



Record of Proceedings

Jefferson County Communications Center Authority

Board of Directors

June 16, 2022, 9:00 am

This meeting was held by Zoom video conference and accessible for the public to listen via phone conference.

I. CALL TO ORDER

The board meeting of the Jefferson County Communications Center Authority (Jeffcom) was called to order by Don Lombardi at 9:00am. This meeting was held in accordance with the applicable statutes of the state of Colorado.

II. ROLL CALL

President Don Lombardi (West Metro Fire)	Present
Vice President Link Strate (Arvada PD)	Present
Secretary/Treasurer Mike Weege (EFD)	Present
Member Jeff Shrader (Jeffco Sheriff's Office)	Present
Member Mike Piper (Arvada Fire)	Present
Member Chris Murtha (Wheat Ridge PD)	Present
Member Joe Harvey (Golden PD)	Present
Member Dan McCasky (Lakewood PD)	Present

Also in attendance were:

Jeff Streeter, Michael Brewer, Kevin Biegert, Jodi Malpass, Gabrielle Rathfon, Ethan Honaman, and Gayle Johnston.

Kathryn Winn of Collins, Cole, Flynn, Winn & Ulmer, PLLC
Sue Blair of Community Resource Services, LLC
Nancy Weiss of Community Resource Services, LLC
Nicole Torline of Haynie and Company
Jeff Irvin of JCECA
Brian Wilkerson of Talion Defense

Darrel Guadnola of Wheat Ridge Police Department
Scott Pocsik of Jeffco Sheriff's Office
Eric Sonstegard of Edgewater Police Department
Mike Hendershot of Golden Police Department
Chris Malmgren of Pleasant View Fire Department

III. PUBLIC COMMENT – (Limited to 3 minutes each)

No public comment

IV. APPROVAL OF RECORD OF PROCEEDINGS

MOTION: It was moved by Jeff Shrader and seconded by Link Strate to approve the record of proceedings of the board meeting for May 19, 2022. The motion was voted upon and approved unanimously.

V. REPORTS

A. Financial and Budget Update – (CRS) Community Resource of Colorado Ms. Sue Blair

- Audited Financial Statements for 2021 – Nicole Torline with Haynie and Company presented the audit for the year ending December 31, 2021 and gave an overview of the financial highlights and financial statements. The report on the audit is an unqualified opinion on the financial statements. There were no new or usual accounting policies and there were no adjustments to the financial statements.

MOTION: It was moved by Jeff Shrader and seconded by Mike Weege to accept the 2021 audit report as presented. The motion was voted upon and approved unanimously.

- May 2022 Financial Statement – Sue Blair presented the May financial statements and reviewed with the Board the comparison of budget to actual revenue and expenditures. The CenturyLink/Lumen: Kansas State Bank Lease has been paid off as of April. That will free up some revenue for the authority. The insurance for the IDT vehicle has been broken out and updated in the financials. The year-to-date expenditures from the Capital fund include the new IDT vehicle.
- Question was asked if financial contributions will increase for 2023 for the member agencies. Jeffcom has been able to have no increases in member contributions for the last 5 years but with increasing vendor costs it is possible there may be a 3-5% increase in the following financial year. JCECA is awaiting their audit results and based on the ending fund balance may be able to increase their contributions.

MOTION TO APPROVE THE MAY 2022 FINANCIALS

It was moved by Jeff Shrader and seconded by Mike Piper to adopt the May 2022 financials. The motion was voted upon and carried unanimously.

B. Executive Director Update

- General Updates
- Mr. Streeter addressed the staffing concerns at Jeffcom They have experienced a COVID outbreak with 22 people out since May 22, 2022 and seven people out on FMLA. Jeffcom currently has four trainees on the floor and five in the academy. The next academy is scheduled to start July 18th.

- Due to staffing challenges Jeffcom had to cancel their awards ceremony that was scheduled in June and plan to reschedule for later in the year.
 - Jeffcom's Annual Report was mailed this week to the members and user groups.
 - Jeffcom is scheduled for their annual CALEA compliance file review July 22 -July 30th and have been assigned a compliance officer.
- Lookout Alert – Michael Brewer
 - The Lookout Alert messages sent yesterday by Broomfield was identified as a training issue and the incorrect selection when they were building the alert. There were 3,700 phone calls that received the alert. The RAVE staff are working with Broomfield to help identify what caused the error and put some systems in place to prevent that from happening in the future.
 - When Broomfield sent the message the number came up as “Potential Spam”. Last week an all-county test was conducted, overall it was successful with 370,000 phone numbers received an alert. It was identified that 4000 calls were not received, due to the caller ID. The number has since been registered and the caller ID will now be displayed as Lookout Alert. The 4000 numbers will be retested to ensure the system is working correctly.
 - Jeffcom has also been working with RAVE alert on the Smart 911 app. The Smart 911 app provides location based and subscription-based alerts. The Smart 911 app tracks your location and the default setting for location-based alerts is set to a 25-mile radius. RAVE is working to adjust the default setting down to one mile.

C. Legal Update – Ms. Kathryn Winn

- FAML I program
 - If the Jeffcom board wishes to participate in the FAML I plan, it needs to be factored into the budget for 2023. The plan will provide partial wage replacement for eligible employees for 12-16 weeks of leave. The program will start being funded January 2023 and benefits will go into effect 2024. It is a new program, and they are still developing a lot of the information. At this stage it is not known what documents will be required from local governments to opt out of the plan. Local governments can opt out of the program if they have an equivalent program in place for their employees. Employees can individually opt-in to the program.
 - The board members were unanimous in their decision to opt out of the plan. The FAML I plan will not be included in the budget for 2023 and Ms. Winn will bring a formal Resolution back to the board when more information is made available.

VI. NEW BUSINESS

- A. Chief Lombardi administered the oath of office to Division Chief Scott Pocsik who was appointed to serve as proxy for the Jeffco Sheriff's Office.

VII. OLD BUSINESS

- Jeffcom 911 and the Board members thank Chief McCasky of Lakewood Police Department for his years of service, leadership and vision and wish him the very best in his retirement.

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Link Strate and seconded by Dan McCasky to adjourn the board meeting of the Jefferson County Communications Center Authority board of directors.

Meeting was adjourned at 9:53am.

Prepared by Gayle Johnston