



COLORADO

Department of
Regulatory Agencies

Public Utilities Commission

9-1-1 Services Enterprise Board Meeting 015
Meeting Minutes July 16, 2025

Date: July 16, 2025

Time: 3:02 PM MST

Location: Virtual Meeting (Zoom)

Attendees

Michael Berry (Chair)

Matt Goetsch (Vice-Chair)

Lynn Notarianni

Amy Buch

Andrew Dameron

Jennifer Kirkland

Daryl Branson

Kirsten Grooms

Connie Johnson

Greg Brooks

Jodie Chinn

Savannah (Sage) Vinson

Call to Order:

- 3:02 PM

Approval of Minutes

- Minutes from June 18, 2025 were approved
- **Motion to approve:** Amy Buch
- **Seconded by:** Lynn Notarianni

Public Comments

- There were no public comments.



C O L O R A D O

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Bylaws Review and Vote

- The board approved the final version of the bylaws with one change:
 - Section 2.5 Attendance: Language was changed from “and” to “or” regarding the Chair and Vice Chair’s authority to report absences.
- The board confirmed that all members should sign the Code of Conduct.
- **Motion to adopt bylaws:** Matt Goetsch
- **Seconded by:** Andrew Dameron
- The motion passed unanimously.

Priority, Budget, and Draft Budget Presentation

- A draft budget was presented, including estimated revenues and proposed spending based on a \$0.03 surcharge per access line (approximately \$2.4M annual revenue).
- Categories included:
 - Personal services (revised down to \$150,000)
 - 9-1-1 Resource Center support
 - GIS support
 - Language accessibility
 - Local authority grants
 - Program reserves (~10%)
- The board agreed to adopt a 12-month framework but expects to receive 10 months of revenue in 2026.
- There was discussion about how it should be 9 months due to processing times.
- The board will aim to adopt a final budget and set the Enterprise Fee at the next meeting.
- A memo and cleaned-up budget will be prepared for that vote.

DORA Travel Applicable to the Board

- The board discussed whether DORA travel policies apply to board member reimbursements.
- Clarification is still needed, but travel would follow State fiscal guidelines if processed through DORA.
- A presentation on travel procedures will be provided at the next meeting.

Surcharge Audits

- The board received a presentation on the State’s 9-1-1 surcharge audit process.
- Local authorities can:
 - Request an audit through the PUC (at no cost)
 - Conduct their own audit using internal staff or outside firms



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- The Enterprise may play a supportive role if a local agency requests audit assistance.
- PUC Rule 4 CCR 723-2-2153 outlines the audit petition process (rarely used).

Board Comments

- The next regular meeting was rescheduled from July 30 to July 23, 2025, at 3:00 PM.
- Agenda items for that meeting will include:
 - Budget adoption and fee setting
 - Appointment of a Financial Secretary
 - Formation of a Budget Committee
 - Travel policy overview
- Meeting time extended to 2 hours to accommodate the agenda.

Next Meeting [Zoom Link](#)

- Wednesday, July 23, 2025, at 3:00 PM to 5:00 PM

Adjournment

- 4:22 PM