

Rock Springs, Green River, Sweetwater County Combined Communications

Joint Powers Board

Regular Meeting Minutes

Monday, September 25, 2017

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, September 25, 2017 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Tom Jarvie, Chris Steffen, Mike Liberty, Duane Pacheco, Rick Hawkins, Rich Tyler and Mike Lowell. Board members absent were: Clark Robinson and Jim Wamsley. 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; Cheryl Johnson; and Tim Knight with Sweetwater County.

Call to Order

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

Agenda for Regular Meeting

The agenda was distributed to those in attendance. Jarvie entertained a motion to accept the agenda as presented. A motion was made by Lowell, and seconded by Steffen. Motion carried unanimously by board members.

Minutes from Regular Meeting

Jarvie entertained a motion to accept the minutes from regular meeting August 28, 2017. A motion was made by Hawkins and seconded by Steffen. Motion carried unanimously by board members.

Financial Report

Varley stated the F32 has been sent to Wyoming Department of Audit. Invoices are being submitted to City of Rock Springs and City of Green River. A voucher for Sweetwater County has been included with September's bills and claims. Jarvie entertained a motion to accept the August financial report. A motion was made by Lowell and seconded by Hawkins. Motion carried unanimously by board members.

Comments from Floor

No comments were made.

Executive Director Report

Etienne stated for the month of August 11,031 calls were made. 1,457 of those calls were 911 with 84.83% being wireless. 97.08% of 911 calls were answered in 10 seconds or less with 98.36% of admin calls being answered in 10 seconds or less. The 2 trainees are currently working on their own and will be completing their probationary period soon. 2 open positions have been advertised and the center will be accepting applications through September 30, 2017. Etienne, Cheryl Johnson, and Carrie Williams attended Spillman Summit September 18-22, 2017. Etienne informed the board that Rex Welsh recently passed away.

IT Director Report

Halter stated upgrades are being made to CAD workstations in dispatch. The monitors are being upgraded from 17 inches to 27 inch LED screens as well as installation of hard drives. There will still be a couple positions with InterAct CAD to access historical information. Letters of concurrence were received from Lyman, Kemmerer, and Wamsutter for the hospital repeater project. Letters of concurrence were received from Fire District #1 and Sheriff's Office for licensing on Aspen Mountain.

Justice Center

Halter stated backroom equipment for 911 and the Disaster Recovery site would be best kept at the Health and Human Services building in downtown Rock Springs as it is close to CenturyLink's central office. The microwave link from EOC to Wilkins Peak would also be moved to that building which would require relicensing and a company to come in a move the dish. Workstations would be moved to Justice Center and furniture would need to be purchased to put the workstations on. Halter also stated radio console will need to be replaced. Wendling stated the commissioners have put together a committee to look at facilities to make recommendations.

Spillman Access for Private Entities

Halter stated installation of Spillman on workstations for Sweetwater Medics has been completed. Sweetwater Medics would now like access to MDTs to interact with Spillman CAD. Lowell stated a formalized agreement should be produced by Lemich before the board does business with private entities. Jarvie stated anything not covered by site licensing should be the responsibility of the individual entity.

Personnel Committee

Meeting will be held sometime within September 26-29, 2017.

Bills & Claims

Jarvie stated in addition to the bills presented in the board meeting packet, an invoice was received from Tegeler and Associates for renewal. Invoice amount is \$28,285 which has increased by \$578 due to equipment additions to insurance policy. Lowell made a motion to approve the bills and claims with the addition of the insurance voucher. Motion was seconded by Steffen and carried unanimously by board members.

Correspondence

Etienne stated 2018 Experience Modification Rate notice was received from Wyoming Department of Workforce Services Workers Comp Division. An increase of .0058 occurred from 2017's rate. A newsletter was also received from Workforce Services.

New Business

E-Citation Grant Amendment

Jarvie stated an extension has occurred once and another extension has been received from Wyoming Supreme Court until digiTicket meets the agreement terms. Lowell made a motion to approve the grant extension. Motion was seconded by Hawkins and carried unanimously by board members.

Spillman Addendum

Jarvie stated the addendum shows which modules and services the board has chosen to remove and which ones will be received. A credit has been given received and will go towards a Pre-paid training account for \$11,506. Jarvie entertained a motion to approve Spillman Addendum A. A motion was made by Steffen and seconded by Liberty. Motion carried unanimously by board members.

Comments from the Chairman and Board

Hawkins stated refresher training will be held for Probation and Parole. Jarvie informed the board that former Green River police officer Dave Hyer passed away recently.

Old Business

None noted.

Executive Session

Jarvie entertained a motion to enter into Executive Session for security matters at 3:06p.m. A motion was made by Hawkins and seconded by Steffen. Motion carried unanimously by board members. A motion was made by Hawkins and seconded by Steffen to place the regular meeting back in order at 3:20p.m.

Next Meeting

The next meeting of the board was scheduled for Monday, October 30, 2017 at 5 Shoshone Avenue in Green River, WY.

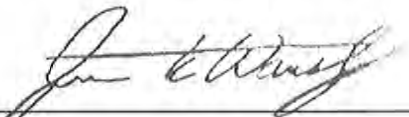
Adjournment

Jarvie entertained a motion for adjournment. A motion was made by Hawkins and seconded by Liberty. Motion carried unanimously by board members. Meeting was adjourned at 3:21p.m.



Secretary

Date: 10/30/17



Vice-Chair

Date: 10/30/17