

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
Monday, April 17, 2017**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, April 17, 2017 at 5 Shoshone Avenue, Green River, Wyoming.

Board members present included: Jim Wamsley, Rick Hawkins, Tom Jarvie, Clark Robinson, Duane Pacheco, Chris Steffen, Mike Liberty, and Rich Tyler. Board members absent were: Mike Lowell. Also in attendance were: Robin Etienne, executive director; David Halter, IT director; Drew Varley, accountant; George Lemich, attorney; Cheryl Johnson; Becca Thornock; and Randal Wendling.

Call to Order

Chairman Jim Wamsley called the meeting to order at 2:29p.m.

Agenda for Regular Meeting

The agenda was distributed to all in attendance.

Minutes from Regular Meeting

Wamsley entertained a motion to accept the minutes from the regular meeting March 27, 2017. A motion was made by Liberty and seconded by Steffen. Motion carried unanimously by board members.

Financial Report

Varley stated March's financial report is laid out as discussed during February's meeting with the General Ledger being presented semi-annually as a separate attachment. The Budget vs. Actual report has been included twice so auditors will see that it's being presented every month as part of the compilation. Wamsley entertained a motion to accept the March financial report. A motion was made by Hawkins and seconded by Liberty. Motion carried unanimously by board members.

Comments from Floor

Wendling requested someone from the board attend a County Commissioner's meeting to discuss the upcoming budget.

Executive Director Report

Etienne stated for the month of March 7,318 were made. 1,146 of those calls were 911 with 73.39% being wireless. This percentage is lower than usual and in looking at the call reports Etienne stated a certain number of those wireless calls were categorized as unknown. Etienne is researching what caused the percentage to be lower during March. 96.23% of 911 calls were answered in 10 seconds or less with 99.34% of admin calls being answered in 10 seconds or less. 3 new hires are currently in training with one position still open. Etienne is continuing GIS work with Spillman and GeoComm. The Spillman administrator group has been working on historical data conversion with Whitebox. Etienne and Cheryl Johnson attended POST training for new online system of submitting/tracking personnel training hours. Etienne also attended PSCC meeting on April 4, 2017 via phone. Etienne met with ESRI representatives on April 17, 2017 to discuss GIS software needs and what they can provide. ESRI will also be meeting with City of Rock Springs and Sweetwater County.

IT Director Report

Halter stated a request for service has been submitted to Union Wireless for Text to 911. The first round of mock-data has been uploaded to Spillman. Halter also stated a radio plan presentation will take place during May's board meeting.

Personnel Committee

No comments were made.

Bills & Claims

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

Correspondence

Wamsley stated a letter was received from Wyoming Department of Audit regarding new budgetary procedures. Varley stated the only difference will be specific items added to the budget message such as term limits for each member of the board.

New Business

None noted.

Comments from the Chairman and Board

Jarvie thanked the dispatchers for their hard work and apologized for not making it to the dispatcher appreciation/awards night. Jarvie also stated crimereports.com has been bought by Motorola. Pacheco thanked the dispatchers for their work as well. Pacheco attend PSCC meeting on April 4, 2017 and there will be another on April 18, 2017. Wamsley also thanked the dispatchers.

Old Business

None noted.

Executive Session


Wamsley entertained a motion to enter into Executive Session at 2:48p.m. A motion was made by Jarvie and seconded by Pacheco. A motion was made by Hawkins and seconded by Robinson to place the regular meeting back in order at 3:08p.m.

Next Meeting

The next meeting of the board was scheduled for Monday, May 22, 2017 at 5 Shoshone Avenue in Green River, WY.

Adjournment

Wamsley entertained a motion for adjournment. A motion was made by Robinson and seconded by Hawkins. Motion carried unanimously by board members. Meeting was adjourned at 3:09p.m.



Secretary

Date: 5-22-17



Vice-Chair

Date: 5/22/17