



9-1-1 Services Enterprise Board Meeting 016
Meeting Minutes July 23, 2025

Date: July 23, 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

Savannah (Sage) Vinson

Call to Order:

- 3:02 PM

Approval of Minutes

- Minutes from July 16, 2025 were approved
- **Motion to approve:** Andrew Dameron
- **Seconded by:** Amy Buch

Public Comments

- There were no public comments.



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Appointment of a Financial Secretary

- The role includes being the main point person for financial matters—working with the state and DORA, helping put together the budget and memos, reviewing bylaws, presenting financial reports, and chairing the Budget Development Committee.
- Lynn Notarianni nominated herself.
 - Andrew Dameron seconded the nomination.
 - Lynn confirmed she could serve while abstaining from voting on fees.
 - No other nominations were made.
 - All voted in favor.
- Lynn Notarianni was appointed Financial Secretary.

Appointment of a Budget Development Committee

- The Board began discussion on forming the Budget Development Committee.
 - As Financial Secretary, Lynn Notarianni will serve as chair of the committee.
- There were questions about how the committee can meet separately from the full Board while complying with open meeting laws.
 - Legal guidance is being gathered to proceed.
- The item will be kept on the agenda for the next meeting.

Adoption of 2026 Budget and Rate Setting

- The Board reviewed updates to the 2026 budget and draft memo.
 - The board agreed to budget for 9 months of revenue (starting March) instead of 12 months due to delayed collections.
 - Resource Center funding remains at \$200,000 as requested.
 - Program reserve and total projected expenses adjusted to align with projected revenue (~\$1.8 million).
 - Cybersecurity funding may come from local authority grants.
 - Program descriptions updated for accuracy, expanding “language accessibility” beyond emergency alerts.
- The board confirmed authority to set budget and fees and will notify the PUC.
- Matt Goetsch made a motion to:
 - Approve the budget with adjustments made during the meeting.
 - Authorize Michael Berry to finalize the rate setting memo for submission, incorporating:
 - The budget adjustments
 - GIS program language updates
 - Minor formatting and non-substantive edits



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- Motion seconded by: Amy Buch
- Vote 3 in favor, 1 abstention (Lynn Notarianni)

Travel Policy Presentation

- Board members self-approve travel; no prior approval needed. Reimbursement covers mileage (no commute deduction), meals at GSA rates, lodging (reasonable costs), and \$5 per day for incidentals.
 - If not using EFT, for initial setup a voided check is required.
- Reimbursements are processed by the financial officer and charged to Enterprise funds. This information is used to fill out bank account information allowing funds to be deposited directly.
- Travel forms and rules will be shared with members. Currently, no travel funds are available; reimbursements will begin once funding is secured.

Board Comments

- Contract templates are under review, with plans to coordinate with contracting officers for future agreements.
- The next meeting was proposed for August 6th, 2025 at 3 PM.
 - No objections were raised.

Next Meeting [Zoom Link](#)

- Wednesday, August 6, 2025, at 3:00 PM to 4:00 PM

Adjournment

- 4:13 PM