

Rock Springs, Green River, Sweetwater County Combined Communications

Joint Powers Board

Regular Meeting Minutes

Monday, April 29, 2019

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, April 29, 2019 at 5 Shoshone Avenue, Green River, Wyoming.

Board members present included: Jim Wamsley, Dwane Pacheco, Shaun Sturlaugson, Clark Robinson, Alex Visser, John Grossnickle, Mera Souare, and Clark Allred. Board members absent were: Tom Jarvie. It director David Halter was also absent. Also in attendance were: Rick Hawkins, executive director; Drew Varley, accountant; George Lemich, attorney; Cheryl Johnson; Becca Thornock; and Kara Beech with Beech Creative Group.

Call to Order

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

Public Hearing-Resolution 2019-02 E911 Surcharge

Wamsley opened the public hearing for Resolution 2019-02 E911 Surcharge at 2:31p.m. Wamsley asked for any public comments. With none made Wamsley closed the public hearing at 2:31p.m.

Agenda for Regular Meeting

The agenda was distributed to those in attendance and stood as presented.

Minutes from Regular Meeting

Wamsley entertained a motion to approve the minutes from regular meeting March 25, 2019. A motion was made by Sturlaugson and seconded by Souare. Motion carried unanimously by board members.

Financial Report

Varley stated invoices were sent to both cities and the county for the final contributions to fiscal year 2019. Sweetwater Medics was also invoiced for their NetMotion license renewal. Varley and Hawkins submitted the County budget application as well and will be working on the State of Wyoming audit requirements to be completed by June 1, 2019. Souare asked if money would be received to reduce the current negative net income. Varley stated those funds should be received by fiscal year end to clear some of the negative net income, however because reserve funds were used, that number won't be cleared completely. The board was aware that reserve funds would need to be used when the current

budget was created. Wamsley entertained a motion to accept the March financial report. A motion was made by Grossnickle and seconded by Sturlaugson. Motion carried unanimously by board members. During this point in the meeting, Wamsley welcomed Alex Visser as the newest appointee to the board.

Comments from Floor

Cheryl Johnson thanked those who attended the Dispatch Appreciation party. Wamsley thanked dispatch for all of the work they do for the public and first responders. Pacheco stated it was a nice get together. Grossnickle apologized for the Sheriff's Office not being able to attend.

Beech Creative Group Presentation

Wamsley introduced Kara Beech with Beech Creative Group to the meeting. A copy of the proposal Beech put together for strategic planning was included in the meeting packet. Beech stated strategic planning is something that is an important step for boards to participate in, especially when they're volunteer boards. This will help all board members to know what the vision is and the steps needed to ensure success. Beech stated the strategic planning process would begin with an hour long phone call or in-person visit with executive director Hawkins to discuss what areas need to be worked on and if there are any known strategic priorities going forward that are different from the board's focus. A survey would then be sent to all board members to get an idea of what they believe the board's mission is and what the priorities are as well as strengths and weaknesses. Beech will then draft an agenda for a four-hour session for the board's review. The session will be used to ensure all board members participate and everyone is heard. A final draft of the strategic plan will be sent to the executive director for review. After any questions are answered or changes made, a final plan will be submitted to the board. Beech suggested that there be a one year, three year, and five year plan.

Executive Director Report

Hawkins stated IT director Halter is currently working with Day Wireless and WyoLink at the Mansface radio site. The Mansface site will be on and off throughout the day until all work is completed. The week of April 22-26, 2019 Halter was in Cheyenne at Codan radio training. Codan makes a voting repeater system which Halter is looking into. Computers at the Dispatch Center have been updated to Windows 10.

Hawkins, Halter, and Cheryl Johnson were contacted by HipLink which is a paging system that Spillman and Motorola have to send out text messages related to dispatch calls. There is also a component outside of that system to send out notifications that could be used as a replacement for CodeRed which the Center currently uses. HipLink presented a demo and a demo was also viewed by Hyper-Reach. Hyper-Reach is also like CodeRed, it's a separate system that dispatch would login to and can make notifications to the public or any other groups that have been set up. The public can sign up to receive

specific notifications much like they're able to through CodeRed. RAVE, this is the company behind Smart911, also has a notification system. 2 dispatchers attended the RAVE Summit in Florida and were updated on new things RAVE is going to be implementing. Hawkins stated it is the suggestion to move forward with the RAVE platform as a replacement for CodeRed. The CodeRed contract will be up for renewal in June 2019. All budget requests have been submitted to the three funding agencies. The Center has hired a new dispatcher who will be starting May 21, 2019 and will now be full-staffed. On April 27, 2019 dispatch participated in the airport exercise. Hawkins met with the GIS departments for County, City of Green River, and City of Rock Springs to discuss how to be integrated into a single GIS platform.

IT Director Report

Report given by Hawkins during Executive Director Report.

Committee Reports

None noted.

Bills & Claims

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

Correspondence

Wamsley stated a notice was received from State of Wyoming Department of Audit stating what the budget requirements are. A letter was also received from Wyoming Department of Health in reference to federal funding being available, however the service being provided does not apply to the board or dispatch center's operations. Wamsley entertained a motion to place the correspondence on file. A motion was made by Grossnickle and seconded by Souare. Motion carried unanimously by board members.

New Business

Resolution 2019-02 E911 Surcharge

Wamsley read Resolution 2019-02 E911 surcharge to those in attendance. Wamsley then entertained a motion to accept Resolution 2019-02 E911 surcharge and authorize the board chairman to sign. A motion was made by Grossnickle and seconded by Pacheco. Motion carried unanimously by board members.

RAVE Software

Wamsley entertained a motion to approve the RAVE software purchase in lieu of the contract expiration for CodeRed which will occur June 2019. A motion was made by Robinson and seconded by Grossnickle. Motion carried unanimously by board members.

Beech Creative Group

Wamsley stated it will be \$1,500 plus expenses to move forward with the strategic planning process through Beech Creative Group. Wamsley entertained a motion to move ahead with the strategic planning. A motion was made by Grossnickle and seconded by Sturlaugson. Motion carried unanimously by board members.

Comments from the Chairman and Board

Grossnickle stated himself, Hawkins, and Halter have met with the County Commissioners in regards to the EOC move. Hawkins and Halter provided a presentation that was requested by Commissioner Johnson. The four Commissioners that were met with were receptive to the request that the County provide an additional \$212,000 for their portion of the EOC move on top of the budget request. Hawkins stated Halter provided the dollar amount of approximately \$206,000 which will be a mixture of General and 911 funds from the Center.

Pacheco stated police appreciation week is the week of May 14, 2019. On May 16, 2019 Rock Spring Police Department will have an open house from 5-7p.m. On May 15, 2019 there will be a Blue Mass at 7p.m. An awards ceremony will also be held that week and a date will be announced later. Pacheco also stated on April 16, 2019 he attended a PSCC workshop. There is a new director for the PSCC board and there will be a meeting with the Highway Transportation and Military Affairs Committee on May 14-15, 2019. There will be a groundbreaking ceremony in Buffalo for one of the low-level sites in May 2019 as well. During the workshop, the PSCC agreed that a surcharge for emergency communications on cell phones would be the best way to provide funding. This request must go through legislation for approval. Lemich brought it to the board's attention there has been a rise in the number of suicides occurring country wide, especially within high school age groups, and has affected schools in Wyoming and neighboring states. Pacheco stated officers with Rock Spring PD have been sent to crisis intervention training to help aid with these types of calls.

Old Business

None noted.

Next Meeting

The next meeting of the board was scheduled for Tuesday, May 28, 2019 at 5 Shoshone Avenue in Green River, WY.

Adjournment

Wamsley entertained a motion for adjournment. A motion was made by Robinson and seconded by Grossnickle. Motion carried unanimously by board members. Meeting was adjourned at 3:34p.m.


Secretary

Date: 5/28/19


Chairman

Date: 5-28-19

