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SANTA FE REGIONAL EMERGENCY COMMUNICATIONS CENTER

REGULAR BOARD MEETING

March 4, 2010

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**MINUTES OF THE
SANTA FE REGIONAL EMERGENCY COMMUNICATIONS CENTER
BUDGET BOARD MEETING**

Santa Fe, New Mexico

March 4, 2010

The Budget Board Meeting of the Santa Fe Regional Emergency Communications Center was called to order by Chief Aric Wheeler, Chair at 9:15 a.m. on this date at the Public Safety Complex, 35 Camino Justicia, Santa Fe, New Mexico.

Roll Call indicated the presence of a quorum for conducting official business as follows:

MEMBERS PRESENT:

Chief Aric Wheeler, Chair
Sheriff Greg Solano, Vice Chair
Roman Abeyta
Chief Jay Daniels
Chief Stan Holden
Robert Romero
Chief Barbara Salas
Michael Trujillo

MEMBER (S) ABSENT:

None

STAFF PRESENT:

Nancy Calhoun, RECC
Mary Mangino, RECC Communication Center Manager
Ken Martinez, RECC Director
Teresa Martinez, County Finance Director

OTHERS PRESENT:

Mark A. Basham, Basham & Basham P.C.
Jo Ann G. Valdez, Stenographer

SFC CLERK RECORDED 08/18/2010

APPROVAL OF AGENDA

Mr. Trujillo made a motion to approve the agenda as published. Chief Holden seconded the motion, which passed unanimously by voice vote.

APPROVAL OF MINUTES: January 7, 2010

Mr. Trujillo moved to approve the Minutes of the January 7, 2010 meeting as submitted. Chief Holden seconded the motion, which passed unanimously by voice vote.

(Mr. Robert Romero abstained from voting because he was not present at the January 7, 2010 meeting.)

EXECUTIVE SESSION (If determined necessary)

- a. Limited Personnel Issues**
- b. Threatened or Pending Litigation**

It was determined that there was a need for an Executive Session to discuss threatened litigation.

Mr. Trujillo moved to go into Executive Session at 9:20 a.m. to discuss threatened litigation. Chief Holden seconded the motion, which passed unanimously by roll call vote.

Mr. Trujillo moved to go back into General/Open Session at 9:47 a.m. Chief Holden seconded the motion, which passed unanimously by roll call vote.

Chief Wheeler noted that no action was taken during Executive Session.

OLD BUSINESS

None presented.

ACTION ITEMS

- a. Discussion and Presentation for Approval of FY09/10 Budget**

As per the RECC Joint Powers Agreement, the RECC Board of Directors shall propose to the County an annual operating budget for the RECC. [Copies of the proposed RECC Operating Budget for FY09/10 were distributed and reviewed.]

Mr. Martinez reported that he met with the County Finance Director to come up with a proposed budget. He noted that the directors were asked to look at budget cuts again at mid-year. He said over the course of FY2010, the RECC has been able to make substantial cuts on salaries and operation costs to meet the request of the County Finance Director.

Mr. Martinez reported that the expansion of the RECC has been put on hold. He noted that the vacant IT Manager position and two shift manager positions will be frozen, which will give them close to \$200,000 in savings.

Mr. Martinez said that he has met with the financial representatives of each of the agencies to discuss the capital purchase needs that he foresees for this fiscal year. He reported on the capital funding requests for this fiscal year as follows:

- The CAD interface for NCIC-this is approximately \$15,000
 - Upgrading the 911 system – this is approximately \$37,000
 - Renewing the dialogic system – looking at one called “Code Red”
 - Looking at tele-staffing automotive system- this is approximately \$20,000
- Total: \$72,000 (this breaks down to \$28,800 for both City and County and \$14,400 for the Town of Edgewood).

Mr. Martinez said the upgrade of the 911 system is the first priority because it will no longer be supported in 2011. The next priority is the NCIC and thirdly, the tele-staffing automotive system. Mr. Martinez requested that the agencies take this information back to their financial representatives and review this with them to see if this is a possibility.

Sheriff Solano asked Mr. Martinez if he knew what the total percentage was.

Mr. Martinez said the RECC was able to cut close to 14%.

Sheriff Solano asked if this correlates with the reduction in GRT that funds the RECC.

In response, Ms. Teresa Martinez said yes. She explained that Santa Fe County, overall, is presently holding at budget by 2%. With regards to this fiscal year's budget, the County forecasted a 10% decrease from the prior year's budget. Ms. Martinez said the County considers the RECC an essential service.

Sheriff Solano said if the RECC is not funding capital purchases, due to the present economy; then the City of Santa Fe would not be contributing anything, with regards to the RECC. He said the funding formulas that are in the Joint Powers Agreement were not done by this Board, and were done before the economic downturn. Sheriff Solano expressed concerns about this and said that at some point the City and the County should take a look at this, to see whether or not this is appropriate, because it has been two years that the City has not made any contributions towards the RECC. He asked Ms. Martinez if the County is planning to make any capital purchases in the near future.

Ms. Martinez said she does not see any capital purchases for this upcoming fiscal year.

Mr. Trujillo suggested that the RECC Board review the Joint Powers Agreement periodically so that there is equity and fairness among all the agencies.

Sheriff Solano moved to accept the budget for Fiscal Year 2011. Mr. Trujillo seconded the motion, which passed unanimously by voice vote.

INFORMATIONAL ITEMS

a. County Sole Community Provider Agreement

At the February 15, 2010 special meeting of the Board of County Commissioners, approval was granted for the Santa Fe County Fiscal Year 2011 Sole Community Provider Match Contribution to CHRISTUS/St. Vincent Regional Medical Center. This agreement included a provision which transfers financial responsibility of the RECC Medical Director Contract to CHRISTUS/St. Vincent Regional Medical Center.

Mr. Trujillo asked if the RECC would lose its ability/authority to select the RECC Medical Director.

In response, Mr. Abeyta said that the contract would be between CHRISTUS/St. Vincent Regional Medical Center and the Medical Director. He noted that the agreement is for a 1-year period.

Mr. Basham said he talked with the County Attorney, Stephen Ross and indicated to him that the RECC would like to be involved in the selection of the RECC Medical Director and in the contract terms.

In response, Mr. Abeyta said that Santa Fe County has no problem with this.

b. Financial Update and Director's Report

[Copies of the RECC budget status report as of February 26, 2010 were distributed in the members' packets.]

Mr. Martinez noted that the February 26, 2010 budget status report reflects the cuts that have been made.

Mr. Martinez reported that there are presently two vacancies and they have been successful in bringing in experienced staff and this will help with training and overtime expenses.

Mr. Martinez provided a brief update on upcoming and planned training classes.

He said that the RECC Center upgrade is still on track to begin this spring. DFA will purchase equipment that will be installed this spring.

Mr. Martinez reported that three 911 trunks gave out this weekend. He noted that the RECC was able to utilize Sandoval County as a backup.

Mr. Martinez said with respect to his current focus items, he is looking at restructuring the Training Coordinator functions.

Chief Daniels asked Mr. Martinez if he has heard anything about the repeater system with regards to Sandia.

In response, Mr. Martinez said the Technology and Infrastructure Committee had its first meeting last week and they are looking on how they can ensure that equipment that is purchased by other agencies works with the RECC's equipment. Secondly, he is working with County and City staff on possibly making external infrastructure improvements to address some of the radio issues that they are having.

Sheriff Solano asked Mr. Martinez if there is anything further on the RECC utilizing the State's infrastructure.

Mr. Martinez said he met with a group of directors through the E911 Affiliate and with the Cabinet Secretary for the Department of Information and Technology and they are looking at possibly going out for federal grants to improve the infrastructure and communications.

Sheriff Solano asked how the satellite 911 center is working out with the State Police. Mr. Martinez said it is working out fine and there are no issues.

MATTERS FROM THE PUBLIC

None presented.

MATTERS FROM THE BOARD

Mr. Trujillo said he will be leaving in October 2010; therefore he only has two more meetings with the Board. He requested that the County and City Managers submit names of prospective candidates to fill his vacancy and come on board on January 1, 2011.

There was brief discussion about setting specific term limits for Board members. Mr. Basham noted that the Board will have to amend the Joint Powers Agreement if they decide to do this.

Chief Wheeler thanked Ken Martinez for the meetings he has had between the RECC, the Dispatchers and the City Police. He encouraged the other entities on the Board to have meetings with Mr. Martinez when issues come up.

NEXT MEETING DATE

The next meeting date was scheduled for July 15, 2010 at 9:00 a.m. at the Public Safety Complex.

Sheriff Solano requested that a special meeting be called if there are any changes to the budget between now and the next Board meeting.

ADJOURNMENT

There being no further business to come before the Board, and the Board having - completed its agenda, Mr. Trujillo moved to adjourn the meeting. Sheriff Solano seconded the motion. The meeting adjourned at 10:30 a.m.

Approved by:

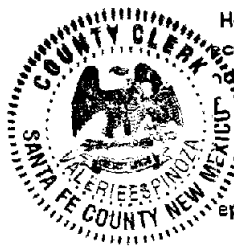
Chief Aric Wheeler, Chair

Respectively submitted by:

Jo Ann G. Valdez, Stenographer

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

REGIONAL PLANNING MIN
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Hereby Certify That This Instrument Was Filed for
Record On The 18TH Day Of August, 2010 at 02:51:50 PM
Was Duly Recorded as Instrument # 1608142
In The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Valerie Espinoza
County Clerk, Santa Fe, NM
Trish Jones
Deputy

SFC CLERK RECORDED 08/18/2010