

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
November 30, 2015**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, November 30, 2015 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Jim Wamsley, Rick Hawkins, Clark Robinson, Mike Lowell, Chris Steffen, Tom Jarvie, and Mike Liberty. Board members absent were: Dwane Pacheco and Rich Tyler. Also in attendance were: Robin Etienne, executive director; David Halter, IT director; Drew Varley, accountant; Becca Thornock, and Randal Wendling. Robin Ginther with Motorola and Rex Welsh attended via telephone.

Call to Order

Chairman Jim Wamsley called the meeting to order at 2:31 p.m.

Agenda for Regular Meeting

Wamsley stated a discussion of the annual audit from McGee, Hearne & Paiz be added under Old Business. Wamsley stated the agenda would stand as presented with the addition.

Minutes from Regular Meeting

Minutes from the regular meeting on October 26, 2015 were reviewed by the board. Wamsley entertained a motion to accept the minutes from the October 26, 2015 meeting. A motion was made by Jarvie and seconded by Steffen. Motion carried unanimously by board members.

Financial Report

The October financial report was reviewed by the board. Wamsley entertained a motion to accept the October financial report. A motion was made by Steffen and seconded by Lowell. Motion carried unanimously by board members.

Comments from Floor

No comments were made.

Executive Director Report

Etienne stated Cheryl Johnson has been promoted to Communications Supervisor. Johnson will tentatively start December 14, 2015. A Shift Supervisor position has been opened internally. December 9, 2015 will be the last day for interested employees to apply. Etienne, Halter, and Pacheco recently attended a cyber security meeting in Cheyenne. Etienne attended WyoLink Status meeting by phone. On December 10, 2015 Etienne gave a tour of the dispatch center to a Girl Scout troop. On January 16, 2016 another Girl Scout troop will be touring the center. Motorola provided pricing for PremierOne Suite along with a follow-up webinar of Jail. NewWorld will be providing a demo December 2-3, 2015 at Fire District #1. Etienne attended the Sweetwater Fire Chief's meeting. Etienne also attended Wyoming APCO/NENA Conference earlier this month. Etienne stated Carl Freeman from Fremont County stepped down as First Vice President and Etienne was nominated to take over the position for the rest of Freeman's term.

IT Director Report

Halter asked if anyone had questions for him as there was nothing to currently report. Jarvie asked if Halter would provide his opinion on the cyber security meeting. Halter stated a lot of the issues discussed were refreshers for him. Halter also stated there were some things he wanted to improve on but will discuss at a later date.

Personnel Committee

Jarvie stated there was nothing to report.

Bills & Claims

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

Correspondence

Etienne stated a letter was received for WAM-JPIC's open enrollment. Open enrollment will be December 2, 2015 through December 31, 2015 for all employees who would like to have insurance through the company or who need any changes made to current coverage.

New Business

None notes.

Comments from the Chairman

Wamsley stated his appreciation for dispatch staff for continuing to provide an outstanding service.

Old Business

Geofeedia

Varley stated the check for approval has been provided and an account has been made with other licensing expenses for Geofeedia. An amendment will be made for liability insurance at a later date.

Communications Easement-Agreement with BLM

Halter stated BLM has approved the right-of-way for Aspen Mountain. A paleo survey was conducted as well as an adjustment to the location of the facility. Halter stated a construction schedule will need to be given to BLM as soon as possible. Halter also stated there is a 30 day window to sign the lease. After the lease is signed, there will be a 30 year lease agreement. Wamsley entertained a motion to enter the agreement with BLM. A motion was made by Lowell and seconded by Jarvie. Motion carried unanimously by board members.

McGee, Hearn & Paiz Annual Audit

Copies of the completed annual audit of public funds were presented to those in attendance. Varley went over what was in the packet. A signed copy of the audit report was given to Rachel Bevan with McGee, Hearne & Paiz. Wamsley entertained a motion to accept the annual audit. A motion was made by Lowell and seconded by Hawkins. Motion carried unanimously by board members. Varley stated a copy of the audit will be given to Sweetwater County and Wyoming Department of Audit.

Executive Session

Wamsley entertained a motion to move into Executive Session at 2:48 p.m. A motion was made by Hawkins and seconded by Steffen. A motion was made by Lowell and seconded by Hawkins to place the general meeting back in order at 3:15 p.m.

Next Meeting

The next meeting of the board was scheduled for Monday, December 28, 2015 at 5 Shoshone Avenue in Green River, WY.

Adjournment

Wamsley entertained a motion for adjournment. A motion was made by Lowell and seconded by Hawkins. Motion carried unanimously by board members. Meeting was adjourned at 3:16 p.m.

Michael E. Liberty
Secretary

Date: 1-25-16

[Signature]
Chairman

Date: 1-25-16