

**STATE OF COLORADO  
COUNTY OF ROUTT**

**ROUTT COUNTY COMMUNICATIONS ADVISORY BOARD  
January 24, 2008**

Bob Struble, Steamboat Springs Fire and Rescue, called the regular quarterly meeting of the Communications Advisory Board (CAB) to order. J. P. Harris, Routt County Communications; Chuck Wisecup, Oak Creek Fire Protection District; Chuck Vale and Cheryl Dalton, Emergency Management; Bob Reilley, North Routt Fire Protection District; Tyler Whitmore, Yampa Valley Regional Airport; Ed Corriveau, Hayden Police Department; Russell Canterinicchio, Oak Creek Police Department; Bryan Rickman, West Routt Fire Protection District; Jeff Fowler, Search and Rescue; Rob Ryg, Coroner, and Tom Sullivan, County Manager, were present. Dee Bolton recorded the meeting and prepared the minutes.

**EN RE: REVIEW OF MINUTES**

**MOTION**

Mr. Wisecup moved to approve as submitted the minutes of the quarterly meeting of the Communications Advisory Board for October 25, 2007. Mr. Canterinicchio seconded; the motion carried unanimously.

**EN RE: 2008 COMMUNICATIONS ADVISORY BOARD  
REPRESENTATIVES AND ALTERNATES**

Mr. Harris noted that the North Routt Fire District, the Routt County Sheriff's Office, and the Yampa Fire District had not yet submitted the names of their representatives and alternates.

**EN RE: 2008 MEETING SCHEDULE**

Mr. Struble stated that meetings of the Communications Advisory Board would continue to be quarterly in 2008 until further notice.

**EN RE: POSTING OF MEETINGS NOTICE**

Mr. Struble reviewed a resolution for the locations for the posting of notices for Communications Advisory Board meetings, which were the bulletin board outside the Clerk and Recorder's Office in the Historic Courthouse Building and the bulletin board outside the Commissioners' Office in the Courthouse Annex.

**MOTION**

Mr. Rickman moved to adopt and authorize the Chairman to sign Resolution 2008-001, Resolution Designating Place for Posting of Notices of Meetings of the Routt County Communications Board in Accordance with C. R. S. § 24-6-402. Mr. Reilley seconded; the motion carried unanimously.

## **EN RE: OLD BUSINESS**

### **COMBINING ADVISORY GROUPS**

Mr. Wisecup stated that the final draft of Bylaws for the Routt County All Hazards Public Safety Council (RCPSC) that would combine and replace the Wildland Fire MAC Advisory Group, the Routt County Communications Advisory Board (CAB), the Emergency Medical Services Council (EMS), and the Local Emergency Preparedness Committee (LEPC) had been presented to each of the organizations as well as to town boards and the Steamboat Springs City Council. The draft had then been submitted to the County Attorney for review.

Mr. Vale added that he would file a Request for Attorney's Services that had to be approved by the County Manager prior to the County Attorney's review. Mr. Vale had submitted all available information to the County Attorney, who was quite certain that one council could be created.

### **DTR AND VHF TEMPLATES**

Mr. Harris said that he and Mr. Vale would meet to review the DTR template. In early February, another meeting would be scheduled. Then, the templates would be compared to those developed in other Colorado regions. The goal would be to have both templates approved by the Communications Advisory Board at its April, 2008 meeting.

Mr. Wisecup asked whether some of the templating was vendor-driven. Mr. Harris replied that a vendor had been invited to the most recent meeting solely to provide expert information.

Mr. Harris reported that the VHF template would be completed within two weeks. He said that weather information had been on Zone 4, and Mr. Vale had recommended that it be moved to Zone 3 so fire districts could access simply by changing channels. He noted that Mr. Vale was testing throughout the County with good success. Little had been added for regional use; some expired or unused frequencies had been deleted, but essentially the template would remain the same as it was. He would e-mail all agencies when the template was finished.

Mr. Vale added that some of the changes reflected terminology revised by the federal government.

### **RMS UPDATE**

Mr. Harris said that a demonstration of E-Force, a web-based format, proved unimpressive. Several other CAD-RMS demonstrations would be provided within the next few months. An RFP would then be developed, and the system installed in mid-2009.

Mr. Reilley commented that E-Force had the most potential for law enforcement, but the equipment might require less additional software purchases in the future.

Mr. Canterinicchio said that a new version of E-Force was being tested at present. He had used the system in the past and felt that it exceeded the NIBRS reports. Incident reports, grids, and crime-tracking by area and other categories were all potential ways to use the system; other modules could be purchased as well. He reported that the browser-based, real-time system was easy to use and allowed for data to reside on the user's server as well as back up by the company. He noted that the system worked for medium and large agencies. He stated that he was not endorsing the system, but he had confidence in the system, and the company's customer service was excellent.

## **EN RE: NEW BUSINESS**

### **COMMUNICATIONS CENTER REPORT**

Mr. Harris reported that Emerald Mountain, which had been down since August, was operational. Harris Communications had been working on the problem for the last two weeks. The issue was between Mr. Werner and Farwell and might relate to ice build-up. He will e-mail all agencies when the problem has been resolved. The King Mountain transmitter was down but was functioning on the back-up transmitter. Aside from Farwell, per the radio technicians' tests, the system was functioning error-free.

Mr. Reilley said that Dispatch should be scanning because the microwave transmissions were not being heard. He expressed appreciation for the timely manner in which the issue was being addressed. Mr. Vale said that Dispatch sent and received via the microwave system. When the microwave system failed, Dispatch could not hear or talk even though agencies could communicate amongst themselves.

Mr. Vale said that the Farwell site went off the air in early winter. A site visit revealed that ice on the solar panels, the tower, and the antenna was two-to-three feet thick. Once the ice was melted, the site came back on line but the microwave was lost. The reason for that loss was still to be determined, but it appears to be weather-related. The three repeaters are working fine, but Dispatch cannot hear the three repeaters. He explained that when the solar panels fails and the battery is low, the generator should activate. A part missing at Farwell might be the reason that that did not happen on Farwell. An unresolved issue was the voltage at which the generator should kick in. But if it had activated, it would have exhausted the fuel supply, which would have caused serious problems to much of the equipment.

## **OTHER NEW BUSINESS**

Mr. Harris asked that officers on light duty call to report that status to the Communications Center.

Mr. Harris requested that all agencies except Steamboat Fire e-mail their monthly schedules to the Communications Center prior to the beginning of each month. He asked that all fire, EMS, and S&R submit up-dated rosters and equipment lists with call signs.

Mr. Harris asked that the Communications Center be informed of all training sessions so that dispatchers and other agencies could possibly attend.

Mr. Harris said that the terminology used by dispatchers to communicate a death to law enforcement was different than reporting to other agencies. He asked whether the terms could be made uniform. Mr. Ryg noted that during a recent suicide incident, he had notified the Communications Center to not send Fire. Mr. Canterinicchio said that law enforcement considered any unattended death a crime scene. He said that a 'no pulse' report was aired. The Board discussed the issue of whether to contact and send fire agencies in an unattended death situation. By consensus it was agreed that dispatchers would dispatch to law enforcement and fire chiefs such calls with the information received, for example: 'Possible death from suicide by GSW to head', 'possible death for unknown reason', etc.

Mr. Harris announced that the Communications Center had several small radios that could be used during wildland fires. Agencies could contact the Communications Center to use those radios.

Mr. Struble asked whether the Communications Center planned to order 800 MHz consoles. Mr. Harris responded that the Energy Impact grant was being prepared for submission for the March cycle. He was unsure whether agencies should budget the expense in their 2008 or 2009 budgets. Mr. Struble asked to be informed as soon as possible so that agencies could plan appropriately. He felt that grant preparation time delayed the purchase of needed equipment. Mr. Sullivan noted that purchases could not be made before grant funds were awarded. He said that if grants were not awarded, purchases were at agencies' and their governing bodies' discretion.

Mr. Vale asked whether school districts were invited to Communications Advisory Board meetings. He believed that they should be invited so that they could participate in conversations related to the purchase of equipment.

## **EN RE: NEXT MEETING**

The next meeting of the Communications Advisory Board will be held on April 24, 2008, from 3:30 to 5:00 p.m. in the Commissioners' Hearing Room. Agenda items should be submitted to Sue Heineman.

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

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Dee Bolton, Recorder

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Bob Struble, Chairman