

**Rock Springs, Green River, Sweetwater County Combined Communications  
Joint Powers Board  
Regular Meeting Minutes  
August 13, 2012**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, August 13, 2012 at 50 East 2<sup>nd</sup> North, Green River, WY. Board members present included Mike Lowell, Lisa Tarufelli, Clark Robinson, Chris Steffen and Tom Jarvie. Also in attendance was Charlie Van Over, architect; Brad Radakovich, accountant; Dave Halter, IT; Robin Etienne, executive director and Carrie Davis, administrative assistant.

**Call to Order**

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

**Minutes from Last Meeting**

Minutes from the regular meeting on July 16, 2012 were reviewed by the board. Lowell entertained a motion to accept the minutes. A motion was made by Tarufelli and seconded by Jarvie. Motion carried unanimously by board members.

**Financial Report**

The July financial report was reviewed by the board. Brad Radakovich noted they had received Green River's payment and Rock Springs has provided their check through Lisa. Sweetwater County will pay quarterly. Lowell entertained a motion to accept the financial report. A motion was made by Jarvie and seconded by Tarufelli. Motion carried unanimously by board members.

**Petitions**

None

**Committee Reports**

**Hiring Committee**

Etienne reported Carrie Davis was hired as the administrative assistant. There were 31 applications received for dispatcher positions and all but four moved to the CritiCall testing. He noted he wants to interview about 10 applicants. Dispatcher Christy Frost tenured her resignation effective 09-06-2012.

**Executive Director**

Etienne reported the DCI audit had went well and they had exceeded their expectations. The cooling system is working well and the monitoring unit was installed and working.

## Benefits

It was reported the benefits/wages are running \$450,000 per quarter right now. Approximately five to six employees have signed up for Aflac which is totally employee funded.

## Building

Charlie Van Over reported the cooling system is fixed as there was an underground leak found and repaired. He noted they have not received finalization from CK Construction but may have it finished up by the end of the month.

## IT

Rex Welsh has sent a letter to George Lemich for review regarding failure to provide finished product. This letter will go to the president of Interact911.

## Bills & Claims

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

United States Treasury	Payroll Liabilities	\$23,746.99
Wyoming Retirement System	Payroll Liabilities	\$14,958.42
Tegeler and Associates	Insurance	\$250.00
InterAct Public Safety Systems	Software	\$66,837.00
Sweetwater Cable Television	Utilities	\$2,000.00
Rocket-Miner	Advertising	\$201.70
Simple Signal	911 Telephone System	\$809.54
Dell Marketing	Computer Systems	\$3,882.25
Global GOV/ED Solutions	Computer Supplies & Software	\$522.40
Plan One Architects	Architectural Fees	\$23,300.67
Questar Gas	Utilities	\$45.07
Green River Cable TV	Utilities	\$16.30
Rocky Mountain Power	Utilities	\$1,797.47
Copier and Supplies	Office Supplies	\$90.19
City of Green River	Utilities	\$91.11
Heyborne, Radakovich, & Co., PC	Accounting Services	\$1,675.00
Lemich Law Center	Legal Services	\$693.50
IT Watchdogs	Switches	\$710.75
Paessler AG	Switches	\$1,350.00
Wireless Advanced Communications	Radio Service	\$12,976.16
Joint Powers Telecom Board	Fiber	\$1,320.00
Net Motion Wireless	Software	\$5,375.00
Century Link	Utilities	\$5,375.00
SHI International Corp.	Office Equipment	\$7,422.00
Verizon Wireless	Utilities	\$786.75
WAM/Blue Cross Blue Shield	Payroll Liabilities	\$26,798.40

Old Business

a. **2012/2013 Budget**

Switches needed for the redundancy for the fiber line which are listed in the budget are being worked on by Rex Welsh. The \$14,000 budgeted for firewalls could be used to update the existing firewall to a gigabyte system. Maintenance agreement line item for maintenance support including a \$600.00 per year fee for the new monitor on the cooling system.

New Business

None

Miscellaneous


a. **Next Meeting**

The next meeting was scheduled for Monday, September 10, 2012 at 2:30 p.m. in the Rock Springs City Council Chambers.

Adjournment

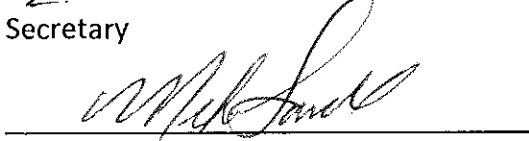
Lowell entertained a motion to adjourn the meeting. A motion was made by Jarvie which was seconded by Robinson. Motion carried unanimously by board members present. Meeting was adjourned at 3:30 p.m.

Attest:



Secretary

Date: 9/11/12



Chair

Date: 10/2/12

**APPROVED**