property insurance is being taken care of in part by the PSAPs. Brian is receiving certificates of insurance from the majority of the PSAPs. Janice reported that she does not have Lakewood Police Department, Lakewood Bancroft Fire, Evergreen Fire, Arvada Fire or Jefferson County Sheriff's office. Brian has Arvada Police Department and Jefferson County Sheriff's Department.

Director MacConnell asked if perhaps the Board should look for a different agent. Brian will inform the agency that the Board is concerned and will go with a different agent if we don't get it "soon".

STATUS ON THE IGA

Letters and copies of the agreement were not sent out, but will go out by March 19, 1993.

NEW BUSINESS

FUNDING OF POISON CONTROL CENTER

Nickie Falbo, representative of Colorado Safe Kids Coalition, requested that 911 surcharge funds be used to help fund the Rocky Mountain Poison Control Center for 1994. Last year legislation passed that allowed surplus E911 monies to be spent for provision of emergency medical telephone services for the poison center. Jefferson County contributed \$30,000 in 1990 but has not contributed since then. Jefferson County has 8,452 call per year which is 16.8% of the total calls in Colorado. The amount they are asking for is \$104,974. The Board will go into executive session after the meeting to discuss this.

E911 EQUIPMENT HOUSING

Randy Smith of the Jefferson County Sheriff's Department recommended that once the county office of Emergency Preparedness moves over into the new facility that we not move any of the existing 911 equipment in the emergency operation center and the board discontinue funding the recurring monthly charge for that operation. When it moves to the new facility the telephone lines used to provide service are going to be on the same feeder cable that currently services the sheriff's department.

Director MacConnell made a motion to accept Randy Smith's proposal. The motion was seconded and approved by unanimous vote.

Janice asked where could we start storing old equipment that we have. Gary Laura suggested that Terry Green could check into possibly using the fairgrounds. Brian was asked to talk to Terry about it.

AT & T LANGUAGE LINE

Janice asked the Board if they were interested in information regarding the AT & T language line. For a yearly fee, a subscriber could dial an 800 number and have an interpreter talk to a caller who speaks a foreign language. The Board expressed an interest and Janice will do some research on it.

PLAQUES

The Board discussed and agreed that monies from E911 could be used for plaques for Ed Ray and Bunny Clement. Gary Laura made a motion that the Board go ahead and purchase a plaque for the outgoing board. Director MacConnell seconded the motion. The motion was passed unanimously.

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Director Van Gundy asked that the bylaws for the Board of directors which were made in 1985 be revised and updated. Brian and Bud will work on it together.

Director Van Gundy would like a copy of what the other counties pay for the tariff for 911. Patty Jo Ryan will get that information.

The next meeting will be held on April 8 at 1:00.

A motion was made to go into executive session for the purpose of discussing funding for the poison control center. The motion was seconded and approved unanimously.

ADJOURNMENT

The Board came out of executive session.

MINUTES FOR THE
E911 EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD

April 8, 1993

The E911 Emergency Telephone Service Authority Board met in the Jefferson County Courthouse, Commissioners' Conference Room, 1700 Arapahoe Street, Golden, Colorado.

Present:

Director Ron Van Gundy, Chairman, Municipal Representative
Director Mac McConnell, Municipal Representative
Director Dick Crain, Fire District Representative
Director Gary Laura, Jefferson County
Director Jack A. Chism, Municipal Representative
Brian Utzman, Counsel to the Board
Lori O'Neall, Secretary

Also present:

Randy Smith, U S West
Dr. Mark Johnson, Jefferson County Health Department
Frank Judson, Director of Public Health
Rick Durt, Medical director of poison center
Kathy Wruck, managing director of poison center

APPROVAL OF MINUTES

The meeting was called to order at 3:00 p.m. Roll call was taken and guests were introduced. The minutes of March 18, 1993 were approved. Director Laura moved and Director McConnell seconded the motion. The motion was passed unanimously.

TREASURER'S REPORT - DICK CRAIN

Because the E911 meeting was held earlier than usual this month, Dick did not have all the information he needed to do a Treasurer's Report.

The Board authorized payment for 3 invoices received from Golden, Arvada and Westminster PSAP's in the amount of \$444.42 payable to U S West Communications.

OLD BUSINESS

TRAINING FOR TDD EQUIPMENT:

Janice was not present at this meeting to give a report.

INSURANCE

Brian reported that the quotes from the insurance agent (Sean Haggarty) were too high. No other quotes had been received by April 8th. The Board directed Brian to inform Sean Haggarty that if quotes were not received by next month they would take their business elsewhere.

STATUS ON THE IGA

One signed agreement was received back from Mtn. View. Wheat Ridge is indicating that they want the amendment changed to be 75% approval of those entities that participate, but no less than 50% participation. Wheat Ridge will not sign as is.

FUNDING OF POISON CONTROL CENTER

A presentation was given by members of the Poison Control Center requesting funding.

PLAQUES

Brian will get the wording together for the plaques and they will be ordered.

LEGISLATION

The generic enterprise bill status died. Our E911 revenue bonding bill is assigned to finance committee and testimony will be taken next week.

STORAGE

Brian reported that storage is available in the County's warehouse on Violet Street. He will inform Janice.

BYLAWS

Brian has drafted proposed amendments to bylaws and will circulate for everyone's perusal.

NEW BUSINESS

The next meeting will be held on May 13th at 1:00 p.m. in the new Jefferson County Government Center.

A motion was made to go into executive session for the purpose of discussing funding for the poison control center. The motion was seconded and approved unanimously.

ADJOURNMENT

The Board came out of executive session.

A G E N D A

FOR

E911 EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD

APRIL 8, 1993

CALL TO ORDER AND ROLL CALL

APPROVAL OF MINUTES

Minutes of March 18, 1993

TREASURER'S REPORT

OLD BUSINESS

- TDD Training
- Insurance
- Status on the IGA
- Funding of Poison Control Center

NEW BUSINESS

- Future location of next meeting on May 13th at 1:00 p.m.

ADJOURNMENT

MINUTES FOR THE
E911 EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD

May 13, 1993

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

Present:

Director Ron Van Gundy, Chairman, Municipal Representative
Director Mac McConnell, Municipal Representative
Director Dick Crain, Fire District Representative
Director Gary Laura, Jefferson County
Director Jack A. Chism, Municipal Representative
Brian Utzman, Counsel to the Board
Lori O'Neall, Secretary

APPROVAL OF MINUTES

The meeting was called to order at 1:00 p.m. Roll call was taken and guests were introduced. The minutes of April 8, 1993 were approved. Director McConnell moved and Director Crain seconded the motion. The motion was passed unanimously.

TREASURER'S REPORT - DICK CRAIN

The Board authorized payment of 4 invoices from Lakewood and Westminster totaling \$3,162.50 and April and May line charges payable to U. S. West Communications totaling \$78,773.48. Total payables \$81,935.98.

OLD BUSINESS

TDD TRAINING

Bud Van Gundy received a letter from the Center on Deafness from Jo Wolcott. He spoke with Joe Schumacher, district manager of Arvada Fire Protection District. Bud would like to write a letter to every PSAP manager and coordinate TDD training through Joe Schumacher's agency.

INSURANCE

Sean Haggarty attended the meeting. He needs a 1992 audit report of Jefferson County in order to place coverage.

STATUS ON THE IGA

The proposed second amendment to the IGA has been modified as certain participating entities have requested and will be sent out May 15, 1993. The response time has been changed from 30 days to 60 days.

Director Chism made a motion that authority be given to Brian to send out a revised copy to all agencies. Said motion passed unanimously.

FUNDING OF POISON CONTROL CENTER

The Finance committee of the legislature determined that the surcharge is a tax not a fee.

LEGISLATION

Gary Laura informed the Board that they will meet with our legislators during the summer and discuss things that they would like introduced or supported.

BYLAWS

Proposed modifications to the bylaws were circulated for review and will be considered at the Board's next meeting.

NEW BUSINESS

911 BOOKLETS

Bud has had requests for the booklets, which are out of stock and will be reordered.

LANGUAGE LINE VIDEO PRESENTATION

The board watched a 10 minute video on an interpreter service that is provided by AT&T. They are interested in possibly funding this. It will need to be explored further.

The board went into executive session upon motion, which passed unanimously, to obtain legal advice on insurance matters.

ADJOURNMENT

The Board came out of executive session.

MINUTES FOR THE
E911 EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD

July 8, 1993

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

Present:

Director Ron Van Gundy, Chairman, Municipal Representative
Director Dick Crain, Fire District Representative
Director Jack A. Chism, Municipal Representative
Brian Utzman, Counsel to the Board
Lori O'Neall, Secretary

Also Present:

Randy Smith, U S West
Nancy Mochizuki, U S West
Janice Kraft, Westminster Police Dept/Technical Committee
Deborah Koll, Elk Creek Fire District
Hank Cramer, Lakewood Police Department
Sean Haggarty, Insurance
Dan Ladd, Wheat Ridge Fire District

APPROVAL OF MINUTES

The meeting was called to order at 1:00 p.m. Roll call was taken and guests were introduced. The minutes of May 13, 1993 were approved. Director Crain moved and Director Chism seconded the motion. The motion was passed unanimously.

TREASURER'S REPORT - DICK CRAIN

The Board authorized payment of 3 invoices totaling \$103,735.73.

OLD BUSINESS

TDD TRAINING

Bud Van Gundy reported that classes had been set up for July 6th and 8th. A total of 31 people attended the classes. If there are more requests for classes, Center On Deafness said they would come out and teach the classes. Bud will receive a bill from Maurene Tesler for the classes and will pass it on to Dick Crain.

911 MATERIALS

Bud has called all the PSAP's and has a list of supplies that are needed. Director Crain will get quotes for the cost of the materials

BYLAWS

Resolution ETS93-2

RE: Approval and Adoption of First
Amendment to Bylaws of the Emergency
Telephone Service Authority ("Bylaws")

Director Crain moved and Director Chism seconded, with Directors McConnell and Laura absent, the motion was passed by majority vote.

LANGUAGE LINE

Brian received information from AT & T and is conducting preliminary negotiations.

SECOND AMENDMENT TO IGA

Approximately ten out of the 28 entities have approved the IGA amendment. Wheat Ridge Fire Protection District has a problem with the agreement as written. Brian will attend their next board meeting on July 14, 1993 to discuss their concerns.

PLAQUES

The plaques are ready and will be picked up this week. Brian will prepare a letter to Ed Ray and Bunny Clement inviting them to the next meeting for presentation.

NEW BUSINESS

ARVADA FIRE DISTRICT LETTER

Brian received a letter from Arvada Fire via Director McConnell. In order to respond to the letter, technical assistance will be request from Patty Jo Ryan from U S West.

ELK CREEK FIRE PROTECTION DISTRICT - DEBORAH KOLL

Approximately one month ago a line was cut in their area and E911 went out for an hour without a back-up. Randy West and Nancy Mochizuki from U S West will try to determine what happened and how to avoid it from reoccurring in the future.

PREPAYMENT TO U S WEST

Randy Smith will have a representative from Bell Atlantic come out and talk with the board at some time in the future about possible cost saving techniques.

INSURANCE

Errors/omissions and general liability coverage has been bound. Sean Haggarty will deliver the policy with a summary to Brian. It will run from June 17, 1993 through June 17, 1994.

ADJOURNMENT

MINUTES FOR THE
E911 EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD

August 26, 1993

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

Present:

Director Ron Van Gundy, Chairman, Municipal Representative
Director Dick Crain, Fire District Representative
Director Jack A. Chism, Municipal Representative
Brian Utzman, Counsel to the Board
Lori O'Neall, Secretary

Also Present:

Randy Smith, U S West
Dan Ladd, Wheat Ridge Fire District
Ed Ray
Marjorie "Bunny" Clement

PRESENTATION OF PLAQUES

Ed Ray and Marjorie "Bunny" Clement were presented with plaques and thanked for their services to the E911 authority.

APPROVAL OF MINUTES

The meeting was called to order at 1:30 p.m. Roll call was taken and guests were introduced. The board upon motion of Director Crain, duly seconded by Director Chism, approved the minutes of July 8, 1993.

TREASURER'S REPORT - DICK CRAIN

The board authorized payment of 5 invoices for \$2550.44; Line charges for July and August for \$78,968.59; Insurance for \$1299.14; refreshments for training at the Arvada Fire Station for \$16.25; materials to be distributed to schools for \$13,338.00; Tumbleweed Press for \$1,127.00. Total payables in the amount of \$97,299.42.

OLD BUSINESS

911 MATERIALS

The materials have been ordered. Jack Chism has distributed the labels and booklets.

LANGUAGE LINE

Following a general discussion the board upon motion of Director Crain, duly seconded by Director Chism, agreed to proceed with the contract after having been informed of the limitations on A T & T's liability contained therein by counsel.

SECOND AMENDMENT TO IGA

The entities which have yet to sign the second amendment to the IGA will be contacted by E911 board members and counsel.

NEW BUSINESS

ADDITIONAL AMENDMENTS TO IGA

A discussion was held regarding an additional amendment to the IGA, but was tabled until all the entities have signed the second amendment to the IGA.

COMMUNICATIONS WITH PARTICIPATING ENTITIES

A discussion was held regarding ongoing communications with participating entities. The board decided that copies of its meeting minutes should be sent to the participating entities.

PURCHASE OF TWO ZETRON MODEL 3031 T.D.D. PRINTERS FOR JEFFERSON COUNTY SHERIFF'S DEPARTMENT

Following a general discussion, the board upon motion of Director Crain, duly seconded by Director Chism, authorized the purchase of two T.D.D. printers for the Jefferson County Sheriff's Department.

THE NEXT E911 MEETING WILL BE HELD ON SEPTEMBER 30, 1993 AT 1:00 P.M. IN THE COMMISSIONER'S 5TH FLOOR CONFERENCE ROOM.

ADJOURNMENT

MINUTES OF THE
E911 EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD

September 30, 1993

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

Present:

Director Ron Van Gundy, Chairman, Municipal Representative
Director Dick Crain, Fire District Representative
Director Jack A. Chism, Municipal Representative
Director Mac McConnell, Municipal Representative
Brian Utzman, Counsel to the Board
Lori O'Neill, Secretary

Also Present:

Gene Porter, Lakewood Fire Department
Patty Jo Ryan, U. S. West

APPROVAL OF MINUTES

The meeting was called to order at 1:00 p.m. Roll call was taken and guests were introduced. The board upon motion of Director McConnell and seconded by Director Crain, approved the minutes of August 26, 1993.

TREASURER'S REPORT - DICK CRAIN

The board authorized payment of 3 invoices for Westminster and Arvada for new equipment in the amount of \$5,620.58; Line charges for September for \$39,435.10. Total payables for \$45,055.68.

OLD BUSINESS

LANGUAGE LINE

Brian negotiated further with AT & T and it is now willing to accept liability for its gross negligence in providing interpreter services. The contract documents are being finalized.

SECOND AMENDMENT TO IGA

The entities which have yet to sign the second amendment to the IGA are still being contacted. Director McConnell requested that another copy of the proposed amendment be sent to the City of Arvada (sent on 10/04/93).

ARVADA FIRE DISTRICT ISO RATING

Patty Jo Ryan of U. S. West contacted Arvada Fire District's insurance company regarding the district's insurance rating. The insurance company agreed to not make it's rating determination until it gained further technical information.

PURCHASE OF TDD PRINTERS

Brian will check with Randy Smith of the Sheriff's department to insure that contracts have been prepared to purchase the printers.

NEW BUSINESS

COMMUNICATIONS WITH PARTICIPATING ENTITIES

Gene Porter reported that the technical committee requested that the minutes of this board be faxed to it. The board decided to also have its minutes faxed to all PSAP's. The technical committee also requested board direction concerning its function in the communication process.

THE NEXT E911 MEETING WILL BE HELD ON NOVEMBER 18, 1993 AT 1:00 P.M. IN THE COMMISSIONER'S 5TH FLOOR CONFERENCE ROOM.

ADJOURNMENT

MINUTES OF THE
E911 EMERGENCY TELEPHONE SERVICE AUTHORITY BOARD

December 16, 1993

The E911 Emergency Telephone Service Authority Board met in the 5th floor conference room of the Jefferson County Government Center, 100 Jefferson County Parkway, Golden, Colorado.

Present:

Director Ron Van Gundy, Chairman, Municipal Representative
Director Dick Crain, Fire District Representative
Director Jack A. Chism, Municipal Representative
Director Mac McConnell, Municipal Representative
Brian Utzman, Counsel to the Board
Lori O'Neall, Secretary

Also Present:

Gene Porter, Lakewood Fire Department
Patty Jo Ryan, U. S. West
Randy Smith, U. S. West
Nancy Mochizuki, U. S. West
Randy Smith, Jefferson County Sheriff's Department
Leah Kiekbusch, Arvada Police Department
Larry Stodden, Wheat Ridge Police Department
Steve Kabelis, Lakewood Police Department

The meeting was called to order at 1:30 p.m. Roll call was taken and guests were introduced. Since there was not a quorum for the November 18, 1993 meeting, there were no minutes to approve.

TREASURER'S REPORT - DICK CRAIN

Total reserves as of October 31, 1993 are in the amount of \$1,418,435.68. The board authorized payment for two payables from U. S. West Communication Services totaling \$140.44; Line charges for October, November and December totaling \$118,305.30. AT & T Language Line Services one time installation fee of \$500. Total payables \$118,945.74.

BUDGET

Proposed budget prepared by Board's treasurer on a cash basis. Line charges should be fairly consistent with 1993 figures. Equipment purchases, educational materials, dispatch training and bank custodial fees are estimated based upon historical expenditures and reserves.

OLD BUSINESS

LANGUAGE LINE

Brian reported that the contract has been executed by AT & T representatives, but two issues remain. The first being the need for a 24 hour callback number. That number would be used in the event that a call to the language line was disconnected for some reason. The second issue is training. Nancy Martin with AT & T will do the training by telephone. A conference room with a speaker phone is required. Bud will contact Nancy and set up a date for training in January.

SECOND AMENDMENT TO IGA

Three entities have yet to sign the second amendment to the IGA: Genesee Fire, Inter-Canyon Fire and Lookout Mountain Fire. Director Crain will get in touch with these entities.

NEW BUSINESS

1994 BUDGET

The board authorized Brian to publish a Notice of Intent to adopt the Board's proposed budget.

AUDIT

State law requires an independent audit of the expenditure of E911 monies. The State auditor has demanded an audit for 1993 and thereafter. Brian has contacted several auditing firms that the State Auditor recommended. John Simmons estimated cost of the audit at \$1,500.00 - \$2,000.00. Grant Thornton at \$1,000.00 and Bondie & Company at \$2,500.00. The board authorized Brian to negotiate a contract with Grant Thornton with a not to exceed figure of \$1,200.00.

LETTER

Bud read a letter from Lakewood Bancroft Combined Fire Authority thanking the E-911 Authority Board of Directors for the safety information provided by the E-911 Authority.

PROPOSED SCHEDULE

Bud passed out a proposed schedule of meetings for 1994:

February 10, April 14, June 9,
August 11, October 13, December 8

ADJOURNMENT

THE NEXT E911 MEETING WILL BE HELD ON FEBRUARY 10, 1994 AT 1:00 P.M. IN THE COMMISSIONER'S 5TH FLOOR CONFERENCE ROOM.