



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

**Wednesday, October 9, 2019 – 1:30 p.m.**  
Chaves County Administration Building  
#1 St. Mary's Place, Roswell, NM 88201

CALL TO ORDER

ROLL CALL

APPROVAL OF THE AGENDA

1. Consider approval of the agenda for the October 9<sup>th</sup>, 2019, meeting.

APPROVAL OF MINUTES

2. Consider approval of the minutes from the September 4<sup>th</sup>, 2019, meeting.
3. Consider approval of the minutes from the September 12<sup>th</sup>, 2019, meeting.

NON-ACTION ITEMS

4. Staffing report
5. Digital radio report
6. Update on Director Search – Mike Mathews

ACTION ITEMS

None.

INFORMATION

Next meeting – November 6th, 2019

CHAIR ANNOUNCEMENTS / REPORTS

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: **9/26/19**

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

The meeting convened at 1:30 p.m. with Chief Devin Graham presiding, Mike Mathews as proxy for Joe Neeb, Mike McClain as proxy for Monte Baker, Stan Riggs, and Chief Phil Smith present. Sheriff Mike Herrington and Mayor Dennis Kintigh Absent.

Others attending were: Jason Sweatfield, James Salas, Jeff Bechtel, Alison Herring, David Jones, Deane Carroll, Michael Taylor, DC Mike Stanton, Ashley Armijo, Jennifer Garcia, and Alberto Aldana.

1. A motion to approve the agenda was made by Stan Riggs and seconded by Mike Mathews. A voice vote was unanimous, and the motion passed with Sheriff Mike Herrington and Mayor Dennis Kintigh being absent.
2. There were no minutes to approve.

Sheriff Mike Herrington joined the meeting at 1:33 p.m.

#### NON-ACTION ITEMS

3. Staffing Report: Alison Herring stated they had lost the PVRCC Director and then the Interim Director so she has been filling in as Interim Director until someone permanent is hired. Currently lost one trainee, still have one in training and hired a former NM state police dispatcher who is in training. Recently tested applicants with seven passing the typing test and scoring high enough to interview. Requested City Human Resources to sit in on those interviews. Mike Mathews stated the PVRCC Director position closes soon and they have received quite a few applicants, with four so far they would like to interview with a panel comprised of specific agency and board representatives.
4. Digital Radio Project Update: No digital radio project update. Chief Graham asked if there were any communication issues. Jennifer Garcia and Alison Herring with Dispatch advised they are still having trouble hearing units in the field, cannot track units in the system, radios are the main line of communication and they are not functioning well, often hearing just static with nothing coming across or garbled transmissions. Discussion on if replacing current headphones being used would be beneficial. DC Mike Stanton with Roswell Police discussed possible radio issues related to encryption. Alison Herring stated there are three different vendors coming in to work on communication issues at dispatch and would like clarification on which

vendor to use. Chief Graham suggested the PVRCC Board hold a special meeting with a closed session and decide how to handle this.

Discussion on what if any grants are available to update the consoles at dispatch.

Discussion with Stan Riggs on if dispatch is planning to stay where it is now, move to another area of the County Administration Building or move to a different location.

5. Multi/Simulcast project presentation-David Jones with Code3: Engineering by E.F. Johnson is complete. David covered what sites would be used by the City of Roswell and Chaves County. This system was designed for optimal in-building coverage utilizing handheld radios, they did not run mobile coverage maps. One of the first things this project will need is an assessment of the existing frequencies, channels, and licensing and possible reorganization which will require at least two months of time. He gave an overview of the network connection needed and discussed what equipment is needed at each site as listed in the equipment summary. He stated the need for factory engineers from E.F. Johnson to be on site during project deployment. He provided a cost proposal.

#### ACTION ITEMS

None

#### ANNOUNCEMENTS

Next regular meeting October 2, 2019 at 1:30 p.m. Chief Graham will schedule a special meeting with a closed session before that.

#### ADJOURNMENT

A motion to adjourn the meeting was made by Mike McClain and seconded by Sheriff Mike Herrington with Mayor Dennis Kintigh being absent. The meeting was adjourned by Chief Devin Graham at 2:23 p.m.

Pecos Valley Regional Communications Center  
Board of Directors Minutes  
Held in the Chaves County Administration Building  
Thursday, September 12, 2019, at 1:30 p.m.

The meeting convened at 1:35 p.m. with Chief Devin Graham presiding, Mike Mathews as proxy for Joe Neeb, Chief Phil Smith, Stan Riggs, Sheriff Mike Herrington and Monte Baker present. Mayor Dennis Kintigh was absent.

Others attending were: Bill Williams

1. A motion to approve the agenda was made by Sheriff Mike Herrington and seconded by Mike Mathews. A voice vote was unanimous, and the motion passed with Mayor Dennis Kintigh being absent.

#### ACTION ITEMS

#### 2. CLOSED SESSION

Consider closed session for the following:

Mike Mathews moved that the board go into closed session pursuant to NMSA 1978, § 10-15-1(H)(7), to discuss attorney-client privileged pertaining to threatened or pending litigation in which the City of Roswell and/or Chaves County is or may become a participant regarding contract compliance. Monte Baker was the second. A roll call vote was as follows: Chief Phil Smith-yes, Sheriff Mike Herrington-yes, Monte Baker-yes, Mike Mathews-yes, Stan Riggs-yes, Chief Devin Graham-yes.

FOR THE RECORD: Went into closed session at 1:38 p.m.

Mike Mathews stated for the record the board is back in open session at 2:46 p.m.; we had a closed session, pursuant to NMSA 1978, § 10-15-1-(H)(7), to discuss attorney-client privileged pertaining to threatened or pending litigation in which the City of Roswell and/or Chaves County is or may become a participant regarding contract compliance. No action was taken and no votes were cast.

3. Consider approval of a service provider for the communications system: Chief Phil Smith made a motion to move forward with Code 3 as the service provider for the communications system with the addendum of an evaluation after one year. Sheriff Mike Herrington was the second. A voice vote was 4-2 and the motion passed with Monte Baker and Chief Devin Graham voting no (with an explanation) and Dennis Kintigh absent. Chief Graham's explanation was he wanted to go out for RFP.

ANNOUNCEMENTS

Next regular meeting October 2, 2019 at 1:30 p.m.

ADJOURNMENT

The meeting was adjourned by Chief Devin Graham at 2:47 p.m.

DRAFT