



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

**Wednesday, February 5, 2020 – 1:30 p.m.**  
Chaves County Administration Building  
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 February 5, 2020 Meeting

APPROVAL OF THE MINUTES

2. Consider approval of the minutes from December 4, 2019 Meeting

ACTION ITEMS

3. Consider and approve regular meeting dates.

NON-ACTION ITEMS

4. Digital Radio Project Update: David Jones Code 3
5. Staffing report

INFORMATION

Announce next meeting

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 19-37

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: **Friday, January 31, 2020**

Pecos Valley Regional Communications Center  
Board of Directors Minutes  
Held in the Chaves County Administration Building  
Wednesday, December 4, 2019, at 1:30 p.m.

The meeting convened at 1:30 p.m. with Chief Devin Graham presiding, Chief Deputy Charles Yslas as proxy for Sheriff Mike Herrington, Stan Riggs, Chief Phil Smith, Mike Mathews, and Monte Baker present. Mayor Dennis Kintigh being absent.

Others attending were: Karen Sanders, Alison Herring, James Salas, Larry Connelly, Bill Williams, Mike Rohnbacker, Mike Stanton, David Jones, Duane Carroll, Nathan Babcock, Teri Best, Jennifer Garcia, Jason Sweatfield, and Jill Pollock.

1. A motion to approve the agenda was made by Monte Baker and seconded by Stan Riggs. A voice vote was unanimous, and the motion passed with Mayor Dennis Kintigh being absent.
2. A motion to approve the Minutes for November 13, 2019 was made by Monte Baker and seconded by Mike Mathews. A voice vote was unanimous, and the motion passed with Mayor Kintigh being absent.

### NON-ACTION ITEMS

3. **Staffing Report:** Teri Best stated there have been two new hires. A temporary hold has been placed on hiring pending an open training slot. Staffing is presently at 83% with 21% of current employees in training. One of two employees out on FMLA returned today and the second will return in January.

Teri Best gave an overview of progress on her director focuses. She stated the Volume/Peak Study is completed. Employee focus and re-recruiting for retention is currently implemented with monthly Director rounding and quarterly progress reports initiated. Standard Operating Procedures (SOPs) are being worked on with the outline for the fire department being completed by the end of January and Law Enforcement by the end of February.

4. **Digital Radio Project Update:** David Jones from Code 3 stated they had spent two full days in dispatch making changes to audio gateways. Audio levels were reset, gateways reconfigured and all back radios were reset to manufactures specs. PD channel two had a bad unit which was replaced. The digital radio project is moving forward on licensing and a simulcast channel plan has been finalized.

### ACTION ITEMS

5. A motion to elect Sheriff Mike Herrington as the new PVRCC Chairperson for 2020 was made by Stan Riggs and seconded by Mike Matthews. A voice vote was unanimous, and the motion passed with Mayor Dennis Kintigh being absent.

### ANNOUNCEMENTS

Next regular meeting January 8, 2020 at 1:30 p.m.

### ADJOURNMENT

The meeting adjourned at 1:39 p.m.