

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
Monday, June 18, 2018**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, June 18, 2018 at 5 Shoshone Avenue, Green River, Wyoming.

Board members present included: Rich Tyler, Mike Liberty, Tom Jarvie, Rick Hawkins, Mike Lowell, Jim Wamsley, Dwane Pacheco, and Clark Robinson. There were no board members absent. Also in attendance were: David Halter, IT director; George Lemich, attorney; Drew Varley, accountant; Ted Ware with Uinta Bank; Shaun Sturlaugson and Janet Kauchich with Green River Police Department; Cheryl Johnson; and Becca Thornock.

Call to Order

Vice-Chair Jarvie called the meeting to order at 2:35p.m.

Agenda for Regular Meeting

The agenda was distributed to those in attendance and stood as presented.

Minutes from Regular Meeting

Jarvie entertained a motion to accept the minutes from regular meeting May 21, 2018. A motion was made by Hawkins and seconded by Liberty. Motion carried unanimously by board members.

Financial Report

At this point in the meeting, Chairman Wamsley took over conducting. Varley stated final contributions have been received from both cities. The budget has been sent to the state and county and the final budget will be approved during July's board meeting. Wamsley entertained a motion to accept the May financial report. A motion was made by Lowell and seconded by Liberty. Motion carried unanimously by board members.

Comments from Floor

No comments were made.

Staff Report

A copy of the Interim Director report was provided to the board. Wamsley stated the application period for a new Executive Director closed on May 23, 2018. 5 applicants have been chosen to complete a pre-interview survey and an electronic interview will be scheduled based on those results. A list of finalists will be presented to the Board and onsite interviews will occur the week of July 9, 2018 or later. The finalist interview panel will include: Jim Wamsley, Tom Jarvie, Dwane Pacheco, Cheryl Johnson, and David Halter.

On June 7, 2018 Wamsley, Hawkins, and Halter met with Sweetwater County HR Director Gary McLean, Engineer Gene Legerski, Facilities Director Chuck Radosevich, County Planner Eric Bingham, and County IT Director Tim Knight to discuss specifics on moving the current equipment from 731 C Street in Rock Springs. Wamsley stated the 911 system, consoles, and radio system will need to be removed from that facility at some point in time. The WyoLink site will now be by the Blairtown water towers on the Joint Powers Water Board's property. It is recommended that any move be accompanied by an MOU with the entity which owns the facility where Combined Communications equipment of any kind is placed. Further discussion will be had when new information is received.

Johnson has been working on the "Call Priority" process with the three Law Enforcement agencies. Wamsley suggested a meeting be scheduled between himself, Johnson, Jarvie, Pacheco, and Lowell to discuss Call Priority further. The meeting was scheduled for Monday, July 9, 2018 at 1:00p.m. at the dispatch center.

IT Director Report

Halter stated the Spillman NIBRS module was not included in the original purchase. It will cost \$50,493 initially with \$5,204 a year maintenance charge following. The quote must be signed in order for the project to be scheduled but billing will not occur until project completion. If the quote is signed before the end of June, Skyeler King with Spillman will include LMS for another year for all agencies at no cost and the quote can be paid over 2 or 3 years. Varley stated if Spillman will allow the cost to be paid over a period of time with no additional interest that would be the best course to take. Wamsley entertained a motion to sign the presented quote for NIBRS module to secure the no cost LMS with the understanding that Spillman may require the board to pay the total cost in order to receive the LMS. A motion was made by Lowell and seconded by Liberty. Motion carried unanimously by board members. Halter will start reporting on any outages experienced. Halter started monitoring the outages a week ago. Within that week there were 2 reported outages on the 911 system. CenturyLink had an ally outage that was repaired the day after occurrence. T-Mobile also experienced an outage. After July 4, 2018 Halter will start programming County Fire on the new paging system. Granger Fire has a new repeater but their subscribers need to be installed. Wilkins Peak is configured to talk to Granger's repeater but communication cannot be made until the subscribers are installed. Halter will also be moving them to

the new paging system as well. The new paging channels, RS-FR and RS-LE, have not been added to Rock Springs Police Department yet. Halter has received software for apex radios. Wamsley stated Halter put together a capital plan spreadsheet which was presented to the board. The spreadsheet shows each capital project, what fiscal year the project would occur in, and an estimated dollar amount.

Personnel Committee

The Personnel Committee met to review the Job Descriptions presented by Johnson. The changes have been referred back for further review.

Bills & Claims

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

Correspondence

A letter was received from Rocky Mountain Communications Systems which was included in the board packet.

New Business

PSCC Meeting Update

Pacheco stated the site buildout is still on schedule for WyoLink. The PSCC is looking at a 911 surcharge to avoid bills on the local level. The Northeast side of Wyoming is continuing to use Mutual Aid for WyoLink.

Comments from the Chairman and Board

Jarvie presented meeting notes to the board from a first line supervisor meeting that was held. Wamsley stated future discussion will need to be had to figure out how combined dispatch works. Those discussions need to include all four agencies.

Old Business

Uinta Bank

During May's board meeting, Ted Ware with Uinta Bank presented the current rates on public funds. Wamsley stated a brief discussion was had on what funds could potentially be set aside and it was discussed that a 911 reserve could be one of those funds. Varley stated Commerce Bank increased their rates to 1.25 which is still lower than what Uinta Bank is offering. A general fund reserve, 911 reserve, or both could be set aside with Uinta Bank. These would be funds that the board doesn't anticipate using throughout the year and would sit in an account to gain interest. Wamsley entertained a motion to

authorize the chair to search for a money market fund to maximize the returns on the 911 reserve. A motion was made by Robinson and seconded by Hawkins. Motion carried unanimously by board members.

Executive Session


Wamsley entertained a motion to move into Executive Session at 3:57p.m. A motion was made by Jarvie and seconded by Hawkins. Motion carried unanimously by board members. A motion was made by Lowell and seconded by Liberty to place the regular meeting back in order at 4:37p.m.

Next Meeting

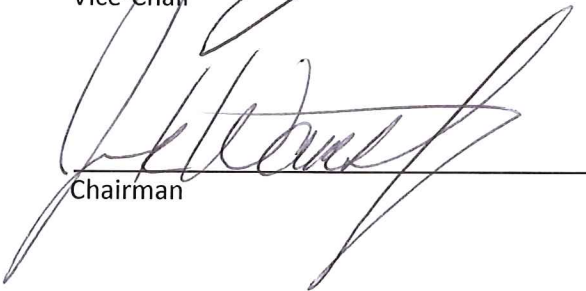
The next meeting of the board was scheduled for Monday, July 23, 2018 at 5 Shoshone Avenue in Green River, WY.

Adjournment


Wamsley entertained a motion for adjournment. A motion was made by Jarvie and seconded by Hawkins. Motion carried unanimously by board members. Meeting was adjourned at 4:38p.m.



Vice-Chair



Chairman

Date: ~~7/19/18~~ 
7/23/18

Date: 7-23-18