

# ORIGINAL



## Regional Emergency Dispatch Authority

### Operations Committee Meeting Minutes

September 10th, 2020

September 10th, 2020, 10:30

Determination of Quorum - Quorum present

#### Attendance:

- REDA Executive Director Kern
- REDA Training Coordinator Headrick
- APD Chief Roberts
- AFD Chief Hope
- AFD Fire Marshal Harvey
- Radio Communications Supervisor Chavarria
- REDA CIO Romine
- ECSO Lieutenant Decker
- REDA CAD/RMS Admin Chris Walker
- Fire Board Chairman Zuniga
- Trans Aero rep. Mike Ristom
- Artesia City Mayor Miller

Approval of September 10th, 2020, Operations Committee Agenda

Motion made by Chief Hope; Second by Supervisor Chavarria - All in favor: Motion passes

Approval of August 13<sup>th</sup>, 2020, Operations Committee Meeting Minutes

Motion made by Lieutenant Decker; Second by Supervisor Chavarria - All in favor: Motion passes

#### Agenda

- 1) **Public Service Agency Comments and Announcements**
  - a) None
- 2) **Director / Announcements / Reports**
  - a) August Personnel Report
    - i) Director Kern reviewed the attached report with the board; no questions or recommendations from the board.
  - b) August Overview & Statistical Information
    - i) Director Kern reviewed the attached report with the board; no questions or recommendations from the board.
  - c) Call Count Comparison by Month

i) Director Kern reviewed the attached report with the board; no questions from the board.

**3) REDA IT Report**

i) CIO Romine reviewed the IT report with the board. A discussion was had regarding REDA's printers being out of maintenance and the possible solutions REDA is looking into. No further questions or recommendations from the board.

**4) Radio Report**

i) Director Kern started a discussion over her concerns about the Eddy County radio contract. The first issue that the Director sees is the upgraded Verint recorder. REDA has been looking into upgrading and wants to ensure that if the equipment is purchased by Eddy County that it remains with REDA if different entities decide to separate themselves. Fire Board Chairman Zuniga states that although Eddy County would own the equipment, it would all stay within REDA. If any equipment were to leave, it would be the choice of the Eddy County Commission.

ii) Fire Board Chairman Zuniga states that discussions are ongoing to join the State Radio System. No contract has been signed as of September 10<sup>th</sup>.

iii) Fire Board Chairman Zuniga states that Fire Dispatch and the ECSO channel will stay in its current analog state on the towers after the upgrade to allow for interoperability. Director Kern stated her concerns over the interoperability with APD and AFD due to the County moving to a strictly digital system. APD and AFD would have to buy new radios for the system to work as designed. Supervisor Chavarria ensured the board that APD and AFD would have two-way communication through a patch that Motorola would put into the system. This would give APD and AFD time to obtain new radios.

iv) APD Chief Roberts expresses concern over the delay that a patch in the system will cause when communicating with the Sheriff's office. Supervisor Chavarria states that the delay would not be there. Fire Board Chairman Zuniga states that the ideal situation would not be a patch but to upgrade APD and AFD radios.

v) Director Kern mentioned concerns regarding the management of the consoles within REDA. The Director wants to ensure that the management of the consoles remains the responsibility of REDA personnel.

vi) Fire Board Chairman Zuniga discusses the reason why the County is considering joining the State. The reason being is to be able to access the existing state towers.

vii) Director Kern outlines the timeline that she has regarding the radio contract and the breakdown in communication between the County and the Operations Committee. The contract was signed in June of this year and the Operations Committee has just recently found out about it. Fire Board Chairman Zuniga states that the County afforded the opportunity for different options and none was presented. Director Kern referred to the letter sent from REDA referencing the radio contract and brought attention to the line on page 2 of that letter under 3.a.ii - "March 2020 Meeting minutes for REDA Executive Board "Some discussion had regarding a meeting with Josh Mack had with Roswell and a communications upgrade. The rest of the discussion has been postponed to see capabilities and look at maintenance contracts."

viii) A discussion was had regarding a grant being procured or request for use of County Surplus funds in order for APD and AFD to purchase radios that would be interoperable and compatible with the new 700 Mega Hertz system. They would be bought by Eddy County and a contract signed with the City. Director Kern will be writing a letter of support on behalf of the REDA Operations Community for Chief Hope to present for discussion during BOCC.

ix) A discussion was had led by Fire Board Chairman Zuniga who stated that he is not willing to transfer ownership of equipment bought by Fire Excise Tax to REDA. All equipment will be stored at REDA and owned by Eddy County.

- x) CIO Romine requested a project timeline on the radio project to be presented in the next meeting.

**5) Training Report**

- i) Director Kern discussed REDA trainee progress and new hire with the board. No further discussion or recommendations by the board.

**6) Operations Committee Meeting Decisions & Recommendations**

**a) Artesia Police Department**

- i) APD Chief Roberts has received working code tables for NIBRS and will be moving forward on that project.

**b) Artesia Fire Department**

- i) None

**c) Carlsbad Fire Department**

- i) None

**d) Eddy County Sheriff's Office**

- i) Director Kern discussed the need for Incident Command within the Sheriff's Office in order to halt confusion and monopolizing REDA resources when more than one division within the Sheriff's office are working on a joint operation.

- ii) Lt. Decker discusses the VCSO Workflow with Director Kern. Director Kern stated that the workflow is on the Training RMS and a meeting with Motorola will happen soon in order to get it moved to the Production side.

**e) Eddy County Fire Service**

- i) Supervisor Chavarria discusses the radio frequency change over with the board. The City of Carlsbad has not completed it as of yet and will let Supervisor Chavarria know when they are ready.

**f) Pecos Valley Drug Task Force**

- i) None

**g) Loving Police Department**

- i) None

**h) NPS**

- i) None

**i) NMMP**

- i) None

**7) Agreements / Contracts/ Expenditures/ MOUs:**

- a) Director Kern discussed the Bookkeeping Engagement Letter as well as the Financial Statements Compilation Engagement Letter with the board. No discussion or recommendations from the board. Supervisor Chavarria made a motion, Chief Hope seconds - All in favor: Motion passes.

**8) Legislative:**

- a) None

**9) Resolutions:**

- a) None

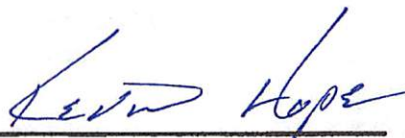
**10) Travel / Training:**

- a) Director Kern states that she has one individual that will be going to DPS Academy in October of this year. T.C. Headrick advised the board that REDA has 4 other pending DPS Academy Applications at the state awaiting approval.
- 11) **Closed Session:**
  - i) None
- 12) **Consent Agenda:** [All items listed below have been distributed to the REDA OPSCOM Board, in advance of this meeting and are routine and non-controversial in nature, they will be enacted by a single motion. Any Board Member may remove an item from this Consent Agenda if a separate discussion is desired]: None
- 13) **Public Comments / Announcements**
  - a) None
- 14) **Board Member Comments**
  - i) None
- 15) **Set the next Operations Committee meeting date:**
  - a) Regular Schedule will be October 9<sup>th</sup>, 2020 @ 10:00.
- 16) **Adjourn Meeting**
  - a) Meeting adjourned

X Kirk E. Roberts

Chief Roberts  
Artesia Police Department

X



Chief Hope  
Artesia Fire Department

X Jason W. Decker

Lieutenant Decker  
Eddy County Sheriff's Department

X

Christopher Chavarria

Volunteer Fire Department Representative

Signature:   
Christopher Chavarria (Oct 13, 2020 13:54 MDT)  
Email: cchavarria@eddycofire.org

Signature:   
Email: kroberts@artesianm.gov

Signature:   
Jason W. Decker (Oct 14, 2020 13:58 MDT)  
Email: jdecker@co.eddy.nm.us

Signature:   
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