**LETA Board Packet**

**Meeting Subject**: **Location**:

Larimer Emergency Telephone Authority LETA – Board Room

4867 Venture Dr

Johnstown CO 80534

**Meeting Contact**: **Date:** **Time:**

Kimberly Culp   kculp@leta911.org 06/04/25 **0900-1015**

**AGENDA ITEMS**

1. **CALL TO ORDER | ROLL CALL**

Board Chair, Steve Charles calls the meeting to order and completes the roll call of members present.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Steve Charles |  | Chair | Tim Doran |  | Director |
| Joe Shellhammer |  | Vice Chair | Jarrod Poley |  | Director |
| James Robinson |  | Secretary | Marc Barker |  | Director |
| Justin Allar | Excused | Director | Ian Stewart |  | Secretary |

1. [**REVIEW OF THE AGENDA**](https://leta911.sharepoint.com/:b:/s/LETABoard/EbWIteI1OSpNsngy86SgGtIBFAW0xd_8g-9HQn9_bYhK9w?e=pbyjnx)

Review of the agenda and addition of items of new business to the agenda for consideration by the Board.

1. **PUBLIC COMMENT**

Individuals wishing to speak during public comments are welcome and the time allotted per person is 3 minutes.

**Comments from the public are allowed during public comment. If additional comment or input is needed before a decision is made, the Board members should move the agenda item to a future meeting to allow additional discussion or a special committee to study the item.**

**The Board has the right to invite anyone to speak, whom it wishes to hear from, but this must be done by unanimous or majority vote.**

**At no time shall the public inject comment during the Board meeting or discussion on agenda items.**

1. **FINANCIAL REVIEW**

CEO Culp will present the financial report for [**March and April**](https://leta911.sharepoint.com/:x:/s/LETABoard/EWNteg9fPWVEi9NnuNau_mkBpq-LM7k4UHXhG5rropvrpA?e=OcgYbv)**.**

1. **CONSENT CALENDAR**
   1. Approval of April 2nd [**Meeting Minutes**](https://leta911.sharepoint.com/:b:/s/LETABoard/EXYbDaEXxztHrgPFhMM6PCcBzisqKKTgKdB_rRBKkMu0Xw?e=jaVRbU).
   2. Approval of March and April deposits and checks.
   3. Approval of March and April financial report.

**BOARD ACTION:** Staff Recommends the LETA Board Chair call for a motion to adopt the consent calendar.

1. **BOARD ACTION**

**Review and approval of the** [**Annual Report.**](https://leta911.sharepoint.com/:b:/s/LETABoard/EQ1jhuLCgwpLhAX6RxxJ9wwBDpVGYN3DQP6c8Up8v6A6xA?e=xcBX9x)

**BOARD ACTION:** Staff Recommends the LETA Board Chair call for a motion to adopt the 2024 Annual Report.

1. **NEW BUSINESS** 
   1. [**GIS Field Comms**](https://leta911.sharepoint.com/:p:/s/LETABoard/EYLlHJBgI6RFrAho3s6v9nEB8OpO7cp-c_wWl8yUThlQNg?e=N6bACL)

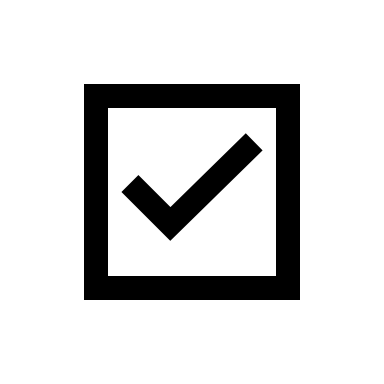
GIS Manager Ben Butterfield will present to the LETA Board the GIS Field Comms Field Dashboard product that was developed by the LETA GIS Team.

* 1. [**EMD Internal Q/A**](https://leta911.sharepoint.com/:p:/s/LETABoard/EbtvZVltEXxNjArKsOOh8VwBcwMNzsv-Lxl4pn0ZSDOSww?e=UmPp0Z)

Operations ADMIN Dave Clarke will present to the LETA Board the EMD Quality Assurance program that was approved in 2024 and is being implemented in 2025.

1. **OLD BUSINESS** 
   1. **Radio Funding**

**Open action items:**

Quote from Larimer County for radio console support – Complete and will be

discussed in August.

Pending discounts from Bearcom (general state purchasing costs)

Pending a reply from Bearcom of what discount LETA will receive for moving

consoles under LETA.

* 1. **RTIC Lease Update**

LETA has not been engaged in further action regarding the RTIC.

1. **STAFF COMMUNICATION** 
   1. Skedda building reservations

LETA’s CEO will demonstrate the new Regional Public Safety Complex room reservation system.

<https://leta911.skedda.com/booking>

LETA Staff Report is located [**HERE**](https://leta911.sharepoint.com/:b:/s/LETABoard/ETPjGtgFvPtOq_Iiua7DqEcB0FesOy9uYDLZcJlTolalJw?e=r0h1bo)

1. **LETA BOARD COMMUNICATION**
2. **ADJOURN BUSINESS MEETING AND ENTER INTO EXECUTIVE SESSION FOR TWO ITEMS:**

Jackson County IGA Issue:  Motion to go into Executive Session under Colorado Revised Statute § 24-6-402(4)(b) for the purpose of receiving advice from the Board’s legal counsel regarding Section VII of LETA’s Fifth Amended Intergovernmental Agreement and Jackson County’s obligations thereunder, and under Colorado Revised Statute § 24-6-402(4)(e) to determine the Board’s position on matters regarding Section VII(2) of LETA’s Fifth Amended IGA that may be subject to negotiation, developing strategy for negotiation, and instructing negotiators.

Sheriff Poley may not participate in this portion of the Executive Session due to his conflict of interest.

LETA’s PUC Complaint against CenturyLink: Motion to go into Executive Session under Colorado Revised Statute § 24-6-402(4)(b) for the purpose of receiving advice from the Board’s legal counsel regarding the remedies LETA seeks against the BESP and under Colorado Revised Statute § 24-6-402(4)(e) to determine the Board’s position on matters in PUC Proceeding No. 24F-0470T that may be subject to negotiation, developing strategy for negotiation, and instructing negotiators.

1. **ADJOURN EXECUTIVE SESSION**
2. **REJOIN BUSINESS MEETING**
3. LETA Board to consider a motion delegating CEO Culp as the business representative to approve and sign a settlement agreement with CenturyLink.
4. **ADJOURN BUSINESS MEETING**

**2025 Meeting Schedule**

February 5th 0900-1030 LETA – 4872 Endeavor Dr

April 2nd 0900-1030 LETA – 4867 Venture Dr

1030-1200 Work Session, Regional Efforts

June 4th 0900-1030 LETA – 4867 Venture Dr

August 6th 0900-1030 LETA – 4867 Venture Dr

1030-1130 Work Session, Radios

October 1st 0900-1200 LETA – Retreat @4867 Venture Dr

December 3rd 0900-1030 LETA – 4867 Venture Dr

**2025 Board Member Terms**

|  |  |  |  |
| --- | --- | --- | --- |
| Justin Allar | Treasurer | 01/01/2025 | 12/31/2026 – 3rd term |
| Marc Barker | Director | 10/01/2023 | 12/31/2026 – 1st term |
| Tim Doran | Director | 04/01/2025 | 12/31/2025 – 1st term |
| Joe Shellhammer | Vice Chair | 01/01/2025 | 12/31/2026 – 2nd Term |
| James Robinson | Secretary | 01/01/2025 | 12/31/2026 –2nd Term |
| Steve Charles | Chair | 01/01/2024 | 12/31/2025 – 8th term |
| Ian Stewart | Director | 01/01/2024 | 12/31/2025 – 1st term |
| Jarrod Poley | Director | 11/01/2023 | 12/31/2025 – 1st term |
| Tracy Oldemeyer | Legal Counsel | Board Appointed | |
| Kimberly Culp | Chief Executive Officer | Board Appointed | |
| Valarie Turner | Chief of Staff | N/A | N/A |
| Ben Butterfield | GIS Manager | N/A | N/A |
| Haley Pittman | Operations Admin | N/A | N/A |
| Dave Clarke | Operations Admin | N/A | N/A |
| Bekah Rumfelt | GIS Technician | N/A | N/A |
| Prashant Thapaliya | GIS Analyst | N/A | N/A |
| Dominic Streeb | IT Analyst | N/A | N/A |