

**Rock Springs, Green River, Sweetwater County Combined Communications  
Joint Powers Board  
Regular Meeting Minutes  
August 29, 2016**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, August 29, 2016 at 5 Shoshone Avenue, Green River, Wyoming.

Board members present included: Rich Tyler, Dwane Pacheco, Chris Steffen, Clark Robinson, Tom Jarvie, Mike Lowell, and Jim Wamsley. Board members absent were: Rick Hawkins and Mike Liberty. George Lemich, attorney, was also absent. Also in attendance were: Robin Etienne, executive director; David Halter, IT director; Drew Varley, accountant; Kari Moneyhun; Cheryl Johnson; Becca Thornock; Randal Wendling; and Jake Ribordy.

**Call to Order**

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

**Agenda for Regular Meeting 08/29/2016**

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

**Minutes from Regular Meeting 07/25/2016**

Wamsley entertained a motion to accept the minutes from the regular meeting July 25, 2016. A motion was made by Lowell and seconded by Steffen. Motion carried unanimously by board members.

**Financial Report**

The July financial report was reviewed by the board. Varley stated McGee Hearne and Paiz will be conducting the audit later this week and the board will receive the report approximately mid October 2016. Varley also stated a finalized budget and affidavit will be sent to Wyoming Department of Audit. Wamsley entertained a motion to approve the July financial report. A motion was made by Steffen and seconded by Jarvie. Motion carried unanimously by board members.

**Comments from Floor**

Wamsley recognized Assistant Chief Jake Ribordy with Sweetwater County Fire District #1, Doc Wendling as the liaison from County Commission, and Dispatch Supervisor Cheryl Johnson as being in attendance.

### **Executive Director Report**

Etienne stated for the month of July 10,006 calls were made. 1,812 of those calls were 911 with 85.5% being wireless. 99.6% were answered in 10 seconds or less with 99.6% of admin calls being answered in 10 seconds or less. Etienne attended APCO International Conference August 10-18, 2016. Etienne stated there were discussions of FirstNet Next Generation 911 as well as reclassifying police, fire, and ambulance dispatcher from Office and Administrative Support occupation to Public Safety Telecommunicator in the protective occupations. Etienne stated Wyoming has already made this change. Etienne also stated a group has been put together to come up with ways to quantify Telecommunicator workloads in everything from answering phone, entering NCIC, and administrative work. Starting the weekend of September 3, 2016, the Center will be advertising for 3 Basic Communicator positions. Halter and Etienne will be meeting with Tony from BLM in regards to Aspen site later in the week. No responses were received for the sale of the Center's Aspen site. Etienne will be contacting individuals who expressed interest in the past. Etienne stated all requirements for Government Capital lease has been completed and was finalized August 25, 2016 for Spillman project. Spillman kickoff meeting will be held on September 22, 2016 at the Green River PD training room.

### **IT Director Report**

Halter stated the 911 phone system through Emergency Callworks is underway and Halter has been communicating with the project manager. Halter also stated server and network upgrades have been completed.

### **Personnel Committee**

Wamsley met with Etienne to discuss the evaluation completed in July 2016. Goals and strategies for the coming year were documented. Wamsley will forward those to Board.

### **Bills & Claims**

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

### **Correspondence**

None noted.

## **New Business**

### **GeoComm GIS Agreement**

Etienne stated as the Center moves towards Next Generation 911, GIS becomes more important however, current GIS data is out of date. GeoComm is a company that will help gather data and make sure it matches all validations each agency has. Wamsley asked if GeoComm will help address the issue of not having all street addresses in private developments. Etienne stated it can help. Initially GeoComm will only have the data provided by the cities and county. GeoComm offers other services and a scaled down GIS server that can be utilized by others besides the experts or data can continue to be given to and added by GeoComm. Etienne stated GeoComm will initially be cleaning up the 911 system data already being used as well as any new data received. Etienne stated the updates will occur monthly or quarterly with the agreement being for 3 years. Etienne stated the agreement has already been included in the 911 system budget. Wamsley entertained a motion to approve the GeoComm GIS Agreement. A motion was made by Lowell and seconded by Steffen. Motion carried unanimously by board members.

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

Etienne stated Liberty apologizes for not being at the meeting due to a family emergency. Pacheco commended the dispatchers on getting the TipSoft information out in a timely manner. Pacheco also asked how Geofeedia is working and if it's being used. Halter stated he hasn't seen any additions to the recordings or locations. Jarvie stated he has used it briefly and has been receiving alerts on selected keywords. Halter also stated dispatchers have recently had training on how to utilize Geofeedia. Steffen asked if there are any statistics for usage of Smart911. Etienne stated statistics have not been received at this time but an e-mail has been sent to the Center's contact. Etienne also stated CodeRed's contract is up for renewal during 2017 and Etienne has been researching other emergency notification systems.

### **Old Business**

None noted.

### **Executive Session**

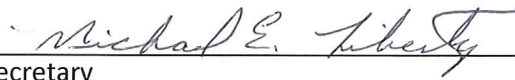
Wamsley entertained a motion to move into Executive Session at 3:03 p.m. A motion was made by Jarvie and seconded by Steffen. A motion was made by Jarvie and seconded by Lowell to place the general meeting back in order at 3:09 p.m.

**Next Meeting**

The next meeting of the board was scheduled for Monday, September 26, 2016 at 5 Shoshone Avenue in Green River, WY.

**Adjournment**

Wamsley entertained a motion for adjournment. A motion was made by Lowell and seconded by Jarvie. Motion carried unanimously by board members. Meeting was adjourned at 3:11 p.m.

  
Secretary

Date: 9-26-16

  
Chairman

Date: 9-26-16