



Record of Proceedings

Jefferson County Communications Center Authority

Board of Directors

January 16, 2025, 9:00 am

This meeting was held in person and by Zoom video conference. It was 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 Joe Harvey at 9:00am. This meeting was held in accordance with the applicable statutes of the state of Colorado.

II. ROLL CALL

President Joe Harvey (Golden PD)	Present
Vice President Mike Weege (EFD)	Present
Secretary/Treasurer Ed Brady (Arvada PD)	Present
Member Don Lombardi (West Metro Fire)	Present
Member Reggie Marinelli (Jeffco Sheriff's Office)	Not Present
<i>Proxy Del Kleinschmidt</i>	<i>Present</i>
Member Kirk Lock (Arvada Fire)	Present
Member Chris Murtha (Wheat Ridge PD)	Present
Member Phil Smith (Lakewood PD)	Present

Also in attendance were:

Jeff Streeter, Gayle Johnston, Gina Ramirez, Jen Sandoval, Laurel Strandberg, Jen Gustin, Kevin Biegert, Ethan Honaman, Kyle Mickelson, Geena Gomez, Cherish Moon and Brooke Brunetti.

Kathryn Winn and Doug Stallworthy of Collins, Cole, Flynn, Winn & Ulmer, PLLC

Brian Wilkerson of Talion Defense

Cathy Fromm with Fromm & Company LLC

Jeff Irvin of JCECA

Matt Osier with Arvada Fire

Todd Reeves with Arvada PD

Bob Fager with Highland Rescue

Kasey Beal with Golden Fire Protection District

Melanie Thornton with Edgewater PD

Chris Malmgren with Pleasant View Fire

Kyle Benson with Golden Gate Fire
Nate Buseck with Idaho Springs PD

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

No public comment

IV. APPROVAL OF RECORD OF PROCEEDINGS

- Minutes of the November 21, 2024 Regular Meeting

MOTION: It was moved by Don Lombardi and seconded by Kirk Lock to approve the record of proceedings of the regular board meeting for November 21, 2024. The motion was voted upon and approved unanimously.

V. REPORTS

A. Financial and Budget Update – Fromm and Company LLC

- December 2024 Financial Statement – Cathy – Year Ending Unaudited FS 83 %
Total Revenues about at 105%. Revenues at the end of the month are at \$22,000,000 96% of budget. Dues and memberships at 73%. Software ahead of budget, Phone systems, Meeting and Office expense above budget. Facility cost 96%. AT budget 82%. Total Employment expenses at 82% and total Expenditures overall budget at 98% in general fund. 174,000 Contingency fund YTD interest.

MOTION TO APPROVE THE DECEMBER 2024 FINANCIAL STATEMENT.

It was moved by Del Kleinschmidt and seconded by Ed Brady to approve the December 2024 financial statement. The motion was voted upon and carried unanimously.

B. Executive Director Update

- General Updates
 - Executive Director Streeter introduced the two new Operation Managers, Kyle Mickelson and Geena Gomez. We are excited about the structural changes and training.
 - Staffing update; Just had nine graduated the academy and next week we have a new academy starting. We have interviewed 8 people for the Records Tech. Two external applicants in backgrounds we will be hiring one.
 - April 16th Awards Ceremony with Telecom week.
 - Building Update; management offices have moved over. There are 42 back up consoles on the dispatch floor. Staff will remain at 433 Harris Radio is trying to create redundancies.
 - Kevin Biegert – Microwave shop KDVR tower was going to get us one link we can get into the state system. There is 1 going in today at North

Table Mountain. Possibly changing methodology – fiber on both systems KDVR could reinforce tower or 2nd option working with JCSO 60' would support.

- Jeff Streeter – Mid February for moving / PIO/ Ribbon Cutting – New target date.
- Mike Weege – Is there a radio testing schedule? Biegert confirmed around the 2nd week of February.
- Joe Harvey – Offered congratulations to Kyle and Geena. Stated the walk through of 440 Indiana St was great, everything is looking great.

C. Legal Update

No update – Kathryn Winn introduced Doug Stallworthy.

VI. OLD BUSINESS

- Brian Wilkerson standardization update – We've gone through extensive process to look at opportunities to present to you today what we found as the top four. Look at the resource impact. There are 4 opportunities and 1 non-emergency phone number, consolidate data pod, changing field notifications, LE Channel markers.
 - Gina Ramirez – Jeffcom's #/ Old non-emergency means 2 phone trees for callers to be waiting in. Update to Jeffcom's number social media / websites anytime you reference dispatch or non-emergency number. To make user experience better.
 - Jen Sandoval – Consolidated Data Pod; 3 data channels and 3 dual train on each channels creates inconsistencies / slower service. A data pod would create support and help for each other. More efficient/ speed up data responses.
 - Ed Brady – What are changes and procedures? It would enhance experiences for field agents.
 - Brian – Field notifications fire, different agencies how can we standardize.
 - Jen Gustin – Channel markers; Law Enforcement an audible tone code 1 on channel for high priority. Ed Brady has concerns with the volume being problematic and has received negative feedback, can re-evaluate in a few months.
 - Wrap up – Everyone agrees to push 1 non-emergency #, try to move forward with data pod, fire working on field notifications, and LE channel markers.

VII. NEW BUSINESS

- A. Resolution 2025-01 Resolution Designation a Posting Location
 - Designating location to post notice on the website as the first location and this building as the backup location.

MOTION TO APPROVE RESOLUTION 2025-01 DESIGNATION A POSTING LOCATION. It was moved by Don Lombardi and seconded by Chris Murtha to approve Resolution 2025-01. The motion was voted upon and carried unanimously.

- B. Resolution 2025-02 Resolution Setting Schedule of Regular Meetings

- Regular meeting schedule for the 3rd Thursday of each month at 9:00, at this location 440 Indiana St, virtual option as well as in person as designated by the Board of Directors.

MOTION TO APPROVE RESOLUTION 2025-02 TO SET THE SCHEDULE OF REGULAR MEETING. It was moved by Dom Lombardi and seconded by Mike Weege to approve Resolution 2025-02. The motion was voted upon and carried unanimously.

C. EXECUTIVE SESSION

- Executive session pursuant to §24-6-402(4)(f), C.R.S. for discussion of the Executive Director's annual review.

MOTION: At approximately 9:56 am it was moved by Kirk Lock and seconded by Ed Brady to move into executive session pursuant to §24-6-402(4)(f), C.R.S. for discussion of the Executive's Director annual review. The motion was voted upon and carried.

MOTION: At approximately 10:10 am it was moved by Ed Brady and seconded by Mike Weege to reconvene the regular meeting of the Jefferson County Communications Authority board of directors. The motion was voted upon and carried.

IX TOUR JEFFCOM'S NEW FACILITY

IX ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Don Lombardi and seconded by Mike Weege to adjourn the board meeting of the Jefferson County Communications Center Authority board of directors. The motion was voted upon and carried.

Meeting was adjourned at 9:56 am.