

**STATE OF COLORADO
COUNTY OF ROUTT**

**ROUTT COUNTY COMMUNICATIONS ADVISORY BOARD
January 25, 2007**

Bob Struble, Steamboat Springs Fire and Rescue, called the regular quarterly meeting of the Communications Advisory Board to order. Chuck Wisecup, Oak Creek Fire Protection District; Bob Reilly, North Routt Fire Protection District; Bryan Rickman, West Routt Fire Protection District; Chuck Vale and Cheryl Dalton, Emergency Management; Tyler Whitmore, Yampa Valley Regional Airport; Ed Corriveau, Hayden Police Department; Dave Hill and Tim O'Brien, Routt County Search and Rescue; Dan Allen and Ky Cox, Yampa Fire Protection District; Rob Ryg, Routt County Coroner; Gary Wall and Dave Bustos, Routt County Sheriff's Department; Tom Sullivan, County Manager; Diane Mitsch Bush, County Commissioner; Joel Rae, Steamboat Springs Police Department; Sharon Clever, Routt County Communications and prepared the minutes.

EN RE: REVIEW OF MINUTES

MOTION- APPROVAL OF MINUTES

Mr. Wisecup moved to approve the minutes of the Routt County Communications Advisory Board for October 26, 2006 with one change on page 06-2 Second paragraph. The word HELP Fund Foundation should read as Health Care Foundation. Change was approved and motion carried unanimously.

EN RE: 2007 COMBOARD REPRESENTATIVES / TOM SULLIVAN

Mr. Sullivan stated the only written notice received for representatives were from Hayden Police, Board of County Commissioners, Routt County Coroner, Routt County Sheriff, West Routt Fire Protection District. No other had been received as of this date.

EN RE: SUNSHINE RESOLUTION

Mr. Sullivan presented a resolution that listed the posting places for notices of Communications Advisory Board meetings.

MOTION-RESOLUTION 2007-0001, 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

Mr. Wisecup moved to adopt and authorize the Chairman to sign 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. Mr. Hill seconded; the motion carried unanimously.

EN RE: COMMUNICATION REPORT

Ms. Clever reported on the staffing level. Currently there are 2 open positions, 1 Supervisor and 1 Communications Specialist I. There are currently 4 in training. Quint Friesell is working temporary part time status.

Equipment issues, Faith had reported a problem with the phone system, that problem was worked on November 2006 with CML. Currently 1 part is still being waited on for replacement.

Protocol changes: A handout was available to the Communications Advisory Board showing the final changes to the Red tagged vehicles procedure. This had been discussed and presented to the Law Enforcement agencies previously.

A hand out was available to the Communications Advisory Board showing the final changes to the Routt County Communications Center in-house Cell Phone use.

A handout was presented showing the 2005 and 2006 Yearly calls for service. It included the amount of CAD calls, Total Phone Incoming & Out going calls, Admin Phone calls, and 911 Phone calls.

EN RE: RADIO SYSTEM UPDATE

It was reported that Chuck Vale has the responsibility for maintaining the tower sites. Chuck will also train the new Assistant Director when this person comes on board.

800 MHz radio discussion took place. It was decided that a subcommittee be formed to assist the users with the ongoing information for equipment and grant monies. The subcommittee will be called the 800 MHz Integration Committee. It consists of Tom Sullivan – Coordinator, Officer Ed Corriveau, Sheriff Gary Wall, Dave Hill, Capt. Joel Rae, Assistant Chief Bob Struble, and Emergency Manager Chuck Vale.

EN RE: WIN GRANT

Mr. Vale advised that the State techs went to King Mountain and it should be ready for the microwave and antenna.

The techs were at the Hayden site today (01/25/07). Farewell site would be postponed for nice weather.

Routt County still needs to move the radios into the new building.

Harris microwave needs to have cards added for Oak Creek and King and to be done first part of February. Also need to put a dish up that is looking at Walton Peak and they are also waiting on nice weather.

EN RE: HIRING PROGRESS

Mr. Sullivan reported on the Directors position. 3 applicants would be interviewed on 2/7/07 they include 1 person that is a local, and 2 from out of state. Those on the interview committee are Bob Struble, JD Hays, Chuck Vale, Tom Sullivan, Nancy Stahoviak and Chris Hensen.

Assistant Director there is 9 applicants, 1 of who also applied for the Director position. Should have either or both positions filled with in the next two months.

EN RE: NEW BUSINESS

Tim O'Brien from Search and Rescue stated that Search and Rescue had requested a repeater and would like to put it at the Mt Werner site. Chuck Vale advised Mr. O'Brien to get with him so that arrangements could be made.

Sharon Clever with Communications asked that all agencies please send updated lists of personnel and apparatus to Communications so that updates could be made.

Chuck Wisecup with Oak Creek Fire Rescue asked if he could also attend as the representative for the Oak Creek Town board member. Mr. Wisecup was advised that the town would need to have a separate representative attend.

A Grant workshop is being held on 2/12/07 at 1900 hrs in the Crawford Room of Centennial Hall for Fire agencies only.

Next meeting of the Communications Advisory Board will be held on April 26, 2007, from 3:30 to 5:00 p.m. in the Commissioners Hearing Room. Agenda items should be submitted to Sue Heineman in Communications Department.

No further business coming before the Board, same adjourned at 4:30 pm.

Sharon Clever, Minute Taker

Bob Struble, Chairman