



AMENDED  
**AGENDA**  
**PECOS VALLEY REGIONAL COMMUNICATION CENTER**  
**Board of Directors**

**Wednesday, August 5, 2020 – 1:30 p.m.**  
Chaves County Administration Building  
Commission Chambers  
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 August 5, 2020 meeting.

APPROVAL OF THE MINUTES

2. Consider approval of the minutes from the March 4, 2020 meeting.

ACTION ITEMS

3. None.

NON-ACTION ITEMS

4. Digital Radio Project Update: David Jones Code 3
5. Staffing report
6. Discussion of the move of the Dispatch Center

INFORMATION

Next Meeting September 2, 2020

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 20-26.

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council, 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: **07/29/20**

**\*\*MASKS AND SOCIAL DISTANCING IS REQUIRED\*\***

Pecos Valley Regional Communications Center  
Board of Directors Minutes  
Held in the Chaves County Administration Building  
Wednesday, March 4, 2020, 1:30 p.m.

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

### **ROLL CALL**

The meeting convened at 1:30 p.m. with Sheriff Mike Herrington presiding, Chief Phil Smith, Chief Devin Graham, Monte Baker Fire Board Chair, and Bill Williams proxy for Stan Riggs, Dennis Kintigh, City of Roswell Mayor, Joe Neeb, City Manager, being present.

Stan Riggs, County Manager, being absent.

Others attending: Karen Sanders, David Jones, Duane Carroll, Larry Connolly, Teri Best, Ysidro Salazar, Jeff Bechtel, Alison Herring, Jennifer Garcia, Janet Gomez, Rachelle Bateman, and Colter Childress

### **APPROVAL OF THE AGENDA**

1. Chief Graham motioned to approve the agenda, and Bill Williams was the second.

Mayor Kintigh made a motion to amend the agenda and add the discussion of the move of the Dispatch to the agenda. Chief Graham was the second. A voice vote to approve the amendment was 7-0 and passed with Stan Riggs being absent.

A voice vote to approve the agenda as amended was 7-0 and passed with Stan Riggs being absent.

### **APPROVAL OF THE MINUTES**

2. Bill Williams motioned to approve the minutes from the meeting of February 5, 2020, and Devan Graham was the second. A voice vote was 7-0 and passed with Stan Riggs being absent.

**FOR THE RECORD:** Stan Riggs, Chaves County Manager, joined the meeting at 1:36 p.m.

### **ACTION ITEMS**

None.

### **NON-ACTION ITEMS**

3. Digital Radio Project Update: David Jones Code 3 - David Jones gave an update on the following: new antenna's and new lines being up, weather and wind delays,

project completion date, licensing with the FCC, EF Johnson equipment shipment, moving forward with the Gateway and Hagerman tower, and the final quote for the multi-cast microwave.

4. Staffing Report: Teri Best, Dispatch Director, the report regarding Dispatch - currently has five (5) positions open, the State Academy slot is full for April, and a waiver is being submitted for next Academy in September. There are three (3) employees starting a two-week in-house Academy on 03/09/20. The hiring process will begin for next in-house Academy tentatively on 04/27/20. There is some reorganization taking place at this time. An Administrative Assistance portion has been posted. Coordinators will be transitioning to new roles, with part time assistance on the floor on 4/10/20. Mrs. Best discussed meeting with the State of E911 Bureau Chief and Program Director. The following were the highlights of discussions:

- Pecos Valley due PSAP upgrades in 2021 that will tie in directly with intended relocation-will survey are D next visit, capital asset support is in addition to the yearly operating expenses they cover.
- Transitioning maintenance accounts to local level with reimbursement procedures-conference call next week about this process.
- Focus on GIS integration and integrity between the public sector and E911-introduced them to Louis and staff in Planning and Zoning.
- Intent to upgrade to the newest versions of industry standard equipment, furniture, call taking software, technology and processes.
- Quotes are in the works for these items, the State will issue RFP's for any single item over \$60,000.
- One of the programs is structured call taking and quality assurance, representative from Priority Dispatch will be at our next meeting for a demonstration and question/answer session. State covers EMD, training and QA.
- Telecommunicator recognition-possible state level proclamations as first responders, support, mental and physical well-being
- Resource for requirements, recommendations, and reimbursement.
- Respectful request to be included in all discussions, planning, and implementation concerning PVRCC's future location.

Mrs. Best also let the group know that April 12-18<sup>th</sup> is National Public Safety Telecommunicator's week and welcomes any support to honor the dispatchers during this week.

5. Discussion of movement of dispatch center- Mayor Kintigh opened the discussion asking the board what is the plan for the move and relocation of the Dispatch center. Stan Riggs stated it had been discussed with the City of Roswell over the last couple of years but not at a PVRCC meeting. The County plans to show the Director, City Manager, Mayor, and several others to look over area D to determine a location. The PVRCC Director will decide which side of the building would be the best option for

Dispatch. The discussion continued by discussing the following – design, heating, air conditions, bathroom, the schematic phase, and now sitting with the department who will occupy the building for direction and details of the platform or subfloor and any other needed details.

### INFORMATION

Next Meeting 04/01/20 at 1:30 p.m.

### PUBLIC PARTICIPATION

None

### ADJOURNMENT

The meeting was adjourned by Mike Herrington at 2:38 p.m.

DRAFT