

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
Monday, March 26, 2018**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, March 26, 2018 at 5 Shoshone Avenue, Green River, Wyoming.

Board members present included: Rich Tyler, Mike Liberty, Jim Wamsley, Rick Hawkins, and Dwane Pacheco. Board members absent were: Clark Robinson, Tom Jarvie, and Mike Lowell. Also in attendance were: Robin Etienne, executive director; David Halter, IT director; George Lemich, attorney; Drew Varley, accountant; Becca Thornock; Cheryl Johnson; and John Kolb.

Call to Order

Chairman Jim Wamsley called the meeting to order at 2:32p.m.

Agenda for Regular Meeting

The agenda was distributed to those in attendance. It was noted that the Next Meeting Possible Date was changed from the date shown in the meeting packet.

Minutes from Regular Meeting

Wamsley entertained a motion to accept the minutes from regular meeting February 26, 2018. A motion was made by Hawkins and seconded by Liberty. Motion carried unanimously by board members.

Financial Report

Varley stated the balance sheet has been modified to show a condensed version of the Capital Assets account. In the past the balance sheet showed a detailed layout of what the Capital Assets account consisted of and where the dollar amounts came from. The modified balance sheet now just shows the grand total of that account. Varley stated there is still access to those details for historical purposes. The next quarter's voucher has been received from the County and invoices have been sent to the cities of Green River and Rock Springs. Wamsley entertained a motion to accept the February financial report. A motion was made by Liberty and seconded by Hawkins. Motion carried unanimously by board members.

Comments from Floor

Johnson thanked the board for their work.

Executive Director Report

Etienne stated an email has been sent to board members with the Spillman report to view times from when the call is received to when it is dispatched. The report shared shows the time from address acceptance to unit enroute or on scene. Etienne is still looking for a more accurate report of what the board would like to see. For the month of February 7,200 calls were made. 8,096 of those calls were 911 with 86.83% being wireless. 99.42% of 911 calls were answered in 10 seconds or less with 99.43% of admin calls being answered in 10 seconds or less. One text-to-911 was received however, it was accidental. The two new hires are still in training and two dispatchers recently attended basic training at the Wyoming Law Enforcement County. Etienne met the Sweetwater Land and Use personnel at Point of Rocks to work on addressing which will be entered into the GIS system once the finalized data is received. Etienne stated the agreement with Kappes for Aspen Mountain has been signed and will be sent to Kappes for the final signature. Etienne attended via telephone the Special Districts Association meeting and will send out information about the next meeting to board members. The Green River Chamber Leadership class visited dispatch. Etienne also attended the PSCC meeting via video conference.

IT Director Report

Halter stated all equipment has been received and installed at the hospital. The microwave link still needs to be pointed to Wilkins Peak and additional testing needs to be done. Day Wireless, previously Clark Wireless, will be finishing the project on Aspen Mountain as well as the paging system approximately the middle of April. Etienne and Halter have been testing the hospital repeaters and everything is working well so far. Halter has created a spreadsheet of paging tones for Green River Fire and Rock Springs Fire. There will be five tones per agency unless more are needed and all tones are two-toned. The camera software and access control software has been upgraded at the Center and the two systems are now tied together. Halter stated the Center is currently on the Jail Pilot of Spillman and will be moving to the StateLink20 Pilot which is an upgrade to the NCIC interface.

Personnel Committee

No comments were made.

Bills & Claims

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

Correspondence

A letter was received from Clark Wireless stating they would be joining Day Wireless Systems and will operate under that name starting March 1, 2018.

New Business

Commissioner Kolb asked if the new equipment would be usable at the new Justice Center. Halter stated the equipment would be designed around what is already at the Justice Center. The radio console is no longer under warranty and is no longer being manufactured or repaired by Motorola. A new radio system would be needed for the EOC but the center is waiting on that purchase until it is know where the move will be to. Halter stated there would be an added cost for distance to the Justice Center for grounding. The infrastructure for Ethernet is already in place. The tower will not be put up until the move takes place.

Comments from the Chairman and Board

Pacheco provided a summary of the PSCC meeting March 20-21, 2018. The Rock Springs site is now sixth on the buildout list. There will continue to be faux bills for the next two years. Pacheco stated there is work being done to provide POST certified WyoLink radio training.

Old Business

InterAct Online RMS Subscription

Etienne stated data conversion is still taking place but this discussion will be to decide whether or not the board wants to continue the online RMS subscription. InterAct has offered a six month subscription rather than the year subscription. Hawkins suggested the board accept the six month subscription because Whitebox, who is the conversion partner, put out the data that was supposed to be from a final conversion and after some testing, it appears that data from approximately 2014 to 2016 is inaccurate. Hawkins stated if the board terminates the subscription, ordering an additional cut of data may not be possible. Etienne stated the six month subscription would be \$32,000. Lemich suggested that if the subscription is renewed for six month, the board should request a deliverable date of when the data needs to be received or payment will be withheld. Wamsley entertained a motion to renew the InterAct Online RMS subscription for six months with payment contingent on InterAct providing data pull as requested within 45 days or an appropriate time as negotiated by Hawkins and administrative staff. Motion was made by Liberty and seconded by Tyler. Motion carried unanimously by board members.

Wamsutter BLM Site Right-of-Way Transfer Agreement

Wamsley stated a copy of the agreement was included in meeting packet. Etienne stated the town of Wamsutter has approached the board in regards to a communications site right-of-way to the east of

Wamsutter. The site has a small cinderblock building and two towers already with a power pole right outside of the boundary line with active power. Wamsutter has asked if the board would be interested in taking the site over as they have not been able to continue progressing use with BLM on the site. Etienne contacted BLM and it was noted a condensed right-of-way application would need to be completed and signed, financial information would need to be provided to BLM, and a letter from the town of Wamsutter stating the site will be given to the board would need to be signed and delivered to BLM as well. Hawkins made a motion to allow the board chairman to sign the Wamsutter BLM site right-of-way transfer agreement. Motion was seconded by Liberty and carried unanimously by board members.

Executive Session


Wamsley entertained a motion to move into Executive Session for real estate matters at 3:51p.m. A motion was made by Liberty and seconded by Hawkins. Motion carried unanimously by board members. A motion was made by Hawkins and seconded by Tyler to place the regular meeting back in order at 4:20p.m.

Next Meeting

The next meeting of the board was scheduled for Monday, April 30, 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 4:24p.m.


Secretary

Date: 4-30-18


Chairman

Date: 4-30-18