

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
August 26, 2013**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, August 26, 2013 at 212 D Street, Rock Springs, Wyoming. Board members present included: Mike Lowell, Lisa Tarufelli, Richard Haskell, Clark Robinson, Mike Kennedy, Rick Hawkins, Chris Steffen, and Tom Jarvie. Also in attendance were: Robin Etienne, executive director; David Halter, IT director; George Lemich, attorney; Debbie Alvarez, administrative assistant; Brad Radakovich, accountant; and Wauneta Lutes.

Call to Order

Chair Mike Lowell called the meeting to order at 2:34 p.m.

Minutes from Regular Meeting 07/22/2013

Minutes from the regular meeting on July 22, 2013 were reviewed by the board. Lowell entertained a motion to accept these minutes. A motion was made by Haskell and seconded by Kennedy. Motion carried unanimously by board members.

Financial Report

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

Petitions

None

Committee Reports

Executive Director

Robin Etienne notified the board that he was setting up logins for Code Red. He was asked by the board to continue to move forward. He explained that the quote for MDT license costs does not include GPS Hardware. Lowell asked if we can move forward and if funding would come from the 911 funding? Etienne said we 30% of the licensing cost could possibly come from 911 funding.

Benefits

No report

IT

David Halter asked the board if they wanted to continue the use of their agency email accounts or if he should close them out? Some of the board members stated that they utilize their accounts. A mutual decision was made to keep the accounts active. George Lemich encouraged the board to utilize their

agency email accounts for litigation needs. David Halter explained that a MDT list will be created to recognize what MDTs would be assigned to what unit. He would like new MDT information as it comes to keep the list up to date. He stated that the tokens had arrived and would be synchronizing them before issuing them to the Agencies. He informed the board that the server rooms SNMP card had been installed and currently showed that there was a range of 60% - 20% humidity readings. George advised David to contact the contractor to see if it was still under warranty.

Bills & Claims

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

Employee Payroll	Payroll Liabilities	\$32486.78
United States Treasury	Payroll Liabilities	\$11638.58
Office Supplies	Officer Supplies	\$10.00
Service Charge	Office Supplies	\$10.00
Wyoming Retirement System	Payroll Liabilities	\$12,507.70
Quickbooks Payroll Service	Payroll Liabilities	\$9.44
Fuze Box	Software	\$4000.00
Tegeler & Associates	Liability Insurance	\$6170.00
Tegeler & Associates	Liability Insurance	\$11030.00
Castle Rock Hospital District	Personnel Recruitment	\$362.00
Dex One	Advertising	
Wireless Advanced Communications	Communications Equipment	\$14,808.29
Promos On-Time	Advertising	\$136.00
Copier & Supply	Office Supplies	\$102.65
City of Green River	Utilities	\$93.43
Castle Rock Hospital District	Personnel Recruitment	\$177.90
Technical Building Systems	Equipment Maint	2251.00
Heyborne, Radakovich & Co. P.C.	Accounting Services	\$1,495.00
Inter Act	Computer Equipment	\$13978.20
Blue Line Plumbing	Equipment Maint	\$325.00
Aarons Plumbing	Buildings/Ground Maint	\$435.00
NCPOA	Education	\$125.00
Rocky Mountain Power	Utilities	\$2110.64
Questar Gas	Utilities	\$17.71
Harts and Flowers	Uniforms	\$1576.42
Rocket-Miner	Advertising	\$11.89
Simple Signal	911 Telephone Service	\$840.53
Sweetwater Federal Credit Union	Credit Card	\$1984.36
Green River Cable TV	Utilities	\$16.30
Sweetwater Cable Television Co.	Utilities	\$2,000.00
Joint Powers Telecom Board	Utilities	\$660.00
TLO LLC	Dues and Subscriptions	\$400.00
Wyoming Law Enforcement Academy	Education	\$175.00
Paetec	911 Telephone Service	\$307.49

Time Corp	Accounting	\$119.90
Blue Cross Blue Shield of Wyoming	Insurance	\$32420.72
Inter Act	Computer Equipment	\$300.00
Century Link	Utilities	\$5810.50
United States Treasury	Payroll Liabilities	\$1.32
Orchard Trust	Payroll Liabilities	\$500.00
TAIT	Communications/ Equip	\$8.80

Old Business

a. Separation of Channels

Lowell asked if a list of pros and cons could be created from the agencies on their opinions of the separation of channels.

b. County Fire Radio Channel

Etienne informed the board that communication had improved with the agency as well as County Fire. A test page is done daily with county fire at 9:00 am.

New Business

Executive Session

Lowell made a motion to go into executive session. A motion was made by Steffen and seconded by Robinson. Motion carried unanimously by board members. Executive session started at 2:45 p.m. and ended at 3:06 p.m.

Miscellaneous

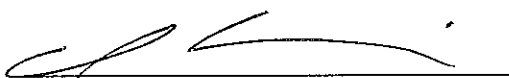
a. Next Meeting

The next meeting was scheduled for Monday, September 16, 2013 at 2:30 p.m. in the Rock Springs Council Chambers.

Adjournment

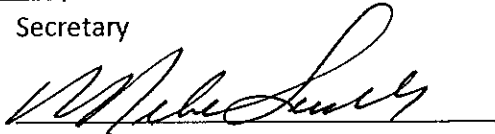
Lowell entertained a motion to adjourn the meeting. A motion was made by Kennedy which was seconded by Hawkins. Motion carried unanimously by board members present. Meeting was adjourned at 3:10 p.m.

Attest:



Secretary

Date: 9/16/13



Chair

Date: 9/16/13