



Record of Proceedings

Jefferson County Communications Center Authority

Board of Directors

June 17, 2021, 9:00 am

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

CALL TO ORDER

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

I. ROLL CALL

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

Also in attendance were:

Jeff Streeter, Michael Brewer, Kevin Biegert, Jodi Malpass, Vicki Pickett, Gina Ramirez, Bess Joyce, Ethan Honaman, Gabrielle Rathfon and Gayle Johnston.

Kathryn Winn of Collins, Cockrel & Cole, P.C.
Sue Blair of Community Resource Services, LLC
Nicole Torline of Haynie & Co.
Jeff Irwin of JCECA
Brian Wilkerson of Talion Defense

Dean Davis of Jeffco Sheriff's Office
Ed Loar of Lakewood PD
Joe Harvey of Golden PD
Kirk Lock of Arvada Fire Protection District
Darrel Guadnola of Wheat Ridge PD
Mark Krapf of West Metro Fire Protection District
Chris Malmgren of Pleasant View Fire Department
Alan Anderson of Foothills Fire Protection District

Curt Rogers of North Fork Protection District
Phil Baca of Morrison PD

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

No public comment

III. APPROVAL OF RECORD OF PROCEEDINGS

MOTION: It was moved by Dan McCasky and seconded by Chris Murtha to approve the record of proceedings of the board meeting for May 17, 2021. The motion was voted upon and approved unanimously.

IV. REPORTS

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

- Audited Financial Statements for 2020 – Nicole Torline with Haynie and Company presented the audit for the year ending December 31, 2020 and gave an overview of the financial highlights and financial statements. The report on the audit is an unmodified opinion on the financial statements. The report has changed from the prior year and goes into more detail on the responsibilities of Haynie and Company and the responsibilities of management.

MOTION: It was moved by Mike Weege and seconded by Mike Piper to accept the 2020 audit report as presented. The motion was voted upon and approved unanimously.

- May 2021 Financial Statement – Sue Blair presented the May financial statements and reviewed with the Board the comparison of budget to actual revenue and expenditures. Revenues and expenditures are on track according to the budget.

B. Executive Director Update

- General Update and Overview
 - Thank you to everyone that attended Jeffcom's first annual awards ceremony.
 - Jeffcom is moving forward in the CALEA process, and the virtual hearing is scheduled for July 15, 2021. There will be six Colorado agencies handling their virtual at the same time including three member agencies Wheat Ridge, Golden and Lakewood.
 - Jeffcom is researching new ways to conduct business and looking at new trends to conduct business from home. Arlington and Alexandria, VA are testing a take home call taking kit. Jeffcom has attended webinars and discussions with them to learn more about the process. The kits have everything that the call taker needs to set up from home and each kit costs \$6000 - \$8000. Security and safety of the system is critical. Jeffcom will keep the Board advised as they move forward with this project.
 - Jeffcom made application through DOLA for additional COVID relief funds. Agencies were limited not to exceed \$50,000 per agency. Jeffcom was awarded the full \$50,000 in recovery. Breakdown is as follows:

\$20,000 – cover the plexiglass that was installed in the communications center.

\$ 6,000 - overtime costs for employees getting vaccinated.

\$24,000 – take home call kits.

- Fireworks Hotline was established to provide better service to our communities. Jeffcom will be activating the backup center July 2nd, 3rd, and 4th from 19:30 to midnight. It will be staffed with the current academy of ten employees, Wheat Ridge explorers and two Jefferson County deputies to help on the dispatch side. In addition, Jeffcom will have fifteen additional call takers to handle the increased call volume. The backup center will have a dedicated fireworks hotline phone number and Jeffcom needs the help of the agency PIO's to get the information disseminated. Jefferson county sheriff's PIO is working on the official press release. The fireworks hotline is 303-980-7340
- Fox 31 news approached Jeffcom in May to do a story on 911 dispatch. It is a four-part series and follows a recruit academy. It looks at the hiring process, the education they receive and the trials and tribulations they face daily. At the conclusion of filming, Jeffcom will send out the links for the series to the Board, proxies, and user agencies.
- Cybersecurity is a focus for Jeffcom IT, and they meet regularly with agency partners. There is work being done at the State level with cyber professionals dedicated to Colorado and funding has been allocated. Jeffcom does regular penetration testing and remediation of vulnerabilities. Jeffcom has a multi-tiered contingency plan in place. Jeffcom IT is preparing a proposal to bring before the Board for additional firewalls and security controls.

C. Legal Update – Ms. Kathryn Winn

- Jefferson County Schools (R1) CAD project IGA
- Jeffcom is looking for Board approval to execute the IGA. Jeffcom is essentially a pass through in the agreement. Jeffcom is providing a license to the R1 school district from Central Square.
- Jeffcom will be providing some IT services to the school district, this is a revenue stream for Jeffcom. It is a one-year agreement with the option to be renewed with a maximum of five years.

MOTION: It was moved by Dan McCasky and seconded by Mike Weege to give authority to sign the Jefferson County Schools (R1) CAD project IGA. The motion was voted upon and approved unanimously.

VI. OLD BUSINESS

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Jeff Shrader 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 9:44am.

Prepared by Gayle Johnston