

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
AUGUST 25, 2022

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

Present: Director Alan Fletcher
 Director Mike Clement
 Director Mike Kulp
 Director Kraft-Tharp
 Director John Prejzner
 Attorney Ryan Tharp

Also, Present: Jeff Irvin, JCECA Executive Director
 Tracie Kaminski, Pinnacle Consulting Group, Inc.
 Kristy O’Hayre, Broomfield PD
 Jeff Streater, Jeffcom
 Michael Brewer, Jeffcom

Director Fletcher called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Prejzner, duly seconded by Director Kraft-Tharp and by unanimous vote, approved the Minutes of July 28, 2022.

TREASURER’S REPORT

Tracie Kaminski, Pinnacle Consulting Group, Inc. (PCGI), presented the financial statements for the month ending 07/31/22 (copy attached). Ms. Kaminski reviewed the Statement of Revenues & Expenditures with Budgets on page two advising that as of 07/31/22 we had revenues of \$8,538,313 and total expenditures of \$7,313,323. The ending fund balance as of 07/31/22 was \$7,046,706. The projections column is showing the increased AOF distributions approved at the last board meeting.

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

Ms. Kaminski then reviewed the Cash Encumbrance report (copy attached). The report shows month over month details as shown in the financial reports. They are projecting an end of year fund balance of \$5.6M.

BUDGET HEARINGS

Ms. Kaminski discussed the 2022 budget amendment for total expenditures of \$14,733,034 (see 2022 Projected Actual column of the 07/31/22 financial report copy attached). This includes the increased AOF distributions.

Ms. Kaminski then reviewed the 2023 proposed budget. She mentioned that they have kept revenue projection flat for 2023 basing it off of 2022. For 2023 they are looking at \$12.5M for ETC revenue and \$1,275,000 in prepaid revenue (see 2023 projected budget column in the 07/31/22 financial report copy attached).

Director Fletcher closed the budget hearings.

The Board upon motion of Director Prejzner, duly seconded by Director Clement and by unanimous vote, approved the 2022 budget amendment and adoption of the 2023 budget.

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for August 2022 (copy attached).

The Board upon motion of Director Kulp, duly seconded by Director Kraft-Tharp, and by unanimous vote, approved the August 2022 expenditure requests in the amount of \$1,234,715.24.

ECC PARTNERS REPORT

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

- Broomfield ECC – Ms. O’Hayre advised that hiring is looking up. They are seeing bigger applicant pools. They are headed into their CAD2CAD go live on 09/07 with Westminster, ADCOM and Broomfield.
- Jeffcom ECC – Mr. Streeter mentioned that several his personnel along with Mr. Irvin attended the APCO 2022 conference in Anaheim, CA. He said it was a great conference that provided many networking opportunities and informative breakout sessions. The highlight of the conference was recognition of Supervisor Cherish Moon as the ECC Communications Supervisor of the Year. Mr. Streeter thanked the board for adopting their budget early and told the board he appreciates JCECA’s support moving forward for 2023. He said hiring is moving up and they are seeing a lot of applicants. He said they have a couple of different process underway and are anticipating an academy class starting the later half of September for both Communication Specialists and Emergency Communication Specialists. Mr. Brewer had a meeting yesterday with RAVE regarding the technical feeds out of CAD and operational use cases for the AWARE system. The first use case scenario will involve a HAZMAT spill. This will help to evaluate the system and present the board with information to assist in decision-making about whether or not to extend the contract into 2023.
- Westminster ECC – no report.

EXECUTIVE DIRECTOR'S REPORT

Mr. Irvin advised:

Three J-FON special projects are in motion that we hope to complete by the end of the year and for which expenditure requests will be submitted at the next board meeting:

- Kipling Overpull Project – collaboration to increase the size of the J-FON cable and provide a path for JeffCoNet fiber.
- Jeffcom Diversity – path out of NW corner of 433 S Allison Pkwy building along an easement to the west of the building to connect into a JeffCoNet conduit in Alameda Ave. This will provide a connection west to the Kipling Pkwy J-FON fiber.
- J-FON S to Belleview Ave – proofing project to see if it is possible to use an existing conduit to add J-FON fiber to provide a path to connect from SRBC south to Belleview Ave. This will then provide an opportunity for further JeffCoNet collaboration to gain connectivity to Wadsworth Blvd and back north to Jeffcom.

LookoutAlert – last month we reported 155,388 opt-ins Today we're at 157,128 – an increase of 1,740. The PIO's and OEM continue to promote registration. Director Fletcher asked Mr. Brewer if he had heard of issues regarding problems with receipt of messages generated with short codes specifically regarding a brush fire in the Leyden Rock area. There was as discussion regarding how Lookout Alert works vs. alerts received via the Smart911 app.

APCO 2022 Conference – Mr. Irvin attended and found it to be very informative and beneficial. It was estimated that 4,200 were in attendance.

WEA Test – Mr. Brewer mentioned that he received notice that Jefferson County was one of 43 jurisdictions that received approval to participate in the IPAWS/WEA testing that will take place on 09/13/22.

LEGAL COUNSEL REPORT

Mr. Tharp advised that we filed comments with the PUC in their proceeding raising the threshold for the 9-1-1 fees. We supported everything the PUC wanted to do. They had proposed decreasing the State 9-1-1 surcharge from \$0.09 to \$0.08. They had determined after collecting it for a couple of years that they needed only so much money to reimburse the authorities for tariff costs. Several commenters pointed out that Lumen has filed an amendment to its tariff to add ECaTS to the tariff and that the PUC should leave the surcharge at \$0.09 to cover the amended tariff costs. In our response comments we're going to agree with the commenters that the surcharge should remain at \$0.09. Mr. Irvin explained what the ECaTS system does.

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

Director Fletcher adjourned the meeting.