

INDEX OF MINUTES

SANTA FE REGIONAL EMERGENCY COMMUNICATIONS CENTER

BOARD OF DIRECTORS MEETING

November 19, 2015

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE(s)</u>
CALL TO ORDER	Convened	1
ROLL CALL	Quorum	1
APPROVAL OF AGENDA	Approved [as amended]	1
APPROVAL OF MINUTES OF SEPTEMBER 17, 2015		
	Approved	2
EXECUTIVE SESSION (If determined necessary)		
a. Limited Personnel Issues		
1. RECC Director performance Evaluation		
b. Threatened or Pending Litigation	*Moved down on agenda	*17-18
ACTION ITEMS		
a. Approval of updated RECC Standard Operating Procedures	No approval necessary- Section 5.02 was approved at the prior Board meeting	2-3
b. Approval of annual budget appropriation for RECC capital purchases by City, County and Edgewood	Motion passed	3-9
INFORMATIONAL ITEMS		
a. Discussion on radio replacement, RFP and grant funding project		9-14
b. Report on Board request to explore JPA structure alternatives		14-15
c. IT and equipment report		16
d. Medical Director Report		16
e. Financial Update and Director's report		16-17
MATTERS FROM THE PUBLIC	None	17
MATTERS FROM THE BOARD	None	17
NEXT MEETING DATE: Scheduled for January 14, 2016 at 9:00 a.m.		17
ADJOURNMENT	Adjourned at 12:40 p.m.	18

MINUTES OF THE
SANTA FE REGIONAL EMERGENCY COMMUNICATIONS CENTER
BOARD OF DIRECTORS MEETING

Santa Fe, New Mexico
November 19, 2015

The Meeting of the Santa Fe Regional Emergency Communications Center Board of Directors was called to order by Chief Erik Litzenberg, Chair at 9:05 a.m. on this date at the Public Safety Complex, 35 Camino Justicia, Santa Fe, New Mexico.

Roll Call indicated the presence of a quorum for conducting official business as follows:

MEMBERS PRESENT:

Chief Erik Litzenberg, Chair
Katherine Miller, Vice Chair
Chief Patrick Gallagher
Sheriff Robert A. Garcia
Eric Johnson
Chief Fred Radosevich
Brian Snyder
Chief David Sperling

MEMBER (S) ABSENT:

None

STAFF PRESENT:

Nancy Calhoun, RECC
Ken Martinez, RECC Director
Nick Martinez, RECC
Randy Vallejos, RECC Training Coordinator

OTHERS PRESENT:

Mark Basham, Basham & Basham P.C.
Tony Flores, Deputy County Manager
Renee Martinez, City IT Department
Pablo Sedillo, Public Safety Director
Faustino Contreras, City IT Department
Jo Ann G. Valdez, Stenographer

APPROVAL OF AGENDA

The agenda was amended to move the Executive Session to the end of the meeting.

Mr. Snyder made a motion to approve the agenda as amended. Chief Sperling seconded the motion. The motion passed unanimously by voice vote.

APPROVAL OF MINUTES: September 17, 2015

Mr. Snyder made a motion to approve the Minutes of the September 17, 2015 meeting as submitted. Mr. Johnson seconded the motion. The motion passed unanimously by voice vote.

*EXECUTIVE SESSION

This agenda item was moved to the end of the meeting.

[Note: All handouts are incorporated herewith by reference. The original packet is on file at the RECC's Office.]

ACTION ITEMS

a. Approval of updated RECC Standard Operating Procedures

As the RECC continues to move forward toward applying for accreditation through the New Mexico Association of Counties, changes must be made to standard operating procedures to ensure compliance with accreditation requirements. The RECC also plans to review and update the SOP's annually.

(Copies of *Section 5.01: Emergency Medical Dispatch* and *Section 5:02: ProQA and Medical Priority Dispatch System* were distributed in the Board Members' packets.)

Staff requested approval to adopt and implement the amendments to the RECC Standard Operating Procedures previously presented to the Board.

At the last Board meeting, a motion was passed to leave Section 5.02 (#7) intact and include the following change on #8: *"For the incidents listed in #7 above, with the exception of 7.2, Fire and EMS will be advised to consider staging pending the clearance of the scene by law enforcement."*

Mr. Martinez noted that these changes have been made and he will bring two more sections of the Standard Operating Procedures to the Board for approval.

Chief Sperling asked if there was any reason that Mr. Martinez couldn't bring all five of the SOP's to the Board for approval.

Mr. Martinez said there is no reason that he could not, but he did not want to overload the Board packets with reading material. He said he could bring them to the Board all together, if this is the wish of the Board. He noted that the plan is to annually continue to amend the SOP's.

There was consensus that all of the Standard Operating Procedures would be brought before the Board at the same time.

b. Approval of annual budget appropriation for RECC capital purchases by City, County and Edgewood

Pursuant to the RECC Capital Purchases Agreement approved at the January 6, 2011 Board meeting, prior to January 31st of each year, the RECC Director shall submit to the Board a request for needed expenditures for the upcoming fiscal year.

Staff requested the Board's approval of the budget appropriation for submission by representatives of the City, County and Town of Edgewood to their respective entities during the upcoming fiscal year budget cycle.

Copies of the *FY17 RECC Budget Request* and a list of the *Maintenance and Service Agreements* were distributed. Mr. Martinez reviewed the FY'17 RECC Budget request as follows:

- | | |
|--|---------------|
| 1) Sungard One Solution CAD upgrade | \$600,000.00 |
| 2) Replacement of Administrative staff PC's | \$ 12,000.00 |
| 3) Replacement Copier * | \$ 3,000.00 |
| 4) Replacement Service (Vantage point:
Mapping application) | \$ 3,500.00 |
| 5) Emergency Fire Dispatch protocols
(*estimate) | \$100,000.00* |

Mr. Martinez noted that Sungard representatives recently spoke to members of the agencies about the desire to consolidate the CAD operations from separate contracts to one contract. This is called the One Solution application and will consolidate all of the agencies CAD operations into one application. This will streamline all of the processes and allow for ease of reporting and data collection for all agencies, not just the RECC.

Mr. Martinez said the Board needs to decide whether or not they want to do this.

With regards to #5 (Emergency Fire dispatch protocols,) Mr. Martinez said the RECC was first accredited in 2012 with the International Academies of Emergency Dispatch for their emergency medical dispatch protocol use. The RECC has maintained the compliance level at 95% for all of the required criteria. This past month, the RECC received their re-accreditation for emergency medical dispatch. This is a huge

accomplishment for the RECC, as there is approximately 200 dispatch centers worldwide that have reached and maintained this compliance level. The RECC is one of the four agencies in New Mexico that have been accredited for emergency medical dispatch protocols.

Mr. Martinez said he would like to move forward with accreditation for the emergency and fire dispatch protocols. In order to do this, the RECC needs to purchase the software product that contains the protocols and requirements for achieving this accreditation. The cost to do this is \$159,962.00, per sales quote that was provided by Priority Dispatch. Copies of the sales quote were distributed to the Board Members.

Mr. Martinez said this is the request for capital for the upcoming fiscal year. He explained that items #2, 3 and 4 are necessary to move forward with the equipment upgrades; and the CAD application (One Solution) will benefit all the agencies, regionally, as will the emergency fire dispatch protocols. If the capital request is approved, it will be split between the agencies according to the JPA and the contribution percentages: 40% from the County; 40% from the City and 20% from the Town of Edgewood.

Discussion/Questions

Ms. Miller noted that the total for the Emergency Fire Dispatch Protocols listed on the FY17 RECC Budget Request handout states \$100,000 and this quote says \$160,000.

Mr. Martinez said this was only an estimate-the actual quote from Priority Dispatch didn't come in until yesterday.

Ms. Miller asked Mr. Martinez if he had an order of priority of the budget request.

Mr. Martinez said he would like to get the equipment (items 2, 3, 4); the fire dispatch protocols and the Sungard One Solution application approved.

Ms. Miller asked if the application would save on the ongoing software licenses, and is there any efficiency in going with the One Solution application.

Mr. Martinez said operationally it would be efficient. The RECC would also be able to move to one maintenance contract as well.

Mr. Snyder asked if there is an overall net savings.

Ms. Miller requested that Mr. Martinez provide an estimate of the savings and he will send it out via email.

Ms. Miller said Mr. Martinez talks about needing \$5 million for equipment upgrade.

She asked if the One Solution application will work on the outdated equipment, etc.

Mr. Martinez said the \$5 million expenditure that he will talk about on the next agenda item is for radio and tower equipment that has been in place in the Center since 2002. This is reaching its end of life and will need to be replaced. He said this is a separate expenditure.

Mr. Martinez explained that 911 is a multi-faceted operation because there are many different aspects that need to be funded from different sources. For example, the RECC just finished a \$1 million telephone system upgrade and this money came from the E911 grant from the surcharge monies. This comes from the Department of Finance. The RECC is on a replacement schedule for this under the State of New Mexico. However, this is only one aspect of the operations of the RECC. On the other side, there is the dispatch aspect and this falls under the PSAPs. This includes radios, computer-aided dispatch (CAD), furniture, and any expenditure that does not involve telephones.

Mr. Martinez noted that it is very expensive to purchase a new CAD system, over \$2 million.

Mr. Snyder asked if there are any funding opportunities such as grants that would fund any of these things.

Mr. Martinez said there are difficulties with funding for 911 because most of the federal grants out there are tailored towards law enforcement or fire. He did not know of any federal grants that are dedicated solely for 911 or dispatch.

Mr. Snyder recommended that the Board ask Mr. Martinez to explore other funding opportunities that may be out there and report back to the Board, before making a motion to approve the budget request.

Chief Sperling said in the past, the Board has talked about the need or desire to replace the CAD. He asked how this software would interplay with a new CAD system.

Mr. Martinez said it wouldn't, this is just another upgrade within Sungard's services. The RECC would have to put out a Request for Proposal to look at a new CAD system and again a CAD system would be expensive.

Chief Sperling said he personally did not feel that he knows enough about fire priority dispatch to make a decision today on whether it would be cost-effective or not. He would like to have more information on what it will provide Santa Fe County Fire Department before he decides on this.

Mr. Martinez offered to meet with Chief Sperling and Chief Litzenberg to discuss the pros and cons of the One Solution software. He explained that the application would

simplify the process and define the protocols that the operators follow when they are taking fire, medical and police calls. This would allow for ease of operation and provides for less liability on the dispatchers.

Chief Radosevich said to him it sounds like a scam and the reason he says this is because the company that is providing this is the only company who provides the training to receive certification; and they are providing this at \$160,000. The second thing is on the CAD; it's his understanding that the New Mexico State Police signed a contract, or is going to sign a contract on a statewide CAD system that they will be offering to other state and local agencies. He asked if this is correct.

Mr. Martinez said yes, that is correct. The State Police are finalizing a RFP for CAD services statewide.

Chief Radosevich said he believes they signed a contract.

Mr. Martinez said they are aware of this and a lot of the 911 directors throughout the State are a little leery of joining the state's CAD system because they will lose control and authority to handle the data. Presently, the consensus of the E911 Affiliate, or the majority, are not interested in joining the State Police CAD system. However, this is something that the RECC can look at and can bring this option to the Board.

Chief Radosevich thinks this the Board needs to look at this as an option because of the cost for a new CAD system.

Mr. Martinez said this is an option to look at and can be brought to the Board for consideration once it is put out to local agencies for their inclusion. He said the other thing that has been discussed with some of the other directors in the State is consolidating CAD and sharing data amongst themselves on a local government level.

Ms. Miller asked Mr. Martinez if he knows how other counties and smaller dispatch centers pay for this, for radios, CAD, etc.

Mr. Martinez said a lot of the smaller centers do not have a CAD system. He explained that the structures of some of the smaller centers are different and they receive or go through different sources or mechanisms for funding, such as gross receipt taxes and bond money.

Tony Flores said with regard to the smaller counties, the State Department of Public Safety funded a lot of the equipment upgrades for dispatch centers that could not afford to pay for them. However, this is already going on seven years of age.

Sheriff Garcia asked Mr. Martinez if he knew of any regional communication center in this State that covers more than one county and involves 2-3 counties in one center.

Mr. Martinez said no, he does not know of any regional dispatch centers that handle more than one County jurisdiction; and part of the reason for that is that under the DFA rule and the 911 Statute, consolidated centers within the State of New Mexico must be within the same county. He noted that there are approximately 47 PSAPs in the State of New Mexico. Some are counties and some are municipalities.

Ms. Miller said she actually did some research on this and, legally, the RECC could have other counties. She said the DFA rule says that it needs to be the County and their major municipality to be regional and to qualify for the DFA funding, but it does not preclude more than one county and therefore, they would be eligible as a regional center. She noted that she does not know of any centers who have done this and consolidated. She asked Mr. Martinez if this is practical, can the RECC combine our Center with Rio Arriba County and Los Alamos County.

Mr. Martinez said operationally, he believes that this is definitely possible. They would have to share resources and equipment. He said they would also have to share data for the CAD.

Mr. Martinez mentioned that he attended a meeting this week in Albuquerque where Century Link did a presentation and proposal for managed services that would allow the RECC to consolidate and share equipment for 911 purposes. He said the move is to consolidate and the technology now is such that it is possible. He noted that this is a later agenda item but this is one of the things (consolidation) that the Board can consider when they talk about structure and funding. He said when he spoke with the Deputy and Deputy Director of DFA, they did say that consolidation is possible but it would require an amendment to the rule.

Ms. Miller said there was a meeting with the County Managers a few weeks ago and the DFA Local Government Director, Rick Lopez, was there and she asked him if they should look into trying to accommodate a larger regionalization; and if so, are they looking at ways to allow counties and municipalities to leverage their funds better by regionalizing them. Mr. Lopez noted that the Board of Finance have also asked this question.

Ms. Miller explained that the Board of County Commissioners are looking at ways to reduce the burden of the County on the costs of this Center; and there is the other option of expanding the areas that it covers. She said this is something they need to take a look at, what it would take and what the savings would be across the board, if they do this.

Mr. Martinez said they could consider the Pojoaque and Tesuque Pueblos and the tribal police departments, as possible partners. These are options that can be discussed and considered.

Ms. Miller asked Mr. Martinez what it would take to have a real dialog about this with the other entities.

Mr. Martinez suggested that the dialog take place at the management levels or the governing body levels.

Ms. Miller thinks the dialog should start at the Board level for the other entities, and talk to them on whether or not they think this is feasible.

Mr. Martinez agreed. He said he is in direct contact with the 911 directors all the time and in fact, they just had an Affiliate meeting this week, so he can ask that this be an agenda item to discuss this with that Board of Directors.

Mr. Snyder said from the City's perspective, he supports what Ms. Miller has been saying. He said given the City's financial situation and budget shortfall, all options (from funding to partnerships) should be explored; and the Board should have these options in front of them before making these important decisions. Also, there is a Legislative Session around the corner, and if rules need to be made or amended and have to go through the Legislative process, the governing bodies need to know that, so the local delegation is aware of the needs.

Mr. Snyder said he is open to going with the County Manager and the RECC Director to a Board meeting. He suggested that Mr. Martinez start a direct dialog with his counter parts on whether or not there is interest and support for this topic.

Mr. Martinez said he could start discussions with his counter directors for the northern part of the county - to see if there is an interest and ask them to get him on the agendas to discuss these with their Boards.

Mr. Snyder asked Mr. Martinez what the current fiscal year capital budget is.

Mr. Martinez said the budget request for next fiscal year for capital expenditures is approximately \$115,000.

Mr. Snyder asked if the \$115,000 in the current capital budget are one-time expenses.

Mr. Martinez said yes.

Ms. Miller moved to approve the first three items of the FY17 RECC capital budget request as follows:

\$12,000.00 for replacement of Administrative Staff PC's

\$3,000.00 for Copier Replacement

\$3,500.00 for replacement of Server (Vantage Point)

\$18,500.00 total; and postpone approval on the Sungard One Solution CAD upgrade and the Emergency Fire Dispatch Protocols until the Board has further discussion on these items. Chief Sperling seconded the motion.

Discussion:

Mr. Snyder said he would be in support of this motion noting that there will be a reduction in the capital budget request.

Mr. Martinez said that is correct. He noted that the contribution percentages will be as follows:

\$7,400.00 County
\$7,400.00 City
\$3,700.00 Edgewood

Motion passed unanimously by voice vote.

INFORMATIONAL ITEMS

a. Discussion on radio replacement, RFP and grant funding project

As the Board is aware, the RECC radio equipment is at end of life and in need of replacement. Meetings have been held between members of both the City and County to discuss the process by which this equipment replacement can be funded and accomplished.

Staff requested that the Board discuss and provide direction in order to determine if a joint City/County/Town of Edgewood grant application and replacement project is feasible in order to procure new equipment.

Mr. Martinez said Renee Martinez and her staff have been working on the City's portion on what is required for replacement and they would like a sense from the County on what they want to do. He noted that the chances of receiving grant monies are increased when there are multiple municipalities and counties applying for funding. They have been working on ways to get funding for this because this is a huge expenditure.

Mr. Martinez said Renee Martinez and Faustino Contreras of the City IT Department are here to answer any questions the Board might have. Tony Flores from the County side is also here to answer any questions.

Ms. Martinez introduced Faustino Contreras noting that he is the Project Manager of the City IT Department and he has been helping with this project. He has been doing a lot of research on grant opportunities, and in the spirit of partnerships, they are thinking about possibly leveraging some the infrastructure that the State has in place. This would create an opportunity for even further interoperability within the emergency management

systems.

Mr. Martinez mentioned that the State Department of Information and Technology have participated in some of the meetings to offer their support and assistance with regard to their digital microwave network and some of their broadband applications, as well. He said it is at the discretion of the Board as to where they want them to go, but again, applying jointly increases the chance of receiving grant monies. He explained that the needs of the City and County are sometimes different. The City is on an 800 MHz system and the County is on the VHS system. He said they need to look at future communication needs regionally.

Ms. Miller noted that she, Tony Flores, the Sheriff and the Undersheriff, had a little bit of conversation about this and one of the concerns is the fact that there are two different systems and this could cause a problem in applying for monies.

Mr. Flores said having a little bit of knowledge on federal and state grants through the Department of Public Safety State Administrative issuing agency, we are not going to find a single-source provider for \$5 million. Therefore, the funding will not come through a grant program whether this is done individually or collectively. He said they will have to leverage multiple grant opportunities to be able to come up with a number. He said as a person who used to administer these grants, it is going to take multiple sources.

He said one of the concerns that has been identified through the team is the RFP, from his understanding, is to hire a consultant to come on board and develop the requirements that would put them in a position to apply for grants.

Mr. Flores thinks there are a multiple of issues that will go along with this. He explained that there are some issues with applying for grants because of the two systems that they currently operate on, and even though we would be collaborating - it will appear that each of the house is different, and are not a singular unit applying for funds. So, because of the inconsistency through the difference in the systems, this could put us in a disadvantage to try and apply for a singular grant program.

Renee Martinez said it would be an opportunity to bring a consultant in to explore the alternatives for both the City and the County, based on functional requirements. The consultant could provide a range of options. She feels that the clock is ticking and there are some risks because they have a system where they would not be able to get parts for if they failed. She would like to do some joint planning to see what the alternatives are and work with all of the stakeholders involved.

Mr. Martinez said this system is at its end of life and it is absolutely critical to try and get something in place before 2018.

Mr. Snyder said from the City's side, they also had some internal conversations and had similar concerns. He said it doesn't seem practical or makes any sense to switch from one of the systems to the other because of the different terrain issues and other issues within the City limits and the County. With that being said, Mr. Snyder said he supports the idea of looking at whether or not they are using the right systems. He said it makes sense to get our house (City/County/RECC) in order as Mr. Flores said.

Mr. Snyder said one additional concern is that this sounds like it is very complex. Also, what happens if they don't get the entire \$5 million in funding? This could put all agencies in a bind to get this done. He thinks this Board needs to be strategic in moving forward and really look at the core issue, and define and discuss the options to solve the core issues, before making any decisions.

Renee Martinez mentioned that the City submitted a project proposal with the City's Infrastructure Capital Improvement Plan request, and possibly the City and County can promote on this project together and possibly one of the legislators would sponsor the request. This could be an option for state funding.

Ms. Miller noted that the County has had the RECC (expansion; equipment, etc.) on the top five priorities for their legislative request for many years but the County has not had any success in getting any funding, by themselves.

Mr. Snyder had one additional concern in the back of his mind, is how this process is going to be different from the AVL system, which has never been implemented and it is five years later. He said in his mind, this is a waste of money, until it is implemented. He said if we are going to move something like this forward, we all have to be on board and know what it means to each individual agency and support it. Otherwise, we're throwing the money away.

Chief Radosevich agreed with Mr. Snyder. He said even though the RECC is a regional center, everybody is doing their own thing. The City and County have their own protocols. He said if we're going to really do this, then we all have to come together and say this is going to be a priority- to get it done. He thinks it is foolish to ask for any money because they do not know what they are looking for.

Chief Radosevich said maybe radio technology is not the way to go. A lot of other places are dispatching through mobile data and data travels a lot easier than voice sometimes. He said five years ago, the RECC bought the state-of-the art AVL system and now it is out of date and was never really implemented. He said down south they are very concerned about communications and what is going on. He asked how much money do they need for a consultant.

Renee Martinez said the City has approved \$50,000 in their operating budget to hire a consultant but they won't know if that is enough until the RFP goes out.

Chief Sperling seconded what Chief Radosevich is saying. He asked if we are putting the cart before the horse, and are we looking for money to help support the hiring of a consultant to assess the difference in the systems and what they might need to upgrade; and what they can envision 5-10 years down the road. He did not think it made sense to request a grant to buy equipment when they really don't know what they need at this point, and what the future looks like. He would be supportive of hiring a consultant to come in and assess the entire network. He said on the County side, there is a lot more to the system, than what sits at the RECC, and is not funded by the RECC.

Ms. Miller requested clarification on what is being asked.

Renee Martinez said the approach was to put out a RFP to solicit requirements for the City, the County and the RECC for replacing the out of date systems; and the City has \$50,000 in the operating budget to go towards that but they do not know if that's going to be enough. She noted that the City already has the RFP in draft form and it looks good. This is step one and part of the deliverables of the RFP will include recommending solutions and grant opportunities to pursue. At that point, they will have to decide on which grant opportunities to move forward with and put together a schedule for implementation of the actual software.

Sheriff Garcia disagreed with the idea of hiring of a consultant to tell them what they need when they know what they need and they still don't have the money. The funding is just not there and you're still going to be dealing with the issue of financing a communication center.

Mr. Snyder said we all heard that we are at the end of life cycle and we all can appreciate that and know what that means. He asked Sheriff Garcia if he had any ideas on solutions.

Sheriff Garcia said it would be helpful if the City would assist the County in operations.

Mr. Snyder said he appreciates that but we are at a point where we know we have a system that is aged and beyond its youthful life. He said from a joint standpoint is there a solution out there that can help make sure that we have the necessary radio equipment to provide the County, as a whole, the service it needs. He believes that there may be some grants out there to help with the \$5 million expenditure. He said from his position, he cannot support doing nothing.

Chief Sperling said we are making an assumption that we will have to pay all these at one time. He said a good consultant could come up with an incremental phase approach for technologies and grant funding. An incremental phase approach for grant funding could be more successful.

Chief Sperling agreed with the City Manager that this system is on its last legs and we need to move forward with doing the right thing.

Mr. Martinez said they need to find out what exactly needs to be replaced, and in what matter, for both the City and the County.

Mr. Contreras noted that the City and County of El Paso did a joint venture and hired a consultant for \$200,000 and the consultant gathered the requirements and provided a recommendation. They went at it together and received \$2 million in federal grant funding and purchased a joint VHS system. They are entering into a 10-Year lease agreement with Motorola. After talking with El Paso's Project Manager, he indicated that the consultant was a big help for them and the money was well spent. The consultant had a definitive list of requirements that was put together for both the City and the County.

Mr. Contreras said as far as funding, Sandoval County went with a VHS system and received \$2 million from the Department of Justice.

Mr. Contreras said they want to look at all of this as a comprehensive solution, possibly utilizing the State's equipment to enhance interoperability, for both the City and the County. They will then qualify for funding because they will be enhancing their interoperability.

Mr. Snyder agreed with Chief Sperling on a phased-approach and said he would support looking at a phased-approach and look on how we can partner with the State and utilize their infrastructure.

Mr. Contreras explained that there is technology that meets the various needs; and the consultant will come in and see how they are using technology, such as radios. He said the scope should be narrowed on the usage of the tools, such as radios, etc., and the consultant will help with that.

Mr. Martinez said this is something that needs to be bought in by all members all at once and should be done jointly as a region and have one system and application that everyone uses.

Chief Radosevich thinks that the RECC should be the one that moves forward, and be the lead of it.

Mr. Snyder said he would be fine with that, as that could be the best approach. He recommended that the Scope of the RFP be reviewed by the entities to make sure everyone is comfortable with it; so that the Board can get a full picture of what the cost will be.

Mr. Martinez said they will continue with the RFP, amend it to reflect that the RECC as the requester and send it to the governing bodies through the agency heads for review, and bring back the amended version to the Board for approval in January. He asked if this is the plan.

Mr. Flores said for a point of clarification, the RECC is a structure under the County as well, so do they infer that the County's Purchasing Office will be putting out the RFP. He said Mr. Martinez does not have that ability currently and he wants to make sure that the Purchasing Office is aware that they will be putting out a RFP on behalf of the RECC.

Mr. Snyder said that is his understanding-that this would run through the County's procurement system even though he doesn't mind that it go through the City's process. He offered the City's services to develop and finalize the RFP and said they would also be open to serving on a selection committee.

b. Report on Board request to explore JPA structure alternatives

At the July 16, 2015 meeting, the Board requested that the RECC Director explore the idea of consolidation/regionalization and research alternatives to the structure of the current JPA.

A report was provided to the Board as informational purposes only regarding the research conducted by the RECC Director on consolidation alternatives.

Mr. Martinez spoke with the Department of Finance and Administration and asked them if the RECC could still receive grant funding from the State if the RECC and its structure was amended. He asked how the RECC could structure themselves and still receive grant funding, and according to the Rule and the Statute, a consolidated center within a specific/same county could receive funding from the State. He also asked them if the RECC could consolidate with adjoining Counties and Ms. Miller was told that the Rule did not exclude this possibility. However, Mr. Martinez was told that the Rule would have to be changed in order to allow consolidation between adjoining counties. So, there is a little bit of conflict with this information and the lawyers could get the correct answer.

Mr. Martinez said the Pueblos would have to be included if there is a different structure done. He said the RECC could try approaching the Pueblos and see if they would like to consolidate.

Mr. Martinez asked the Board for direction or suggestions on how to move forward and possibly open discussions with counties and PSAPs to see if there is any interest in doing this.

Chief Radosevich thinks they need to explore all of the options.

Mr. Martinez said he thinks the best option now is to look at regional consolidation.

Mr. Johnson said the Bureau of Indian Affairs will also have a say on whether or not the Pueblos look into consolidating with the RECC because they are a major funding source for the Pueblos.

Mr. Martinez said for clarification, there are two separate issues: true consolidation for State funding is different from CAD and resource sharing that was talked about earlier. Sharing resources does not necessarily mean consolidation or that the State recognizes this as consolidation.

Chief Sperling said at the last meeting he asked for an update on the upgrades and the facility of the RECC and this kind of generated a lot of discussion and thus putting this on the agenda today. He said possibly this is an opportune time to discuss this now that the County Manager is present.

Mr. Martinez said the overall expansion of the RECC has been placed on a temporary postponement.

Ms. Miller said plus the RECC needs \$2.5 million for a radio upgrade. She explained that they are looking at prioritization and what the physical and priority needs are and it sounds like the radios are more critical at this point than the expansion of the facility. In addition, there has been discussion from the Board of County Commissioners that the County consider whether or not they would be better off going on their own like they did before, if there is not participation from all the entities. Ms. Miller has been directed to look at this as an option.

Ms. Miller said they are not in the position presently to expand the RECC facility without a clear JPA.

Mr. Snyder suggested that there be a joint meeting that is solely dedicated to discuss the RECC JPA.

Ms. Miller said they could try to schedule a joint meeting.

Mr. Snyder said this should not impact the service level and the service level has to be the top priority. He said all options should be explored and possible solutions should be presented to the governing bodies. He suggested that they determine whether any action needs to be taken, or if any rules need to be changed, so that this can also be taken to the governing bodies. Mr. Martinez said County legal has already looked into this and we can ask them for clarification.

Chief Litzenberg asked if there are any more questions from the Board and there were none.

c. IT and equipment report

(Copies of the *RECC IT Project Outline* dated November 19, 2015 were distributed in the Board Members' packets.)

Mr. Martinez noted that Jaison Dixon was not able to be present today because he was ill.

Mr. Martinez said Jaison Dixon and Vanessa Marquez recently returned from a Telestaff conference.

He said there is really nothing to report other than the telephone upgrade was successful and went off without a hitch.

Chief Litzenberg asked if there were any questions or comments.

Chief Radosevich said they had an issue come up and that is the RECC is using two different mapping software's, (one for the CAD and one for the GPS) and that is a problem because they are not consistent.

Mr. Martinez said he thinks there may be a little bit of misunderstanding on the two systems and he will get with Chief Radosevich after the meeting to discuss this.

d. Medical Director Report

Mr. Martinez said Dr. Alfredo Vigil is on rounds again at the Clinic but he did speak to him about being present at the Board meetings, and he indicated that he will make a conservative effort to attend the Board meetings from this point forward.

Mr. Martinez reported that the RECC received re-accreditation for the next three years. All scores are in compliance.

e. Financial Update and Director's report

[Copies of the Year-to-Date Budget Status Report as of November 12, 2015 were distributed in the Board Members' packets.]

Mr. Martinez said he does not see any issues with the budget and will stand for any questions. There were none.

Mr. Martinez noted that the RECC will be moving forward with the SMART 911 contract and staff will be receiving training on the SMART 911 program in January 2016 and then they will be able to implement it and get the education outreach out for that.

He said with regards to overtime, the RECC was able to move to the 40-hour work weeks again because they only have four vacancies.

Mr. Martinez gave an update on trainings and classes noting that two employees graduated from the State Law Enforcement Academy and they have moved on to be operators. There are six trainees currently.

Mr. Martinez noted that there is an application called "General Number" and they offer a service on an application on the phone where the public can download this application and input their personal data, similar to SMART 911. There is no database that is housed anywhere and there is no risk for hacking information. Mr. Martinez is hoping to bring this as a demonstration application to the Board at a future meeting.

Mr. Martinez announced that David Archuleta will be retiring November 24th. He has served 30 years with the RECC and this will be a tremendous loss to the RECC.

Mr. Martinez thanked David Archuleta for the many years of service and said he will be missed.

Mr. Snyder, Chief Sperling and Sheriff Garcia also thanked Mr. Archuleta for his assistance throughout the years and said he was quite an asset for the RECC.

Mr. Martinez said he plans to recognize Mr. Archuleta before the Board of County Commissioners on November 24th and he will send the Board Members an invitation.

MATTERS FROM THE PUBLIC

There were no matters from the public.

MATTERS FROM THE BOARD

There were no matters from the Board.

NEXT MEETING DATE

The next meeting is scheduled for January 14, 2016 at 9:00 a.m.

EXECUTIVE SESSION

a. Limited Personnel Issues

1. RECC Director performance evaluation

b. Threatened or Pending Litigation

Sheriff Garcia moved to go into Executive Session at 11:10 a.m. to do the RECC Director Performance Evaluation and discuss pending litigation. Chief Sperling seconded the motion. The motion passed unanimously after a roll call vote was taken.

Mr. Snyder moved to go back into Regular Session at 12:35 p.m. Mr. Johnson seconded the motion. The motion passed unanimously after a roll call vote was taken.

ADJOURNMENT

There being no further business to come before the Board, Ms. Miller moved to adjourn, second by Chief Sperling, the meeting adjourned at 12:40 p.m.

Approved by:

for Katherine Miller
Chief Erik Litzenberg, Chair

Respectively submitted by:

Ja Ann G. Valdez, Stenographer

Witnessed by: Nancy L. Colton

SFC CLERK RECORDED 01/27/2016

COUNTY OF SANTA FE) REGIONAL EMERGENCY MIN
STATE OF NEW MEXICO) ss PAGES: 19

I Hereby Certify That This Instrument Was Filed for Record On The 27TH Day Of January, 2016 at 02:35:18 PM and Was Duly Recorded as Instrument # 1785062 of The Records Of Santa Fe County



Deputy Juan Hernandez Witness My Hand And Seal Of Office
County Clerk, Santa Fe, NM Geraldine Salazar