

**Rock Springs, Green River, Sweetwater County Combined Communications  
Joint Powers Board  
Regular Meeting Minutes  
Monday, January 29, 2018**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, January 29, 2018 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Rich Tyler, Tom Jarvie, Mike Liberty, Dwane Pacheco, Clark Robinson, Rick Hawkins, Mike Lowell, and Jim Wamsley. No board members were absent. Also in attendance were: Robin Etienne, executive director; David Halter, IT director; George Lemich, attorney; Drew Varley, accountant; Becca Thornock; Cheryl Johnson; Kimberly Blackwell; and Jim Allred with Clark Wireless.

**Call to Order**

Chairman Jim Wamsley called the meeting to order at 2:31p.m.

**Public Hearing-Resolution 2018-01 E911 Surcharge**

The public hearing to discuss Resolution 2018-01 E911 surcharge was opened at 2:32p.m. Wamsley stated the surcharge is assessed on all cell phones and landlines. With no comments the public hearing was closed at 2:32p.m.

**Agenda for Regular Meeting**

The agenda was distributed to those in attendance.

**Minutes from Regular Meeting**

Wamsley entertained a motion to accept the minutes from regular meeting December 18, 2017. A motion was made by Robinson and seconded by Hawkins. Motion carried unanimously by board members.

**Financial Report**

Varley stated total expenditures on the Budget vs. Actual are about 49.02% of the budget at this time. There are some individual accounts that will need to be looked at closer to April or May 2018. Wamsley asked if the rent/lease item amount included the Aspen Mountain site rent. Etienne stated the board is still paying rent on that site but work is being done to sell the site. Wamsley requested that Etienne speak more about that during the Executive Director report. Wamsley entertained a motion to accept

the December financial report. A motion was made by Jarvie and seconded by Liberty. Motion carried unanimously by board members.

#### **Comments from Floor**

No comments were made.

#### **Executive Director Report**

Etienne stated in the past Visionary Communications has bought a tower from the board and they will be approached about the Aspen Mountain site as there are two towers available. Etienne has been working with Goble Construction on Whalen and they will be approached for helping with removing the building and anything else that would need to be removed off of Aspen Mountain. The current lease states that the site would have to be returned back to nature if the board no longer wants to inhabit it. For the month of December 2017 8,247 were made. 1, 221 of those calls were 911 with 88.78% being wireless. 99.48% of 911 calls were answered in 10 seconds or less with 99.37% of admin calls being answered in 10 seconds or less. There were three Text to 911 calls received, however they were all test calls done by the center. Etienne stated FLLA groups have visited dispatch and have been told about the Text to 911 option. Etienne provided an update on the 911 fees and stated midway through the fiscal year, 45.4% of expected 911 revenues have been received. Typically larger amounts are received quarterly as state statute requires. Etienne is continuing work with Priority Dispatch and will be scheduling an initial meeting with the leadership of each agency. Etienne thanked Halter, Cheryl Johnson, and the crews working during the CAD outage that occurred after a Spillman update.

#### **IT Director Report**

Halter stated after the Spillman update, on the CAD module if an address was entered that was too long for the field or database to take, the server site would crash randomly and all CAD positions would go down. The outage lasted approximately 36 hours before a solution was found. Halter also stated some of the custom configurations had to be reset as the update overrode them. Halter stated a contractor has been found to install antenna mounts at the hospital and work will be started January 30, 2018. The equipment rack, data circuits, cable ladder, and electrical circuits have been installed. Also all frequencies for County law and fire rescue channels are ready for Aspen Mountain.

#### **Personnel Committee**

No comments were made.

### **Bills & Claims**

Wamsley 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**

Wamsley stated the quarterly newsletter from Wyoming Workforce Services was received and included with the meeting packet distributed to the board. Wamsley also stated an annual letter of depository continuation from Commerce Bank was received and a motion will need to be made to approve Commerce Bank as the depository for public funds which will occur under New Business. Also received was a letter from WAM-JPIC regarding Health Insurance Board elections which was included with the meeting packet as well.

### **New Business**

#### **Resolution 2018-01 E911 Surcharge**

Wamsley entertained a motion to accept Resolution 2018-01 E911 surcharge. A motion was made by Hawkins and seconded by Robinson. Motion carried unanimously by board members. Copies will be sent to the County Commission and Attorney's offices.

#### **January's PSCC Meeting Update**

Pacheco stated during January's PSCC meeting, it was noted that there is still a buildout list of 16 sites with the Motorola contract stating the buildout will occur over 36 months. Two of the sixteen sites are low level sites in Rock Springs. Previously the faux billing was based on 25% hardware 75% usage. That billing is being changed to 100% usage which will be starting July 2018. That is also the time when the possibility of bills becoming a reality will occur however, nothing has been finalized. Lowell asked if the board would pay the bills or if individual agencies would do so. Wamsley stated a review of the Joint Powers Board agreement should be made and include all board members and attorney to see if the billing would fall under the scope of the agreement. Jarvie suggested a goal setting workshop be had with board members after the legislative session for PSCC. Wamsley said during March's board meeting a date will be set for said workshop. Wamsley also asked Lemich to review the Joint Powers Board agreement.

#### **Commerce Bank**

Wamsley entertained a motion to approve Commerce Bank as the depository for public funds. A motion was made by Jarvie and seconded by Liberty. Motion carried unanimously by board members.

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

Jarvie thanked dispatch for the work they did during the Spillman update to keep things running smoothly between agencies. Lowell thanked dispatch for the work and help they provided during a homicide call January 28, 2018. Hawkins stated barcode scanning will be arriving soon.

### **Old Business**

#### **MOU with Western Wyoming Community College**

Lemich stated Western Wyoming Community College has provided a copy of their MOU. Lemich reviewed the MOU and determined that everything is sufficient. Wamsley entertained a motion to sign the MOU with Western Wyoming Community College. A motion was made by Lowell and seconded by Liberty. Motion carried unanimously by board members.

### **Executive Session**

Wamsley entertained a motion to move into Executive Session for legal matters at 3:21p.m. A motion was made by Liberty and seconded by Hawkins. Motion carried unanimously by board members. A motion was made by Lowell and seconded by Robinson to place the regular meeting back in order at 3:34p.m.

### **Next Meeting**

The next meeting of the board was scheduled for Monday, February 26, 2018 at 5 Shoshone Avenue in Green River, WY.

### **Adjournment**

Wamsley entertained a motion for adjournment. A motion was made by Liberty and seconded by Hawkins. Motion carried unanimously by board members. Meeting was adjourned at 3:35p.m.

*Michael E. Liberty*

Secretary

Date: 2-26-18

*J. W. Wamp*

Chairman

Date: 2-26-18