

**Notice of Special Meeting of the
Executive Management Board of
Archuleta County Emergency Communications Services**

Wednesday, September 28th, 2022 at 9:30am

MEETING LOCATION:

Archuleta County Sheriff's Office Conference Room
85 Harman Park Dr
Pagosa Springs, CO 81147

Virtual access to the public:

Web Address: <https://us02web.zoom.us/j/7186713647>
Meeting ID: 718-671-3647

In Attendance: Randy Larson, Ron Beckman, Connie Cook, Brooks Brown, Mike LeRoux, Derek Woodman, Andrea Phillips, Courtney Pogue, Kati Harr and Terri House.

AGENDA

- 1. Call to Order; Administrative Matters of the Board**
 - a. **Chairman of the Board Larson calls to order at 9:31am.**
 - b. Confirmation of quorum/attendance
 - c. Identification of proxies
 - i. Mike LeRoux for Sheriff's Office and Brooks Brown for Pagosa PD
 - d. Approval of agenda and any changes
- 2. Presentations**
 - a. Center Update: Operational and Executive Status Updates and Future Recommendations (presented by ECD Harr)
 - i. Chief Larson requested follow up on surcharge audit.
 1. 911 Solutions working on report
- 3. New Business**
 - a. Discussion of Next Steps to Post and Fill Emergency Communications Director Position
 - i. County Manager Woodman appreciates Director Harr's recommendations, supports slow hire for replacement Director and agrees the candidate should have a background in Emergency Communications.
 - ii. Chief Larson asked if Director Harr would be willing to sit in on the hiring process. Director Harr says she'd be honored.
 - iii. Chief Cook agrees with Director Harr participation in interview process.
 - iv. FD Board Chair Beckman asks how the hiring process will work and if Director Harr could stay on as a consultant to hiring. County Manager

Woodman answered that it would be the Executive Management Board to make the decision.

- v. Chief Larson suggests to begin the process of posting the position and appoint a hiring committee to include an expert in the industry, the OPS manager and 2-3 board members. Requested Manager Woodman be the lead on committee.
- vi. County Manager Woodman accepted and agreed.
- vii. Director Harr will send employment brochure to Executive Management Board for any edits.
- viii. FD Board Chair Beckman makes a motion to appoint Woodman as hiring committee lead, Chief Cook seconds.
- ix. Town Manager Phillips questions if anyone in the meeting or on the call is interested in the position of ECC Director. No takers.
 - x. All in favor. Motion Carries.
 - xi. Discussion on hiring incentives. Ie. Moving expenses
 - xii. FD Board Chair Beckman prefers to hire locally within the state of CO.
 - xiii. Chief Larson requests County Manager Woodman to have outline for hiring ready at next meeting October 6, 2022.

4. Other Business

- a. None.

5. Adjourn

- a. 10:18am