



January 28, 2021 REDA Executive Board Meeting Minutes

Called to order by Chairman Mayor Miller @ 1000, determined to have a quorum.

Present:

Chairman Mayor Miller
County Manager Allen Davis
Alternate Sandi Countrymen
John Ross Null

REDA Executive Director Bambi Kern
REDA H/R Admin. Assistant Kirstene Campbell
REDA Training Coordinator Megan Headrick
REDA CIO Gary Romine

City of Artesia Police Chief Roberts
City of Artesia Fire Marshal Harvey
Fire Board Chairman Jarod Zuniga
ECFS Communications Supervisor Chris Chavarria
Harvey & Simons Chris Simons

Absent: Vice Chairman Rep. Jim Townsend, Vernon Asbill, Aubrey Hobson

Approval of January 28, 2021 Agenda: No changes.

Motion made to approve agenda by JR Null, seconded by CM Davis. All in favor, motion carried.

Approval of the November 19, 2020 REDA Executive Board Meeting Minutes:

Motion made to approve minutes by CM Davis, seconded by Sandi Countrymen. All in favor, motion carried.

Election of new REDA Executive Board Officers:

Motion made by JR Null to nominate

- Mayor Ray Miller as Chairmen
- County Manager Allen Davis as Vice Chairmen
- Aubrey Hobson as Secretary

Motion seconded by CM Davis. All in favor, motion carried.

Agenda Items

1. Financials Report / Budget:

A. Quick View Financials: Under budget

Motion made to approve financials and invoices with requested exceptions by Chairmen Miller made by CM Davis, seconded by JR Null. All in favor, motion carried.

B. Invoices:

C. Actuals:

D. Breakout of OT:

E. Capital Outlay Request:

2. Expenditures Review / Emergency Business / Approval:

3. Operations Committee Meeting Decisions & Recommendations:

A. Meeting Minutes Draft: Director Kern advised they did have the meeting and attached is the draft minutes from that meeting. They had a phone call after OPSCOM to get some questions answered by Motorola and there was a good discussion. It was discussed that all primary agencies have their questions answered. REDA has procured funds from DFA for the purchase of an event logger which means that REDA will maintain ownership of that crucial piece of equipment. Money from DFA will also pay for the upgrade of the center's UPS system.

Mayor Miller states that the way he understands it is that APD and AFD will operate as normal, (through Dispatch), as well as the county agencies. It has been decided that the M Core will not reside at REDA but be installed at Eddy County Fire Services instead. One of the concerns was the fact that if the tower at 12 mile became inoperable, there would be no traffic routed to the M Core from REDA and that REDA would in turn receive zero percent traffic. REDA would still be able to communicate with APD and AFD as they are not tied to the county towers. REDA would not be able to communicate with the County agencies unless they utilized cell phones and landlines. The units in the field would still be able to communicate, just not with the dispatch center.

There has been discussion that a redundancy is put in place in order to alleviate this issue. Talks of adding additional towers as well as a fiber ring have been discussed. The issue is the fact that REDA is single threaded when it comes to towers and if REDA loses the connection there is no current backup. Talks of a Hope tower has been had, the issue with the plan is there is terrain that is an obstruction. Furthermore, the Hope residents did not want additional equipment on their property. Fire Board Chairman Zuniga expressed the fact that a base station will be located at REDA in order to talk to the tower thus alleviating the issue through a backup solution. He also discussed with the board that the overall plan was to align with the State system which would come with the added benefit of all the state towers. The issue with "adding" 20 feet to the towers as a solution is that it cannot be done. Fire Board Chairman Zuniga states that a new tower would have to be installed. Fire Board Chairman Zuniga also discussed the possibility of a fiber optic solution as a backup. He states that Fiber for the system is the ultimate end goal.

Mayor Miller asked if the grant that has been previously discussed that would pay for radio equipment for APD and AFD was still on the table. Fire Board Chairman Zuniga states that it has not died, it simply has not gained ground. He also suggests that it be a good idea if Artesia requests the grant instead of the County Fire Community as Artesia is operating on a near negative budget and Fire is not.

Mayor Miller makes the statement that it should not matter who pays for the equipment or where it resides. If an entity pays for the device and it resides elsewhere, it should be tag appropriately and inventoried as required.

APD Chief Roberts reminds the board that if there is a tower issue, North County Units have the ability to tune into Artesia's radio channels and be able to communicate. APD Chief requests a timeline for when the upgrade will be complete. Fire Board Chairman Zuniga suggested that it be a continuous agenda item. The REDA Executive Board concurred with the plan to move forward with the new system.

4. Directors Comments / Announcements / Reports:

A. Personnel Report: Director Kern advised we had three applicants receive conditional job offers and we are waiting on their results from the psychological, drug, and physical testing. Director Kern advised that we will begin live dispatching for Trans Aero hopefully in March 2021 and requested one of the frozen positions be opened up to facilitate the workload.

- 2020 Employee Awards:
 - Outstanding Employee – Kelly Grigg
 - Top Performer – Christine Dalton
 - Honorable Mentions:
 - Anita Ritter
 - Cristina Vega
 - Nicole Herring
 - Megan Ridge

B. Overview & Statistical Information:

C. Information Technology Report: CIO Romine discussed the backup system is now in place at the PSC. The GPS issues in the mobiles have been worked on. Some major map changes are coming up on January 8th and then will start pushing changes to the MDTs in the field. CIO Romine discussed the Capital Outlay request that REDA put forward with the Board.

- IT Lifecycle by Year
 - The Executive Board requested that Director Kern follow with Jerry Fanning with Eddy County for REDA's Capital Outlay Request

D. Training Report: Director Kern advised that REDA has two employees that recently attended DPS Academy and have been released from the REDA training program making them PST IIs. REDA has two employees that are currently in the OJT phase of training.

E. Thank you to Fenn's: Director Kern advises the Board that Fenn's Country Market donated turkeys for REDA employees back in November 2020. Mike Ristom with Trans Aero volunteered to sponsor a Thank you plaque from REDA to Fenn's.

- Mayor Miller advised he would be available to present the plaque with REDA Admin

F. IPRA Request: Director Kern advised the Board of an Extensive IPRA Request that our agency is working on. Director Kern also advised that all the communication for the IPRA Request was being discussed with the REDA Lawyer.

G: DFA 911 Upgrades for REDA next FY: Director Kern advised that REDA is due for an upgrade for the Verint Logging Recorder as well as the other 911 systems and these upgrades will be on the upcoming Fiscal Year.

H. CPO Training for Kirstene February 16th – 19th

- Invitation to Bid for UPS replacement/upgrade

5. Legislative: Director Kern advised

A. Legislative Conference/Director's Affiliate

- Rave Panic Button
- Kari's Law
- 988 Suicide Line
- Ending 911 Fee Diversion Taskforce

6. Resolutions:

A. Open Meetings Act 21-001: Motion to approve made by CM Davis, seconded by Sandi Countrymen. All in favor, motion carried.

7. Agreements / Contracts / MOU's: Director Kern advised

A. Printer Quotes Purchase/Lease: Motion made to approve the purchase of a Color machine (\$8,101.50) by JR Null, seconded by CM Davis. All in favor, motion carried.

- Color Purchase \$8,101.50
- Color Lease \$11,568.00
- Mono Purchase \$6,568.00
- Mono Lease \$8,537.40

B. Trans Aero Contract: Motion made to approve by Sandi Countrymen, seconded by CM Davis. All in favor, motion carried.

C. Requests for the difference in phone upgrade: Motion made to approve upgrade Option 1 (\$3,360) by CM Davis, seconded by JR Null. All in favor, motion carried.

D. PowerDMS Annual Contract: Motion made to approve by CM Davis, seconded by JR Null. All in favor, motion carried.

E. Ninite Renewal: Motion made to approve by CM Davis, seconded by Sandi Countrymen. All in favor, motion carried.

F. P1 Upgrade Change Order Credit: Motion made to approve by JR Null, seconded by CM Davis. All in favor, motion carried.

8. Consent Agenda:

A. Travel Request Trans Aero to Salt Lake City:

- Bambi Kern and Megan Headrick, February 1st – 3rd

B. Ratification of Travel Request DPS Academy

- Kisha Pope and Sierra Ferguson, November 15th – 24th.

Motion made to approve consent agenda made by Sandi Countrymen, seconded by CM Davis. All in favor, motion carried.

9. Public Comments / Announcements:

10. Board Member Comments:

11. Closed Meeting: Motion made to go into a closed meeting by Sandi Countrymen, seconded by CM Davis at 12:04.

Roll Call vote to go into the closed meeting:

JR Null - Yes

CM Davis - Yes

Mayor Miller - Yes

Sandi Countrymen - Yes

Motion made to come out of the closed meeting by Sandi Countrymen, seconded by CM Davis at 12:07.

Roll Call vote to come out of the closed meeting:

JR Null - Yes

CM Davis - Yes

Mayor Miller - Yes

Sandi Countrymen - Yes

12. Set next Board meeting date: February 18, 2021 @1000.

14. Adjourn meeting:

Meeting adjourned motion made by Sandi Countrymen, seconded by CM Davis at 12:17. All in favor, motion carried. Adjourned.



Mayor Raye Miller, Executive Board Chairman (or designee)

3/18/2021
Date



Bambi Kern, REDA Executive Director (or designee)

3-18-2021
Date