

**\*Rock Springs, Green River, Sweetwater County Combined Communications  
Joint Powers Board  
Regular Meeting Minutes  
Monday, February 24, 2020**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, February 24, 2020 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Mera Square, Jim Wamsley, Clark Robinson, Dwane Pacheco, and Clark Allred via teleconference. Board members absent were: Tom Jarvie, Alex Visser, John Grossnickle, and Shaun Sturlaugson. Also in attendance were: Rick Hawkins, executive director; David Halter, IT director; Drew Varley, accountant; George Lemich, attorney; Becca Thornock; Cheryl Johnson; Randal Wendling; and Henry Johnson with Day Wireless Systems.

**Call to Order**

Secretary Clark Robinson called the meeting to order at 2:33p.m.

**Public Hearing-Resolution 2020-02 E911 Surcharge**

Robinson opened the public hearing for Resolution 2020-02 E911 Surcharge at 2:33p.m. Hearing no public comments, the public hearing was closed at 2:33p.m.

**Agenda for Regular Meeting**

The agenda was distributed to those in attendance. Robinson entertained a motion to accept the agenda as presented. A motion was made by Wamsley and seconded by Pacheco. Motion carried unanimously by board members.

**Minutes from Regular Meeting**

Robinson entertained a motion to approve the minutes from regular meeting January 27, 2020. A motion was made by Wamsley and seconded by Pacheco. Motion carried unanimously by board members.

**Financial Report**

Varley stated payments were received from the three entities. Robinson entertained a motion to approve the January financial report. A motion was made by Wamsley and seconded by Square. Motion carried unanimously by board members.

### **Comments from Floor**

Henry Johnson with Day Wireless introduced himself to the Board and stated a Day Wireless facility will be opening up in Boise, Idaho March 2020.

### **Executive Director Report**

Hawkins stated the budget committee held a second meeting February 24, 2020 to discuss the fiscal year 2021 budget. RAVE Alert training was conducted for Sweetwater County Search and Rescue. One of the Center's dispatchers attended a Public Information Officer training in Roy, Utah on February 20, 2020 and will be tasked with helping to update the Center's website as well as future social media accounts. The two new hires are certified EMD, EPD, and EFD with Priority Dispatch. A meeting will be held on Wednesday, February 26, 2020 for the PCard implementation process. There will be a Spillman update the morning of February 27, 2020 and Spillman will be down during that update time. A notice was received from the State of Wyoming that they will be using a different protocol and/or vendor to receive Incident Based Reporting information from RMS vendors. Spillman is working on developing an interface to send this information to the State. Hawkins has shared this information with the system administrators for each agency.

### **IT Director Report**

Halter stated he has requested quotes for a new phone logger. The current radio logger is through NICE and to move to a different vendor for both loggers, Motorola AIS license would have to be purchased to move the radio logger into a different vendor's software. Equature provided a quote that came in cheaper than NICE including the license purchase which would be an additional \$100,000. A demo will be held with Equature and Center staff.

### **Committee Reports**

#### **Budget Committee**

Souare stated the budget committee met on February 24, 2020 to further discuss the preliminary budget for fiscal year 2021. As it currently stands, there will be a 4.78% increase for City of Green River and City of Rock Springs while the County will have a decrease due to the arrangement made for fiscal year 2020 regarding the EOC move. This includes the wage scale that was implemented during 2019 and does not include the radio tech position or the associated equipment.

#### **Personnel Committee**

Wamsley stated the personnel committee met regarding the executive director evaluation. Report to follow. Wamsley also stated in regards to the strategic plan, he reached out to the treasurer and county attorney to discuss special districts and how they can be formed, how they're composed, and whether

the directors would be appointed or elected, etc. When more information is received, a report will be given.

### **Bills & Claims**

Robinson entertained a motion to approve the bills and claims. A motion was made by Wamsley and seconded by Pacheco. Motion carried unanimously by board members.

### **Correspondence**

#### **eCitation Grant Agreement Termination Notice**

Notice was received from Wyoming Supreme Court that the eCitation Grant Agreement has been terminated as the implementation of an electronic citation system was completed.

#### **WY Dept. of Transportation-WyoLink Invoice**

A faux invoice was received regarding WyoLink. Halter stated the dollar amount is incorrect and him and Hawkins will reach out to WyoLink and Wyoming Department of Transportation to find out where the information is coming from and make sure it is being billed correctly.

#### **Ciner Unit 8 Capacity Expansion Notice**

Notice was received from Ciner Wyoming regarding the Unit 8 Capacity Expansion project. A copy of the notice was included in the meeting packet.

Robinson entertained a motion to accept the correspondence as presented. A motion was made by Wamsley and seconded by Square. Motion carried unanimously by board members.

### **New Business**

#### **Resolution 2020-02 E911 Surcharge**

Lemich stated this is the standard resolution adopted each year which allows the Board to impose a \$0.75 tax on emergency call billing purposes on phones. Robinson entertained a motion to approve Resolution 2020-02 E911 Surcharge. A motion was made by Wamsley and seconded by Allred. Motion carried unanimously by board members.

#### **FY21 Budget Discussion**

Discussion was held under Committee Reports. Hawkins stated the preliminary budget must be submitted to City of Rock Springs by March 6, 2020.

### **Drug and Alcohol Policy Update**

The updated Drug and Alcohol Policy was included in the meeting packet. Robinson entertained a motion to approve the policy as presented. A motion was made by Wamsley and seconded by Allred. Motion carried unanimously by board members.

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

Wamsley and Pacheco thanked dispatch for everything they do. Pacheco also stated becoming a truly combined dispatch center would help the bottom line on the budgets and the efficiency of the Center and Board.

### **Old Business**

None noted.

### **Executive Session**

Robinson entertained a motion to move into executive session for personnel matters at 3:03p.m. A motion was made by Wamsley and seconded by Pacheco. Motion carried unanimously by board members. A motion was made by Wamsley and seconded by Pacheco to place the regular meeting back in order at 3:18p.m.

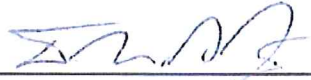
### **Next Meeting**

The next meeting of the board was scheduled for Monday, March 23, 2020 at 5 Shoshone Avenue in Green River, WY.

### **Adjournment**

Robinson entertained a motion for adjournment. A motion was made by Wamsley and seconded by Pacheco. Motion carried unanimously by board members. Meeting was adjourned at 3:20p.m.

  
Secretary

  
Chairman

Date: 3/24/20

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