

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
Monday, June 24, 2019**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, June 24, 2019 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Clark Allred, Jim Wamsley, Shaun Sturlaugson, Clark Robinson, Dwane Pacheco, John Grossnickle, Tom Jarvie, and Alex Visser. Board members absent were: Mera Souare. Also in attendance were: Rick Hawkins, executive director; David Halter, IT director; George Lemich, attorney; Drew Varley, accountant; Becca Thornock; Cheryl Johnson; and Commissioner Doc Wendling.

Call to Order

Chairman Jim Wamsley called the meeting to order at 2:33p.m.

Agenda for Regular Meeting

Wamsley stated under New Business, a discussion will be added for Darktrace as the Center has been demoing Darktrace at no cost. There is now the opportunity to purchase Darktrace at a savings of approximately \$3,000 a year if the product order form is signed before June 29, 2019. Wamsley entertained a motion to approve the agenda as amended. A motion was made by Jarvie and seconded by Pacheco. Motion carried unanimously by board members.

Minutes from Regular Meeting

Wamsley entertained a motion to approve the minutes from regular meeting May 28, 2019. A motion was made by Allred and seconded by Visser. Motion carried unanimously by board members.

Financial Report

Varley stated the 911 revenue will be lower than originally budgeted which was anticipated. An adjustment will be made on FY2019-2020 budget before being published to reflect a closer estimate of 911 revenues for that year. Lemich stated there is no means for the Board to audit the 911 revenues stated in the statute. Wamsley entertained a motion to accept the May financial report. A motion was made by Jarvie and seconded by Grossnickle. Motion carried unanimously by board members.

Comments from Floor

No comments were made.

Executive Director Report

During the month of June, Hawkins attended the County Commissioners and Green River City Council's meetings referencing the budget for FY2019-2020. The Commissioners approved the additional money requested for the move from 731 C Street to the new site at the Sheriff's building. The total budget request was officially approved on June 20, 2019 by the Commission. Letters of confirmation will be sent to Cities of Green River and Rock Springs. Hawkins and Thornock attended the Viva Naughton Hydroelectric Emergency Action Plan meeting in Kemmerer on June 6, 2019. On June 20, 2019 Hawkins, Johnson, and Halter visited Laramie County's combined communications center to see how they operate. Weld County communications and Salt Lake Valley communications will also be visited at a later date. RAVE implementation to replace CodeRed will occur the end of June 2019. The strategic planning report from May 28, 2019 meeting was included in the meeting packet sent to the Board. A discussion regarding said report will be had during July's board meeting. There was a Spillman update on June 18, 2019. Kolten Wall is now in phase 2 of in-house training. Hawkins and Halter will be attending NextGen 911 training July 17-18, 2019 in Casper.

Allred asked who will be doing the move from 731 C Street. Halter stated he will be doing some of the work along with Day Wireless, Motorola, and BHI. Halter also stated the move has already started with equipment being ordered but the bulk of the move will occur in August 2019.

Jarvie requested that Hawkins contact other bigger dispatch centers to see how their 911 funding has gone over the past 5 years to help figure out why the revenues continue to decline.

IT Director Report

Halter stated, in regards to the move, furniture and the microwave equipment have been ordered as there was an 8-10 week lead time for both. The general timeline is during July the tower will be built, furniture will be installed the first two weeks of August as well as getting the equipment racked. The second week of August will be the cutover for 911 equipment and will be scheduled with CenturyLink. Motorola and Day Wireless will be onsite to move equipment that same day. The WyoLink site at Blairtown is scheduled to start construction in August 2019 approximately and the microwave system for that site won't be installed until October 2019. The White Mountain north WyoLink site will be built at the same time as Blairtown.

Committee Reports

No reports were given.

Bills & Claims

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

Correspondence

Windstream Bankruptcy-Proof of Claim

Lemich stated Windstream is a mass tower provider for cell phone services that has purchased both existing towers and new tower construction and then releases these towers to various carriers. Windstream has declared bankruptcy which can affect the 911 revenues as they became the agent for the payment of said funds for some of their providers. Windstream has provided a Proof of Claim form which is standard in bankruptcy proceedings however, the Board would need to know what the expected revenue was from Windstream. The state collection for 911 funds does not give a detail for this and the Board would not have a means to gather that information. Lemich stated that it would not be beneficial for the Board to file a proof of claim form.

WY Dept. of Audit F-32 Survey

Varley has been in contact with MHP to perform the Board's financial audit as done in previous years.

Special Districts-Public Records Act Amendments

Lemich stated the letter from Craig Haslam, who is the president of Wyoming Association of Special Districts, and the accompanying letter from Joseph Darrah, who is the attorney who represents the special districts group, deals with the new amendments that take effect July 1, 2019 to the Wyoming Public Records Act. Essentially the amendments discuss having a policy or procedure for public records requests providing notice of who the official custodian of records is designated by the Board to be. The Board does have a procedure of the designated custodian of records as well as a fee schedule for obtaining those records.

Wamsley entertained a motion to place the correspondence on file as presented. A motion was made by Allred and seconded by Pacheco. Motion carried unanimously by board members.

New Business

Wamsley entertained a motion to approve the agreement with Darktrace and authorize the director to sign said agreement as presented. A motion was made by Jarvie and seconded by Allred. Motion carried unanimously by board members.

Comments from the Chairman and Board

Jarvie thanked the dispatchers who worked the attempted suicide call about a month ago and wanted them to know that the subject is doing well.

Wamsley thanked Hawkins and Halter for all of the work that they've been doing in regards to the move as well as Commissioner Wendling for his support of the Board and their operations.

Old Business

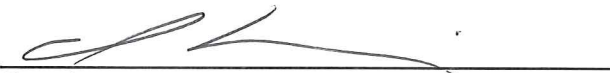
None noted.

Next Meeting

The next meeting of the board was scheduled for Monday, July 22, 2019 at 5 Shoshone Avenue in Green River, WY.

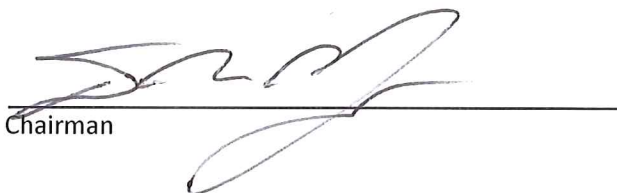
Adjournment

Wamsley entertained a motion for adjournment. A motion was made by Jarvie and seconded by Robinson. Motion carried unanimously by board members. Meeting was adjourned at 3:16p.m.



Secretary

Date: 7/22/19



Chairman

Date: 7/22/19