

**STATE OF COLORADO  
COUNTY OF ROUTT**

**OFFICE OF THE CLERK  
January 21, 2021**

Chief Wisecup, Oak Creek Fire Protection District, called the Zoom meeting of the Routt County Communications Advisory Board (CAB) to order. Chris Williams, Ed Corriveau & Karrie Littman, Routt County Communications; David “Mo” DeMorat & Cheryl Dalton, Emergency Management; Sheriff Wiggins & Under Sheriff Doug Scharer, Routt County Sheriff’s Department; Commander Dopplick, Steamboat Springs Police Department; Chief Tulszewski, Hayden Police Department; Commissioner Redmond & Interim County Manager, Mark Collins, Routt County Commissioner’s Office; Chief Guire, West Routt Fire Protection District; Chief Swinsick, North Routt Fire Protection District; Chief Cox, Yampa Fire Protection District; Dustin Williams, Yampa Valley Regional Airport; Jay Bowman & Jason Blair, Routt County Search & Rescue; and Glen Hammond, Classic Air Medical 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** present this day.

**EN RE: ADMINISTRATIVE**

**2021 Communications Board Representatives and Alternates-** Karrie Littman confirmed to Chief Wisecup that all but 2 representatives and alternates have been submitted for 2021.

**Election of the Chair and Vice Chair-** Chief Tulszewski was nominated and elected Chair and Chief Guire was nominated and elected to be Vice Chair

**2021 Meeting Schedule-** The following meeting schedule was approved:

Jan 21  
April 15  
July 15  
October 21

**Approval of the Minutes-** The meeting minutes of Oct 19, 2019 and Feb 6, 2020 were approved as written.

**Adoption of a resolution designating the place for posting of meeting notices (Sunshine Law Resolution)**  
**The resolution was read and approved for 2021.**

**EN RE: PROJECTS AND ISSUES**

**COMMUNICATIONS CENTER MANAGER REPORT**

Mo DeMorat reported on the following:

- A. Staffing

1. Jason Nettles has left as of 12/23/2020. The position was advertised for 2 weeks locally and now running on the State and National industry websites. We have currently 12 applicants. At the end of January the posting will be assessed and possibly extended for another 30 days. At that time, the applicants will be paired down to 5-6 and a panel will be formulated from user agencies and the county for phone/zoom interviews.
2. CS I – Two trainees are progressing through the training very well. We do anticipate they will be extended and one will be coming out on 2/16 and the next is looking at completion around 3/1.
3. CS I applicants- 4 applicants made it through back ground checks and then one failed the Critical testing. 3 were interviewed and two has been offered the position and we have left the message to call back, we are waiting for that conversation from the third.
4. Comm Supervisor- The plan is to promote a floor supervisor to the Communications Supervisor. This should occur in February.
5. A question from Chief Tulszewski regarding the climate of the Communications Center with all the changes recently. It was stated that the mood is good and confirmed by the user agencies.

#### **RADIO TECH REPORT**

Chris Williams reported on the activity of:

- A. Farwell – Chris reported that the AC unit was installed last summer and it ran for a short period of time but then the fall came, so conclusive testing was not complete, so Chris will complete further testing this summer
- B. Oak Creek –The replacement of the building at this site is scheduled for summer of 2022. A survey will be ordered this year and an RFP will go out this summer so everything should be in place when the building season of 2022 arrives.
- C. FAA & L3Harris has submitted a proposal to Routt County for collocation and installation of equipment that will eventually replace the WAM aircraft tracking system that is currently installed in a number of our tower sites. The affected sites are Emerald, Oak Creek, and Farwell. L3Harris is conducting load test, frequency inference studies, and electric usage studies now and the site leases are being prepared. If everything is agreed to installation will commence this summer.
- D. Chris will be conducting winter maintenance checks this winter and getting ready for a busy summer season at the tower sites.
- E. Chief Wisecup let Communications know there are questions regarding the new purchase of radios for the Oak Creek Fire Protection District in regards to the R&M IGA. Follow-up is needed.

**EN RE: OLD BUSINESS**

**ENRE: NEW BUSINESS**

- A. Sheriff Wiggins stated that the Governor’s Office had sent out an email letting everyone know that the state is looking to restructure the DTRS, possibly moving it to the CDOT departments. Chris is tasked with researching this and Karrie will send out the email to all ComBoard members.
  
- B. Mo DeMorat updated the Board on the activities upcoming in the Office of Emergency Management. The Exercise Plan is in progress with the FEMA support. They will be on a call on Tuesday and the MAC Board will be brief on it at the next meeting on Feb 4<sup>th</sup>. The event will be a Winter Storm with Power Outages and will take place the first week of October. Mo plans to activate the EOC & IMT and deploy the Communications Van. A meeting to discuss the Concept and Objectives will be in May 2021.
  
- C. Mo also relayed a question from last week’s EMS Council meeting regarding the recording of transmissions from Yampa Valley Medical Center. Chief Wisecup thought is always had been recorded. Ed Corriveau said he would research this situation and report back to the Boards- EMS & ComBoard.

**EN RE: OPEN DISCUSSION**

**EN RE: ADJOURNMENT**

At 3:30 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

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Chief Tulszewski, Chair

\_\_\_\_\_  
Date