



Record of Proceedings

Jefferson County Communications Center Authority

Board of Directors

May 21, 2026, 9:00 am

This meeting was held via 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 Mike Weege at 9:00am. This meeting was held in accordance with the applicable statutes of the state of Colorado.

II. ROLL CALL

President Mike Weege (EFD)	Present
Vice President Ed Brady (Arvada PD)	Present
Secretary/Treasurer Kirk Lock (Arvada Fire)	Present
Member Jeremy Metz (West Metro Fire)	Present
Member Reggie Marinelli (Jeffco Sheriff's Office)	Present
Member Chris Murtha (Wheat Ridge PD)	Present
Member Phil Smith (Lakewood PD)	Present
Member Kasey Beal (City of Golden)	Not Present
<i>Proxy Mike Hendershot (City of Golden)</i>	<i>Present</i>

Also in attendance were:

Deanne Criswell, Gayle Johnston, Gina Ramirez, Geena Gomez, Ethan Honaman, Jen Sandoval, Cherish Moon, Courtney Wolschlager, Jen Gustin, Kevin Garcia, Kellie Vaughan, Jerry Delatorre, Kelli Elliott, Melyssa Bishop, Ashley Dalton, Shane Palmer, Branson Ruble and Brooke Brunetti.

Kathryn Winn of Collins, Cole, Winn & Ulmer, PLLC
Brian Wilkerson of Talion Defense
Cathy Fromm with Fromm & Company LLC
Jeff Irvin of JCECA

Matt Osier with Arvada Fire
Randy McNitt with Edgewater PD
Del Kleinschmidt with Jefferson County Sheriff's Office
Mike Maestas with Lakewood PD

Mike Kirkpatrick with West Metro Fire Rescue
Eric Kellogg with Wheat Ridge PD

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

No public comment

IV. APPROVAL OF RECORD OF PROCEEDINGS

- Minutes of the April 16, 2026 Regular Meeting

MOTION: It was moved by Reggie Marinelli and seconded by Kirk Lock to approve the record of proceedings of the regular board meeting for April 16, 2026. The motion was voted upon and approved unanimously.

V. REPORTS

A. Financial and Budget Update – Fromm and Company LLC

April 2026 Financial Statement – Cathy – April Unaudited 33% through 2026 Total Revenues a little ahead of budget at includes billing for 2nd quarter at 40%. Dues and memberships a little ahead at 49% due to paying up front at beginning of year. Software including licenses upfront 76%, Phone systems at 35%, Meeting and Office expense below budget at 22%. Number of people going to conferences in June. Facility cost 55%. Total Employment expenses with salaries and benefits just under at 30% and overall total Expenditures right on budget at 31%. Contingency Fund interest over \$13,500. Cash position at end of month just under \$2,400,000. Large member contributions that came in at end of month. Contingency Edge \$4,260,688 and Capital Edge just over \$3,900,000. Colotrust Plus account 3.7663% and Colotrust EDGE 3.8803%.

MOTION TO APPROVE THE MARCH 2026 FINANCIAL STATEMENT.

It was moved by Kirk Lock and seconded by Reggie Marinelli to approve the April 2026 financial statement. The motion was voted upon and carried unanimously.

B. General Updates

o Interim Executive Director Deanne Criswell

- Chief Weege welcomed Deanne
- First few weeks of being here listening sessions with all floor staff, Supervisors, and Deputy Directors where they were asked a few questions “What is it I need to know about your job?”, “Where do you feel supported?”, “Where are you least supported?” and “If you could change one thing today what would it be?”. Would like to continue to speak with our agency partners and ask them the same questions. The positive was how proud employees feel to work for Jeffcom, supported by their peers and they care deeply for the work they do. Areas for improvement were the training consistency, they wanted to see more

structure and support across all levels. The frequency of policy and procedure changes and communication surrounding them. Also wanting to build connection with responders in the field.

- Working on business process analysis improvements including accurate scopes of work, improvements with contracts on file, scopes of work, budgeting. Looking at the strategic plan and 3-year road map that was utilized to stand up the organization and turn it into a strategic plan utilizing the work that was done during the strategic retreat. Looking into similarities and discrepancies in previous studies that have been done.
 - Next steps: 1. Addressing training concerns 2. Establish stronger business operations 3. Streamline the process of policy and procedures internally as well as externally 4. Improve general communication 5. Draft strategic plan 6. Focus on audit and budget.
- Chief Brady thanked Deanne for stepping into role as Interim and Chief Metz offered ideas to build relationships with agency partners.

○ Deputy Director of Operations Jen Sandoval

- Continuing to work on standardization, Brian Wilkerson plans on presenting at next board meeting with update.
- AI Bot for Tows. Tow company calls in and gets a link to enter that information into CAD for us and then at the dispatcher's discretion can enter the information once they have the time.
- Alarm Bot for low level alarms. Interact with Bot and info drops in and it updates in real time.

○ Deputy Director of Support Services Gina Ramirez

- Training Academy had 10 new hires from January Academy on week 16. May's academy started last week and will be ready for the 4th of July. Next academy will be in September.
- Emergency Lookout Alert test on Wednesday June 3rd mid-morning. Will be a system wide Lookout Alert/ Wireless Emergency Alert (WEA) for all citizens. PIO and Emergency managers getting info and education out about it. Look Out Alert is voluntary versus WEA over takes phone in certain area. Right structure in place for when one would be sent over the other.
- Currently have three newly promoted supervisors in a 3-day supervisor academy. Congratulations to the new Supervisors Kelli and Jerry.

○ Deputy Director of Information Technology Ethan Honaman

- Jeffcom Phone Down 5/15 @ 2:32am
- All outbound, 911, and non-emergency calls were lost. Staff immediately got in contact with Carbyne and on call Management and IT staff. They contacted Denver to make sure calls were being routed there and made a plan to move to the backup center in case that would help the call issue. Staff monitored RapidSOS so they could be a step ahead when the calls were radioed back to Jeffcom from Denver. Trouble shooting process looked at Intrado, Lumen, Carbyne and Jeffcom's networks. At 3:12 am Carbyne contacted Jeffcom and notified that it was an issue on their end with their cloud. At that time Intrado was contacted and

was informed they should “abandon” our site and route call directly to Denver. Carbyne did a manual process for maintenance to update and missed a command which created an unstable cluster in the US Gov West AWS environment and it took two days for that to fail. There were four agencies that were affected, Jeffcom, one in Washington, and two in Pennsylvania and experienced the same thing. Prior going to Carbyne testing was done to have Jeffcom switch over the Gov East. Carbyne decided they were not synced up together and they decided to rebuild the structure. Carbyne has provided a root cause analysis and had a meeting about what when wrong from a technical standpoint and what is going to happen moving forward. Connection with Gov East and West will be synchronized and Jeffcom will be pointed at the same time will be completed by Carbyne at the end of June. Jeffcom after action report to make sure policies are updated. Have reached out to Denver, Westminster and Aurora, who are all moving to Carbyne to ensure they are in different clusters in case something like this was to happen again not all agencies would go down at the same time. Also holding Carbyne accountable. The whole incident lasted 2 hours and 36 minutes with 25 calls that were routed to Denver then broadcasted to Jeffcom. Chief Brady asked if Jeffcom was satisfied with Carbyne’s response to which Ethan responded yes with them providing root cause analysis and had Chief Technical Officer and Chief Commercial Officer and Techs provide upfront information. Not satisfied that this was all tested prior to joining Carbyne the intended purpose of a cloud based system is redundancy and why is failover not tested regularly. Chief Metz asked about Text-2-911. Carbyne working to get it working as it intended to ring in call takers ear the call taker handles and responds to call as they would any other 911 call. They predict to have that running as intended by Friday. Currently there is a bounce back on text-2-911 that states the caller should call into Jeffcom but call takers can respond using RapidSOS. Moving forward Carbyne updates Europe, Latin America, then the US. When they go through that maintenance window we are going to convert to US GOV East they make updates on the West side of things and sit for 2-3 days and once we feel comfortable they will switch us back to West and preform the maintenance on the East.

- C. Legal Update
No update

VI. OLD BUSINESS

- A. Recruiting Firm RFP
 - Chief Brady – met with Gayle Johnston and Chief Metz worked through the creation of the RFP. Formed a review committee made up of Gayle Johnston, Ed Brady, Jeremy Metz, Geena Gomez and Ethan Honaman to review RFP proposals. Gayle sent it out beginning of April. Established evaluation criteria for the four firms that submitted proposals. The four that submitted was Benzinger and Associates, CPSHR Consulting, GMP Consulting and Bob Murray and Associates. The criteria that was established for the administrative review Experience with Public Sector Executive Recruitment 25 points, Qualifications Expertise and Experience 15 points, Cost of Proposal 15,

Recruitment Methodology 20 points, References of Past Performances 10 points, Overall quality of the submission was 15 points. From the initial review Bob Murray was eliminated and one firm was above the two other was GMP. Decided to change from two interview to three based on high scores. Tuesday had interviews during which GMP stood out amongst the other ones. Greg Prothman is the owner his team is made up of Gordie Olsen, retired Thornton Fire Chief, who will be the Senior Consultant. Over 800 public Executive searches which include ADCOM, Spokane, and currently the Golden Police Chief. Cost was lower than the others at \$26,000. Many recruitment methodologies were similar and their references seem good. Chief Metz feels good about the process and felt the scoring was objective. Don Lombardi works for GMP but moving forward would not be involved in this process, Chief Brady noted no concerns. Ethan Honaman and Geena Gomez agree with Chief Metz and Brady. Gayle Johnston agrees they seemed to understand Jeffcom's structure. Chief Brady, Chief Metz, Gayle, Ethan and Geena will continue to be involved in the process with GMP. Job Description will have to come back to Board for approval. Kathryn will work with this group and GMP to decide what needs to come back before the Board. Chief Brady asked board members to be flexible with scheduling any special meeting needed for this process. Valuable to have GMP attend the next board meeting.

MOTION: To contract with GMP for the recruiting process for the Executive Director search it was moved by Mike Weege and seconded by Kirk Lock to contract with GMP Consultants. The motion was voted upon and carried.

VII. NEW BUSINESS

- A. Approve Deanne Criswell as Interim Executive Director as the new Signer for Bok Financial

MOTION TO APPROVE DEANNE CRISWELL AS SIGNER FOR BOK FINANCIAL. It was moved by Jeremy Metz and seconded by Reggie Marinelli to approve Interim Executive Director Deanne Criswell as signer for BOK Financial and remove Jeff Streeter. The motion was voted upon and carried unanimously.

Sheriff requested if there are any threats that come across county wide during the election at polling locations that the entire county is notified not just the agency where the incident occurred.

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Chris Murtha and seconded by Kirk Lock 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 10:04 am.