

Record of Proceedings

Jefferson County Communications Center Authority Board of Directors May 16, 2024, 9:00 am

This meeting was held in person and by Zoom video conference. It was accessible for the public to listen via phone conference.

I. CALL TO ORDER

The board meeting of the Jefferson County Communications Center Authority (Jeffcom) was called to order by Joe Harvey at 9:00am. This meeting was held in accordance with the applicable statutes of the state of Colorado.

II. ROLL CALL

President Don Lombardi (West Metro Fire)	Not Present
Proxy Jeremy Metz	Present
Vice President Joe Harvey (Golden PD)	Present
Secretary/Treasurer Mike Weege (EFD)	Present
Member Reggie Marinelli (Jeffco Sheriff's Office)	Not Present
Member Kirk Lock (Arvada Fire)	Present
Member Chris Murtha (Wheat Ridge PD)	Not Present
Proxy Jim Lorentz	Present
Member Ed Brady (Arvada PD)	Present
Member Phil Smith (Lakewood PD)	Present

Also in attendance were:

Jeff Streeter, Michael Brewer, Kevin Biegert, Gabrielle Rathfon, Gina Ramirez, Jen Gustin, Jen Sandoval, Ethan Honaman, Laurel Strandberg, Shane Palmer and Gayle Johnston.

Kathryn Winn of Collins, Cole, Flynn, Winn & Ulmer, PLLC Brian Wilkerson of Talion Defense Cathy Fromm with Fromm & Company LLC Jeff Irvin of JCECA

Anita Koester with Lakewood Police Department Chris Malmgren with Pleasant View Fire Department Bob Fager with Highland Rescue

III. PUBLIC COMMENT – (Limited to 3 minutes each)

No public comment

IV. APPROVAL OF RECORD OF PROCEEDINGS

- Minutes of the April 18, 2024 Regular Meeting
- Minutes of the April 24, 2024 Special Meeting

MOTION: It was moved by Kirk Lock and seconded by Mike Weege to approve the record of proceedings of the regular board meeting for April 18, 2024 and the record of proceedings of the special board meeting for April 24, 2024. The motion was voted upon and approved unanimously.

V. REPORTS

- A. Financial and Budget Update Fromm and Company LLC
 - April 2024 Financial Statement Cathy Fromm with Fromm and Company LLC presented the unaudited April financial statements and reviewed with the Board the comparison of budget to actual revenue and expenditures. Revenues are 44% of the budget. General operating expenses are 35% of budget. Software is 73% of budget, with most of the items paid at the beginning of the year. Total operational expenditures are at 44% and total employment expenses are right on budget at 33%. The contingency and capital fund continue to gain interest each month.

B. Executive Director Update

- General Updates
- The contract has been signed with GTC, the general contractor for the 440 Indiana St project. The demolition is tentatively scheduled to start the last week of May.
- Nine new recruits started in the Academy on May 14th. There is a process open now for the next academy starting in August. Jeffcom currently has 117 ECS.
- There will be an annual Lookout Alert test on May 29th at 1030.
- The Jeffcom Annual Report is complete and will be distributed to the board members and an electronic copy will be sent out to all the proxies and user groups.

C. Legal Update

VI. OLD BUSINESS

• The Healthy Dispatch report has been submitted to the board president, vice president and legal. They are in the process of reviewing it and have a meeting scheduled next month to discuss it. It will be presented to the board in the June meeting.

- Cost and service analysis review by Brian Wilkerson.
- The presentation was sent out with the board packet for review. The areas of discussion included objectives and approach, actions taken to date, updated analysis, observations, and next steps.
- The objective was to look at the current funding formula, the different agency contributions and what are the potential options and alternatives.
- Sixty-nine percent of call activity cannot be attributed to an individual agency.
- Any change to the funding formula would require moving away from the philosophy of sharing equally in savings from the original agency baseline.
- The board asked Mr. Wilkerson to come back to the board next month with at least two formula options and a strategy to address the administrative calls that cannot be attributed to an individual agency.
- Jeffcom has completed staffing studies and can make a projection on staffing numbers. The final number would be subject to board approval.
- The PowerPoint presentation is attached hereto and incorporated herein.

VII. NEW BUSINESS

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Ed Brady and seconded by Kirk Lock to adjourn the board meeting of the Jefferson County Communications Center Authority board of directors. The motion was voted upon and carried.

Meeting was adjourned at 9:53am.

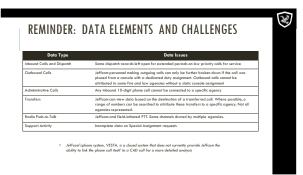
Prepared by Gayle Johnston



JEFFCOM COST AND SERVICE ANALYSIS Board of Directors Update
May 16, 2024



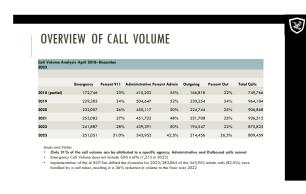


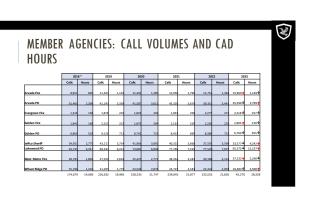






UPDATED ANALYSIS 2023 Full-Year Data



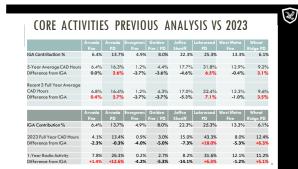




	Full Year Duration (Hours)	% of Total
Lakewood	8,052.56	30.6%
Arvada PD	6,687.03	25.4%
West Metro	3,076.53	11.7%
Wheat Ridge	2,840.20	10.8%
Arvada Fire	1,989.32	7.6%
JCSO, Lakeside, Mauntain View, Edgewater, Marrison	1,939.20	7.4%
JCSO Only	638.30	2.4%
Golden PD	461.20	1.8%
Golden Fire, Pleasant View, Fairmount, Golden Gate	287.00	1.1%
All Fire Interop (DTRS and VHF)	108.90	0.4%
Foothills, Genessee, Highland	78.00	0.3%
JC Elk Creek 1	52.72	0.2%
Evergreen Fire (All Channels)	48.75	0.2%
JC Indian Hills	10.83	0.0%
JC Highland TAC	5.28	0.0%
Foothills Only	2.80	0.0%
Genessee Only	2.00	0.0%
Highland Only	2.00	0.0%
JC Inter Canyon	1.94	0.0%
JC North Fork	0.30	0.0%
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MEMBER AGENCY PERCENTAGE OF ACTIVITIES VS IGA CONTRIBUTION — FINAL 2023

	Arvada Fire	Arvada PD	Evergreen Fire	Golden Fire / PD	Jeffco Sheriff	Lakewood PD	West Metro Fire	Wheat Ridge PD
IGA Contribution %	6.4%	13.7%	4.9%	8.0%	22.3%	25.3%	13.3%	6.1%
Calls for Service	7.3%	16.2%	1.0%	4.4%	15.3%	29.8%	17.0%	8.9%
Difference from IGA	+0.9%	+0.9%	-3.9%	-3.6%	-7.0%	+4.5%	+3.7%	+2.8%
2023 Full Year CAD Hours	4.1%	13.4%	0.9%	3.0%	15.0%	43.3%	8.0%	12.4%
Difference from IGA	-2.3%	-0.3%	-4.0%	-5.0%	-7.3%	+18.0%	-5.3%	+6.3%
1-Year Radio Activity	7.8%	26.3%	0.2%	2.7%	8.2%	31.6%	12.1%	11.2%
Difference from IGA	+1.4%	+12.6%	-4.2%	-5.3%	-14.1%	+6.3%	-1.2%	+5.1%





THANK YOU

Please do not hesitate to let us know if you have any questions

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