

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
January 26, 2017**

Chief Wisecup called the meeting of the Routt County Communications Advisory Board (CAB) to order. Jason Nettles, Karrie Littman and Chris Williams, Routt County Communications; Cheryl Dalton, Emergency Management; Garrett Wiggins, Routt County Sheriff's Office; Jerry Stabile, Steamboat Police Department; Mike Arce, Steamboat Springs Fire Protection District; Del Leck, West Routt Fire Protection District, Tyler Whitmore, Yampa Valley Regional Airport Fire; Mike Swinsick, North Routt Fire Protection District, Machia Cox, Yampa Fire District; Ralph Maher, Oak Creek Police Department; Greg Tuliszewski, Hayden Police Department; Jason Weber, Routt County Search and Rescue, Rob Ryg, Routt County Coroner; Emy Keeling and Jason Blair, Routt County GIS; were present. Karrie Littman recorded the meeting.

EN RE: ESTABLISHMENT OF A QUORUM

Chief Wisecup called the meeting to order and established that a quorum was present this day.

EN RE: ADMINISTRATIVE

Introduction of Representatives- Chief Wisecup asked everyone to introduce themselves since there were many new attendees. Ms. Littman gave confirmation that all entities had confirmed their representatives.

Election of Officers- Motions were made and votes were cast for Chief Wisecup and Jerry Stabile to retain the office of Chair and Vice Chair respectively.

Meeting Schedule- The 2017 meeting schedule was presented and no objections were heard.

Approval of the Minutes- The meeting minutes of October 27, 2016 were reviewed Motion was made, second was voiced and the minutes were approved.

Sunshine Law Resolution- The Resolution designating the place for posting notices of upcoming meetings was adopted.

EN RE: PROJECTS AND ISSUES

COMMUNICATIONS CENTER STAFFING

Jason Nettles reported that he had accomplished the goal of meeting with all the user agencies and Sheriff and was encouraged by the welcome he had received. He also stated that the staff at the communication center was a good one and he was confident in their abilities. He stated that one of his priorities would be to review and solidify the policies and procedures of the center. He relayed that the radio system was in good shape due to the hard work by Chris Williams our radio tech, but the two main challenges are the Farwell radio site and the microwave system. He also said the department has just promoted a dispatcher from training and we have two more dispatchers in training. We will be interviewing for two openings in early February with one starting now and the other will start in approximately three months. He stated the 6 month training for a dispatcher is very challenging but necessary and the center would be working one person short for the next 3 months. When asked about a training academy, he said he had worked on the development of one in Florida but that Colorado does not have one at this time. He did inform the board that he has been invited to work on developing this in Colorado. So this will be ongoing.

RADIO TECH REPORT

Chris Williams began by stating that he realizes how frustrating the past few months had been for all the users of the radios and that he shares in that frustration. He said that when equipment that had been in place for many years was unplugged and relocated in a different scheme, it threw the entire system out of sync and created instability. At this time the preventative maintenance has been completed at all the sites and the system is stable. We are working with the engineers at Avait to re establish the redundancy in the microwave system. We lost this during the move from Emerald to Werner and so when there is an issue in our system or anywhere in the state it may through a site into site trunking.

Paging at Farwell and repaging at Emerald- the equipment at the site was so old it was not working well at all so the tech at CNC has found us a replacement and has tuned it so that will alleviated that issue upon the next couple of trips to Emerald.

Paging Mt Werner- The paging troubles was tracked down to Mt Werner and it was discovered that the transmission line on the tower has damage to it. The damaged cable reflects back to the equipment in the building and has damaged it beyond repair. We have the authorization to complete the equipment replacement and the parts are on order. This will take place soon and the paging off of Werner will be operational again. This will assist in North Routt paging capability.

Farwell fuel issues- Getting to Farwell to refuel has been difficult and he was grateful that Classic Air took him up there a month or so ago to just transfer fuel. Darren at the Hahns Peak Roadhouse has offered to assist with the refueling of the site. The fuel has been depleted over that past couple of months and so to get more fuel to the site has been the challenge. Search and Rescue has only three certified operators for that snow cat and scheduling has not worked out. There are three 55 gallon drums and the 90 gallon tank under the generator up there. The winter of 2012 and this one has seen the most usage of the

generator and refueling the site has been needed. Most milder winters the fuel will be sufficient. Chris will be conducting analysis on the fuel system this summer to fabricate a tank that will fit through the door and be connected so transfer of fuel will be done automatically. He is hoping it will be around 200 gallons capacity. An exterior tank is not an option as this site is on Forest Service land. It was reported that in years past fuel was taken up on snowmobile but this was not an option due to the fact that about half the fuel was lost during the trip up the bumpy road. Routt County has purchased a tank that will fit on the deck of a snow cat.

He also informed the board that the outages last week were due to the icing of the towers down on I-70. The sites stayed in site trunking until the state was able to de-ice them.

The Batteries at the King Mtn., Oak Creek, and Hayden sites were replaced this fall/winter. The Werner site is scheduled for 2017 and Farwell is scheduled for 2018.

Chris will be mentoring a state tech and then will be able to apply for his radio programming key. Until that occurs, he is still limited in that area but hoping to complete this soon.

EN RE: OLD BUSINESS

None

ENRE: NEW BUSINESS

Search & Rescue has asked to be added to the nightly pages.

OPEN DISCUSSION

Emy Keeling introduced Jason Blair as the new addressing coordinator. This was Emy position before she was promoted to GIS Manager

EN RE: ADJOURNMENT

At 3:45 P.M., a motion was made to adjourn the Communications Advisory Board meeting. The motion was seconded; the motion carried unanimously.

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

Karrie Littman, Administrative Specialist

Chief Wisecup, Chair

Date