

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
February 11, 2013**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, February 11, 2013 at 50 E. 2nd North, Green River, Wyoming. Board members present included: Mike Lowell, Clark Robinson, Mike Kennedy, Lisa Tarufelli, Jim Wamsley, Chris Steffen, and Tom Jarvie. Also in attendance were: Robin Etienne, executive director, David Halter, IT director, George Lemich, attorney, Brad Radakovich, accountant, David Johnson, emergency management services, Judy Roderick, emergency management services, Heather Marsh, RSPD, and Carrie Halter, administrative assistant.

Call to Order

Chair Mike Lowell called the meeting to order at 2:39 p.m.

Minutes from Regular Meeting January 14, 2013

Minutes from the regular meeting on January 14, 2013 were reviewed by the board. Lowell entertained a motion to accept these minutes. A motion was made by Wamsley and seconded by Steffen. Motion carried unanimously by board members.

Financial Report

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

Petitions

None

Committee Reports

Executive Director

Etienne reported he received the annual agreement from City Watch and he forwarded it to George Lemich for review. Etienne recommended to the board that the annual City Watch contract be renewed and migration to Code Red will commence at a later date once he is able to determine that Code Red will be beneficial to dispatchers. Funds for the City Watch annual agreement can be paid with E-911 monies. Lowell entertained a motion to move forward with Etienne's recommendation as proposed to the board. A motion was made by Wamsley and seconded by Robinson. Motion carried unanimously by board members present.

Etienne is working on maintenance contracts for the DataAire unit, UPS system, and the generator since the warranty period has expired. He noted that there is an existing line item for these maintenance contracts.

David Halter will be attending a two-week Cassidian training next month in Chicago, Illinois.

Several important bills came in the workday prior to the board meeting. Etienne asked about having these bills included in the payment dispersals for the month. These bills included Questar Gas, City of Green River, and one for accounting services. Lowell entertained a motion to accept payment of these bills. A motion was made by Jarvie and seconded by Wamsley. Motion carried unanimously by all board members.

One of the new dispatchers was terminated as it was not recommended that she progress to the next phase of training. Etienne reported that there are now three positions that will need to be filled and he is waiting for the CritiCall exam results for the last applicant to arrive.

Benefits

None

IT

David Halter reported that a power outage occurred at the center last week. Overall, everything went very smoothly and Rocky Mountain Power was able to restore power within six hours. He noticed that both Robin's office and his office on the administrative side of the building do not have UPS power. He suggested looking into pricing to add those to the UPS system, but it is not critical at this time.

Halter worked with Dave Riegert of Wireless Advanced Communications last week and a third radio position was added at the EOC. They also mapped out the conventional radio system in the event that an issue should arise in his absence. Wireless Advanced Communication also installed the six Netclocks at the center a couple of weeks ago. He also noted that the CAD system is now synchronized with these clocks.

Halter also stated that he went on a ride along over the weekend with the Sheriff's Office. He would like to get backlit keyboards for the MDTs to help the deputies type in the dark. This will be looked in to at a later date.

Halter proposed purchasing three items to the board, which includes: (1) SIP logging, which would eliminate the need for tape backup and would allow the benefit of SIP recording. Funding for this item could come from 911 funds; (2) VM server with a storage and backup

storage solution. The cost would be \$43,450 and this item is critical because there is not a backup storage solution currently in place; and (3) an AVL system to allow the tracking of vehicle locations. The cost of the AVL system would be between \$16,000.00 to \$18,000.00 and is not critical at this time. Lowell entertained a motion to purchase the first two items and purchase the AVL system at a later time. A motion was made by Jarvie and seconded by Wamsley.

Bills & Claims

Brad Radakovich noted that the large Cassidian payment is included in this month's bills and claims. Lowell entertained a motion to accept the bills and claims. A motion was made by Wamsley and seconded by Steffen. Motion carried unanimously by board members.

United States Treasury	Payroll Liabilities	\$10,831.66
Wyoming Retirement System	Payroll Liabilities	\$13,607.58
Joint Powers Telecom Board	Internet Lease	\$660.00
City of Green River	Utilities	\$54.79
Cassidian Communications	911 Maintenance	\$82,902.08
Global Gov/Ed Solutions, Inc.	Supplies	\$638.47
Green River Cable TV Co.	Utilities	\$16.30
U.S. Postal Service	Postage/PO Box Rental	\$106.00
TLO, LLC	Dues and Subscriptions	\$202.00
Quill Corporation	Office Supplies	\$159.55
F.B. McFadden Wholesale Co.	Supplies	\$131.30
Sweetwater Cable Television Co.	Fiber Lease	\$2,000.00
Century Link	911 Telephone Service	\$650.00
Rocky Mountain Power	Utilities	\$1,554.44
Smyth Printing, Inc.	Office Supplies	\$24.75
Simple Signal, Inc.	911 Telephone Service	\$835.76
Paetec	911 Telephone Service	\$160.81
Plan One Architects	Consulting/Technical	\$5,189.66
Green River Ace Hardware	Supplies	\$170.93
Blue Cross Blue Shield of Wyoming	Payroll Liabilities	\$32,282.46
Joint Powers Telecom Board	Fiber Lease	\$18,000.00
Verizon Wireless	Utilities	\$199.64
Southwest Counseling Service	Pre-employment exams	\$1,350.00
Firetrol Protection Systems	Outside Monitoring	\$970.38
Century Link	Utilities	\$3,387.02
Aflac	Payroll Liabilities	\$672.26
Orchard Trust	Payroll Liabilities	\$300.00
Heyborne, Radakovich & Co., P.C.	Accounting Services	\$1,795.00

Old Business

None

New Business

a. Depository Application Resolution

Lowell entertained a motion to accept Resolution 2013-02, which utilizes Commerce Bank of Wyoming as a bank depository. A motion was made by Wamsley and seconded by Steffen. Motion carried unanimously by board members present.

Executive Session

Lowell entertained a motion to go into executive session at 3:13 p.m. A motion was made by Wamsley and seconded by Steffen. Executive session ended at 3:58 p.m.

Miscellaneous

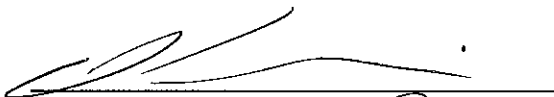
a. Next Meeting

The next meeting was scheduled for Monday, March 18, 2013 at 2:30 p.m. in the Rock Springs City Council Chambers.

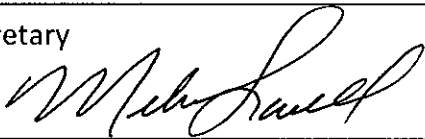
Adjournment

Lowell entertained a motion to adjourn the meeting. A motion was made by Jarvie which was seconded by Steffen. Meeting was adjourned at 4:02 p.m.

Attest:



Secretary



Chair

Date: 3/27/13

Date: 3/27/13

APPROVED