

**STATE OF COLORADO  
COUNTY OF ROUTT**

**OFFICE OF THE CLERK  
July 26, 2018**

Chief Wisecup called the meeting of the Routt County Communications Advisory Board (CAB) to order. Chris Williams and Karrie Littman, Routt County Communications; David "Mo" DeMorat and Cheryl Dalton, Emergency Management; Garrett Wiggins, Routt County Sheriff's Office; Jerry Stabile, Steamboat Springs Police Department; Mel Stewart, Steamboat Springs Fire Protection District; Trevor Guire, West Routt Fire Protection District, Mike Swinsick, North Routt Fire Protection District; Dustin Williams, Yampa Valley Regional Airport; Greg Tuliszewski, Hayden Police Department; Ralph Maher, Oak Creek Police Department; Rob Ryg, Routt County Coroner Emy Keeling, Routt County GIS Dept. were present. Karrie Littman recorded the meeting.

**EN RE: ESTABLISHMENT OF A QUORUM**

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

**EN RE: ADMINISTRATIVE**

**Approval of the Minutes-** The meeting minutes of March 15, 2018 were approved .

**EN RE: PROJECTS AND ISSUES**

**COMMUNICATIONS CENTER MANAGER REPORT**

Mo DeMorat reported on the following in Jason Nettles absence:

A. **Staffing-** Comm center is fully staffed at this time. No open positions and none in training..

B. **Everbridge Mass Notification System**  
Public education and outreach is continuing for the public alert and warning system, Routt County Alerts. We still have several departments and user agencies that have not submitted contact information for use in the Everbridge internal organization, while others have received training and are actively using the system.

Later this year, we will be investigating the possibility of not renewing and updating the hiplink platform, and migrating to the Everbridge CAD ingestion system. We have considerable review and investigation to consider before that decision is made.

#### C. Emerald Mtn. Tower Site Update

We are about 6 weeks behind schedule with the project. All necessary agreements have been executed. The building plans are currently being reviewed by the state. The building manufacturer will not begin construction until state approval is received. FCC application for Antenna Structure Registration has been made. The site contractor will be clearing the site and working on smoothing Blackmer drive next week. If we have not received plan approval within the next few weeks, we will likely make the decision to delay construction until next summer. We recently discovered that we are not under the original deadline of December 31, 2018 to have the new equipment up and running. The site has been surveyed and stakes are in the ground. The process of the study for the Microwave shot has begun as well.

#### D. CLEF

Construction is progressing. We are working with the architect, engineer and contractor to review plans and submittal and be prepared to begin work inside the comm center next spring. Since the last comm board meeting, the completion time for the new comm center has been moved up to mid June 2019.

### **RADIO TECH REPORT**

Chris Williams reported on the activity of:

#### A. Farwell Mtn. Wind Generator & Battery Replacement

This wind generator will enhance the monitoring of the solar system and the battery backups. The Battery backups are on a replacement cycle and is now due to be replaced. Chris and Jason conducted a site visit with the interested vendors for this project. Proposal were sent in and a vendor was selected. Work is anticipated to be completed by the end of summer.

#### B. Mt Werner AC unit

This site is the only one that did not have an AC unit installed in it. This was required by the State of CO for the Microwave replacement plan. JDW was the awarded vendor with Midwest Electric assisting the unit is in and operating great.

#### C. Ladder Replacement

Advanced Tower in New Mexico was awarded this contract and has been conducting the installation of the new ladders at 4 of the sites so they will now meet the OSHA requirements. At the Mt Werner site, it had been identified that a few of the cross members needed to be replaced due to the overload of the tower. They are performing these repairs

and also repairs to bring the site up to the R-56 grounding standards of the industry. All this work was requirements of the State of CO in the Microwave Replacement plan. The ladders at the Oak Creek and King Mtn. sites are still in the process of these repairs.

D. Radios

New Channel Map Templates have been created for 800 MhZ and VHF. The VHF is now a Blue Card. There is a card that has all the information on it and a smaller card that has zones and channels on it. If you are ordering new radios, please let Chris know and he will assist in programming.

**EN RE: OLD BUSINESS**

Chief Wisecup asked where Chuck Cerasoli is with the grants. Chief Stewart did not know at that time.

Chris mentioned that he had just returned from the Tower Climbing & Rescue training in Denver so he is recertified for two more years.

Chief Wisecup asked about the site trucking at Emerald. Chris explained that there was a power outage there and because there is not back up generator, the site went into site trucking. Traffic will still get to Dispatch but not to the other towers. When the new tower is built, it will have backup generator and batteries so this will not be an issue then.

Mo stated that the RC Emergency Plan was complete.

**ENRE: NEW BUSINESS**

None

**EN RE: OPEN DISCUSSION**

Chief Swinsick asked about Hiplink and the messages that were received. He had called in to go to Sand Creek and it said structures were threatened which he knew was not true, but his crews did not. Mo said when the Nature Code was used it repopulated with the old data.

Chief Wisecup said that Lorie in Dispatch was setting new ones up but must not be done as it is still not working correctly

Chief Wisecup said he had an issue he believed was due to a new dispatcher, where a call was put out there but he did not hear it until his Capt. was called.

Sheriff Wiggins asked about the new radios and Chris stated that he had given one to Kurtis

Luster to try out and become familiar. Then he met with his officers to distribute out the others. The response has been good with the exception of the holsters.

With regard to the North Routt radios, all the XTL & XTS should be done by tomorrow. No major changes to the DTR, just the VHF

Dustin Williams was asked and stated that the Airport used Simplex 3.

**EN RE: ADJOURNMENT**

At 3:25 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.

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Karrie Littman, Administrative Specialist

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Chief Wisecup, Chair

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Date