



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

**AGENDA INDEX  
REGULAR MEETING  
WEDNESDAY APRIL 10, 2024 AT 1:00 P.M.**

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

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF AGENDA**

**REGULAR ITEMS**

**Discussion and Possible Action on Election of Officers: Chairperson and Vice Chairperson.**

**Discussion and Possible Action on Approval of Minutes for the March 23, 2022 Special Meeting.**

**Discussion and Possible Action on Resolution 2024-01, a Resolution Declaring Reasonable Notice of Public Meetings for the Consolidated Dispatch Joint Board.**

**Discussion and Recommendation on Reenactment of Joint Powers Agreement (JPA) between the Village of Ruidoso and the City of Ruidoso Downs, entered into on May 1, 2019, to Provide 24 Hour Consolidated Dispatch Communication Services (PSAP) to the Residents of the Village of Ruidoso and the City of Ruidoso Downs.**

**Discussion and Recommendation on E911-Dispatch Pay Plan for Recruitment and Retention Purposes.**

**REPORTS FROM BOARD MEMBERS**

**ADJOURNMENT**

I certify that notice has been given in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 2024-01. 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.

Yvonne Bartz,  
Deputy Clerk



## AGENDA MEMORANDUM CONSOLIDATED DISPATCH BOARD

**To:** Consolidated Dispatch Board  
Members

**Presenter:** Jini Turri, VOR Clerk

**Meeting Date:** April 10, 2024

**Re:** Discussion and Possible Action on Election of Officers: Chairperson  
and Vice Chairperson.

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

1

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### Item Summary:

Discussion and Possible Action on Election of Officers: Chairperson and Vice  
Chairperson.

### Item Discussion:

Election of Officers: Chairperson and Vice Chairperson.

### Recommendations:

To Approve Election of Officers: Chairperson and Vice Chairperson.



## AGENDA MEMORANDUM CONSOLIDATED DISPATCH BOARD

**To:** Consolidated Dispatch Board  
Members

**Presenter:** Jini Turri, VOR Clerk

**Meeting Date:** April 10, 2024

**Re:** Discussion and Possible Action on Approval of Minutes for the  
March 23, 2022 Special Meeting.

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

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### **Item Summary:**

Discussion and Possible Action on Approval of Minutes for the March 23, 2022 Special Meeting.

### **Item Discussion:**

Minutes provided by VOR Clerk

### **Recommendations:**

To Approve Minutes for the March 23, 2022 Special Meeting.

**VILLAGE OF RUIDOSO/CITY OF RUIDOSO DOWNS  
CONSOLIDATED DISPATCH JOINT BOARD  
SPECIAL MEETING  
313 CREE MEADOWS DRIVE  
RUIDOSO, NM 88345  
MARCH 23, 2022**

Chairman, Lawrence Chavez, Village of Ruidoso Chief of Police, called to order the special meeting of the Consolidated Dispatch Joint Board at 8:00 a.m. Members Cody Thetford, Village of Ruidoso Fire Chief; Susan Lutterman, Village of Ruidoso Councilor; Joe Kasuboski, Village of Ruidoso Emergency Manager; Bruce Baker, City of Ruidoso Downs Assistant Fire Chief and Shane Walker, City of Ruidoso Downs Councilor were recorded present. Carroll Scott, City of Ruidoso Downs Chief of Police was recorded absent. Michael Giarratano, City of Ruidoso Downs Interim Fire Chief was recorded absent. Village of Ruidoso employees Timothy P. Dodge, Village Manager; Bertha De Los Santos, Deputy Clerk; Steven Minner, Administrative Lieutenant; Diron Hill, Deputy Police Chief; and Katy Simpson, Dispatch Supervisor were recorded present in person. Village of Ruidoso legal counsel present was Zachary Cook. There was no City of Ruidoso Downs legal counsel present. Others present were Michael Wood (Lincoln County Sheriff), Joe P. Kenmore (Lincoln County Emergency Manager), and Sandie Nunnally (Manager of Operations). There were no viewers present via YouTube (online video-sharing platform).

**APPROVAL OF AGENDA:**

Councilor Lutterman moved to approve the agenda as presented. Fire Chief Thetford seconded and the motion carried with a roll call vote of all ayes.

**REGULAR ITEMS:**

**Approval of the Minutes for January 12, 2022 Regular Meeting.**

Councilor Lutterman moved to approve the minutes for January 12, 2022 Regular Meeting. Joe Kasuboski seconded and the motion carried with a roll call vote of all ayes.

**Discussion and Recommendation on Resolution 2022-XX, a Resolution Recommending the Current Members of the Ruidoso Consolidated Dispatch Board Amend the Consolidated Dispatch Agreements to Include a County-Wide Consolidation of the Dispatch Centers to Serve and Represent all Emergency Services and Direct Ruidoso Staff to Locate the Department of Public Safety Building Within the East Wing of the Horton Complex.**

Chair Chavez stated the purpose for all entities consolidating was to shore up the Emergency Medical Services and create a county-wide consolidation to create greater

efficiency throughout the entire county, which would be located at one location with one system.

Fire Chief Thetford stated the following: the level of service would only improve; it was a disservice to the communities if they were not providing the best service possible at any point; currently, they had to call each other to inform each other of what was going on, they had different mappings, systems, channels, etc.; and, if they were all consolidated, the communication would definitely improve.

Councilor Lutterman stated another great thing would be that those being consolidated would create a true E-911 and they would all have a representative on the Board to discuss and determine what was required to provide the very best services for the entire county.

Councilor Walker stated the following: since the Consolidated Dispatch between the Village of Ruidoso (VOR) and City of Ruidoso Downs (CORD) began, it was evident that more teamwork was occurring throughout the County; yesterday the Village of Ruidoso and the City of Ruidoso Downs were assisting each other with something else; he appreciated all that was being done; and, if the County joined the consolidation, it would be a great thing.

Chair Chavez stated he had been in the area for approximately 17 years and the current emergency services being provided were the best he had witnessed thus far.

Sheriff Michael "Mike" Wood stated the following: thanked everyone for their support; those statements that others made were exactly the reasons they wanted all entities to join; he discussed the issue with the Mayor of Capitan and Chief of Police from Carrizozo with no resistance; didn't know if they could do it any other way; he made it a point to take care of everyone in the County every day; and he had also discussed it with the County Commissioners.

Ira Pearson, Lincoln County Manager, stated the concept needed to be presented in the right way to the County Commissioners; he had witnessed pros and cons in prior situations and the good outweighed the bad; he reminded them that currently there were many players on the communication radios, and it would mean adding more than just the Sheriff's Office; and he would look forward to making it all happen.

Councilor Walker inquired whose was the repeater in Cloudcroft. Chair Chavez stated that belonged to Bureau of Indian Affairs in Mescalero.

Chair Chavez stated there would be a Director over Dispatch and then the Director would report to the Board, etc. Mr. Pearson stated the following: it always seemed to work a lot better when there was some type of administration and order; and the problems seemed to occur when different Directors from each different entity provided instruction to Dispatch.

Mr. Pearson inquired about what the intended future structure of the Board would be. Councilor Lutterman stated they would serve as a sounding Board that would present

recommendations to the Village of Ruidoso Governing Body, since the Village would be providing everything at the Horton Center.

Chair Chavez stated they would have County representation on the Board once they moved forward with a definite decision to join.

Timothy P. Dodge stated the following: had previous experience with Consolidated Dispatch Centers; the Village had a current Joint Powers Agreement in place; the format of the JPA needed to remain, but there were various things that had to be revised and/or added; those communities providing emergency medical services should be able to have representation on the Board to focus on those type of things that had to do with improving the emergency services being provided, but not the administrative issues; when dealing with the operational/administerial part of it, the finances should all be set up fair and equally; the discussion to allow the County to join began approximately six months ago; the Village received \$3.5 million to build a Department of Public Safety Facility and that would be used to create the Consolidated Dispatch Center; space would be leased to the State Police as done previously; and the fiscal management and personnel would be managed by the Village of Ruidoso.

Mr. Dodge stated the changes made to the JPA needed to clarify what issues the Board was responsible for handling, etc.; Police Chief Chavez should work on an Improvement Plan for the Board to address and decide how different types of issues would be addressed, etc.

Lincoln County Sheriff Wood stated the following: the benefit of the JPA was that the wheel would not have to be reinvented; a message being provided by the Board would have more power; and they needed to go into a public campaign to inform the public what the intentions of the Consolidation entailed.

Sandie Nunnally stated she agreed with everything being said and looked forward to seeing everyone working together.

Mr. Kenmore stated it would be a challenge for a lot of people in the beginning but was worth the challenge to serve the people in the most efficient way.

Mr. Pearson inquired what the status was regarding the Horton Complex construction. Mr. Dodge stated the following: the first thing needed was clear direction from the respecting Governing Bodies; the County needed to adopt a similar Resolution; an Organizational Chart would need to be created; the Phase 1 of the project was to improve the Consolidated Dispatch Center and Court Building to include the façade of the entire building; wanted to make sure everyone had a seat at the table; the \$3.5 million received was a severance tax; and construction should begin in August or September and they should be dispatching out of there by October 2022.

Councilor Walker stated transporting prisoners was an issue currently that needed to be addressed and made easier. Chair Chavez stated that issue should be brought forth by Chief Scott and he and Sheriff Wood would schedule a meeting to discuss that issue altogether.

Sheriff Wood stated he wanted it made clear to the public that just because the County would join the consolidation, that did not mean Ruidoso would become the Lincoln County Seat.

Mr. Dodge stated the Horton Complex was designed to accommodate a county-wide consolidation. Chair Chavez stated they would be preparing six workstations and could easily add four more, since 14 dispatch stations could actually be accommodated for.

Sheriff Wood stated the Lincoln County Attorney and Commission needed to be included at some point.

Fire Chief Thetford moved to approve the Recommendation on Resolution 2022-XX, a Resolution Recommending the Current Members of the Ruidoso Consolidated Dispatch Board Amend the Consolidated Dispatch Agreements to Include a County-Wide Consolidation of the Dispatch Centers to Serve and Represent all Emergency Services and Direct Ruidoso Staff to Locate the Department of Public Safety Building Within the East Wing of the Horton Complex. Councilor Walker seconded and the motion carried with a roll call vote of all ayes.

### **Discussion and Recommendation on Joint Powers Agreement for the Consolidated Dispatch Joint Board.**

Chair Chavez stated the following: the original Joint Powers Agreement to create the Consolidated Dispatch was approved in 2019 and then amended; it needed to be revised to become beneficial, fair, and equitable for the growth of the Consolidated Dispatch to include all entities; and he welcomed any input and/or recommendations.

Mr. Dodge stated no action was necessary; they simply needed direction from the respective Governing Bodies on how to address the Joint Powers Agreement.

Councilor Lutterman inquired about how the costs would be shared. Mr. Dodge stated the JPA created a good framework to determine costs, but they needed to be reevaluated by looking at each user and number of calls to determine costs per user and then use the same type of structure moving forward.

Joe Kasuboski stated they would also have to review the number of calls received by each entity and do some type of analysis on that to include in the discussion for determining costs for each entity.

### **REPORTS FROM BOARD MEMBERS:**

Katie Simpson stated the following: thanked the Board for all they did; they had eight dispatchers currently with one needing to attend the academy; they were down five positions; and they were now able to have two dispatchers during each shift.

Councilor Walker thanked Ms. Simpson and her staff for doing a great job.

Fire Chief Thetford thanked everyone and stated the following: had been part of the Consolidated Dispatch discussions and creation since 2015 and was very happy to see it all going together, since it would benefit everyone in the entire community; he appreciated all the hard work that it took to accomplish that; and, since he would be retiring soon, he looked forward to hearing great things about it in the future.

Councilor Walker stated when the CORD consolidated its dispatch with the Village of Ruidoso, everyone was up in arms, but once they saw how it worked it all calmed down.

Councilor Lutterman stated she appreciated everyone working together.

**CLOSED SESSION:**

There was no Closed Session.

**ADJOURNMENT:**

There being no further business to come before the Consolidated Dispatch Joint Board, Chair Chavez adjourned the special meeting at 8:47 a.m.

**MINUTES ARE DRAFT UNTIL APPROVED ON:**

Passed and approved this 10 day of April 2024.

**APPROVED:** \_\_\_\_\_  
Lawrence Chavez, Chairman

**ATTEST:** \_\_\_\_\_  
Jini Turri, MMC  
Village Clerk





## AGENDA MEMORANDUM CONSOLIDATED DISPATCH BOARD

**To:** Consolidated Dispatch Board  
Members

**Presenter:** Jini Turri, VOR Clerk

**Meeting Date:** April 10, 2024

**Re:** Discussion and Possible Action on Resolution 2024-01, a  
Resolution Declaring Reasonable Notice of Public Meetings for the  
Consolidated Dispatch Joint Board.

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

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### Item Summary:

Discussion and Possible Action on Resolution 2024-01, a Resolution Declaring Reasonable Notice of Public Meetings for the Consolidated Dispatch Joint Board.

### Item Discussion:

Resolution provided by VOR Clerk

### Recommendations:

To Approve Discussion and Possible Action on Resolution 2024-01, a Resolution Declaring Reasonable Notice of Public Meetings for the Consolidated Dispatch Joint Board.

VILLAGE OF RUIDOSO

RESOLUTION 2024-01

**A RESOLUTION DECLARING REASONABLE NOTICE OF PUBLIC MEETINGS  
FOR THE CONSOLIDATED DISPATCH JOINT BOARD**

**WHEREAS**, the Consolidated Dispatch Joint Board in and for the Village of Ruidoso, and the City of Ruidoso Downs, County of Lincoln, State of New Mexico meeting in regular session on the 10th day of April 2024, has set the meeting dates for the Board for the 2024 Calendar Year; and

**WHEREAS**, the Consolidated Dispatch Joint Board shall meet on the second Wednesday of January, April, July and October at 1:00 p.m. at the Village of Ruidoso Council Chambers, 313 Cree Meadows Drive, Ruidoso, New Mexico, unless otherwise specified.

**NOW THEREFORE, BE IT RESOLVED** that the Consolidated Dispatch Joint Board hereby adopts the following regular meeting dates unless otherwise specified:

Wednesday, April 10, 2024  
Wednesday, July 10, 2024  
Wednesday, October 9, 2024

**PASSED, APPROVED AND ADOPTED ON THIS 10TH DAY OF APRIL 2024**

\_\_\_\_\_

\_\_\_\_\_ - Chair

**ATTEST:**

\_\_\_\_\_  
Jini Turri  
Village Clerk



# AGENDA MEMORANDUM CONSOLIDATED DISPATCH BOARD

**To:** Consolidated Dispatch Board Members

**Presenter:** Lawrence Chavez, VOR Police Chief

**Meeting Date:** April 10, 2024

**Re:** Discussion and Recommendation on Reenactment of Joint Powers Agreement (JPA) between the Village of Ruidoso and the City of Ruidoso Downs, entered into on May 1, 2019, to Provide 24 Hour Consolidated Dispatch Communication Services (PSAP) to the Residents of the Village of Ruidoso and the City of Ruidoso Downs.

<input type="checkbox"/>	Consent Item
<input type="checkbox"/>	Public Hearing
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<input type="checkbox"/>	Appointments
<input type="checkbox"/>	Informational
<input type="checkbox"/>	Workshop Item

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**Item Summary:**

Discussion and Recommendation on Reenactment of Joint Powers Agreement (JPA) between the Village of Ruidoso and the City of Ruidoso Downs, entered into on May 1, 2019, to Provide 24 Hour Consolidated Dispatch Communication Services (PSAP) to the Residents of the Village of Ruidoso and the City of Ruidoso Downs.

**Item Discussion:**

Reenactment of Joint Powers Agreement (JPA) between the Village of Ruidoso and the City of Ruidoso Downs, entered into on May 1, 2019, to Provide 24 Hour Consolidated Dispatch Communication Services (PSAP) to the Residents of the Village of Ruidoso and the City of Ruidoso Downs.

**Recommendations:**

To Approve Recommendation on Reenactment of Joint Powers Agreement (JPA) between the Village of Ruidoso and the City of Ruidoso Downs, entered into on May 1, 2019, to Provide 24 Hour Consolidated Dispatch Communication Services (PSAP) to the Residents of the Village of Ruidoso and the City of Ruidoso Downs.

STATE OF NEW MEXICO  
DEPARTMENT OF FINANCE and ADMINISTRATION (DFA)  
JOINT POWERS AGREEMENT (JPA) BRIEF

COPY

DFA Office of the Secretary  
Bataan Memorial Bldg., Suite 180  
Santa Fe, New Mexico 87501  
(505) 827-4985

Agencies must complete and transmit this form along with all backup documentation to the DFA.

PRIMARY PARTY: Village of Ruidoso

SECONDARY PARTY: City of Ruidoso Downs

OTHER PARTY: \_\_\_\_\_

CONTACT NAME: Ron Sena PHONE: 575-258-4343

CONTACT ADDRESS: 313 Cree Meadows Drive, Ruidoso, NM 88345

DOCUMENTS ENCLOSED:	AMOUNT:
<input type="checkbox"/> JPA	Federal Funds \$ _____
<input checked="" type="checkbox"/> JPA Amendment	General Fund \$ _____
<input type="checkbox"/> Purchase Document	Other State Funds \$ _____
<input type="checkbox"/> Written Justification	Local Gov. Funds \$VOR-75% CORD-25% Operational costs
<input type="checkbox"/> Other _____	TOTAL \$VOR 71% CORD 29% Personnel costs

Purpose: To provide 24 hour Consolidated dispatch communication services (PSAP) to the residents of the Village of Ruidoso and City of Ruidoso Downs.

Term: Perpetual Joint Powers Agreement From: N/A To: N/A

FOR AN AMENDMENT, LIST THE ORIGINAL JPA EXPIRATION DATE:

Statutory Requirements- Agencies must check each blank CERTIFYING to DFA that the JPA:

- jointly exercises a power common to the parties (*Transferring funds from one agency to another does not constitute the joint exercise of power.*);
- clearly specifies its purpose;
- establishes the method by which its purpose will be accomplished;
- establishes the manner in which the joint power will exercised;
- provides for strict accountability of all receipts and disbursement;
- addresses disposition, division, distribution and ownership of any property acquired as the result of the joint exercise of power; and
- specifies that any surplus money shall be returned in proportion to the contributions made.

Other Requirements – Agencies must enter Y (Yes), N (No), or N/A (Not Applicable) to each of the following:

- Y Is one original and at least two copies of the JPA or amendment attached? (*DFA will forward copies to the contact.*)
- Y Does the JPA or amendment have original signatures executed by authorized officers, employees or other representatives empowered to bind their respective entities?
- N/A Are all exhibits referred to in the JPA attached?
- N Does the JPA provide for the expenditure or transfer of public funds by a state agency? (*All public money must be budgeted.*)
- N Does the JPA provide for the transfer of local, state or federal funds to a state agency? If the answer is yes, cite or attach the legislative authority permitting the receiving state agency to increase its budget from such a transfer.
- N/A If the JPA or amendment start date is prior to the date submitted to DFA or, if the original JPA has expired, is a justification letter requesting retroactive approval attached? (*A detailed, letter explaining the circumstances must be signed by the agency head of one of the parties.*)
- Y Has the JPA or amendment been reviewed by legal counsel? If yes, state Who Zach Cook & John Underwood

Agency Head Signature Ron Sena Title Deputy Manager

## AMENDED JOINT POWERS AGREEMENT

**THIS AGREEMENT** made and entered into the 1<sup>st</sup> day of May, 2019 by and between the Village of Ruidoso, a New Mexico municipal corporation referred to as “Village” and the City of Ruidoso Downs, New Mexico municipal corporation hereinafter referred to as “City”.

**WITNESSETH:**

**WHEREAS**, the Village and the City wish to acquire a more effective means of responding to the life-threatening accidents, fires, crimes and natural disasters.

**WHEREAS**, an enhanced 911 emergency system servicing the Village and City would further the aforementioned purposes, and

**WHEREAS**, the Village and the City have determined that it is in the best interest of their respective constituents, and that it will serve to protect and preserve the life, health, safety and property of their respective communities to enter into a cooperative advanced 911 Joint Powers Agreement; and

**WHEREAS**, the parties being political subdivisions of the State of New Mexico, wish to enter into an agreement under the Joint Powers Agreement Act (See§11-1-1 et seq., NMSA 1978 as amended) to establish a separate governmental entity to enter into contracts and to oversee all operations of the enhanced 911 emergency service; and

**WHEREAS**, the Governing Bodies of both municipalities have agreed that any and all costs associated with the consolidated communications center will be shared as determined herein and restructured as agreed by the parties at a later date.

**NOW THEREFORE**, in consideration of the mutual covenants and agreements between them, the parties agree as follows:

## **I. ESTABLISHMENT AND POWERS**

Pursuant to the New Mexico Enhanced 911 Act, NMSA 1978 63-9D-4 (et. Seq.) 1993 (the "Act") the parties agree to enter into this Joint Powers Agreement. The Board created herein shall enter into contracts for, oversee all operations of and mediate any and all problems between the parties to this agreement and third parties concerning an enhanced 911 emergency system that will serve an area consisting of Ruidoso and Ruidoso Downs, located within Lincoln County, New Mexico.

## **II. CREATION OF ENHANCED 911 BOARD**

- A. The District will be governed by an Enhanced 911 Board (hereinafter referred to as the "Board") initially consisting of the following:
1. One (1) member proposed by the Mayor of the Village of Ruidoso and whose appointments are confirmed by the Governing Body of the Village of Ruidoso.
  2. One (1) member proposed by the Mayor of the City of Ruidoso Downs and whose appointments are confirmed by the Governing Body of the City of Ruidoso Downs.
  3. The Chief of Police of the Village of Ruidoso.
  4. The Chief of Police of the City of Ruidoso Downs.
  5. The Fire Chief of the Village of Ruidoso.
  6. The Assistant Fire Chief of the City of Ruidoso Downs.
  7. Emergency Manager of the Village of Ruidoso.
  8. The Mayor or his appointee for each municipality may serve as the alternate member for that municipality if one of the members of their municipality is unable to attend a regular or special meeting.

- B. Each Board member shall have one (1) vote. A member must be present at a meeting, either in person or telephonically to exercise his right to vote.
- C. The terms of each Board member shall be for periods of four (4) years coinciding with the term of the Mayor making the appointment of the Board member.
- D. No member shall serve for more than four (4) years without reappointment.
- E. A majority of the members shall constitute a quorum and a majority vote of a quorum present at a duly called meeting shall decide any issue.
- F. The Chair shall always be entitled to a vote.
- G. Each member's term shall not expire until such time as the successor to the position held is duly appointed and qualified.

As a compromise between the rights of a Board majority of four (4) and those of a majority of three (3), each member will have one (1) vote on all matters coming before the Board. Decisions will be made on majority vote of a quorum except for the approval of the initial budget and all subsequent budgets, which shall require a vote of at least five affirmative votes:

- a. Approval of the initial annual budget commencing the 2019-2020 fiscal year.
- b. Approval of the subsequent annual budgets containing overall increases in excess of Lincoln County's most recent percentage increase in the Consumer Price Index as published by the UNM Bureau of Business and Consumer Statistics

### **III. MEETINGS**

The Board will meet periodically but not less frequently than every quarter or at the call of the Chairperson, upon proper notice and in compliance with the Open Meetings Act Resolution. The Board shall appoint a clerk from either the Village of Ruidoso or the City of

Ruidoso Downs to cause minutes of the meetings to be kept as provided in the Open Meetings Act, and shall provide copies of said meeting minutes to both clerks of the Village and City.

#### **IV. DUTIES**

The duties of the Board shall include, but not be limited to the following:

- A. Annually elect one (1) member to act as the Chairperson of the Board and a second member as Vice-Chair.
- B. Develop an appropriate transitional plan which will address the various elements required to transition into a consolidated communications center as contemplated herein.
- C. Provide direction on matters of policy and budget.
- D. Review revenue and expenses and prepare an annual budget for the operation of the consolidated communications center, which shall be submitted for approval to the Governing Bodies of the Village of Ruidoso and the City of Ruidoso Downs prior to March 1<sup>st</sup> of each year.
- E. Adopt procedural rules of order for Board meetings and meetings of any committee under the Board.
- F. Adopt and comply with an annual Open Meetings Act Resolution.
- G. Establish budget for and acquire insurance in amounts and with coverage appropriate to the risk assumed by the Board and the consolidated communications center and its operations.
- H. Coordinate compliance with and take all requisite actions pursuant to the Act.



## **V. LIMITATIONS TO POWERS OF THE BOARD**

- A. The Board shall not be involved in the day-to-day management of the consolidated communications center and shall only have such powers as have been expressly delegated by the parties hereto, along with such incidental powers as may be reasonably necessary to effectuate the purposes and intent of this Agreement.
- B. The Board shall not institute litigation against any party without first submitting the issue concerning litigation to the respective Governing Bodies of the parties to this Agreement and obtaining the express approval of each Governing Body prior to instituting the suit.

## **VI. FISCAL REPORT**

The Village of Ruidoso, New Mexico will act as fiscal agent for the District for the fiscal year 2019-2020.

## **VII. COST SHARING**

- A. The parties to this Agreement agree to share the personnel costs at a pro rata rate of 71% paid by the Village of Ruidoso and 29% paid by the City of Ruidoso Downs for the first year of this Agreement. The remaining operating costs shall be shared at a pro rata rate of 75% paid by the Village of Ruidoso and 25% paid by the City of Ruidoso Downs.
- B. Within one year of the effective date of this Agreement, the parties will review the number of calls received from each municipality and any other relevant data to determine what percentages the parties hereto will contribute to the continued operations of the consolidated communications center. This

percentage will be reported to the Board in July of the second year and will remain as the cost sharing percentage for future years of operations.

- C. The parties to this Agreement shall agree to share costs of the initial establishment of the consolidated communications center, whereby the Village of Ruidoso shall pay Seventy Five Percent (75%) of the total initial costs and the City of Ruidoso Downs shall pay Twenty Five Percent (25%) percent of the initial costs.
- D. Within one (1) year of the effective date of this Agreement, the parties will review the number of calls received from each municipality and any other relevant data to determine what percentages the parties hereto will contribute to the continued operations of the consolidated communications center.
- E. The parties may review the cost sharing percentages provided by each municipality and make any adjustments necessary as determined by the Board.

#### **VIII. EFFECTIVE DATE AND TERM**

The effective date of this Agreement shall be February 13, 2019 but will not become a valid and binding Agreement until executed by the parties hereto and approved by the State of New Mexico Department of Finance and Administration, Local Government Division. Upon termination of this Agreement, all assets, monies or property remaining in possession of the Board shall be distributed pro-rated according to law.

#### **IX. WITHDRAWAL**

Any party may withdraw from this Agreement by giving thirty (30) days written notice to the Board.

**VILLAGE OF RUIDOSO:**

\_\_\_\_\_  
Lynn D. Crawford, Mayor

DATE: 5/14/19

**CITY OF RUIDOSO DOWNS:**

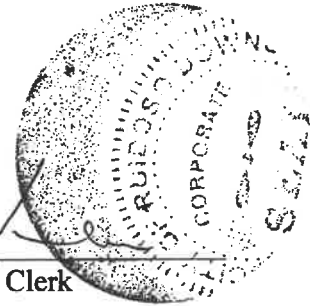
\_\_\_\_\_  
Gary L. Williams, Mayor

DATE: May 14, 2019

SEAL  
ATTEST:

  
\_\_\_\_\_  
Irma Devine, Village Clerk

SEAL  
ATTEST:

  
\_\_\_\_\_  
Carol Virden, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Zach Cook, Village Attorney

APPROVED AS TO FORM:

  
\_\_\_\_\_  
H. John Underwood, City Attorney

**THIS AGREEMENT HAS BEEN  
APPROVED BY:**

**STATE OF NEW MEXICO  
DEPARTMENT OF  
FINANCE & ADMINISTRATION**

BY:

DATE: 6/3/19



# AGENDA MEMORANDUM CONSOLIDATED DISPATCH BOARD

**To:** Consolidated Dispatch Board  
Members

**Presenter:** Lawrence T. Chavez,  
Chief of Police  
Village of Ruidoso

**Meeting Date:** April 10, 2024

**Re:** Discussion and Recommendation on E911-Dispatch Pay Plan for  
Recruitment and Retention Purposes.

<input type="checkbox"/>	Consent Item
<input type="checkbox"/>	Public Hearing
<input checked="" type="checkbox"/>	Regular Item
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5

**Item Summary:**

Discussion and Recommendation on E911-Dispatch Pay Plan for Recruitment and Retention Purposes.

**Item Discussion:**

To approve transferring funds for two dispatch positions which would go from thirteen positions to eleven positions to be competitive with local agencies and attempt to retain current dispatchers while attracting new dispatchers.

**Recommendations:**

To Approve Recommendation on E911-Dispatch Pay Plan for Recruitment and Retention Purposes.

CURRENT

FY 2024 BUDGET PERSONNEL		As of 04/19/23		1%	11/30/23	50XXX	50200	50010	50020	50030	50040				
FUND	FND/DPT	POSITION	DOH	Base Pay Rate	ANNUAL BASE WAGES	1% PPP Increase	1% SERVICE CREDIT	LONGEVITY	TOTAL WAGES	ALLOW	FICA R	PERA R	SUBTOTAL GRP INS	WORKERS' COMP R	TOTAL EXPENSE
101	101-047	TELECOMMUNICATIONS OFFICER	07/01/23	17.25	35,880.00	358.80	331.20	16	36,590	-	2,300	5,560	27,740	10	72,200
101	101-047	TELECOMMUNICATIONS OFFICER	10/29/02	25.74	53,539.20	535.39	370.66	1,012	55,460	-	3,740	8,280	27,740	10	95,230
101	101-047	TELECOMMUNICATIONS OFFICER	10/24/22	18.35	38,168.00	381.68	264.24	52	38,870	-	2,970	10,600	30	10	52,490
101	101-047	TELECOMMUNICATIONS OFFICER	05/03/16	24.18	50,294.40	502.94	77.38	360	51,230	-	3,760	7,730	9,760	10	72,490
101	101-047	TELECOMMUNICATIONS OFFICER	07/01/23	17.25	35,880.00	358.80	331.20	16	36,590	-	2,300	5,560	27,740	10	72,200
101	101-047	TELECOMMUNICATIONS OFFICER	07/01/23	17.25	35,880.00	358.80	331.20	16	36,590	-	2,300	5,560	27,740	10	72,200
101	101-047	TELECOMMUNICATIONS OFFICER	09/13/21	22.53	46,862.40	468.62	360.48	104	47,800	-	3,160	7,250	27,740	10	85,960
101	101-047	TELECOMMUNICATIONS OFFICER	07/01/23	17.25	35,880.00	358.80	331.20	16	36,590	-	2,300	5,560	27,740	10	72,200
101	101-047	TELECOMMUNICATIONS OFFICER	07/01/23	17.25	35,880.00	358.80	331.20	16	36,590	-	2,300	5,560	27,740	10	72,200
101	101-047	TELECOMMUNICATIONS OFFICER	07/01/23	17.25	35,880.00	358.80	331.20	16	36,590	-	2,300	5,560	27,740	10	72,200
101	101-047	TELECOMMUNICATIONS OFFICER	07/01/23	17.25	35,880.00	358.80	331.20	16	36,590	-	2,300	5,560	27,740	10	72,200
101	101-047	DISPATCH SUPERVISOR-EB11 COORDINATOR	06/12/06	31.91	66,372.80	663.73	51.06	836	67,920	-	4,870	10,200	18,110	10	101,110
Grand Total				13.00	542,276.80	5,422.76	3,773.42	2,492	554,000	-	36,900	88,540	305,300	130	984,870
ASSUMPTIONS:															
1. Performance Based Evaluation Increase 1%															
2. 5.30% Health Insurance Increase															
3. 0% Dental Insurance Decrease															
4. 0% Vision Insurance Increase															
5. PERA 0.50% Increase on both EMP and EMRP															
6. New Pay Plan Increases from April 2023															
RECAP BY FUND:															
GENERAL FUND #REF!															
STREETS #REF!															
SPECIAL RECREAT #REF!															
RSVP #REF!															
GOVERNMENTAL #REF!															
RUU #REF!															
AIRPORT #REF!															
RWWTP #REF!															
SOLID WASTE #REF!															
Radio Station #REF!															
ENTERPRISE #REF!															
#REF!															
VACANT Position															
NEW Position															
PART TIME Position															
OVERTIME/STANDBY															
4.00 6.00 10.00															
24.04 25.50 28.71															

PROPOSED

FY 2024 BUDGET PERSONNEL		As of 04/19/23										1%	11/30/23	50XXX	50200	50010	50020	50030	50040
FUND	FND/DPT	POSITION	DOH	Base Pay Rate	ANNUAL BASE WAGES	1% PPP Increase	1% SERVICE CREDIT	LONGEVITY	TOTAL WAGES	ALLOW	FICA R	PERA R	SUBTOTAL GRP INS	WORKERS' COMP R	TOTAL EXPENSE				
101	101-047	TELECOMMUNICATIONS OFFICER	07/01/23	22.00	45,760.00	457.60	422.40	16	46,660	-	3,060	7,090	27,740	10	84,560				
101	101-047	TELECOMMUNICATIONS OFFICER	10/29/02	28.32	58,905.60	589.06	407.81	1,012	60,910	-	4,160	9,110	27,740	10	101,930				
101	101-047	TELECOMMUNICATIONS OFFICER	10/24/22	23.03	47,902.40	479.02	331.63	52	48,770	-	3,730	13,300	30	10	65,840				
101	101-047	TELECOMMUNICATIONS OFFICER	05/03/16	27.13	56,430.40	564.30	86.82	360	57,440	-	4,230	8,680	9,760	10	80,120				
101	101-047	TELECOMMUNICATIONS OFFICER	07/01/23	23.00	47,840.00	478.40	441.60	16	48,760	-	3,230	7,410	27,740	10	87,170				
101	101-047	TELECOMMUNICATIONS OFFICER	07/01/23	23.00	47,840.00	478.40	441.60	16	48,760	-	3,230	7,410	27,740	10	87,170				
101	101-047	TELECOMMUNICATIONS OFFICER	09/13/21	25.38	53,830.40	538.30	414.08	104	54,890	-	3,690	8,330	27,740	10	94,660				
101	101-047	TELECOMMUNICATIONS OFFICER	07/03/23	22.00	45,760.00	457.60	422.40	16	46,660	-	3,060	7,090	27,740	10	84,560				
101	101-047	TELECOMMUNICATIONS OFFICER	07/01/23	22.00	45,760.00	457.60	422.40	16	46,660	-	3,060	7,090	27,740	10	84,560				
101	101-047	TELECOMMUNICATIONS OFFICER	07/01/23	22.00	45,760.00	457.60	422.40	16	46,660	-	3,060	7,090	27,740	10	84,560				
101	101-047	DISPATCH SUPERVISOR-E911 COORDINATOR	06/12/06	31.91	66,372.80	663.73	51.06	836	67,920	-	4,870	10,200	18,110	10	101,110				
<b>Grand Total</b>					<b>562,161.60</b>	<b>5,621.61</b>	<b>3,864.20</b>	<b>2,460</b>	<b>574,130</b>	<b>-</b>	<b>39,380</b>	<b>92,800</b>	<b>249,820</b>	<b>110</b>	<b>956,240</b>				
		<b>ASSUMPTIONS:</b>																	
		1. Performance Based Evaluation Increase 1%					101		GENERAL FUND										
		2. 5.30% Health Insurance Increase					216		STREETS										
		3. 0% Dental Insurance Decrease					217		SPECIAL RECREAT										
		4. 0% Vision Insurance Increase					219		RSVP										
		5. PERA 0.50% Increase on both EMP and EMPR					502		GOVERNMENTAL										
		6. New Pay Plan Increases from April 2023					503		RIU										
							510		AIRPORT										
							522		RWW/TP										
							537		SOLID WASTE										
									Radio Station										
									ENTERPRISE										
		VACANT Position																	
		NEW Position																	
		PART TIME Position																	
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							4.00												
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