

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
June 22, 2015**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, June 22, 2015 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Jim Wamsley, Mike Lowell, Chris Steffen, Rick Hawkins, Mike Liberty, Dwane Pacheco, and Clark Robinson. Board members absent were: Rich Tyler and Tom Jarvie. David Halter, IT director was also absent. Also in attendance were: Robin Etienne, executive director, Becca Thornock, Wauneta Lutes, Kimberly Blackwell, Randal Wendling, Drew Varley, accountant, Brad Radakovich, accountant, George Lemich, attorney, and Ted Ware.

Call to Order

Chairman Jim Wamsley called the meeting to order at 2:30 p.m.

Agenda for Regular Meeting 06/22/2015

Wamsley asked board members if there were any changes to the agenda. Radakovich asked that a preliminary approval of fiscal year 2016 budget be added under New Business. Wamsley stated the agenda would stand as presented with the addition.

Minutes from Regular Meeting 05/18/2015

Minutes from the regular meeting on May 18, 2015 were reviewed by the board. Wamsley entertained a motion to accept the minutes from the May 18, 2015 meeting. A motion was made by Lowell to accept the minutes which was seconded by Steffen. Motion was carried unanimously by board members.

Financial Report

The May financial report was reviewed by the board. Wamsley entertained a motion to accept the May financial report. A motion was made by Hawkins and seconded by Liberty. Motion was carried unanimously by board members.

Comments from the Floor

Ted Ware from Uinta Bank provided a "Public Funds Proposal" for the board to consider. Uinta Bank is currently providing services for various public entities around Sweetwater County as well as Mountain View, Lyman, and Evanston.

Executive Director Report

Etienne stated for the month of May, 10, 699 calls were made. 1, 281 of those calls were 911 with 84.5% being wireless. 99.4% were answered in 9 seconds or less with 99.7% of admin calls being answered in 9 seconds or less. Shift supervisor reviews have been completed and 4 supervisors have been selected. Etienne is drafting an e-mail to board members to set up shift supervisor meetings for agencies and supervisors to address any problems. Etienne has been attending National High School Rodeo meetings to set up schedule for personnel to attend. Etienne has also attended EMS board meetings to help with any communication issues or questions. Meetings with library staffs have been completed to share Smart911 information. CodeRed will be presented at a later date. On May 27, 2015 Etienne met with Motorola, Wireless Advanced, and Clark Wireless. It was determined that Wireless Advanced will not be able to meet the board's needs for service. On June 1, 2015 Hayden Arvig was recognized as a 911 Hero. On June 3, 2015 Jarvie, Etienne, and Varley attended the county commissioner budget workshop. On June 8, 2015 Etienne attended the Sweetwater School District 1 administrator conference and presented CodeRed on June 12, 2015 at conference. On June 16, 2015 Motorola Premier 1 Suite presented a web demo. On June 18, 2015 Spillman presented an onsite demo of their CAD, RMS, and Jail Mobile products. Etienne is continuing to work with SunGuard, eForce, and RIMS on setting up demos. Etienne will attend National Emergency Number Association conference in Denver, CO the week of June 29, 2015 through July 2, 2015.

IT Director Report

Etienne presented IT report as Halter was on Wilkens Peak with Clark Wireless. A MegaPlex was purchased and is being connected to Wilkens. EOC had a lightning strike. The lightning arrestors on the microwave backhaul, which prevents lightning from damaging equipment, were taken out by the lightning. New lightning arrestors have arrived and will be installed. The 911 backhaul has been down since the strike. Troubleshooting is being done to find out what's wrong and how to fix it.

Committee Reports

Personnel Committee

No comments were made.

Bills & Claims

Wamsley entertained a motion to accept the bills and claims. A motion was made by Liberty and seconded by Steffen. Motion carried unanimously by board members.

Correspondence

Jeanna Martin received a thank you letter from a citizen for her helpful demeanor during his 911 call. A letter from State of Wyoming Department of Workforce Services was received. It stated the presumed wages for special coverage has increased for qualified volunteers.

New Business

Radakovich and Varley provided copies of the preliminary budget for fiscal year 2016. A motion was made by Lowell and seconded by Liberty to accept the preliminary budget. Motion was carried unanimously by board members.

Comments from the Chairman

Wamsley stated he met with SOP about the helicopter landing zone. The Helicopter Landing Zone (LZ) SOP is designed to provide specific LZ management protocols to enhance responder and air crew safety. The SOP will designate primary, secondary and tertiary channels for LZ communications as well as specifying the indications for Air Ambulance dispatch and measures for routing and cancelling the air ambulance. The Public Safety Communications Commission has suggested particular frequencies for those occasions - which the SOP committee was unaware of at the time it was originally developed. When the SOP is in its final state it will be disseminated throughout the various emergency disciplines.

Old Business

RMS Status

Hawkins stated data conversion is still on going. The Sheriff's Office has submitted their data spreadsheet to InterAct as requested. InterAct will review final pieces once all spreadsheets are submitted. InterAct is providing bi-weekly update calls. Hawkins stated InterAct has provided answers for recent issues but some issues are still in development. Wamsley asked if all issues are being resolved. Hawkins stated larger issues don't have a resolution at this time.

Executive Session

Wamsley entertained a motion to move into Executive Session at 3:02 p.m. A motion was made by Robinson and seconded by Hawkins. A motion was made by Hawkins and seconded by Steffens to place the general meeting back in order at 3:34 p.m.

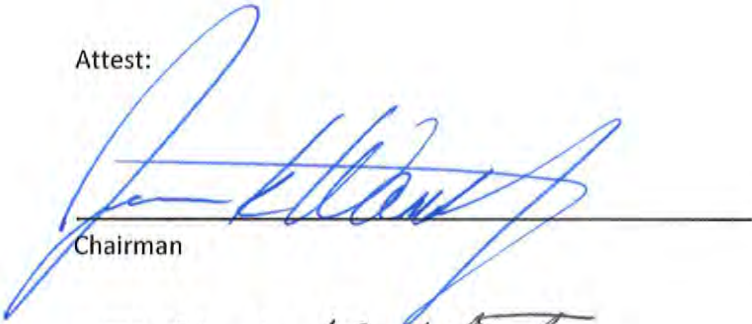
Next Meeting

The next meeting of the board was scheduled for Monday, July 27, 2015 at 2:30 p.m. at 5 Shoshone Avenue in Green River, WY.

Adjournment

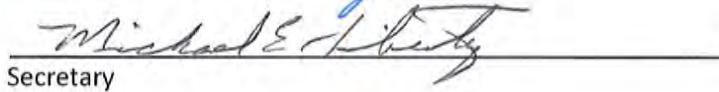
Wamsley entertained a motion for adjournment. A motion was made by Pacheco and seconded by Robinson. Motion carried unanimously by board members. Meeting was adjourned at 3:35 p.m.

Attest:



Chairman

Date: 7-20-15



Secretary

Date: 7-20-15