

Rock Springs, Green River, Sweetwater County Combined Communications

Joint Powers Board

Regular Meeting Minutes

Monday, November 26, 2018

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, November 26, 2018 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Tom Jarvie, Rich Tyler, Jim Wamsley, Mera Souare, Shaun Sturlaugson, Mike Lowell, Rick Hawkins, Dwane Pacheco, and Clark Robinson. No board members were absent. Also in attendance were: David Halter, IT director; George Lemich, attorney; Drew Varley, accountant; Becca Thornock; Cheryl Johnson; and Kimberly Blackwell.

Call to Order

Chairman Wamsley called the meeting to order at 2:30p.m.

Agenda for Regular Meeting

Wamsley stated the FirstNet presentation would be removed from under New Business as the presenter wouldn't arrive until the evening. Wamsley entertained a motion to approve the agenda as amended. A motion was made by Lowell and seconded by Hawkins. Motion carried unanimously by board members.

Minutes from Regular Meeting

Wamsley entertained a motion to accept the minutes from October 29, 2018. A motion was made by Hawkins and seconded by Jarvie. Motion carried unanimously by board members.

Financial Report

Varley stated payments have been received in October from all three entities which are included on the statement of Revenues and Expenditures in the financial report. After the approval of the budget amendment during October's board meeting, the budget versus actual report reflects the amended budget. Varley spoke with Ted Ware at Uinta Bank and the requested accounts are ready to be set up. Account will be set up for 911 and general funds as reserve accounts. Wamsley stated it was originally discussed to place the amount for replacing the 911 system in reserve. Lowell made a motion to move \$500,000 from 911 equipment replacement reserves to Uinta Bank. Motion was seconded by Pacheco and carried unanimously by board members. Lowell made a motion to move \$250,000 from contingency reserve to Uinta Bank. Motion was seconded by Jarvie and carried unanimously by board members. Varley stated he spoke with a representative of McGee, Hearne, and Paiz regarding the fiscal year 2017-

2018 audit. A listing of the proposed adjustments and any weaknesses will be sent to Varley for approval. Wamsley entertained a motion to accept the October financial report. A motion was made by Hawkins and seconded by Jarvie. Motion carried unanimously by board members.

Comments from Floor

No comments were made.

Staff Report

Johnson stated the Center is in the third week of QH-QI for Priority Dispatch and improvements have been made each week. Johnson also said the Center is being used as an example for how smoothly the go-live went for EMD and EFD. The go-live for EPD will be January 31 through February 1, 2018. Wamsley stated the personnel committee met to discuss the current pay scale and are looking at the salary systems from adjacent communication centers. Jarvie stated the goal of modifying the current pay scale is to have competitive pay with the workforce along with providing a plan that shows a steadier view of where the pay rate will be moving through the years.

IT Director Report

Halter stated there were no outages during November 2018. Day Wireless provided engineering information for the Mansface combiner system for GRFR and GRLE channels which has been sent to WyoLink for approval. A quote has been received from KNS to reconfigure the microwave system. Currently there is a microwave backhaul between the Center and EOC building and with the backup center move, the system has to be reconfigured which will involve four phases. Phase 1 will be to move the link that goes from Wilkens Peak to the current EOC over to Health and Human Services building temporarily. Phase 2 will be installing a microwave link between Wilkens Peak and the detention center. Phases 3 and 4 involve removing the temporary link and installing two additional links from Wilkens Peak to the new WyoLink site in Rock Springs and then between the WyoLink site and Health and Human Services building which won't occur until the WyoLink site is underway for construction. The quote for the four phases is \$304,000 which is higher than expected. This quote is also just for budgetary purposes. The initial engineering to finalize costs will include surveying which will cost about \$18,000. Halter has been helping Hawkins program radios on the Sheriff's Office's fleet to include new Rock Springs and County channels. There has only been one applicant for the advertised Radio Technician position so far. Halter stated BLM will be hosting Codan radio training in Cheyenne, WY the end of January 2019 that he will be attending.

Bills & Claims

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

Correspondence

An invitation was received from Commerce Bank to attend their open house on November 29, 2018.

New Business

None noted.

Comments from the Chairman and Board

Wamsley stated he has spoken with Tim Knight in regards to the Justice Center tower. Knight was going to look at what he perceived to be the percentage of usage of said tower by the County. Wamsley suggested that a strategic planning session be had once a new Executive Director is hired in advance of the upcoming budget development submission. There are 5 finalists for the Executive Director position and interviews will occur Wednesday, December 19, 2018. Pacheco thanked dispatch for their hard work during the Verizon change over as well as during last Wednesday's shooting. Tyler thanked dispatch for all of the work they do as well. Hawkins stated that in the current plan for TransWest Express, majority of the construction sites will be in Carbon County. In regards to any impact funds that are requested, the discussions for those are still open for TransWest while Gateway West is complete. Gateway South will be occurring in about five years.

Old Business

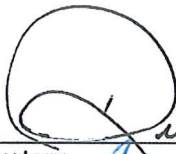
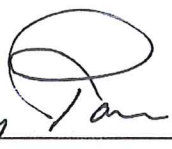
None noted.

Next Meeting

The next meeting of the board was scheduled for Thursday, December 20, 2018 at 5 Shoshone Avenue in Green River, WY. A special meeting will be held on Wednesday, December 19, 2018 at the Homewood Inn and Suites in Rock Springs, WY for an executive session.

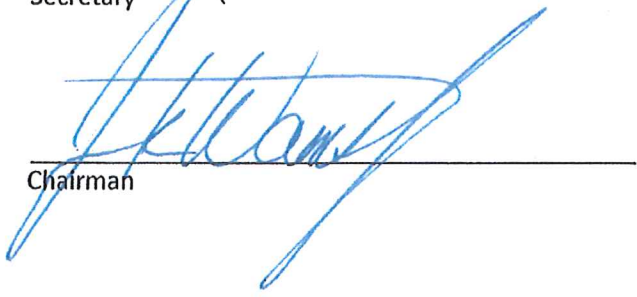
Adjournment

Wamsley entertained a motion for adjournment. A motion was made by Robinson and seconded by Hawkins. Motion carried unanimously by board members. Meeting was adjourned at 3:18p.m.

Secretary

Date: 12/22/18



Chairman

Date: 12-21-18