

LEA COUNTY COMMUNICATION AUTHORITY**Meeting of the Board of Directors****Wednesday, February 3, 2021**

Lea County Event Center, Front Meeting Room, 5101 Lovington Highway, Hobbs, NM

Call to Order

Chairman Mike Gallagher called the meeting to order at 9:30 a.m. Lea County Sheriff Corey Helton led the Board in the Pledge of Allegiance.

Roll Call

Members present were Hobbs Police Chief John Ortolano, Hobbs Deputy Police Chief August Fons, Lea County Manager Mike Gallagher, Lea County Sheriff Corey Helton, Lea County Emergency Management Director Lorenzo Velasquez, Hobbs Fire Battalion Chief Kevin Shearer and Acting City Manager/Hobbs Fire Chief Manny Gomez.

Also present were Mr. Pat Sims, Lea County Commissioner, Mr. John Caldwell, Lea County Attorney, Mr. Chip Low, Lea County Finance Director, Ms. Angela Martinez, Lea County Communication Authority (LCCA) Director and Ms. Sandra Boltshauser, Hobbs Clerk Record Specialist.

Lea County Manager Mike Gallagher welcomed Lea County Commissioner Pat Sims to his first LCCA meeting.

ITEM01: Action Items**Consideration of Approval of January 6, 2021, Meeting Minutes**

Acting City Manager/Hobbs Fire Chief Manny Gomez moved to approve the minutes of the regular meeting held on January 6, 2021. The motion was seconded by Lea County Emergency Management Director Lorenzo Velasquez. The vote was recorded as follows: Ortolano yes, Gallagher yes, Helton yes, Fons yes, Velasquez yes, Shearer yes, Gomez yes. The motion carried.

Consideration of 2019-2020 LCCA Audit

Mr. Chip Low, Lea County Finance Director, presented the 2019-2020 LCCA Audit as prepared by Scott Northam, CPA, PC. In the Audit as of June 30, 2020, the business type activities for LCCA ended in conformity with generally accepted accounting principles. Mr. Low briefly reviewed the Statement of Net Position and stated the total cash and cash equivalents are in the amount of \$789,642, while the total capital assets are in the amount of \$9,176,078. He explained the capital assets include the equipment and facility that houses LCCA. He stated the total

operating expenses for 2020 were in the amount of \$4,703,309. Mr. Low stated there were no findings in the 2019-2020 LCCA Audit.

In response to the inquiry from Acting City Manager/Hobbs Fire Chief Gomez, Mr. Low stated the identical amount of \$834,696 listed for E9-1-1 Inkind Grant Contributions in both the operating revenues and operating expenses represents equipment that was purchased by the State of New Mexico for the E9-1-1 system for LCCA.

Lea County Manager Gallagher stated the amount of the Inkind Grant Contributions will vary based on the life of the equipment.

Mr. Low commended LCCA Director Angela Martinez for the good job she does working within her budget and complimented her on the way LCCA is handled.

To answer Lea County Manager Gallagher's question, Mr. Low stated Lea County and LCCA will be able to use Scott Northam, COA, PC, for two more years.

Lea County Sheriff Helton moved to approve the 2019-2020 LCCA Audit. The motion was seconded by Acting City Manager/Hobbs Fire Chief Gomez. The vote was recorded as follows: Ortolano yes, Gallagher yes, Helton yes, Fons yes, Velasquez yes, Shearer yes, Gomez yes. The motion carried.

ITEM02: Comments

Comments from the Public

In response to Lea County Commissioner Pat Sims' question, Lea County Manager Gallagher stated one of the most important things a Lea County Commissioner can do for LCCA is ask questions. He further stated letting the LCCA Board know about constituent concerns or comments is also very helpful.

Hobbs Police Chief John Ortolano stated Lea County Commissioner Sims could assist LCCA by addressing concerns directly. He stated this will give a quicker response time for concerns.

Acting City Manager/Fire Chief Gomez expressed his appreciation to Lea County Commissioner Sims for his attendance and willingness to assist LCCA. He agreed with the comments made by Lea County Manager Gallagher and Hobbs Police Chief Ortolano. He stated LCCA is a data collection point and by directing concerns directly to LCCA, the Board will have a better picture on the activities at LCCA.

Further responding to Lea County Commissioner Sims, Lea County Emergency Management Director Velasquez stated the radio system in place works for all of the entities involved. He further stated Lea County has a radio system with LCCA that is, by far, ahead of other entities in the State of New Mexico. He credited the superior radio system and processes in place to a good working relationship and support from the Lea County Commission and the Hobbs City Commission.

Lea County Manager Gallagher stated the radio system in place works throughout Lea County. He added LCCA is in need of staff and training, support from the Lea County Commission and the Hobbs City Commission as well as funds for updated equipment and towers to continue to provide services to all of Lea County. He added there is always room for improvement.

LCCA Director Angela Martinez expressed her appreciation to Lea County Commissioner Sims for his attendance and his willingness to learn more about LCCA.

Comments from the Board

Hobbs Fire Battalion Chief Kevin Shearer stated LCCA is a one-stop shop for dispatch throughout Lea County. He further stated dispatchers are asked to transfer calls for a multitude of agencies including the City of Hobbs Water Office, the Hobbs Animal Adoption Center and Xcel Energy. He added the LCCA dispatchers are behind the scenes for many direct calls.

Lea County Emergency Manager Velasquez stated Lea County is working actively against the spread of COVID-19. He further stated there are 600 drive through vaccinations scheduled for today at the Lea County Event Center and an additional 800 scheduled for Thursday. He added Lea County is not waiting for the State to send people to administer vaccinations. Lea County Emergency Manager Velasquez thanked Lea County Sheriff Helton for the Sheriff's Office staff assisting in directing traffic.

Hobbs Deputy Police Chief Fons stated he is coming to understand the key role in the training not only at LCCA but throughout the State.

Lea County Sheriff Helton gave kudos to the Emergency Management Department for the smooth and organized vaccination clinics.

In response to Lea County Sheriff Helton's inquiry, LCCA Director Martinez stated dispatchers have always done radio checks for the officers; however, they recently implemented a radio check at 5 minutes and again at 10 minutes if they have not heard the officer communicating over the radio.

Lea County Manager Gallagher stated he and LCCA Director Martinez will be meeting with the City of Lovington representatives to begin discussions on the possibility of Lovington becoming a member of LCCA. He further stated this will be an informational meeting to obtain a better picture of their call volume and other needs. He added cost has not been discussed but he would like to keep the services affordable for the municipality.

Lea County Sheriff Helton agreed and stated too many times people get lost in the potential cost when it should be about what is best for the citizens.

To answer a question from Lea County Commissioner Sims, Lea County Manager Gallagher stated discussions have taken place in the past with another municipality

wishing to join LCCA but internal opposition within the municipality prevented the new member from joining.

Acting City Manager/Fire Chief Gomez stated another municipality did not join due to the possibility of employees losing their current positions.

Lea County Manager explained that in order to be hired by LCCA from an outside dispatch center, the employee would have to meet the LCCA training qualifications, which may be different from the municipality. He stated consolidating dispatch centers assists in the response times for all entities and allows LCCA to better serve the citizens.

ITEM03: Discussion Items

Discussion of Directors Report

LCCA Director Martinez reviewed the Call Volume Report and stated the total 9-1-1 calls were 4,082 in the month of November, 2020. She further stated there were 16,846 administrative calls, for the total calls of 20,928 for the month of November, 2020. She briefly reviewed the calls for Quality Assurance. LCCA Director Martinez stated there were 121 calls reviewed and each shift scored as follows:

Current Day Shift	92.10%
Current Evening Shift	98.04%
Current Midnight Shift	99.49%
Overall	96.74%

LCCA Director Martinez stated the goal is an 85%.

LCCA Director Martinez stated she spoke with Motorola regarding the Auto-Attendant service for LCCA and Motorola is ordering the equipment.

LCCA Director Martinez stated there are currently two positions open at LCCA, three frozen positions and she has one position in the process of being filled. She further stated there a couple of interviews scheduled.

LCCA Director Martinez stated the generators installed at the Lovington Tower and Tatum Tower went smoothly. She added there were a couple of short outages but staff kept her apprised of the situation and there were no issues with the transition.

LCCA Director Martinez stated she has been in contact with Mr. Gene Strickland with Hobbs Municipal Schools regarding the proposed panic buttons at the schools, which is being proposed by the State. She stated that Student Resources Officer Shawn Hardison has also been meeting with the State regarding panic buttons at the schools and they will include her in any future discussion.

A brief discussion was held regarding how the proposed panic buttons would work. LCCA Director Martinez stated she has several concerns regarding the use of these buttons and she hoped to discuss them further with State officials.

LCCA Director Martinez briefly reviewed the Public Safety Access Point (PSAP) Annual Report that was included in the packet. She explained this annual report is generated to report the total number of 9-1-1 calls received by LCCA. She stated the PSAP report is sent to the New Mexico Department of Finance and Administration and has an effect on the funds LCCA receives from the State to purchase new equipment.

ITEM04: Other Business

Set Next Meeting(s)

The next meeting was scheduled for 9:30 a.m., on Wednesday, February 17, 2021, at the Lea County Event Center, Front Meeting Room.

Adjourn

Lea County Sheriff Helton moved to adjourn the meeting at 10:13 a.m. The motion was seconded Lea County Emergency Manager Velasquez. The vote was recorded as follows: Ortolano yes, Gallagher yes, Fons yes, Helton yes, Velasquez yes, Shearer yes, Gomez yes. The motion carried.

Lea County Communication Authority

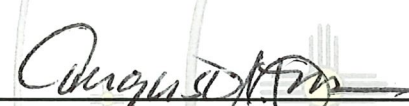


Mike Gallagher, Chair
Lea County Manager

Sheriff Corey Helton, Member
Lea County Sheriff's Office



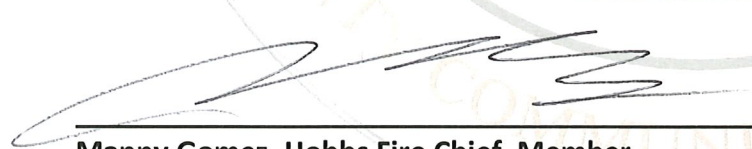
Lorenzo Velasquez, Secretary
Lea County Emergency Manager




Deputy Chief August Fons, Member
Hobbs Police Department



Battalion Chief Kevin Shearer, Vice Chair
Hobbs Fire Department



Manny Gomez, Hobbs Fire Chief, Member
City of Hobbs Acting City Manager



Chief John Ortolano, Board Member
City of Hobbs Police Department