

**Rock Springs, Green River, Sweetwater County Combined Communications**

**Joint Powers Board**

**Regular Meeting Minutes**

**July 25, 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: Rich Tyler, Mike Liberty, Dwane Pacheco, Chris Steffen, Clark Robinson, Rick Hawkins, and Mike Lowell. Board members absent were: Jim Wamsley and Tom Jarvie. Also in attendance were: Robin Etienne, executive director; David Halter, IT director; Drew Varley, accountant; George Lemich, attorney; Cheryl Johnson; Becca Thornock; Randal Wendling; and Jim Allred with Clark Wireless.

**Call to Order**

Board member Rich Tyler called the meeting to order at 2:30 p.m.

**Public Hearing**

The public hearing to conclude the 2016-2017 budget was opened to the floor for discussion at 2:30 p.m. Varley presented a summary of the budget resolution to all in attendance. Hearing no discussion, The hearing was closed at 2:32 p.m. Tyler entertained a motion to accept the 2016-2017 budget. A motion was made by Lowell and seconded by Liberty.

**Agenda for Regular Meeting 07/25/2016**

The agenda was distributed to all in attendance.

**Minutes from Regular Meeting 06/27/2016**

Tyler entertained a motion to accept the minutes from the regular meeting June 27, 2016. A motion was made Steffen and seconded by Hawkins. Motion carried unanimously by board members.

**Financial Report**

The June financial report was reviewed by the board. Varley stated McGee Hearne and Paiz will be here the last week of August 2016 for the annual audit of public funds. Varley also stated a check for \$324,000 for the first year of the Spillman contract needs to be approved before Bills and Claims and after the contract is approved. Tyler entertained a motion to approve the June financial report. A motion was made by Lowell and seconded by Liberty. Motion carried unanimously by board members.

### **Comments from Floor**

None noted.

### **Executive Director Report**

Etienne stated for the month of June 11,752 calls were made. 1,572 of those calls were 911 with 87.4% being wireless. 98.7% were answered in 8 seconds or less with 99.5% of admin calls being answered in 8 seconds or less. On June 26, 2016 Etienne and Halter will be meeting with Emergency Call Works project manager and staff to review current server rooms and equipment/connectivity to start mapping out software implementation around September or October 2016. On June 29, 2016 Etienne attended Wyoming NENA/APCO meeting in preparation for the fall conference. Etienne stated Wyoming's NENA chapter had the largest membership increase which allows for a free 8 hour course. Etienne will be attending APCO International Conference August 10-18, 2016. Kimberlee Wright has resigned as well as Jeanette Paladino, whose last day will be August 5, 2016.

### **IT Director Report**

Halter stated he had nothing to discuss at this time.

### **Personnel Committee**

Hawkins stated he and Wamsley met regarding the Executive Director reviews. Hawkins will put all of the received information together and get it to Etienne.

### **Bills & Claims**

Tyler entertained a motion to accept the bills and claims with the exception of the Spillman contract. A motion was made by Liberty and seconded by Lowell. Motion carried unanimously by board members.

### **Correspondence**

Varley stated NebraskaLand National Bank sent a pledging bond to collateralize everything that is over \$250,000 FDIC limit. The pledging bond will allow the board to acquire another bond to continue collateral. Tyler entertained a motion to allow him to sign the bond. A motion was made by Hawkins and seconded by Steffen. Motion carried unanimously by board members.

### **New Business**

#### **Spillman Government Capital Financing Agreement**

Etienne stated the agreement shows updated agency list as well as price changes. Tyler entertained a motion to approve and sign the Capital Financing Agreement. A motion was made by Lowell and seconded by Liberty. Motion carried unanimously by board members. At this time a motion was also

made to sign the check for the first year of the Spillman contract for the amount of \$320,283.24. A motion was made by Hawkins and seconded by Liberty. Motion carried unanimously by board members.

#### **Comments from the Chairman and Board**

Hawkins stated County Commission has arranged to have public meetings throughout the county. A meeting was held in McKinnon during the week of July 18, 2016. It was mentioned during the meeting emergency numbering in McKinnon is not accurate. It was requested that someone from the county help with the numbering.

Liberty stated he would like to commend dispatch on their help during a rescue call on July 25, 2016.

Lemich stated American Bar Association extended an invitation to a Homeland Security Law institute which will be taking place in Washington D.C. in August 24-25, 2016. Lemich stated if the board would be willing to pay for the travel expenses, Lemich would volunteer his time to attend. Lowell stated a discussion should be had between Wamsley and Etienne regarding budget allowance.

#### **Old Business**

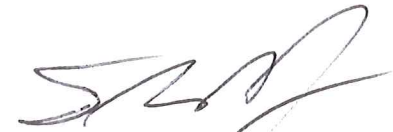
None noted.

#### **Next Meeting**

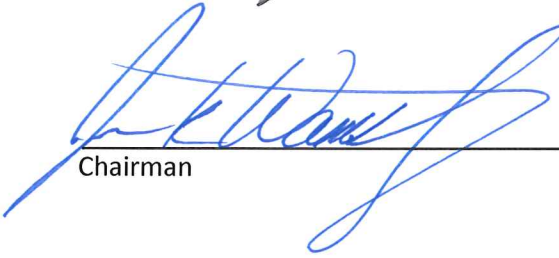
The next meeting of the board was scheduled for Monday, August 29, 2016 at 5 Shoshone Avenue in Green River, WY.

#### **Adjournment**

Tyler entertained a motion for adjournment. A motion was made by Lowell and seconded by Hawkins. Motion carried unanimously by board members. Meeting was adjourned at 2:55 p.m.

  
Secretary Vice Chair

Date: 8/29/16

  
Chairman

Date: 8-29-16