



Board Meeting Minutes for June 27th, 2024
1000 Hours
Artesia City Council

Called to order by Chairman Mayor Jon Henry @ 10:07 a.m.
Determination of Quorum – Simple Majority Required- Approved

Present:

Chairman Mayor Jon Henry
County Emergency Manager Jennifer Armendariz
Artesia Public Schools Danny Parker
Eddy County Commissioner Bo Bowen
Chris Simons

REDA ADMINISTRATION

REDA Executive Director Bambi Kern
REDA CIO Gary Romine
REDA Administrative Assistant Sydney Tso

Absent:

New Mexico State Representative Jim Townsend
Vice Chair Eddy County Manager Roberta Gonzales
Artesia City Clerk/Treasurer Summer Valverde
APD Chief Kirk Roberts
REDA Training Coordinator Megan Headrick
REDA HR/Finance Kirstene Campbell

Approval of June 27th, 2024, REDA Executive Board Meeting Agenda

Eddy County Commissioner Bo Bowen motioned for the approval of June 27th, 2024, Agenda, County Emergency Manager Jennifer Armendariz 2nd the motion; motion carried June 27th, 2024, Agenda approved.

Approval of April 18th, 2024, Meeting Minutes

County Emergency Manager Jennifer Armendariz motioned for the approval of April 18th, 2024, Minutes, Eddy County Commissioner Bo Bowen 2nd the motion; motion carried April 18th, 2024, Minutes approved.

AGENDA

1. Public Comments / Announcement - NONE

2. Financials Report / Budget

A. Quick View Financials, Invoices, Actuals*

1. Director Kern reported the financial reports for April, May, and end of June, as REDA close out their fiscal year. Kern and Chris mentioned the changes that were made regarding DFA reimbursement invoices to show the zero balance in the additional packet that was provided. Kern and Chris spoke to the reasoning behind the prepay that is done by the city and county for budgetary purposes. Kern stated that if there are any changes with the invoices, then that will be reported at the next board

meeting. Motion made by Eddy County Commissioner Bo Bowen, 2nd by Artesia Public Schools Danny Parker. Financials, Invoices, Actuals approved.

3. Operations Committee Meeting Announcements / Reports:

A. Reports / Recommendations

1. Director Kern spoke for OpsComm. Kern stated the success on CAD to CAD with Chief Skinner and Katie with Carlsbad Dispatch. Director Kern noted to the board that the CAD to CAD will be a mid-year project.
2. Director Kern mentioned the training happening in July at REDA. Kern stated that due to limited space, Director Kern will be working remotely so Kern's office will be utilized for training. Director Kern noted that this compromise will save the county \$30,000.
3. Director Kern gave the board a recap from Motorola Summit in April. Kern shared the status regarding the SUAs which includes CAD, upgrade, and 911, and stated that a newer/updated quote will be provided by next month.
4. Director Kern reported to the board of a counseling center located in Carlsbad, LifeHouse. Kern shared that this center is starting a mobile lifehouse crisis response team (for mental crisis incidents) and the details of the MOU that is placed with REDA and the center. Director Kern offered to bring MOU for reviewal by the board.
5. Director Kern spoke to REDA Certified Training Officer (CTO) program and making it a requirement from an elective certificate to omit any legal liability. Director Kern stated that this change would reflect the budget with the .50 cent to \$1 increase for the individuals who complete the CTO program.

4. Expenditures Review / Emergency Business /Approval - NONE

5. Director Comments / Announcements / Reports:

A. Director's Report

1. CTO Incentive
 - i. Motion made by Artesia Public Schools Danny Parker 2nd by Eddy County Commissioner Bo Bowen. CTO Incentive approved.

Director's Comments

2. Employee Roster
 - i. Director Kern shared the updated employee roster and asked the board if the option to over hire and use the frozen vacant positions were still available as REDA moves forward with recruiting. The board agreed to have REDA over hire. Director Kern mentioned that there will be a surplus in REDA's budget of \$200,000 for over hire.
3. Testing
 - i. Director Kern mentioned multiple testing and interviews this June.
4. Senior Center
 - i. Director Kern reported a successful RAVE event in Carlsbad.
 - ii. Director Kern reported another successful RAVE event in Artesia.
5. Eddy County Fair
 - i. Director Kern shared with the board that REDA will be in attendance for the fair for RAVE and Smart911.
6. Artesia City Council
 - i. Director Kern noted to the board that Kern attended this past week with RAVE.

Director's Announcements

7. RAVE Training
 - i. Director Kern mentioned to the board that Kern gained training on sending out RAVE alerts and asked the board to reach out to Kern for any alerts that need to be sent out to the community.
8. Anniversaries
 - i. Director Kern gave a report on the 3 REDA employees' anniversaries for the month of June.

B. Training Report

1. Director Kern reported on the training report on page 61 and stated that there are two additional trainees starting on July 1st, 2024.

C. IT Report

1. Gary reported to the board that the Firewall Replacement/Upgrade is completed.
2. Gary reported on the Paperless Warrants, Jordan (IT Specialist) is working on this project for REDA.
3. Gary spoke to the board regarding the ECFR Radio project. Gary stated the project will start July 22nd, 2024, and go till December.
4. 20:49 – cabinets?
5. Gary gave a report on ECSO – Intelligence Led Policing NM State Police project status.
6. Gary mentioned to the board that there are more prevalent cyber attacks this year and the main targets are municipalities, hospitals, and medical related organizations. Gary shared that there will be a new backup system in the coming months.
7. Gary mentioned the update with GIS on the new next gen 911 system and the impact of the update. Gary stated that this will omit the 911 dispatchers having to drive to recover and assist. New features would include text and video on one, Gary shared.

6. Legislative:

A. 2025 Legislative Initiative Amendment of E911 Act

1. Director Kern shared with the board the surcharge of \$1 increase on cell phones and landlines. Director Kern clarified that this only applies to New Mexico residents that started their cell service originally in the state of New Mexico, including those that have moved out of state as well. Mayor Henry asked what this surcharge would do for us, and Director Kern shared the request of a financial impact study and will bring the information received to the next meeting.

7. Resolutions:

A. 24-003 REDA Audit*

1. Director Kern stated that this is a ratification. Director Kern stated that it was agreed offline with the chair and vice chair that this was approved. Motion made by Eddy County Commissioner Bo Bowen, 2nd by Artesia Public Schools Danny Parker. 24-003 REDA Audit approved.

8. Agreements / Contracts / MOU's:

A. Motorola 911 Service Purchase Order USC000002973*

1. Director Kern stated that this is a ratification. Director Kern stated that it was agreed offline with the chair and vice chair that this was approved. Director Kern shared that this agreement was paid for by the DFA and already sent the agreement. Motion made by Eddy County Commissioner Bo Bowen, 2nd by County Emergency Manager Jennifer Armendariz. Motorola 911 Service Purchase Order USC000002973 approved.

B. Cyber Security Grant Application*

1. Gary spoke to the board regarding the grant application. Motion made by Eddy County Commissioner Bo Bowen, 2nd by Artesia Public Schools Danny Parker. Cyber Security Grant Application approved.

9. Consent Agenda: [All items listed below have been distributed to the REDA Executive Board, in advance of this meeting and are routine and non-controversial in nature, they will be enacted by a single motion. Any Board Member may remove an item from this Consent Agenda, if a separate discussion is desired]:

A. Travel Requests

1. NMC June Conference
2. APCO 2024 Conference
3. Grant Writing
 - i. Motion made by Artesia Public Schools Danny Parker, 2nd by Eddy County Commissioner Bo Bowen. Travel Requests approved.

10. Board Member Comments:

- A. County Emergency Manager Jennifer Armendariz shared with the board that REDA had good and efficient communication for the during fire 911 calls in Ruidoso.
- B. Director Kern shared that County Emergency Manager Jennifer Armendariz had made it clear and effective to have one point of contact during the fire in Ruidoso.
- C. Chairman Mayor Jon Henry shared of the local events that REDA could attend to help inform the community of Smart911, listed:
 - 1. Farmers Market: Tuesdays (Artesia) – Morgan
 - 2. Fetch with a Friend (Artesia) – Jaycee Park
 - 3. Farmers Market: Thursdays (Carlsbad) – Jennifer A. will contact and email Director Kern.
- D. Artesia Public Schools Danny Parker shared of the local events that REDA could attend to help inform the community of Smart911, listed:
 - 1. Aug 7th, 2024 – Teacher Professional Development (700 Employees); cards/flyers
 - 2. Sept 18th, 2024 – IT Vendor Education at Training Center

11. Closed Meeting:

- A. In accordance with the State of New Mexico Open Meetings Act, Sections [§10-15-1-(H)(2)]:
Closed Session Items: NONE

12. Set the next Board Meeting: _____ 2024 / 1000 hours / Artesia Council Chambers

*Normal Monthly Date/Time would be *Thursday 18th July 2024 @ 1000*

13. Adjourn Meeting @ 10:53 a.m.

X

Jon Henry
Executive Board Chairman (or designee)

Date: _____

X

Bambi Kern
REDA Executive Director (or designee)

Date: 7-25-24