

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
July 20, 2015**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, July 20, 2015 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Rich Tyler, Clark Robinson, Chris Steffen, Mike Liberty, Rick Hawkins, Mike Lowell, and Jim Wamsley. Board members absent were: Tom Jarvie and Dwane Pacheco. Also in attendance were: Robin Etienne, executive director, David Halter, IT director, Becca Thornock, Randal Wendling, Drew Varley, accountant, George Lemich, attorney, Aaron Clark, Rifaah Alkhamis, and Jose Crespo.

Call to Order

Board member Rich Tyler called the meeting to order at 2:30 p.m.

Public Hearing

The public hearing to conclude the 2015-2016 budget was opened to the floor for discussion at 2:35 p.m. Hearing no discussion, Tyler entertained a motion to accept the 2015-2016 budget. A motion was made by Lowell and seconded by Hawkins. The hearing was closed at 2:37 p.m.

Agenda for Regular Meeting 07/20/2015

The agenda was distributed to all in attendance.

Minutes from Regular Meeting 06/22/2015

Minutes from the regular meeting on June 22, 2015 were reviewed by the board. Tyler entertained a motion to accept the minutes from the June 22, 2015 meeting. A motion was made by Steffen to accept the minutes which was seconded by Liberty. Motion was carried unanimously by board members.

Financial Report

The June financial report was reviewed by the board. Tyler entertained a motion to accept the June financial report. A motion was made by Robinson and seconded by Steffen. Motion was carried unanimously by board members.

Comments from the Floor

Jose Crespo and Rifaah Alkhamis from Motorola, along with Aaron Clark from Clark Wireless, were introduced.

Executive Director Report

Etienne stated for the month of June, 12, 127 calls were made. 1, 609 of those calls were 911 with 87.6% being wireless. 99.4% were answered in 8 seconds or less with 99.6% of admin calls being answered in 8 seconds or less. On July 4, 2015, from midnight to midnight, there were 622 incoming calls which is double the daily average. In 1 hour, from 9:00 p.m. to 10:00 p.m., there were 334 of those incoming calls. Dispatchers Tasha Urbatsch, Kim Hansen, Jenifer Buller, and Jeanna Martin were commended for their professionalism in handling the influx of calls and answering in 10 seconds or less 100% of the time. On July 13, 2015 there were 371 incoming calls and on July 14, 2015 there were 451 incoming calls due to flooding in Rock Springs. Dispatcher Cheryl Johnson, Val Gelinias, Kim Hansen, Andrew Lessard, Kimberly Blackwell, Tasha Urbatsch, Jenifer Buller, Jeanna Martin, Wendy Johnson, Robin Kizzire, Elena Hamilton, Jackie Herwaldt, and Stephanie Crozier were commended for answering the calls in 10 seconds or less 100% of the time. Etienne attended NENA in Denver, Colorado in June and met with CAD and 911 vendors. eFORCE and ADSi have presented demos since June. Sunguard and NewWorld are expected to present demos at a later date. Motorola will continue to meet with board members as well. Testing of dispatcher applicants has been completed and interviews will be taking place the first part of August.

IT Director Report

Halter stated repeaters and base station have been installed that were received from the Sheriff's office and are now in the dispatch center. Coverage out of conventional repeaters has improved since installation. During the power outage in Green River July 17, 2015, the Center stayed up and running with the Mansface site being the only spot that lost power. The microwave at Sheriff's office is running again after the lightning strike in June.

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 Lowell and seconded by Liberty. Motion carried unanimously by board members.

Correspondence

DCI provided a letter stating an audit will be performed by CJIS Systems Agency on September 16, 2015. A survey was received from Department of Audit which was forwarded to Varley to be filled out. McGee, Hearne, and Paiz provided audit paperwork to be filled out if the board would like to continue using their audit service. Wamsley stated a discussion should be added under New Business for the paperwork. A quarterly newsletter from Wyoming Workforce Services was also received.

New Business

Signature Stamp

Wamsley stated a signature stamp for monthly financial signing use would be appreciated. Lowell made a motion to approve the purchase of a signature stamp which was seconded by Liberty and approved unanimously by board.

MOU with Joint Fiber Telecom Board

Tyler talked about an MOU for Joint Fiber Board to use wireless backhaul between Rock Springs and Green River. The Fiber Board attorney is working on an agreement which will be presented to the board at a later date. Wamsley feels positive as long as it doesn't compromise backhaul. Halter stated ultimately having a second route would benefit other government agencies in Green River and Rock Springs.

McGee, Hearne, and Paiz Audit

Wamsley entertained a motion to continue using McGee, Hearne, and Paiz for the annual audit of public funds. A motion was made by Lowell and seconded by Hawkins. Motion carried unanimously by board.

Comments from the Chairman

Wamsley commended dispatchers for their service over past few weeks.

Old Business

RMS Status

Lowell made a motion to move discussion of RMS Status to Executive Session. Motion was seconded by Robinson. Motion carried unanimously by board.

Executive Session

Wamsley entertained a motion to move into Executive Session at 3:08 p.m. A motion was made by Steffen and seconded by Liberty. A motion was made by Steffen and seconded by Liberty to place the general meeting back in order at 3:35 p.m.

Next Meeting

The next meeting of the board was scheduled for Monday, August 31, 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 Steffen and seconded by Hawkins. Motion carried unanimously by board members. Meeting was adjourned at 3:36 p.m.

Attest:


Chairman

Date: 8-31-15


Secretary

Date: 8/31/15