

Rock Springs, Green River, Sweetwater County Combined Communications

Joint Powers Board

Meeting Minutes

September 8, 2010

A meeting was held with Rex Welsh & Jason Crandell with Technology Plus and the Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board on Wednesday, September 8, 2010 at the 5 Shoshone Avenue, Green River, WY. Board members present included Mike Lowell, John Love, Rick Hawkins, Lisa Tarufelli, Cezanne Brennan and Rich Haskell. Also in attendance was Charlie Van Over, architect; George Lemich, lawyer; Gina Davis, City of Rock Springs IT; Jim Rogers, Sweetwater County IT; and Wauneta Lutes, Heather Marsh, Clark Robinson and Dwane Pacheco all with Rock Springs Police Department.

Call to Order

Chair Mike Lowell called the meeting to order at 10:05 a.m.

Bill and Claims

Lisa Tarufelli presented a disbursement list for approval. The disbursement listed included two bills as follows:

Lemich Law Center	Professional Services/ Legal	\$732.49
Green River Star	Advertising	\$36.00

Lowell entertained a motion to accept the disbursement list. A motion was made by Rich Haskell which was seconded by Cezanne Brennan. Motion carried unanimously by board members.

Old Business

Insurance

Lisa Tarufelli presented two insurance quotes to the board for review, one from Tegeler & Associates for \$6,876.00 and one from Wyoming Financial for \$9,393.00. Lisa said the appropriate coverage will be put in place and then additional coverage added as they go. Lisa Tarufelli made a motion to accept the bid from Tegeler & Associates which was seconded by Rich Haskell. Motion carried unanimously by board members.

Technology Plus

Charlie said to look at the meeting as a brain storming session which would be followed by touring the three facilities. He said it would be the first of many to begin sorting through technology which would run the center. He then introduced Rex Welsh and Jason Crandell both from Technology Plus.

Jason said they wanted to go through what the three entities currently have and what it currently does. He said the IXP study was somewhat outdated. Rex told board members they would help out with vendors by taking them off of the entities plate.

The board was asked what their biggest pains were with their current operations and technology. Board members noted no combined records or radio systems, non-use of the WyoLink system, high cost of software maintenance, only using half of the system currently in place and the lack of communication between entities.

George Lemich asked if the new system would be able to import data or if it would have to be manually entered into the database. Jason noted they would evaluate both methods.

It was noted by board members there is currently no geographic capability, locators or mobile data.

Jason asked how the 911 system worked. It was explained when a call comes in on a land line it goes directly to Green River or Rock Springs. If the call comes in on a cell phone it goes to Sweetwater County to obtain a location and is then routed to either Green River or Rock Springs.

CAD redundancy was discussed. The board was asked if they wanted to be able to flip a switch or run in conjunction with the center. George Lemich recommended to have it always on and available. Rex asked if it needed to have a room with monitors where you could immediately begin dispatching. The board agreed it should be fully functional.

NCIC was discussed and Rick Hawkins noted there was a stumbling block at the state level as the state will not let everything go. Jason said this is rare as NCIC was set up for entities to gather information and have it at their fingertips and use their mask. Gina Davis noted the computers with NCIC cannot have access to the web. Jason said this comes back to certifications.

Clark Robinson noted the state is currently beta testing e-tickets through visual statement. It was noted information and requirements could be gathered and based around that.

Currently there is no dispatch tracking unless it is a call on voice. The board agreed they would like the new center to have automated dispatch capabilities.

Caller ID and internet access was discussed. It was noted there was no longer caller ID on T1 lines it just comes across as unknown. Jason said they will get with Qwest regarding the issue. 911 is currently on fiber and John Love noted it would be really easy to get fiber into the building.

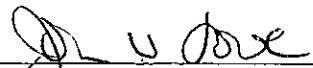
Mike Lowell said they are looking for a simple, easy to operate system based on law enforcement needs with the countywide service they need.

Jason noted they would do a needs analysis process, look at sites and put together a checklist of what they see. They will then match solutions with vendors and make sure the needs are fit and put together an RFP to present to the board. George Lemich noted the board can only speak as a board and not individually. He asked that the final level include working modules instead of a Powerpoint presentation. Rick Hawkins suggested the communicators come in to work the modules.

Adjournment

Lowell entertained a motion to adjourn the meeting. Motion was made by John Love which was seconded by Rich Haskell. Motion carried unanimously by board members. Meeting was adjourned at 11:20 a.m.

Attest:



Secretary



Chair

Date: 10/4/10

Date: 10/11/10

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Meeting Minutes
September 9, 2010**

A follow-up meeting was held with Rex Welsh & Jason Crandell with Technology Plus and the Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board on Thursday, September 9, 2010 at the 5 Shoshone Avenue, Green River, WY. Board members present included Mike Lowell, Rick Hawkins, Cezanne Brennan, Craig Nelson and Rich Haskell. Also in attendance was Charlie Van Over, architect; George Lemich, lawyer; and Wauneta Lutes, Heather Marsh, Clark Robinson and Dwane Pacheco all with Rock Springs Police Department.

Call to Order

Chair Mike Lowell called the meeting to order at 1:05 p.m.

Technology Plus

Jason said they had toured the three facilities which raised questions and issues which they would have to get through. He noted the database will be a critical part. The board agreed it would be best to have one database. Jason said they would recommend one database because it would be more expensive to manage three separate ones. Members discussed the manpower for inputting data into a new system. Jason said they will look at it and come up with something but man power may be needed to rekey data.

Jason discussed calls from 911 which are rerouted to an admin line. He said there is much more information there than what we see and it is not coming through. Jason noted he is going to jump in with Qwest immediately to get the information needed.

Jason said Green River seems to be ahead on mobile data as they are currently building a wireless mesh. When it comes to wireless mesh coverage for Sweetwater County it gets a little flaky tying it in as modules are needed for connectivity.

Disaster recovery was discussed by the board. It was noted there would need to be two centers running simultaneously and an additional mobile command unit. Jason noted it would be difficult to use the command unit if it is not brought in initially.

Jason said he noticed in the Rock Springs dispatch they are able to open doors and view video. He asked if the new center would need this capability. Mike Lowell said the after hour vestibule at the police department will need to be included in the center and the police department could take over the operation and maintenance cost.

911 and admin lines were discussed. Jason noted there is a distinct difference to what 911 means. He said in essence 80% of 911 calls are administrative lines which need to be focused on. It was noted this is a marketing issue and a marketing plan may need to be in place saying we have an enhanced 911 system. It was also noted the board needs to decide which business lines will switch over to the center.

Outside connectivity to email was discussed. George Lemich said the board is its own discreet entity and recommended they have their own email system.

Jason suggested using a card access system for the warrants room which would piggy back off of a current system as it would save money.

Jason said the war dialer is top notch and should be easy to pick up and move with the 911 system.

He said time-clocking was an issue as it was off a little bit.

Jason said the goal is to have vendors come in with show-n-tell in November. They will then put together a schedule to fall as close to the completion of the construction as possible. The center will run in conjunction with the current centers until everyone is comfortable to move.

Haskell noted they are moving their current dispatch center down to the basement of the sheriff's office in November and it will be located in ½ of the community room. It was suggested Technology Plus be present to see what happens during the move to evaluate what issues arise.


Jason noted most centers have some form of outside communication so TVs have been included for the locations. It will be the board's decision on how to facilitate the access for the TVs. It was noted you do not know what dispatch to not know what is going on if there is a large catastrophe. Wauneta Lutes used the 9/11 incident as an example. She said people were calling into dispatch and they did not know what was happening.

It was noted the board will have to decide whether to have two EOCs or a single EOC with a backup. It was suggested the board setup an emergency management plan.

Adjournment

A motion was made by Rick Hawkins which was seconded by Rich Haskell. Motion carried unanimously by board members. Meeting was adjourned at 2:10 p.m.

Attest:


Secretary

Date: 10/4/10


Chair

Date: 10/11/10