

**Rock Springs, Green River, Sweetwater County Combined Communications**

**Joint Powers Board**

**Interim Meeting Minutes**

**Tuesday, March 7, 2017**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Tuesday, March 7, 2017 at 5 Shoshone Avenue, Green River, Wyoming.

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

**Call to Order**

Chairman Jim Wamsley called the meeting to order at 2:07p.m.

**Agenda for Interim Meeting**

The agenda was distributed to all in attendance. Wamsley entertained a motion to approve the agenda as presented. A motion was made by Steffen and seconded by Jarvie. Motion carried unanimously by board members.

**Comments from Floor**

No comments were made.

**New Business**

**FY2017-2018 Budget**

Copies of the proposed budget options compiled by Etienne and Varley were distributed to those in attendance. Etienne stated, as done in previous years, there is a layout of what the budget would look like at a flat rate as well as 5%, 10%, 15%, and 20% reductions. Etienne also stated, historically, any deficit has been absorbed by carryover however it's too early in the current fiscal year to accurately estimate what the carryover will be. Etienne stated the general fund budget amounts for maintenance, software, equipment and radios has been increased from previous years. Radio coverage was kept in capital projects with site development and communication equipment. It was noted that all dollar amounts are estimates at this time. Etienne stated in regards to the 911 Funds budget, the line item 6017.9 Emergency Notification System amount has been reduced by more than half as all competitors for CodeRed, that Etienne has spoken with, have been half or less than what CodeRed costs. All


competitors have seemed to offer more features than CodeRed currently. Etienne has brought back line item 8018 National Academies of Emergency as the center moves forward with Spillman for EMD, EFD, and EPD protocols. Varley stated the carryover depends on how much gets spent out in regards to the capital projects. Varley also stated a 10% funding cut would be doable but anything more would put the center at risk of not having enough carryover to sustain the budget. Admin, Operations, and Indirect expenses are the 3 main categories that should be covered in funding requests. It was noted that FY2016-2017 would be the fourth flat rate year. Board members stated that a 20% or 15% funding cut would not be doable. Pacheco and Jarvie stated they were in favor of a 10% cut. Jarvie also stated a 10% cut would be the best move to make however FY2018-2019 would most likely require an implementation plan for including 911 funding. Liberty agreed with Jarvie's statement and also stated he would like to see what the budget would look like if dispatch positions were cut back. Wamsley stated personnel costs are always an agency's greatest expense. Wamsley also stated moving forward personnel and efficiency of personnel is going to define the budget as well as the potential for any expenditures the center has. Wamsley entertained a motion to adopt the presented budget with a 10% funding cut. A motion was made by Steffen and seconded by Liberty. Motion carried unanimously by board members.

**Adjournment**

Wamsley entertained a motion for adjournment. A motion was made by Jarvie and seconded by Pacheco. Motion carried unanimously by board members. Meeting was adjourned at 2:42p.m.

  
Secretary

Date: 3-27-17

  
Chairman

Date: 3-27-17