

**Minutes for the Regular Meeting of the Executive Management Board of  
Archuleta County Emergency Communications Services**

**Monday, December 2<sup>nd</sup>, 2019  
9:30 am**

**Meeting Location:**

**Pagosa Springs Medical Center** – The Board Room (access through east entrance doors) – 95 S. Pagosa Blvd., Pagosa Springs, CO

**In attendance:** Karn Macht as proxy for Randy Larson, Bill Rockensock, Connie Cook, Kati Harr, Andrea Phillips, Don Peterson, Greg Schulte (Explty Subcomte), John Finefrock (Pagosa Sun),

**MINUTES**

**1. Call to Order; Administrative Matters of the Board**

- a. Called to order at 0934hrs
- b. Confirmation of quorum/attendance
- c. Identification of proxies
- d. Approval of agenda and any changes

**2. Reports and New Business**

- a. Emergency Communications Manager Report (prepared/submitted by ECM Harr) See packet for report
- b. Dispatch Advisory Committee Report (Nothing to report)
- c. Financial Report (unavailable due to County outage)
- d. Exploratory Subcommittee Report (prepared/submitted by Greg Schulte) See packet for report
  - i. Unanimous recommendation of 911 surcharge increase to \$2.25
- e. Chair Report (prepared/submitted by Chairperson Cook) see packet for report
- f. Harman House Discussion
  - i. Chief Rockensock advised IGA needed to be in place in order to clearly outline financial roles and responsibilities. Chair Cook advised discussion with County needed to provide clarity and assistance to build IGA.
- g. Board Chair Tenure Discussion

- i. Traditionally the Board Chair role has been turned over in January. In the proposed IGA draft, there is the option for the Board Chair to serve 2 terms.
- ii. Special meeting needed to vote on extending Chair Cook's term as Board Chair. Both County representatives absent from today's meeting – County is slated to be next Board Chair – need their input.
- iii. Vice Chair position discussed in order to provide continuity, continued momentum, and to support Board Chair in their duties and support of ECM.
- iv. Discussion regarding appointment of proxies and Board required members.

### **3. Presentations**

- a. None at this time

### **4. Consent Agenda**

- a. None at this time

### **5. Items to be Considered for Decision:**

- a. Approval of Subcommittee Funding Recommendations
  - i. If agreed upon as Board, then members will request resolutions of support from respective governing bodies.
  - ii. Motion by A. Phillips for Exec. Mgmt. Board to accept the recommendation from the Exploratory Subcomte to increase the 911 surcharge by \$1.00 to a total of \$2.25 and that each partner entity brings a resolution of support to their respective boards. Second by D. Peterson, all in favor.
- b. Approval of Title Change for Emergency Communications Manager
  - i. In line with job description, duties, and industry standards, as well keeping the extended view of an eventual staffing structure/chain of command in mind, it is of the opinion of ECM Harr that a more appropriate title for her current position is Emergency Communications Director. Per County HR, this job title change (independent of any pay raise, change in job description, or other change in current position) must be approved by the Board in order to go into effect.
  - ii. Motion by B. Rockensock to amend title to Emergency Communications Director, second by D. Peterson, all in favor.

### **6. Other Business**

a. None at this time

**7. Adjourned at 1052hrs**