

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
July 18, 2019**

Chief Wisecup, Oak Creek Fire Protection District, called the meeting of the Routt County Communications Advisory Board (CAB) to order. Jason Nettles, Chris Williams and Karrie Littman, Routt County Communications; Cheryl Dalton, Emergency Management; Ralph Maher, Oak Creek Police Department; Annette Dopplick, Steamboat Springs Police Department; Dustin Williams, Yampa Valley Regional Airport; 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 not present this day.

EN RE: ADMINISTRATIVE

Approval of the Minutes- The meeting minutes of April 18, 2019 were not approved due to no quorum.

EN RE: PROJECTS AND ISSUES

COMMUNICATIONS CENTER MANAGER REPORT

Jason Nettles reported on the following:

- A. Staffing
 - 1. One new dispatcher hired and began training on 7/17/19, & one dispatcher is deployed on Military leave to return the 3rd week of August.
- B. CLEF
 - 1. Move to the CLEF went well and last Thursday July 11th we began taking 911 calls on the new telephone system and by 7 pm we were fully functional in the new communications center. Jason thanked all the user agencies for their patience and cooperation during the move and he also thanked the Routt County IT Dept., the vendors, Bearcom, Motorola, Tuck Comm., etc. They were all on task and ahead of schedule. There are a few minor issues that are being worked through.

C. Hiplink

1. There are a few Fire Districts and Law that has not started the implementation of the new lamResponding software. Jason reminded everyone that Hiplink is going away and they need to assign their contact person and contact lamResponding to get set up. The App allows you to pick the type of delivery you would like. Jason says he is about 2 weeks behind schedule but the service will be operational the last week of July.

RADIO TECH REPORT

Chris Williams reported on the activity of:

A. CLEF Move-The move went better than expected. Chris thanked the user agencies for their patience and the dispatchers for doing a great job working out of the Comm Van.

B. Emerald Mtn. Tower Site- Late start from the spring snows but Troy from United Tower was able to get a crane on site and the tower structure built. The shelter was delivered to Steamboat and the concrete for the pad has been poured and is now curing. In about 2 weeks the shelter will be transported to the site and set in place. We are hoping to have the site mostly completed and the DTR online by August 15th. In order to bring the DTR online the microwave shots between the CLEF and the new Emerald Mtn. will need to be realigned. At that time, Emerald Mtn. will be in site trunking. Units in the field will still be able to contact dispatch, but they will be off network and they will not be able to communicate with units outside of the Emerald coverage area. VHF & Cell phone can be used as back up.

C. Microwave Upgrade- The links between Mt Werner and Hayden had to be removed to make space for the new equipment at the sites. The Hayden site is still connect to dispatch and Mt Werner through Oak Creek, but the ring does not exist anymore- we are on a single path, so if anyone has any issues please call immediately. This will be corrected when the state completes the install of the new system.

EN RE: OLD BUSINESS

A. Update- Outage Notifications – Everbridge- Before it was through emails and now it is through Everbridge and includes all staff of user agencies. Chief Wisecup says he is happy with the new system.

ENRE: NEW BUSINESS

A. After Action Review- Phone Outage – Emergency Management has scheduled the meeting on the 26th in the Community Room. Cities and Regions around western Colorado have scheduled AAR to discuss the details. All regions/towns were affected differently so all the messages out were

different. The state is researching with the PUC and CenturyLink to see how a farmer in Breckenridge/Bailey area cut a fiber line with his boom and took down half of the state 911 service.

EN RE: OPEN DISCUSSION

- A. Emy Keeling- Needed clarification on who to dispatch first in the zone that is east of Dunkley Pass, would that be YAAPD or OCFPD? Rio Blanco has sent notices to the homeowners affected. Chief Wisecup said to dispatch OCFPD first then YAAPD. Jason asked Emy to contact WR & YA of this.

EN RE: ADJOURNMENT

At 4:00 P.M., The Communications Advisory Board meeting ended.

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

Karrie Littman, Administrative Specialist

Chief Wisecup, Chair

Date