

Rock Springs, Green River, Sweetwater County Combined Communications

Joint Powers Board

Regular Meeting Minutes

Monday, June 26, 2017

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, June 26, 2017 at 5 Shoshone Avenue, Green River, Wyoming.

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

Call to Order

Vice-Chairman Tom Jarvie called the meeting to order at 2:31p.m.

Agenda for Regular Meeting

The agenda was distributed to all in attendance.

Public Hearing Budget Amendment FY2016-17

Jarvie entertained a motion to open the public hearing to amend the FY2016-17 budget. A motion was made by Lowell and seconded by Steffen. Motion carried unanimously by board members. The public hearing was opened to the floor for discussion at 2:31p.m. Varley presented the changes to the budget for those in attendance. It was noted an amendment would be made to 911 expenditures to include 911 system replacement for \$495,005. 3 expenditure increases were also needed in general fund for legal fees, accounting fees, and RMS. Legal fees were increased by \$17,010, accounting fees by \$2,125, and RMS by \$25,000. Hearing no additional discussion, a motion was made by Lowell to close the hearing at 2:34p.m. Motion was seconded by Robinson and carried unanimously by board members. Jarvie entertained a motion to accept the budget amendment FY2016-17. A motion was made by Hawkins and seconded by Lowell. Motion carried unanimously by board members.

Minutes from Regular Meeting

Liberty stated under minutes from regular meeting it should state" Tyler entertained a motion to accept the minutes from the regular meeting April 17, 2017" rather than Hawkins. Jarvie entertained a motion

to accept the minutes from regular meeting May 22, 2017 with the noted change. A motion was made by Liberty and seconded by Lowell. Motion carried unanimously by board members.

Financial Report

Varley stated interest income figures to finalize the carryover for FY2017-18 budget are needed and he will be meeting with Etienne to do so. Jarvie entertained a motion to accept the May financial report. A motion was made by Steffen and seconded by Liberty. Motion carried unanimously by board members.

Comments from Floor

No comments were made.

Executive Director Report

Etienne stated for the month of May 10,667 calls were made. 1,191 of those calls were 911 with 87.99% being wireless. 98.93% of 911 calls were answered within 10 seconds or less with 99.05% of admin calls being answered in 10 seconds or less. The 3 trainees are now completing phase 2. There is still one open position which will be advertised once the 3 trainees have completed training. Etienne attended City of Rock Springs budget workshop. Work is still being done on Spillman GIS and Etienne will be attending another meeting June 29, 2017. The Spillman administrator group is continuing work with Whitebox. Spillman user training is currently in process with the Go-Live being scheduled for August 7-10, 2017. An FBI Technical Security audit will be held June 28, 2017. Etienne will be attending City of Rock Springs and City of Green River council meetings to provide updates. Lemich requested the 911 spreadsheet that has been built to show call logs for each month be sent to him.

IT Director Report

Halter stated MOU for hospital repeater project was voted down at the hospital board meeting. Halter will be attending the next meeting July 6, 2017 to give a presentation to better inform the hospital board. Hiplink has been installed that interfaces with Spillman for text paging for fire and EMS. Halter is currently working with digiTicket to balance out tables between digiTicket and Spillman. Insite, which is Spillman's interface for interfacing other Spillman customers in Wyoming, is up and running. Carbon County, Fremont County, and Sheridan are currently customers for this. Statelink which is NCIC for Spillman is still in process. Halter stated lighting has been installed inside and out on Whalen. Halter stated he will be unavailable June 28, 2017 as he will be involved in the FBI audit.

Personnel Committee

No comments were made.

Bills & Claims

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

Correspondence

Etienne stated a letter was received from Wyoming Association of Conservation Districts, Wyoming Association of County Predatory Animal Boards, Wyoming Weed and Pest Council, and Wyoming Fire Chiefs Association in regards to the board participating in discussions on the potential for a Wyoming Association of Special Districts organization. The letter was distributed to board members. Lemich stated many of the special districts incorporate elected board members who have some independent level of tax end authority so they can issue requests for revenue that is then assessed by the county or governing area in which the special district is formed. Lowell made a motion to join the Special District Association. Motion was seconded by Steffen and carried unanimously by board members.

New Business

None noted.

Comments from the Chairman and Board

Jarvie thanked everyone for the support given for Flaming Gorge Days.

Hawkins stated the state has moved forward with purchasing the live scan machine for the jail. The documents have been given back to MorphoTrust who provides the surface for the live scan machine.

Old Business

None noted.

Next Meeting

The next meeting of the board was scheduled for Monday, July 17, 2017 at 5 Shoshone Avenue in Green River, WY.

Adjournment

Jarvie entertained a motion for adjournment. A motion was made by Lowell and seconded by Robinson. Motion carried unanimously by board members. Meeting was adjourned at 3:00p.m.

Michael E. Liberty

Secretary

Date: 7-17-17

[Signature]

Chairman

Date: 7-17-17