

**Rock Springs, Green River, Sweetwater County Combined Communications  
Joint Powers Board  
Regular Meeting Minutes  
Monday, August 28, 2017**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, August 28, 2017 at 5 Shoshone Avenue, Green River, Wyoming.

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

**Call to Order**

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

**Agenda for Regular Meeting**

The agenda was distributed to those in attendance. Tyler asked that Joint Telecom Board web hosting discussion be added under New Business. Agenda stood as presented with the addition.

**Minutes from Regular Meeting**

Wamsley entertained a motion to accept the minutes from regular meeting July 17, 2017. A motion was made by Hawkins and seconded by Robinson. Motion carried unanimously by board members.

**Financial Report**

Varley stated submissions will be made to Wyoming Department of Audit during September 2017. Wamsley entertained a motion to accept the July financial report. A motion was made by Liberty and seconded by Steffen. Motion carried unanimously by board members.

**Comments from Floor**

Ted Ware with Uinta Bank presented a copy of Public Funds rates, which compared rates at Uinta Bank to other well-known funds suitable for Public Investment, to the board.

### **Executive Director Report**

Etienne stated for the month of July 11,630 calls were made. 1,732 of those calls were 911 with 86.78% being wireless. 96.36% of 911 calls were answered in 10 seconds or less with 98.75% of admin calls being answered in 10 seconds or less. On August 7, 2017 Spillman go-live occurred. Etienne stated one of the three trainees resigned. The two remaining trainees are now in the last phase of training. 2 positions are now open in dispatch and will soon be advertised. Etienne is continuing work on GIS with Spillman. Etienne attended APCO International Conference in Denver August 13-16, 2017. There will be a PSCC meeting August 31, 2017 at 10:00a.m.

### **IT Director Report**

Halter stated on the IT side of Spillman, everything is running as it should. There are some network problems with County and Rock Springs and Halter will be working with them on solutions. Halter asked the board's opinion on adding Spillman to Sweetwater Medics on their office machines. Etienne stated the small agencies such as Sweetwater Medics, Granger Fire, and Castle Rock Ambulance fall under the site license therefore there would be no additional cost in adding Spillman. The board agreed to allow Halter to add Spillman to Sweetwater Medics. Halter stated since Spillman is implemented, Halter will start working on radio projects and Hospital repeaters again. Halter also stated a letter of concurrence from Fire District #1 has been received to use their frequencies on Aspen Mountain. Halter is waiting for a letter of concurrence from Sheriff's Office. Halter stated crystal reports server is working. Halter also stated he has put together the online jail roster to replace JailTracker. Sublette County, as well as Spillman, has shown interest in using the script written by Halter. Wamsley and Steffen agreed neighboring counties shouldn't be charged to use the script, however Spillman should be charged unless they provide the script to their customers free of charge. The board agreed that should Halter be asked to travel and set up the script for others, the agency should pay the board if Halter is doing it during the week on business hours, but if Halter is doing it on his own time then the agency should pay him. Each agency will need to host their own. Halter will be working on active warrants list.

### **Personnel Committee**

No comments were made.

### **Bills & Claims**

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

### **Correspondence**

Wamsley stated letters of engagement were received from McGee, Hearne & Paiz. A discussion will be had under New Business.

### **New Business**

#### **McGee, Hearne & Paiz**

Wamsley entertained a motion to allow the chairman to sign the letters of engagement received from McGee, Hearne & Paiz. A motion was made by Hawkins and seconded by Liberty. Motion carried unanimously by board members.

#### **Joint Telecom Web Hosting**

Tyler stated Joint Telecom Fiber Board are looking to set up a website and e-mail for that board and is looking to see if the board would be a host for it due to the Fiber Board being comprised of volunteers. Halter stated a domain name would be purchased and a home is needed for website and e-mail. It was noted City of Green River has offered to be a host if the board chooses not to. It was requested an MOU be made by Fiber Board to present to this board. Halter stated they will approach City of Green River and let the board know what was decided there.

### **Comments from the Chairman and Board**

Wamsley stated rent is being paid on radio site on Aspen Mountain. Wamsley requested Etienne look into selling or getting rid of the building and 2 radio towers on Aspen that the board is not using.

### **Old Business**

None noted.

### **Executive Session**

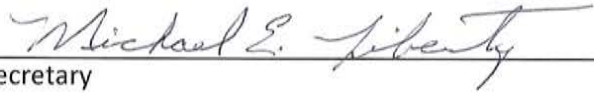
Wamsley entertained a motion to move into Executive Session at 3:10p.m. A motion was made by Liberty and seconded by Steffen. Motion carried unanimously by board members. A motion was made by Steffen and seconded by Liberty to place the regular meeting back in order at 4:08p.m.

### **Next Meeting**

The next meeting of the board was scheduled for Monday, September 25, 2017 at 5 Shoshone Avenue in Green River, WY.

**Adjournment**

Wamsley entertained a motion for adjournment. A motion was made by Hawkins and seconded by Steffen. Motion carried unanimously by board members. Meeting was adjourned at 4:09p.m.



Secretary

Date: 9-25-17



Vice-Chair

Date: 9/25/17