

**Rock Springs, Green River, Sweetwater County Combined Communications  
Joint Powers Board  
Regular Meeting Minutes  
June 24, 2013**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, June 24, at 50 E 2nd N St, Green River, Wyoming. Board members present included: Mike Kennedy, Jim Wamsley, Chris Steffen, Rick Hawkins, Mike Lowell, Clark Robinson, Lisa Tarufelli, 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; Wauneta Lutes, and Kimberly Bramwell, Probation and Parole.

**Call to Order**

Chair Mike Lowell called the meeting to order at 2:35 p.m.

**Minutes from Regular Meeting 05/20/2013**

Minutes from the regular meeting on May 20, 2013 were reviewed by the board. Lowell entertained a motion to accept the minutes; motion was made by Steffen and seconded by Wamsley. Motion carried unanimously by board members.

**Financial Report**

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

**Petitions**

None

**Committee Reports**

**Executive Director**

Robin Etienne notified the board that Wauneta Lutes brought a release from her doctor that she could return to light duty work on Monday, July 1, 2013.

Etienne gave the board an overview of safetown.org which was already owned by the board through InterAct. Etienne stated that Safe Town will be beneficial to the public safety departments. Clark Robinson, David Halter and Robin Etienne attended the demo session for Safe Town and found that there is a place for the public to report for non-EMS events. A message will be sent to inform that additions were made to the website. The cost of this product is free; we just are not utilizing this part of the product yet and already own it.

Lowell asked if Debbie Alvarez could gather some data from current users of Safe Town and report on the advantages and disadvantages that they are seeing with the program.

## **Benefits**

Lemich informed the board that he has correspondence with Deanna and Christina, Aflac representatives. They did advise with the problems that do arise that direct billing may be the best way to handle these policies. Lowell entertained a motion to accept employee Aflac direct billing. A motion was made by Jarvie and seconded by Kennedy. Motion carried unanimously by board members.

## **IT**

Halter informed the board of his progress with setting up the mobile command posts. There are a few laptops pending set-up. He has been working on a website for the center and will be adding a link page to the National High School Rodeo in the coming week.

Halter stated new surveillance cameras have been installed and are up and running. There are four at EOC, and four at Rock Springs PD. Wireless technical issues for Rock Springs seem to have been fixed.

Welsh gave an overview of on air statistics for Douglas County, Larimer County, Rock Springs Police Department, Green River Police Department and the Sweetwater County Sheriff's Office. He also reviewed MDT implementation, budgeting of an additional dispatch position and departmental information from other agencies and internal information. Welsh made contacts with some outside agencies to review their air statistics for comparison of call volume and the numbers of dispatchers at their facilities.

## **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. Brad Radakovich had been out of town prior to the meeting and would have bill break down upon request by the board.

## **Old Business**

### **A. MDT SOP**

Etienne followed up on MDT standard operating procedures to see how the board would like to proceed. The board gave their support and said to move forward as a daily operational procedure. No vote needed.

### **B. Separation of GRPD & SO Channels**

Lowell asked Welsh to give his recommendation to the board. Welsh said with MDT training and discipline, open radio time will be freed up which will help with dispatching. He expressed his direction would be to continue as is and not to separate Green River PD and Sheriff's Office. Steffen spoke out with his concerns of not adding another dispatcher for Green River Police Department when needed. He feels public safety and officer safety is at risk by not adding a position to the dispatch center. Jarvie spoke out that there are not enough open dispatch lines for emergency situations as needed. He feels for life saving reasons another dispatch position must be added. Welsh said this is taking a step backward and not making changes to utilize

what is already in place. Several options were discussed of adding channels, adding another dispatch position and utilizing the patching of calls. Etienne answered Lowell's questions of how hard it would be to patch and unpatch calls as it is a small task on the dispatch end. Jarvie stated he feels a decision has to be made because we are here to serve the customers and the officers. Hawkins suggested additional channels, that can be utilized, may need to be considered as a possible solution. Robinson advised the board the Rock Springs PD reduced radio traffic by 30% by making better use of MDTs. Robinson also volunteered one of his officers who can help with some training as needed. Hawkins also advised that the other departments will not be able to hear Green River PD while unpatched. Steffen agreed this might not be the best long term plan but for now they would like to patch and unpatch calls giving an additional dispatch for Green River PD as needed. Lowell asked Etienne to draft a written policy for the GRPD for this procedure.

**C. Correspondence from Tim Bigwood**

The counter proposal letter to InterAct, drafted by Welsh, was reviewed by the board. It was noted this proposal may help meet milestones in a timely manner. Lowell entertained a motion to accept the counter proposal to the letter to InterAct drafted by Welsh; a motion was made by Jarvie and seconded by Steffen. Motion carried unanimously by board members.

**D. CodeRed**

Etienne reported CodeRed weather service would be a rate of \$17,750.00 for a 3 year contract. The National Weather Service will send out warning via text or email. Phone calls will not be made unless we dictate it to do so. Lemich explained that there is not a local Doppler radar for our local weather coverage. Salt Lake Doppler radar does not reach our area; we receive our information from Riverton's Doppler radar. Kennedy added the weather often is not the same in Sweetwater County as it is in the Riverton area. The board discussed the benefits of advanced warning of the weather around us and the alerts would be beneficial. Lowell entertained a motion to accept the CodeRed weather service at a rate of \$17,750.00 for a 3 year contract; a motion was made by Jarvie and seconded by Steffen. Motion carried unanimously by board members.

**E. Maintenance Agreements for UPS & DataAire Units**

Etienne reported the DataAire would cost \$2200.00 per year and UPS will cost \$6000.00. Lowell entertained a motion to accept the UPS & DataAire maintenance agreements; a motion was made by Jarvie and seconded by Steffen. Motion carried unanimously by board members.

**F. InterAct Dual Authentication Solution (InterAct Quote) David-**

Halter explained purchasing the tokens will be the best solution for authentication. The tokens will be owned by the board. The total cost for 120 tokens will be \$11,728.20. Lowell entertained a motion to accept the proposed bid for the advanced authentication hard token from InterAct; a motion was made by Jarvie and seconded by Steffen. Motion carried unanimously by board

**New Business**

**a. 6/30/2013 Audit Contract Approval**

Radakovich asked the board to approve the audit contract for \$5750.00. Lowell entertained a motion to accept the 6/30/2013 audit contract; a motion was made by Hawkins and seconded by Steffen. Motion carried unanimously by board members.

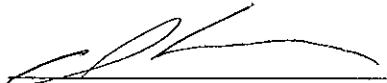
**a. Next Meeting**

The next meeting was scheduled for Monday, July 22, 2013, at 2:30 p.m., 212 D Street, Rock Springs, Wyoming.

**Adjournment**

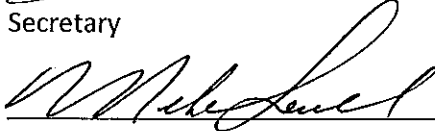
Lowell entertained a motion to adjourn the meeting. A motion was made by Hawkins which was seconded by Kennedy. Motion carried unanimously by board members present. Meeting was adjourned at 4:05 p.m.

Attest:



Secretary

Date: 7/22/13



Chair

Date: 7/22/13