

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
October 22, 2009**

Chair Chuck Wisecup, Oak Creek Fire District, called the meeting of the Routt County Communications Advisory Board (CAB) to order and established that a quorum was present. Bob Struble and Cheryl Dalton, Emergency Management; J. P. Harris, Routt County Communications; Bryan Rickman, West Routt Fire District; Kathleen Fischer, Colorado State Parks; Doug Monger, County Commissioner; Michael Zuckerman, North Routt Fire Protection District; Mel Stewart, Steamboat Fire; Ed Corriveau, Hayden Police; Gary Wall, County Sheriff; Tyler Whitmore, Yampa Valley Regional Airport; Pat Arnone, Pearson Communications; Glen Hammon, Routt County Search and Rescue, Emy Parmley, Routt County GIS, and Tom Sullivan, County Manager, were present. Dee Bolton recorded the meeting and prepared the minutes.

EN RE: ADMINISTRATIVE

REVIEW AND APPROVAL OF MINUTES

The draft minutes of the last quarterly meeting of the Communications Advisory Board (CAB) were reviewed. No changes were made to the draft minutes.

MOTION

Mr. Rickman moved to approve, as submitted, the minutes of the quarterly meeting of the Routt County Communications Advisory Board for July 23, 2009. Mr. Stewart seconded; the motion carried unanimously.

DESIGNATION OF THE 2010 COMMUNICATIONS BOARD REPRESENTATIVES AND ALTERNATES

Mr. Wisecup and Mr. Rickman agreed that at a previous CAB meeting, the consensus of the CAB members was that the representatives and alternates appointed from the various agencies would remain in effect until one of those agencies wished to change its representative and/or alternate. Mr. Wisecup said that the Communications Advisory Board by-laws had to be changed before that decision could be applied. Until that time, the appointment letter from an agency could be changed to appoint 'until further notice' rather than for a one-year term.

EN RE: PROJECTS AND ISSUES

UPDATING THE ROUTT COUNTY 800 TEMPLATE

Mr. Harris passed out copies of the current template and the proposed template. He explained that since the 800 portable repeater will soon be in the County's possession and Mr. Arnone was working on getting it functional, all of the County's radios had to be reprogrammed. Some removals, moves to different channels, and additions had also been requested and had been completed, as noted on the new template; other suggestions had yet to be completed. One significant change in the regional zone was to add all of the 800 repeaters in the Northwest All-Hazard Region, which could not be completed until the repeater was operational. Mr. Rickman suggested other changes; Mr. Wisecup asked about Simplex channels between North and South Routt. Mr. Harris said that moving the TAC channels closer to one another, which would be convenient, had been suggested by the Steamboat Police, but that would necessitate having eleven templates, and the goal had been to have only one County-wide template. By consensus, CAB members agreed that one County-wide template was optimal. Mr. Stewart said that at some point, he would like all Routt County channels being used for paging to automatically go to operational channels such as Steamboat Fire for running the calls. If, for example, Steamboat Fire were moved, he would like to be able to communicate with the Dispatch Center without having to carry two radios. Mr. Harris responded that it was difficult for one dispatcher to monitor and communicate using more than one channel at a time. He noted that Twentymile Coal had been approved for an 800 channel.

MOTION

Mr. Stewart moved to approve the template as proposed, with the changes discussed by Mr. Harris this day. Mr. Rickman seconded; the motion carried unanimously.

LANGUAGE LINE FLYER

Mr. Harris passed out information regarding Language Line Phone. He said that since some fire departments were using the device during transports, he was providing information regarding the service. He added that Communications and EMS were developing a policy.

COMMAND VEHICLE

Mr. Harris said that a command vehicle was ordered in August. The vehicle would be shipped in December; customized by LDV, and probably ready for delivery to Routt County in July or August. He noted that because it was a larger vehicle than many of the other 30 vehicles that the company had assembled, the timeframe was longer.

MT. WERNER GENERATOR

Mr. Harris said that the generator was on-site and had been wired this week. Getting fuel delivered to the site had been problematic due to the snow depth. Mr. Struble, Ferrell Gas, and Ski Corp were considering carrying via snow-cat 250 gallons of fuel at a time, which would take approximately four trips. Whether Ski Corp's slope maintenance would allow the transport was undecided at present. Mr. Struble reported that Ski Corp had agreed to haul

the fuel if a 250-gallon tank would fit. The fueling was scheduled to occur on the following day unless Ferrell Gas reported otherwise.

WEST ROUTT MOVE

Mr. Harris said that RFPs had been sent for moving the West Routt communications equipment to the new 800 building in Hayden. Bids had been reviewed by the County Commissioners, and Pearson Communications had been awarded the contract. The move should occur on December 1st.

EN RE: NEW BUSINESS

BDA, OAK CREEK

In response to a question from Mr. Wisecup, Mr. Harris said that an 800 amplifier had been installed on the water tower to improve reception for the Town of Oak Creek and the surrounding area. It was unsuccessful because it was too far away from the King and Walton 800 sites' signal. A site south of Oak Creek was being considered. Mr. Arnone added that he was negotiating with Zirkel Wireless to loan equipment to test the feasibility of the alternative site.

FARWELL MOUNTAIN

Mr. Harris reported that Road and Bridge staff had filled the generator's fuel tank two-to-three weeks ago, and reported that that was the last trip possible this year. Mr. Harris said that the generator had been wired to the solar batteries so he anticipated that Farwell would be operable for a longer period this winter than ever before. Mr. Zuckerman reported that Steamboat Snowcat Tours had offered to haul fuel to the site this winter as needed.

DIGITAL PAGING

Mr. Rickman asked whether Mr. Harris was considering digital paging with text-messaging since currently 800 paging was on VHF in West Routt. Mr. Harris replied that since grants had been awarded to replace the CAD/RMS system, the completion of which would be within the next eighteen months, a paging module within CAD would be installed so that when a call was assigned, a page would be sent automatically to pagers that would provide the information needed to respond. He did not favor complete dependence on digital paging because delays were possible that could pose a serious liability issue. Mr. Arnone confirmed that latency issues were a genuine concern. He said that VHF analog should be providing good coverage, and if a switch to digital were to occur, the repeaters would have to be changed. Mr. Harris added that full build-out was a major undertaking that he would not consider any time in the foreseeable future. Mr. Struble noted that the Steamboat Fire Department had purchased \$50,000 worth of digital pagers approximately five years ago based on the assurance of a former Communications Director that those pagers would work. Mr. Wisecup said that getting some agencies such as Mental Health to use their own paging

system had been suggested in the past. Mr. Stewart said that any such paging had to be contracted from a provider. Mr. Rickman said that law, fire, and Road and Bridge had three repeaters at each site and would probably use that system for several more years, which meant that three repeaters at each site were being maintained. He was trying to reduce that number to one per site. Mr. Harris said that law and fire were back-ups to 800. He was leery of contracting paging service, but he would research the suggestion. Mr. Arnone said that the repeaters could be changed from analog to digital to accommodate digital paging, and those not being used could be sold or traded. Commissioner Monger stated that given the current economy, the County Commissioners would not consider any changes in the immediate future, but a plan could developed for potential future changes.

DIGITAL OUTAGE

Mr. Corriveau asked about the digital outage that had occurred on September. Mr. Harris said that the T1 line had had an outage. He noted that the County and the State had an Intergovernmental Agreement whereby whenever an 800 issue occurred in Routt County, the State Patrol dispatcher should be contacted and the on-call technician would be contacted to address the problem. The arrangement was advantageous to the County because it alleviated the County from the responsibility of maintaining the 800 system. He noted that if the system were not working, that would be the only notice a caller would have so the Communications Center should be notified at once.

EN RE: ADJOURNMENT

No further business coming before the Communications Advisory Board, same adjourned sine die at approximately 4:00 p.m.

Dee Bolton, Deputy Clerk and Recorder

Chuck Wisecup, Chair

Date