



## **VILLAGE OF RUIDOSO/CITY OF RUIDOSO DOWNS CONSOLIDATED DISPATCH JOINT BOARD**

**AGENDA INDEX  
REGULAR MEETING  
FEBRUARY 12, 2020 AT 1:00 P.M.**

**VILLAGE HALL COUNCIL CHAMBERS  
313 CREE MEADOWS DRIVE  
RUIDOSO, NM 88345**

### **CALL TO ORDER.**

### **ROLL CALL.**

### **APPROVAL OF AGENDA.**

### **REGULAR ITEMS.**

1. Approval of Minutes for January 8, 2020 Regular Meeting.
2. Update on Radios Change Over and Service Areas by Rick Sohl.
3. Discussion on Dispatcher Personnel Status.
4. Discussion Regarding Emergency Medical Dispatch and a Medical Director.
5. Ratification of Budget Transfer of Personnel to Capital Outlay in the Amount of \$46,600.00 for the Purchase of a New Computer Server.

### **REPORTS FROM BOARD MEMBERS.**

### **CLOSED SESSION.**

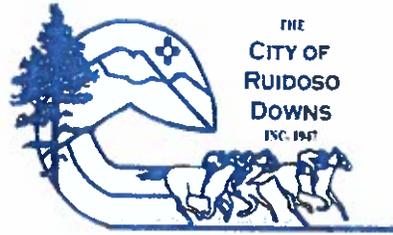
### **ADJOURNMENT.**

I certify that notice has been given in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 2020-01. 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 the Village Clerk 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 Village Clerk if a summary or other type of accessible format is needed.

Bertha De Los Santos, MMC  
Deputy Clerk

Posted: Friday February 7, 2020  
Time: 11:00 a.m.





# CONSOLIDATED DISPATCH JOINT BOARD AGENDA MEMORANDUM

**To:** Village of Ruidoso/City of Ruidoso  
Downs Consolidated Dispatch Joint  
Board.

**Presenter:** Bertha De Los Santos, MMC  
Deputy Clerk

**Meeting Date:** February 12, 2020

**Re:** Approval of Minutes for January 8, 2020 Regular Meeting.

<input type="checkbox"/>	Consent Item	<b>1</b>
<input type="checkbox"/>	Public Hearing	
<input checked="" type="checkbox"/>	Regular Item	
<input type="checkbox"/>	Board and Commission Appointments	
<input type="checkbox"/>	Informational	
<input type="checkbox"/>	Workshop Item	

Items valued greater than \$60,000.00 must be placed as a regular item.

**Item Summary:**

Approval of Minutes for January 8, 2020 Regular Meeting.

**Item Discussion:**

Approval of Minutes for January 8, 2020 Regular Meeting.

**Recommendations:**

To Approve Minutes for January 8, 2020 Regular Meeting.

**Required Approvals of Agenda Memorandum and Back-Up Documentation:**

*Bertha De Los Santos*  
Bertha De Los Santos, MMC  
Deputy Clerk

(Received on: 2/7/20 11:00am)  
Date Time

**VILLAGE OF RUIDOSO/CITY OF RUIDOSO DOWNS  
CONSOLIDATED DISPATCH JOINT BOARD  
REGULAR MEETING  
123 DOWNS DRIVE  
RUIDOSO DOWNS, NM 88346  
JANUARY 8, 2020**

Chairman Darren Hooker, Village of Ruidoso Chief of Police, called the regular meeting of the Consolidated Dispatch Joint Board to order at 1:00 p.m. Members Susan Lutterman, Village of Ruidoso Councilor; Joe Kasuboski, Village of Ruidoso Emergency Manager; Jimmy Romero, City of Ruidoso Downs Councilor; Cody Thetford, Village of Ruidoso Fire Chief; Carroll Scott, City of Ruidoso Downs Chief of Police; and Kenny Ellard, City of Ruidoso Downs Assistant Fire Chief were recorded present. Village of Ruidoso employees present were Timothy Dodge, Village Manager; Ronald Sena, Deputy Manager; Judi M. Starkovich, Finance Director; Bertha De Los Santos, Deputy Clerk; and Katy Simpson, Dispatch Supervisor. City of Ruidoso Downs employees present were Carol Virden, Clerk-Administrator and Tim Winrow, Finance Director. Village of Ruidoso legal counsel present was Zachary Cook. City of Ruidoso Downs legal counsel present was H. John Underwood. There were approximately 7 visitors present.

**APPROVAL OF AGENDA:**

Councilor Lutterman moved to approve the agenda as presented. Councilor Romero seconded and the motion carried with all ayes.

**REGULAR ITEMS:**

**Approval of the Minutes for December 11, 2019 Regular Meeting.**

Joe Kasuboski moved to approve the minutes for December 11, 2019 regular meeting. Asst. Fire Chief Ellard seconded and the motion carried with all ayes.

**Discussion and Possible Action on Resolution 2020-01, a Resolution Declaring Reasonable Notice of Public Meetings for the Consolidated Dispatch Joint Board.**

Chief Scott moved to Adopt Resolution 2020-01, a Resolution Declaring Reasonable Notice of Public Meetings for the Consolidated Dispatch Joint Board. Joe Kasuboski seconded and the motion carried with a roll call vote of all ayes.

**Discussion and Possible Action on Purchase of a New Server (presentation by Lior Glikshtern, with Systems MD).**

Lior Glikshtern stated the following: due to connectivity issues, a new server was needed; the purpose of the new server was to allow users from both the Village of Ruidoso and the City of Ruidoso Downs to connect to dispatcher software from any location; connectivity would rely on internet access; the new server would be located in the dispatch center; the new server had two layers of security; and 25-30 people could be connected simultaneously currently, but could be expanded. Lior Glikshtern provided a presentation on how the software would be accessed once the new server was installed.

Chairman Hooker explained the process on how, when an emergency call or report was received, it could be accessed by another officer from any location.

Mr. Glikshtern stated the following: the server did not consolidate all the records, it just provided access to all the records; the new server could be installed and running in approximately two weeks, but it was dependent on how fast the hardware could arrive and that would only be known once the actual order was placed; the bulk of the cost was software licensing; there was no maintenance component and no redundancy; and, if the internet went out, then access would be lost, but dispatch would have access no matter what.

Chairman Hooker stated the total cost was \$46,515.00, but both the Village of Ruidoso and the City of Ruidoso Downs should have enough money that was budgeted in July 2019 when they entered into an agreement. Judi M. Starkovich stated the following: an amount of \$800,000.00 was budgeted for salaries; \$700,000.00 for supplies; and \$62,000.00 for services; and since they would not use all the amount for salaries in the beginning, she recommended that money be moved to accommodate the purchase. Tim Winrow agreed with Ms. Starkovich. H. John Underwood inquired if the 75/25 percentage for operations would apply. Ms. Starkovich stated yes.

Chief Scott moved to purchase the new server. Fire Chief Thetford seconded and the motion carried with all ayes.

Ms. Starkovich asked them to provide a motion to approve moving the money from salaries to hardware purchase to accommodate that purchase. Joe Kasuboski moved to move the money from salaries to hardware purchase. Assistant Fire Chief Ellard seconded and the motion carried with all ayes. Carol Virden informed Mr. Underwood that the specific budgeting item was not on the agenda. Mr. Underwood stated Mr. Winrow had agreed and it was for the purchase of the new server. After brief discussion, Chairman Hooker inquired what needed to be done to make sure the purchase of the new server was done correctly without complicating the situation. Timothy Dodge recommended the new server be ordered and an item be listed on the next regular meeting agenda to ratify the transfer of the money from salaries to hardware purchase. Mr. Underwood agreed and stated that would provide an accurate record for the New Mexico Department of Finance and Administration.

#### **Update on Radios Change Over and Service Areas by Rick Sohl.**

Rick Sohl stated the following: everything was moved and operational; hardware was up and ready; antennas were in place; and they would be moving the console in the middle of next week from the City of Ruidoso Downs.

#### **Discussion and Possible Action on Dispatchers Personnel Status.**

Chief Scott stated one of their dispatchers would be attending the academy. Chairman Hooker stated they were at the total staffing level as anticipated.

#### **Update from the City of Ruidoso Downs (CORD) on Budget Status and Equipment Purchase for Change Over.**

Chief Scott stated everything was in place.

**REPORTS FROM BOARD MEMBERS:**

Councilor Lutterman expressed her disappointment with the consolidation not taking place on January 1, 2020, but was eager still to see it occur.

**CLOSED SESSION:**

There was no Closed Session.

**ADJOURNMENT:**

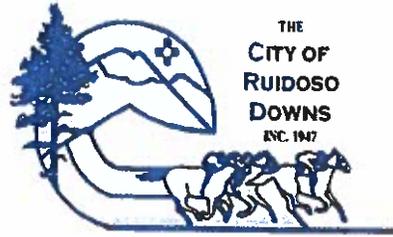
There being no further business to come before the Consolidated Dispatch Joint Board, Chairman Hooker adjourned the regular meeting at 1:50 p.m.

**MINUTES ARE DRAFT UNTIL APPROVED ON:**

Passed and approved this 12<sup>th</sup> day of February, 2020.

**APPROVED:** \_\_\_\_\_  
Darren Hooker, Chairman

**ATTEST:** \_\_\_\_\_  
Bertha De Los Santos, MMC  
Deputy Clerk



# CONSOLIDATED DISPATCH JOINT BOARD AGENDA MEMORANDUM

**To:** Village of Ruidoso/City of Ruidoso Downs  
Consolidated Dispatch Joint Board.

**Presenter:** Judi M. Starkovich, Finance Director

**Meeting Date:** February 12, 2020

**Re:** Ratification of Budget Transfer of Personnel to Capital Outlay in the Amount of \$46,600.00 for the Purchase of a New Computer Server.

<input type="checkbox"/>	Consent Item
<input type="checkbox"/>	Public Hearing
<input checked="" type="checkbox"/>	Regular Item
<input type="checkbox"/>	Board and Commission Appointments
<input type="checkbox"/>	Informational
<input type="checkbox"/>	Workshop Item

Items valued greater than \$60,000.00 must be placed as a regular item.

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**Item Summary:**

Ratification of Budget Transfer of Personnel to Capital Outlay in the Amount of \$46,600.00 for the Purchase of a New Computer Server.

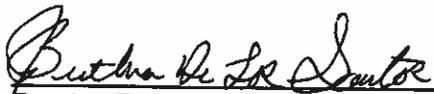
**Item Discussion:**

The server will allow both agencies to connect to software at a central location. The delay in consolidation has freed up funds in personnel that will not be expended by year-end. Therefore, a transfer of funds from personnel to capital outlay will not require an increase in agency support.

**Recommendations:**

Staff recommends the budget transfer of personnel to capital outlay in the amount of \$46,600.00 for the purchase of a new computer server.

**Required Approvals of Agenda Memorandum and Back-Up Documentation:**

  
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Bertha De Los Santos, MMC  
Deputy Clerk

(Received on: 2/12/20 11:20 am)  
Date Time

