

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
January 26, 2015**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, January 25, 2015 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Rich Tyler, Clark Robinson, Mike Liberty, Chris Steffen, Tom Jarvie, Dwane Pacheco and Jim Wamsley. Board members absent were: Rick Hawkins and Mike Lowell. Also in attendance were: Robin Etienne, executive director, David Halter, IT director, George Lemich, attorney, Cheryl Johnson, Kimberly Blackwell, Wauneta Lutes, Heather Marsh, Drew Varley, accountant, Brad Radakovich, accountant and Jessica Knezovich.

Call to Order

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

Public Hearing – Resolution 2015-001 E911 Surcharge

Wamsley informed members Resolution 2015-001 E911 surcharge was included in their meeting packets. He asked if there was any public comment. Wamsley entertained a motion to accept Resolution 2015-001 E911 Surcharge. A motion was made by Jarvie and seconded by Steffen. Motion carried unanimously by board members.

Agenda for Regular Meeting 01/26/2015

Wamsley asked board members if there were any changes to the agenda. With no changes noted Wamsley stated the agenda would stand as presented.

Vacancy of Board Secretary

A vacancy was declared for secretary of the board. Mike Liberty was nominated to finish out Mike Kennedy's term as secretary for the board. Steffen made a motion to have Liberty finish out the term which was seconded by Robinson. Motion carried unanimously by board members.

Minutes from Regular Meeting 12/22/2014

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

Financial Report

The December financial report was reviewed by the board. Radakovich noted they were six months through the year and are in good shape. He said contributions were still needed from Green River and Rock Springs. Etienne said he would generate invoices to the entities. Radakovich was asked if invoices could be taken care of by them and he said they could. He noted invoices could be sent July of each

year. Wamsley entertained a motion to accept the December financial report. A motion was made by Jarvie and seconded by Steffen. Motion carried unanimously by board members.

Approval of Fiscal Year 2013-2014 Audit Report

Radakovich noted there was nothing strange in the audit report. There were no compliance or internal findings and it was a good report. Wamsley entertained a motion to accept the audit. A motion was made by Liberty and seconded by Steffen. Motion carried unanimously by board members.

Comments from the Floor

None

Executive Director Report

Etienne reported there were 7,166 incoming calls in December 2014. Of these calls 1,335 were 911 of which 86.4% were wireless. 99.8% of incoming 911 and admin calls were answered in 12 seconds or less. Jenifer Buller and Kim Hansen recently attended FTO training at the Wyoming Law Enforcement Academy in Douglas, WY. Interviews were conducted last Wednesday with the assistance of David Halter and Heather Marsh. Rebecca Thornock was offered the position and will start on February 9. Cody from the Rocket-Miner published an article on Smart 911 which had a lot of info. Etienne said he had conducted tours with a Cub Scout troop and Green River High School challenge students. He noted when doing tours he informs them about Smart 911 and Code Red. It was noted there is one communications officer vacancy.

IT Director Report

Halter said he is currently working on several issues. The testing has been done on the microwave sites. A battery issue with the voltage was found on Wilkins Peak and Mansface and was corrected.

Committee Reports

Personnel Committee

Jarvie noted he and Tyler had spoken earlier in the month. He handed out 360^o evaluations for review and asked board members to email him with any comments.

Bills & Claims

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

Correspondence

Etienne reported a letter had been received from WAM-JPIC for nominations for board seats. Nominations are due by February 27.

New Business

None.

Comments from the Chairman

Wamsley noted the article in the Rocket-Miner was very informative on E911. It showed what the center serves in our community.

Old Business

a. **RMS**

Etienne said Dennis from InterAct will be here the first week in February and will spend a day with each agency. InterAct will give a presentation in mid February on their new system. Headway has been made on the data they have been working on. Jarvie asked board members if they wanted to move forward looking at other new systems. Steffen noted it is a poor system and is not all it was cracked up to be. Wamsley asked members if they wanted to look at the original RFQ or look at other agencies systems. Etienne said when looking at other agencies members would want to make sure the center is comparable with the communications center and not far out of range. Tyler asked if a wish list should be made. It was noted there are other vendors who offer one system which was built themselves if they would like to contact a couple of those. Jarvie suggested having a working group for a team approach which would include communications officers along with fire and ambulance. Liberty said he would be interested in serving on the group along with Jarvie and Robinson. It was also suggested Hawkins serve on the committee.

Next Meeting

The next meeting of the board was scheduled for February 23, 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 Liberty and seconded by Jarvie. Motion carried unanimously by board members. Meeting was adjourned at 3:00 p.m.

Attest:



Chairman



Secretary

Date: 2-23-15

Date: 3/2/15