

**WESTERN COLORADO REGIONAL DISPATCH CENTER
BOARD OF DIRECTORS MEETING MINUTES
March 20, 2017**

A meeting of the Western Colorado Regional Dispatch Center (WestCO) Board of Directors was held on Monday, March 20, 2017, in the City of Montrose Centennial Meeting Room located at 433 South First Street. Said meeting was posted in accordance with the Sunshine Law.

BOARD OF DIRECTORS PRESENT:

Chairperson Tom Chinn – Chief of Police, City of Montrose
Vice Chairperson John Cheroske – Fire Inspector, Telluride Fire Protection District
Secretary Tad Rowan – Fire Chief, Montrose Fire Protection District
Chris Broady – Chief of Police, Mountain Village Police Department
Jim Kolar – Chief Marshal, Telluride Marshal’s Office
Bill Bell – Administrative Representative

GUESTS:

Mandy Stollsteimer – Executive Director, WestCO
Carolyn Bellavance – Deputy City Clerk, City of Montrose
Andrew Boyko – Assistant City Attorney, City of Montrose
Drea Cole – Police Systems Administrator, City of Montrose
Cheryl Hill – WestCO Telecommunication Supervisor
Amy Wardlaw, WestCO Telecommunicator (and family)

CALL TO ORDER

Chairman Tom Chinn called the meeting to order at 1:35 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENT

There was no public comment.

CHANGES TO THE AGENDA

There were no changes to the agenda. A motion was made by Jim Kolar, seconded by Tad Rowan, to approve the agenda as presented. All voted yes. Motion passed.

APPROVAL OF MINUTES

A motion was made by John Cheroske, seconded by Tad Rowan, to approve the minutes of the January 16, 2017, WestCO meeting as presented. All voted yes. Motion passed.

LIFE SAVER AWARD

WestCO Telecommunicator Amy Wardlaw was recognized with a "Life Saver Award Certificate" for her actions during a 911 call on February 10, 2017, involving an unconscious baby. Amy, while reassuring and calming the distraught parents on the telephone, dispatched Telluride Fire EMS who were able to respond quickly and provide aid. Amy's actions were helpful in a difficult situation which resulted in a positive outcome for the baby. Amy introduced her family in attendance during her award recognition.

METSA FUNDING AGREEMENT

A motion was made by Tad Rowan, seconded by John Cheroske, to approve the METSA (Montrose Emergency Telephone Service Authority) /WESTCO Funding Agreement effective January 1, 2017, for payment to WestCO in the amount of \$125,000 to offset WestCO's operational expenses. All voted yes. Motion passed.

MOTOROLA SOLUTIONS SERVICES AGREEMENT

Mandy Stollsteimer recommended approval of a Service Agreement (Contract Number S00001026985) with Motorola Solutions for a five-year term in the amount of \$107,650.20 with an annual payment cycle. A motion to approve the five-year Service Agreement with Motorola Solutions was made by Jim Kolar, seconded by Tad Rowan. All voted yes. Motion passed

RESOLUTION 2017-02 – 2017 SCHEDULED MEETINGS

The WestCO Board considered Resolution 2017-02 for approval of the 2017 Regular Board Meeting schedule with corrected dates as follows:

- Work Session scheduled for October 9, 2017, moved to October 16, 2017
- Board Meeting scheduled for December 20, 2017, moved to December 18, 2017

A motion was made by Jim Kolar, seconded by Tad Rowan to approve Resolution 2017-02. All voted yes. Motion passed

NEW AGENCY ACQUISITION DISCUSSION

The WestCO Board discussed an inquiry from Norwood Fire District to join WestCO. Discussion included possible fee structure as well as the impact to current WestCO staffing and budget. The estimated call volume of ~300 calls per year would be of little impact on staff, however, NFD would have to invest in infrastructure. The Board expressed concerns about adding more agencies which may result in an increase to overall WestCO expenses, staffing, fees to existing agencies, and possible detriment to services provided. Bill Bell and Mandy Stollsteimer agreed to meet to review costs for adding additional agencies and the impact to WestCO.

EXECUTIVE DIRECTOR REPORT

The Executive Director Report is included in the meeting packet.

WestCO Operations: Mandy will be traveling to Denver on March 30, 2017, for a regional phone system meeting. She commented that the WestCO phone system software was sold as "analytics light" to provide smaller entities with information at a low price point. However, the system doesn't have automatic notifications when there is a disconnection in services. There is no way to pull call answer statistical data to ensure WestCO is meeting industry standards to answer calls within a certain period of time.

She also noted that overtime expenses are running higher than expected due to staffing levels below what was anticipated. With regard to staffing and retention of employees, the Board discussed options for recruitment as WestCO is competing with other agencies in the region and across the State. The Board approved authority for Executive Director Mandy Stollsteimer to offer a signing bonus in the amount of \$2,500.00 for new employees and would require a 3-year employment agreement. The bonus would be paid from the performance bonus budget line item. The purpose of the signing bonus is an incentive for new employees to stay with WestCO and alleviate stress, workload and overtime for current employees.

GENERAL WESTCO BOARD OF DIRECTORS DISCUSSION

There was no further board discussion.

ADJOURNMENT

The meeting was adjourned at 2:59 p.m.



Tom Chinn, Chairperson

ATTEST:


Tad Rowan, Secretary