



AGENDA
PECOS VALLEY REGIONAL COMMUNICATION CENTER
Board of Directors
Wednesday, January 5th – 1:30 p.m.
Chaves County Administration Building- **Sheriff's office training room**
1 St. Mary's Place, Roswell, NM 88203

CALL TO ORDER

ROLL CALL

APPROVAL OF THE AGENDA

1. Consider approval of the agenda for the January 5, 2022 meeting.

APPROVAL OF THE MINUTES

2. Consider approval of the minutes from the December 1, 2021 minutes.

NON-ACTION ITEMS

4. Radio project update (David Jones-Code 3).
5. Staffing/Dispatch Report (Allison Herring).

INFORMATION

6. Next meeting – February 2, 2022

CHAIR ANNOUNCEMENTS / REPORTS

PUBLIC PARTICIPATION

ADJOURN

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 21-7. NOTICE OF POTENTIAL QUORUM – A quorum of the City Council or the Chaves County Commission may or may not attend, but there will not be debate by the City Council or the Chaves County Commission and no action will be taken.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents including the agenda and minutes can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted: **Tuesday, December 28, 2021**

Pecos Valley Regional Communications Center

Board of Directors Minutes

Held in Chaves County Administrators Building, Sheriff Department Training Room

Wednesday, December 1, 2021

Notice of this meeting was given to the public in compliance with section 10-15-1 through 10-15-4 NMSA 1978 and Resolution 20-26

ROLL CALL

Meeting convened at 1:30pm with Deputy City Manager Mike Mathews presiding, Mike Mathews is the proxy for City Manager Joe Neeb. Board members also present were County Manager Bill Williams, Chief Phil Smith, Sheriff Mike Herrington, and Chief Matt Miller.. County Emergency Manager Karen Sanders was present as proxy for Mayor Dennis Kintigh. Chief Monty Baker arrived at 1:34pm.

Also present were Duane Carroll, Alfredo Delgado, Alison Herring, Jennifer Garcia, David Jones, Larry Connelly, Janet Garcia, Jeff Bechtel, Mac Rogers, and Scott Harmon.

APPROVAL OF THE AGENDA

Chief Matt Miller made a motion to approve the agenda. County Manager Bill Williams gave 2nd, motion was approved.

APPROVAL OF THE MINUTES

County Manager Bill Williams made a motion to approve the minutes for the meeting of November 3, 2021. Chief Matt Miller gave 2nd, motion was approved.

ACTION ITEMS

1. Election of new Chair tabled until after Non-Action Items.

NON-ACTION ITEMS

1. Radio Update – David Jones related that they would work on Capitan next week. He stated that the solar system and batteries were in and they were getting the propane working for the generator. Their desire is to get the microwave in before snow then move to Mesa and Dunken. They will then be on standby for the completion of the Hagerman Tower.

The Hagerman tower project: Tower is at 200ft and the connex is on site. There needs to be grounding and entry ports for cables and a bridge from the building to the tower that will be an additional expense. County Manager Bill Williams advised Code 3 to direct the quote for that to the county. The plan for Hagerman going forward is to rack everything and then lock it up to wait for tower completion.

2. PVRCC Operations Report: Alison Herring reported that PVRCC maintains full staffing. 2 recruits have shifted trainers and shift times to facilitate the final portion of their on-the-job training. 2 telecommunicators have graduated from the State Academy to include

the director. 3 of PVRCC's supervisors are in the final days of their leadership training course. Heavy training is scheduled for January and February for the entire PVRCC staff for their certification in the Priority Dispatch System. The director and training coordinator remain on the floor with trainees.

Grant update: Priority Stakeholder kick off meetings are being conducted on site with Priority Dispatch December 1, 2, and 3.

Reported issues: Camera access is still not available for the building. Mac Rogers states they are in the process of performing updates to rectify this. Dispatch has had some problems with key card entry. It was advised that the 2 cards required negate each other and need to be separated. This may fix the problem.

November statistics for PVRCC phone calls: 90 VOIP 911; 302 landline 911; 2,854 wireless 911; and 8,755 admin calls for total call volume of 12,001. This is an unexpected decrease in volume.

County Manager Bill Williams made a request that the City Manager be asked to support Karen Sanders as the PVRCC Board Member at large. Deputy City Manager Mike Mathews states he will consult Joe Neeb as the member must be appointed by both the County and City Managers according to the Joint Powers Agreement.

County Manager Bill Williams referenced the requirement of PVRCC to submit a draft budget to the county by March 1 of each year. He further requests that the county be supplied with a monthly update on PVRCC's budget spending. He states that there were some expenses recently of which the county was not forewarned.

County Manager Bill Williams stated that Mac Rogers was working on an RFP to engage an electrical architect in furthering the project to buildout Area D of the County Administration Building in preparation to move dispatch. Teri Best asked if this was just for the bathrooms. CM Williams replied that this would be for the whole project. Mike Mathews requested that he be involved in this process.

TABLED ACTION ITEM

Deputy City Manager Mike Mathews called for nomination of new PVRCC Board Chair for 2022. County Manager Bill Williams nominated Chief Matt Miller. Chief Phil Smith gave 2nd. Vote was unanimous naming Chief Matt Miller Chair of the PVRCC Board 7-0.

CHAIR ANNOUNCEMENTS / REPORTS

None at this time.

PUBLIC PARTICIPATION

None

Next meeting is January 5th, 1:30 pm, in the Sheriff's Department Training Room

ADJOURNMENT

Meeting adjourned 1:44 pm.

DRAFT