

**STATE OF COLORADO
COUNTY OF ROUTT**

**ROUTT COUNTY COMMUNICATIONS ADVISORY BOARD
October 14, 2004**

Chairman Bob Struble, Steamboat Springs Fire and Rescue, called the meeting to order. Chuck Vale and Cheryl Dalton, Routt County Emergency Management; Dan Allen, Yampa Fire Protection District; Bryan Rickman, West Routt Fire Protection District; Faith Mendoza, Routt County Communications Director; Bob Reilley, North Routt Fire Protection District; Rob Ryg, Coroner; and Dale Leck, Yampa Valley Regional Airport, were present. Dee Bolton recorded the meeting and prepared the minutes.

EN RE: REVIEW OF MINUTES

No minutes were approved due to the lack of a quorum.

EN RE: COMMUNICATIONS REPORT/RADIO SYSTEM UPDATE

Ms. Mendoza reported that lightning struck the Emerald Mountain site tower. The problem has been identified and should be fixed within a few days. The system is still functioning. Some problems have arisen with the Steamboat Fire channel. She said that she has been working with Bob Struble to rectify the situation, which involves interference from conversations on either wireless or cellular telephones.

In regard to employment issues at the Communications Center, Ms. Mendoza said that one trainee successfully completed training and is currently a full-fledged dispatcher; one trainee had to be released from training so a Dispatcher position is open at the Communications Center.

Ms. Mendoza reported that the Steamboat Ambulance had received an appreciative Thank You letter from a person who had been located and rescued due to the coordination of dispatchers at the Communications Center. The woman had fallen asleep while driving over Rabbit Ears Pass and had driven off the road into a deep ravine and would never have been seen from the road without the dispatchers contacting the ambulance when the victim heard the ambulance's sirens, which alerted the rescuers that they were close to the scene.

Ms. Mendoza said that the Call Sign Task Force, comprised of Jody Lenahan, Chuck Vale, Chuck Wisecup, and Wayne Delucca, has not met for approximately two months: whenever a meeting has been scheduled, conflicts had arisen. When meetings have occurred, the Task Force has been studying other agencies' systems. The next meeting will be held at the Communications Center on October 21, 2004, at 3:30 p.m., at which the goals of establishing a numbering system and the advantages and

disadvantages of various systems will be discussed. Dan Allen volunteered to participate in the Task Force.

Ms. Mendoza stated that establishing a Search and Rescue frequency on Mt. Werner was in progress. Licensing is necessary to install a repeater, which will provide wider use for Search and Rescue.

EN RE: COMMUNICATIONS CENTER STATISTICS

Ms. Mendoza reviewed the Number of Calls by Complaint and Hour of Day for the months from January to the end of August, 2004. Mr. Vale said that agencies should review the Report to ensure that the information provided was useful. He noted that as the CAD system report was refined, it would be helpful in making budgetary decisions for several County departments.

EN RE: ENTRY OF IMPOUNDED/REPOSSESSED VEHICLES IN CBI

Ms. Mendoza said that this agenda item would be discussed at the next meeting at which law enforcement agencies were present.

EN RE: COMMUNICATIONS ADVISORY BOARD MEETING SCHEDULE

Mr. Struble noted that Chuck Wisecup was attending an Emergency Medical Technician course and could not attend the Communications Advisory Board (CAB) meetings on Thursdays until February, 2005. Chuck Vale stated that the CCNC meetings were conflicting with the CAB meetings. Ms. Mendoza noted that to participate in the CCNC meetings, Routt County would have to be a member. Mr. Rickman suggested holding the CAB meeting on the same day as the quarterly Wildland Fire Council meetings. It was the consensus of those present to hold the 2005 CAB meetings monthly on the third Thursday of every month, and quarterly hold the meetings immediately after the Wildland Fire Council meetings, beginning on January 4, 2005, and in the interim, to cancel the November CAB meeting and hold the next meeting on December 23, 2004, at 3:30 to 5:00 p.m.

EN RE: ESTABLISHING AN R & D COMMITTEE

Ms. Mendoza said that this agenda item should be discussed at the next meeting because Search and Rescue representatives needed to be present.

EN RE: RFP/EQUIPMENT UPDATE

Ms. Mendoza said that the contract with Century/Tel for the purchase and installation of a computerized telephone system, a master clock, and a recording system had been signed. She anticipated no interruption in or problems with services while the new equipment was being installed, which should occur by mid-November.

EN RE: 800 MHZ AND NEXTEL INFORMATION

Ms. Mendoza reported that a Nextel site was installed at the end of September on Emerald Mountain. She said that no agency in Routt County currently had an operational 800 radio so the Nextel system had as yet not been tested for interference. Mr. Vale suggested that he contact the Nextel representative and request that he make a Nextel presentation at the December CAB meeting. Mr. Vale said that Nextel would not work in various locations within Routt County.

Ms. Mendoza stated that conflicting information regarding CCNC was circulating in relation to whether an agency had to be a member or not. She said that in the near future, Routt County would partner with the State to install the 800 system at the King Mountain site, which would provide services on the 800 system in South Routt. She said that the 800 system would remain in effect for many years. She noted that at present, there was no cost to users by the CNCC, and the State would maintain the infrastructure. She added that CCNC was a private organization that oversees the 800 system.

EN RE: EMS BOUNDARIES

Mr. Allen discussed the boundaries around Sheriff's Lake. He said that the 1998 map was unclear as to whose response area it was and those boundaries should be clarified. Ms. Mendoza said that the Communications Center used boundaries submitted in writing from the fire districts. She said that the issue was whether the fire districts' boundaries matched the EMS and/or response areas. She stated that the boundaries recognized at the Communications Center designated Sheriff's Lake and Chapman Reservoir as being in Oak Creek's jurisdiction. Mr. Allen said that Yampa could respond more quickly to the area in question than Oak Creek could. Mr. Struble said that the district maps needed to be redone because they were at present incorrect. He suggested that the maps be reviewed at the next Wildland Fire Council meeting. Mr. Rickman noted that no mutual aid agreement with Rio Blanco County was in effect. Ms. Mendoza will provide maps to be reviewed at the next CAB meeting.

EN RE: NEW BUSINESS

>Mr. Struble read a letter from the Emergency Medical Services Advisory Council requesting that the CAB support funding to maintain and improve the County-wide VHF radio system with a focus on the Farwell Mountain project and recommending that the County seek no additional funding of the UHF system and that it be allowed to phase out.

EN RE: NEXT MEETING

The next meeting of the Communications Advisory Board will be held on Thursday, December 23, 2004, at 3:30 p.m., in the Commissioners' Hearing Room. Agenda items should be submitted to Sue Heineman.

No further business coming before the Board, same adjourned sine die.

Dee Bolton, Recorder

Bob Struble, Chairman