

MINUTES OF THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY
JUNE 26, 2025

The Jefferson County Emergency Communications Authority (“JCECA”) Board of Directors met via a virtual Google Meet.

Present: Director Kevin Biegert
Director Travis Hopwood
Director Andy Kerr
Director Dave Lester

Excused: Director Mark Goodell

Attorney Ryan Tharp

Also, Present: Jeff Irvin, JCECA Executive Director
Undersheriff Scott Eddy, JCSO
Maylee Barraza, Clerk to the Board
Jacinda English, Broomfield PD
Paige Wilson, Broomfield PD
Jeff Streeter, Jeffcom911
Gina Ramirez, Jeffcom911
Kevin Garcia, Jeffcom911
Geena Gomez, Jeffcom911
Candace Harris, Jeffcom911
Kyle Mickelson, Jeffcom911
Kinde Yetemgn, Jeffcom911
Laurel Strandberg, Jeffcom911
Sara Gallegos, Westy911
Commander Patrick Meester, Lakeside PD
Sgt Stephan Hicks, Lakeside PD

Director Hopwood called the meeting to order.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

The Board upon motion of Director Lester duly seconded by Director Biegert, and by unanimous vote, approved the Minutes of May 22, 2025.

TREASURER'S REPORT

No report.

EXPENDITURE REQUESTS

Mr. Irvin presented the expenditure requests for June 2025 (copy attached).

There was a discussion regarding a request for funding submitted by Lakeside PD for radio

replacements. The matter was tabled pending later discussion.

The Board upon motion of Director Biegert duly seconded by Director Lester and by unanimous vote, approved the June expenditure request for July ECC distributions in the amount of \$1,403,495.25.

ECC PARTNERS REPORT

Emergency Communication Center partners reported the following:

- **Broomfield ECC** – Ms. English reported things are still going well. As mentioned last month, we're still in the early stages of information gathering, getting quotes, and evaluating system requirements with the intention of replacing our 911 phone system in coordination with Westminster. We'll be meeting with Mr. Irvin to discuss special project funding assistance. On the hiring front, we're still going strong. We have two vacancies. One of those we're hoping to fill and have someone start next month. We're going to start another hiring process this month to hopefully fill our last open position.
- **Jeffcom ECC** – Ms. Ramirez advised she is reporting this month as Mr. Streeter is at the NENA conference this week along with nine other staff members in Long Beach, CA. At Jeffcom things are going well. No staffing updates this month. We remain stable. The support of JCECA is always appreciated.
- **Westminster ECC** – Ms. Gallegos said she'd echo what Ms. English reported regarding the phone system project. They have received their quote and are now working with the vendor to fine-tune it and make sure it's correct on both of our sides before meeting with Mr. Irvin.

EXECUTIVE DIRECTOR'S REPORT

Lookout Alert – Mr. Irvin reported we saw an increase of 741 opt-ins and are steadily seeing increases every month (see attached stats report). Mr. Garcia and Mr. Irvin had a conversation before the meeting started about an opportunity to message via six new outdoor electronic sign boards being placed in Belmar. We continue to discuss marketing options to encourage opt-in.

JCECA.org – Mr. Irvin advised he attended presentation by vendor Streamline to discuss services they provide for accessibility to assure ADA and Colorado statutory compliance.

Insurance – Mr. Irvin has been working with our insurance broker to add property coverage for the 433HBC equipment.

LEGAL COUNSEL REPORT

Mr. Tharp advised nothing to report with respect to the lobbyists because the legislative session is over. The PUC rulemaking is still pending. CenturyLink filed comments to which we responded. We are now waiting for the PUC to adopt final rules after which it is expected CenturyLink will file their tariff.

NEW BUSINESS

No new business.

EXECUTIVE SESSION

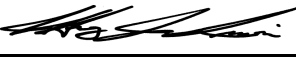
Following a discussion about the process, a motion was made by Director Hopwood to enter executive session to discuss the funding request for Lakeside PD and related policy, citing CRS 24-6-402(4)(b) and (4)(e). The motion was seconded by Director Biegert. The executive session included the board members, Mr. Irvin and Mr. Tharp.

Upon exiting the executive session, the Board upon motion of Director Hopwood, seconded by Director Lester and by unanimous vote, approved the expenditure request for Lakeside PD radio replacement funding in the amount of \$61,022.50.

Note: after a discussion Mr. Irvin had with Ely Garza, JCSO IT, on 07/11/25, it was determined that this funding was not needed. Mr. Garza advised they will provide replacement mobile radios from their inventory and can provide encryption firmware upgrades for the Lakeside PD portable radios at no cost. The Lakeside PD replacement radio funding expenditure request was subsequently rescinded.

ADJOURNMENT

Director Hopwood adjourned the meeting.

JCECA - 2025 Jul Expenditure Request Authorization 062625 1100					
Request Number	Date of Board Approval	Agency	Description	Expense Category	NTE Amt Requested
2025-021	06/26/22	Multi	ECC distributions for July 2025	AOF	1,403,495.25
				Total	1,403,495.25
Expenditures Approved by Executive Director (signature):					

Lookout Alert Stats		
Date	Opt-In Recipients	+ / -
01/25/2024	178,141	
02/22/2024	181,519	3,378
03/28/2024	182,620	1,101
04/25/2024	183,320	700
05/23/2024	185,120	1,800
06/27/2024	187,481	2,361
07/25/2024	188,624	1,143
08/22/2024	202,619	13,995
09/26/2024	205,743	3,124
10/24/2024	206,188	445
11/21/2024	206,591	403
01/23/2025	208,063	1,472
02/27/2025	209,679	1,616
03/27/2025	210,152	473
04/24/2025	210,789	637
05/22/2025	211,579	790
06/26/2025	212,320	741

**NOTICE OF MEETING FOR THE
JEFFERSON COUNTY EMERGENCY COMMUNICATIONS AUTHORITY (“JCECA”)
JULY 24, 2025, AT 9 A.M.**

THIS WILL BE A VIRTUAL MEETING ONLY

There will not be a physical meeting. The virtual meeting can be attended via Google Meet at the link below or by calling in via telephone.

<https://meet.google.com/viq-cvys-edu>. Use of computer audio (headset/mic) works best or join by phone: 413-459-4200, PIN: 669 173 972# - press *6 to mute/unmute your phone.

1. Call to Order.
2. Public Comment.
3. Approval of Minutes:
 - i. June 26, 2025, Monthly Meeting.
4. Treasurer's Report:
 - a. Financial Reports – Pinnacle Consulting Group, Inc.
 - i. Discuss allocation of 2025 AOF in light of completion of 2024 audit.
 - ii. Discuss budget/proforma process for 2026 budget planning.
 - b. Expenditure Requests – Executive Director.
5. Emergency Communication Center (ECC) Partners Reports:
 - a. City and County of Broomfield (Broomfield PD PSAP).
 - b. Jeffcom 911 (Jefferson County Communications Center Authority PSAP).
 - c. City of Westminster (Westminster PD/FD Communications PSAP).
6. Executive Director’s Report
7. Legal Counsel Report
 - a. Lobbyist activity report.
 - b. PUC matters in process or pending.
8. New Business
9. Adjournment.

For Information regarding the Jefferson County Emergency Communications Authority (JCECA) please visit the website <https://jceca.org/> or contact: Jeff Irvin, Executive Director, 303-539-9410, jirvin@jceca.org.