

Rock Springs, Green River, Sweetwater County Combined Communications

Joint Powers Board

Regular Meeting Minutes

June 27, 2016

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, June 27, 2016 at 5 Shoshone Avenue, Green River, Wyoming.

Board members present included: Jim Wamsley, Mike Lowell, Rick Hawkins, Clark Robinson, Tom Jarvie, Chris Steffen, Rich Tyler, and Mike Liberty. Board members absent were: Dwane Pacheco.

Also in attendance were: Robin Etienne, executive director; David Halter, IT director; Drew Varley, accountant; George Lemich, attorney; Becca Thornock; Cheryl Johnson; Randal Wendling; Jim Allred with Clark Wireless; and Dave Allen with Spillman Technologies.

Call to Order

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

Agenda for Regular Meeting

The agenda was distributed to all in attendance. Wamsley stated an Executive Session will be added. Wamsley entertained a motion to accept the agenda with the addition of an Executive Session. A motion was made by Lowell and seconded by Liberty. Motion carried unanimously by board members.

Minutes from Regular Meeting

Minutes from the regular meeting on May 23, 2016 was reviewed by the board. Wamsley entertained a motion to accept the minutes from the May 23, 2016 meeting. A motion was made by Liberty and seconded by Hawkins. Motion carried unanimously by board members.

Financial Report

The May financial report was reviewed by the board. Varley stated an engagement letter was received from McGee, Hearne & Paiz who will start field work for the audit August 29, 2016. Wamsley entertained a motion to approve the May financial report. A motion was made by Lowell and seconded by Jarvie. Motion carried unanimously by board members. Wamsley entertained a motion to allow him to sign the engagement letter for McGee, Hearne & Paiz for the fiscal year 2016 audit of public funds. A motion was made by Liberty and seconded by Lowell. Motion carried unanimously by board members.

Comments from Floor

Dave Allen with Spillman Technologies stated he is filling in for Anthony Dorsey, the representative for Wyoming, who was unable to attend. Allen stated Spillman is looking forward to working with the board on the new CAD/RMS system.

Executive Director Report

Etienne stated for the month of May 11, 948 calls were made. 1,353 of those calls were 911 with 82.3% being wireless. 99% were answered in 8 seconds or less with 99.6% of admin calls being answered in 9 seconds or less. On May 24, 2016 Etienne attended City of Rock Springs budget workshop. On May 25, 2016 there was an active shooter tabletop for School District #2 at Green River High School. All of the school's staff was in attendance. On June 6, 2016 Wamsley and Etienne met with City of Green River budget committee. On May 26, 2016 and June 9, 2016 Operations Review group met. Etienne will be attending APCO/NENA in Casper, Wyoming on June 29, 2016.

IT Director Report

Halter stated hardware is being installed in preparation for the new software for CAD/RMS system. Halter also stated there was an e-mail server crash on June 24, 2016. The e-mail is up and running again but data is still missing.

Personnel Committee

Hawkins stated input has been received for the Executive Director evaluation. Etienne stated he has requested input for policies or procedures on mandatory involuntary shifts and use of the board vehicle.

Bills & Claims

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

Correspondence

Wamsley stated the quarterly newsletter from Wyoming Workforce Services was received. It was included with the meeting packet distributed to the board.

New Business

E-Citation Amendment

Jarvie stated the amendment, included in the meeting packet distributed to the board, states the time allotted to file on the grant for an additional year. Wamsley entertained a motion to sign the extension

agreement for the E-Citation implementation grant. A motion was made by Lowell and seconded by Robinson. Motion carried unanimously by board members.

Budget Allocations

Wamsley distributed copies of the budget allocations to board members for informational purposes. Wamsley stated Sweetwater County reduced submission by 10%. The allocations show what various budget cuts would be.

Comments from the Chairman and Board

Steffen stated concerns have been made regarding the multi-agency shift supervisor meetings. It was noted that administrators attending the meetings has made it seem like the shift supervisors aren't fully in charge of the discussions as it was originally intended. Steffen also stated he would like to commend dispatch on their service during Flaming Gorge Days.

Robinson stated he would like to commend the dispatchers for their service during the homicide call last week.

Old Business

Spillman Amendment

Etienne stated the shared agencies did not include Rock Springs Fire, Green River Fire, or Fire District #1, who have moved or are moving towards using mobile data terminals, in the original agreement. These agencies have been added which increased the overall cost by \$97,153 which in turn increased annual financing payment by \$20,520. It was noted that this would be an addition to other proposals that were looked at in the beginning as well. Wamsley entertained a motion to approve and sign the amended agreement. A motion was made by Lowell and seconded by Jarvie. Motion carried unanimously by board.

Executive Session

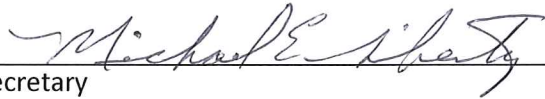
Wamsley entertained a motion to move into Executive Session at 2:52 p.m. A motion was made by Hawkins and seconded by Jarvie. A motion was made by Lowell and seconded by Hawkins to place the general meeting back in order at 3:21 p.m. During the general meeting, Wamsley entertained a motion for general counsel to proceed as discussed in Executive Session. A motion was made by Lowell and seconded by Hawkins. Motion carried unanimously by board members.

Next Meeting

The next meeting of the board was scheduled for Monday, July 25, 2016 at 5 Shoshone Avenue in Green River, WY.

Adjournment

Wamsley entertained a motion for adjournment. A motion was made by Steffen and seconded by Tyler.
Motion carried unanimously by board members. Meeting was adjourned at 3:22 p.m.



Secretary

Date: 7-25-16



Chairman Treasurer

Date: 7/25/16