

**STATE OF COLORADO  
COUNTY OF ROUTT**

**OFFICE OF THE CLERK  
January 26, 2012**

Chair Chuck Wisecup, Oak Creek Fire District, called the meeting of the Routt County Communications Advisory Board (CAB) to order. Bob Struble and Cheryl Dalton, Emergency Management; Tim McMenamin, Routt County Communications; Bob Reilley, North Routt Fire Protection District; Glen Hammond, Routt County Search and Rescue, Bryan Rickman, West Routt Fire Protection District; Rob Ryg, County Coroner; Garrett Wiggins, Routt County Sheriff; Joel Rae, Steamboat Springs Police; Tyler Whitmore, Yampa Valley Regional Airport; Ralph Bracegirdle, Yampa Fire Protection District; Ed Corriveau, Hayden Police, and Tom Sullivan, County Manager, were present. Dee Bolton recorded the meeting and prepared the minutes.

**EN RE: INTRODUCTIONS AND ESTABLISHMENT OF A QUORUM**

Chuck asked everyone to introduce themselves and state their affiliations after which he established that a quorum was present this day.

**EN RE: ADMINISTRATIVE**

**2012 COMMUNICATIONS ADVISORY BOARD REPRESENTATIVES AND ALTERNATES**

Chuck stated that this was the first year that all participating agencies' representatives and alternates on the Communications Advisory Board for 2012 had been submitted prior to the first quarterly meeting of the Board, except the Yampa Fire Protection District had named no Alternate member. Rob said that Kye Cox or Ralph Bracegirdle was to be the Alternate. Chuck stated that that appointment would be duly noted.

**ELECTION OF OFFICERS FOR 2012**

Chuck called for nominations for officers for the Communications Advisory Board for 2012. Bob Reilley offered the same slate as were elected for 2011. No further nominations were proffered.

**MOTION**

Bob Reilley moved to elect Chuck Wisecup as Chair of the Communications Advisory Board for 2012 and Bryan Rickman as Chair Pro Tem for 2012. Joel seconded; the motion carried unanimously.

## **REVIEW AND APPROVAL OF MINUTES**

The draft minutes of the July 28, 2011 quarterly meeting of the Communications Advisory Board were reviewed. Chuck said that on Page 2, Paragraph 1, the word 'pass' should be changed to 'patch', and the sentence following that change in the same paragraph should be deleted. No other changes were suggested, nor were any of the blank spaces filled in.

### **MOTION**

Garrett moved to approve as amended the minutes of the Communications Advisory Board of July 28, 2011. Bob Reilley seconded; the motion carried unanimously.

### **SUNSHINE LAW RESOLUTION**

Chuck read the resolution before the Board that stated the places for the posting of notices for the Communications Advisory Board meetings for 2012.

### **MOTION**

Bryan moved to adopt Communications Advisory Board Resolution 2012-001, A Resolution Designating Place for Posting of Notices of Meetings of the Routt County Communications Advisory Board in Accordance with C. R. S. §24-6-402. Rob seconded; the motion carried unanimously.

### **COMMUNICATIONS ADVISORY BOARD MEETINGS FOR 2012**

Chuck announced that the quarterly meetings of the Communications Advisory Board for 2012 would be held on January 26<sup>th</sup>, April 26<sup>th</sup>, July 26<sup>th</sup>, and October 25, 2012, at 3:00 p.m., in the Commissioners' Hearing Room of the Historic Courthouse.

## **EN RE: PROJECTS AND ISSUES**

### **FARWELL MOUNTAIN COMMUNICATIONS SITE**

Tim reported that all of the solar batteries had been replaced at the site last fall, which increased the batteries' duration capacity from 24 hours to 72 hours. He noted that when the generator's batteries were getting low, an e-mail would be automatically sent to his office. No notice had been received to date. Bob Reilley will check the diesel fuel level for the generator over the upcoming weekend and will transfer fuel, if necessary. The long-term plan for the site was to install two double-walled fuel tanks in an outbuilding to further enhance the fuel capacity for the site. The installation of a small wind turbine in 2013 was also planned for the site. The same company that installed the solar panels at the Justice Center would perform the installation.

Bryan asked whether the proposed fuel tanks were the same as those used at Yampa  
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Valley Regional Airport because he thought that those tanks had been problematic. Tyler explained that the tanks at the Airport were over 15 years old and had expended their useful lives, but one had been filled and had developed a slow leak. Tim thought that since the Farwell tanks would be above-ground and in a building, the tanks would present no problems.

### **OAK CREEK RADIO UPDATE**

Tim reported that, at the recommendation of the study conducted to propose ways in which to enhance radio communications in the Oak Creek area, the County Commissioners had approved a contract with Motorola to install a second repeater at the present Oak Creek site in June or July, 2012.

### **NARROWBANDING UPDATE/ROAD AND BRIDGE**

Chuck noted that Oak Creek Fire had been using the Future Comm channel since the beginning of 2012, and that had been a good temporary solution for communications within a four-mile radius. Tim commented that the FCC required that everyone have a VHF or UHF radio system with narrowband by January 1, 2013. By fall, 2012, the County will have three narrowband networks to offset the decrease in paging, but the CAD/RMS project was in progress as well, and that system would incorporate paging. He noted that VHF would be used only when the narrowband was down.

Joel asked whether, as law enforcement vehicles were replaced, it was necessary to keep the VHF radios in the cars, and if so, for how long. Tim said that he wished to discuss that question with all law enforcement agencies, but he thought that perhaps the Road and Bridge frequency could be used to maintain VHF. He recommended that vehicles retain their VHF radios and docking stations for at least the next eighteen months.

Bryan said that Wildland Fire for his district had only one radio that was narrowbandable, and he did not have the budget to replace the radios. He said that the District's repeater was handling the paging. He thought that the FCC might extend or waive that deadline in some situations. Tim believed that the FCC had no waiver provision at this juncture. Bob Struble said that ---.

Bob Reilley asked whether the product had to be manufactured by Motorola because that brand was higher-priced than some others. Tim said that any manufacturer's digital radio product would be compatible, but it would not have the access ports. Joel asked whether coverage and receptivity would be comparable. Tim said that for Steamboat Springs, coverage would be comparable; for the Sheriff's Office, coverage would be improved. He noted that Steamboat had 95-97% coverage; the Sheriff had 60-67% coverage, which would increase with narrowband to 90-92% coverage. Hayden's coverage would improve significantly as well. Ed commented that Verizon coverage in and around Hayden was virtually non-existent.

## **CAD/RMS UPDATE**

Tim reported that the CAD/RMS project was still moving forward. The Sheriff was live and Tim anticipated that the entire system would go live as of March 26, 2012. He stated that an all-day training session would also be held.

Tom asked what the time allotment for acceptance testing would be. He stated that testing needed to include all users of the County's system. Tim replied that testing would occur prior to going live, which he estimated to be within the next 45-to-90 days. Joel thought that it would be closer to ninety days.

## **COMMUNICATIONS CENTER UPDATE**

Tim stated that currently the Communications Center was fully staffed, including four trainees; however, two letters of resignation had been received, one for February 2<sup>nd</sup> and the other for May 1<sup>st</sup>. He said that due to some renovations, the staff would move out for 2-to-3 weeks, except for the CAD/RMS training room, but the Communications Center would remain fully functional.

## **EN RE: NEW BUSINESS**

### **VISITING NURSE ASSOCIATION REQUEST**

Bob Struble said that Jim Johnsen, who worked for the Visiting Nurse Association, had requested permission to use the fire channels of the public radio for the VNA. The Board discussed the request.

### **MOTION**

Bryan moved to allow the Visiting Nurse Association permission to put the Fire channels in all of their radios. Joel seconded; the motion carried unanimously.

### **NOTIFICATION REQUEST**

Garrett requested that the Public Safety Team be notified whenever Search and Rescue was called out. Tim would attend to the request.

### **LOCATION OF THE COMMUNICATIONS COMMAND VEHICLE**

Bryan asked whether the Command Vehicle was being stored at the Airport and whether Dispatch should be notified when the vehicle was needed. Tim confirmed both of Bryan's queries.

### **REPROGRAMMING RADIOS**

Joel stated that all law enforcement radios, including Moffat County's and Craig's will

be reprogrammed within the next two weeks. Glen asked whether all of the County's radios would be reprogrammed for the Road and Bridge channel. Tim said that not all of the radios would be reprogrammed for Road and Bridge, which would have smaller radios and would switch to Mac to be able to talk to Steamboat law enforcement.

Bryan said that from a command standpoint, periodically he would like to be able to talk to law enforcement on the scene of an incident on other than County Law 1. Joel recommended that he switch to a fire channel if necessary. Rob thought that that was a good idea because sometimes cell phones did not work. Ed commented that permission was not needed to switch to those channels.

### **NOTIFYING THE APPROPRIATE CORONER FOR A DEATH-ON-SCENE**

Rob said that on the scene of an incident that involved a death someone with a GPS should give coordinates to Dispatch so that the appropriate county's coroner could respond. Those present discussed a recent situation in which GPS coordinates were given that were in different formats and thus confusing to rescue operations. Glen noted that most people did not know how to read GPS coordinates. Tim said that, ---, an add-on device to a laptop, was the most reliable.

Garrett added that the Board should discuss when to call a coroner when the danger of avalanche and a death were present and whether a deputy needed to be called to investigate when the nature of the death was obvious. He felt that a deputy should be called whenever anything suspicious was evident. However, in those situations, he was also concerned about the danger to responders and potential law enforcement investigators in the backcountry. Glen thought that rescuers were supposed to photograph the scene but not touch anything and call the Sheriff's Office to determine what should be done. He thought that a body should not be touched unless moving it was justified for safety or health reasons.

Rob said that the ski area recently moved and revived a probably-deceased man who remained brain-dead although he had had a pulse. He asked whether he as Coroner should have been called to that scene earlier to pronounce the man dead. He said later in the discussion that he would not be on the scene of an incident unless someone was dead. He said in that case, the Sheriff, the appropriate coroner, and the police should be called so that they could investigate together. Those responders would then call the State Police, which often meant waiting for hours for them to arrive. He noted that if a person were moved into an ambulance and then died, the body had to remain in the ambulance until the coroner or the State arrived.

Chuck posited that the Advisory Board might not be the entity to resolve the questions raised this day since statutory requirements were different for various responders. He suggested that a working group should address the issue and report to the Board.

**EN RE: ADJOURNMENT**

Chuck declared the Communications Advisory Board meeting adjourned at 3:55 p.m.

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

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Dee Bolton, Deputy Clerk and Recorder

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Chuck Wisecup, Chair

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Date