

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
Monday, August 29, 2022**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, August 29, 2022 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Alex Visser and Mera Souare via teleconference; John Grossnickle, Clark Allred, and Jim Wamsley. Board members absent were: Bill Erspamer, Shaun Sturlaugson, and Tom Jarvie. Also in attendance were: George Lemich, attorney, via teleconference; Rick Hawkins, executive director; David Halter, IT director; Drew Varley, accountant; Becca Thornock, and George Jost.

Call to Order

Vice-Chair Grossnickle called the meeting to order at 2:30p.m.

Agenda for Regular Meeting

Grossnickle entertained a motion to approve the agenda as presented. A motion was made by Wamsley and seconded by Allred. Motion carried unanimously by board members.

Minutes from Regular Meeting

Grossnickle entertained a motion to approve the minutes from regular meeting July 18, 2022. A motion was made by Allred and seconded by Wamsley. Motion carried unanimously by board members.

Financial Report

Varley stated second quarter contribution requests will be sent to the funding entities. The F32 census reporting will be completed by September 30, 2022. Grossnickle entertained a motion to approve the July financial report. A motion was made by Wamsley and seconded by Allred. Motion carried unanimously by board members.

Comments from Floor

No comments were made.

Executive Director Report

A copy of the Executive Director report was included in the meeting packet. Hawkins presented the report as follows: "On July 20, 2022, I attended the Threat Hazard Identification and Risk Assessment (THIRA) meeting at Emergency Management. THIRA attendance is required for at least some, if not

most, federally funded grant opportunities. The THIRA was about 75% complete after working through the scenarios on July 20, 2022. On July 27, 2022, I attended the Mental Health in the Workplace seminar in Rock Springs. This seminar was hosted by the local group of HR professionals. On August 1, 2022, I attend an APCO/NENA committee meeting. This was a regular Wyoming Board meeting to address chapter business. The Personnel Committee and myself met on August 2, 2022. The purpose was to bring the members up to date on the status of some internal personnel issues. Myself, David, and Becca attended a demo with eFileCabinet and PowerDMS Analysis. These vendors offer an electronic workflow, electronic storage, time keeping and electronic policy management solutions. A follow up demo will be schedule after we have had some time to digest the advantages and disadvantages of each solution and formulate additional questions. I attended the LEPC meeting on August 12, 2022. LEPC was established by the EPA as part of the Emergency Planning and Community Relations Right-to-Know-Act. Local Emergency Planning Committees (LEPCs) must develop an emergency response plan, review the plan at least annually, and provide information about chemicals in the community to citizens. Plans are developed by LEPCs with stakeholder participation. LEPC membership must include, among others, police, fire, civil defense and public health officials. On August 16, 2022, I participated in the Wyoming Pipeline Association (WyPA) training online. WyPA training is exactly like the name implies. Pipeline operators throughout the State of Wyoming are required to host annual pipeline awareness training for first responders. I had a NG911 meeting on August 17, 2022. The NG911 coordinator began contacting the groups to setup meetings and identify group members (there have been some promotions, retirements, etc.) to address some additional steps that need to be taken to move the State NG911 plan forward again. That same day Becca and I made contact via Zoom with Heather Basch at Employers Council. The Employers Council is a group (formerly the Mountain States Employer Council) of licensed experienced HR professionals and licensed attorneys providing advice, training and consulting services for both the HR and legal aspects of employment and employment law. This was a fact-finding meeting exploring what services might be appropriate for us and at what cost. When I obtain the needed pricing and services information I will review it and discuss it with the Personnel Committee. The Shift Supervisors, myself, and Becca had a meeting on August 18, 2022. We went over some reassignments of some of the former Comm Supervisor's duties. We also resolved any issues the shift supervisors brought forward. Meeting notes were distributed to the shift supervisors for their reference. I attended the First Responder Mental Health Conference in Casper August 22-24, 2022. This was a conference initiated by Wyoming POST Director Chris Walsh. The conference is designed to present information that can be used to develop best practices for prevention, identification, intervention and mitigation of life impacting events in a first responder's career. This training was presented to our peer support team members but no member expressed interest in attending. Dispatcher Anji Hook attended the APCO International Conference in Anaheim, California August 8-11, 2022. APCO is the Association of Public-Safety Communications Officials, a leader in providing complete public safety communications expertise, professional development, technical assistance, advocacy and outreach to its members and the public. They hold an annual conference for members to network with each other and attend training sessions related to current and emerging communications related practices and technology. Dispatcher Ali Johnson attended First Line Supervision at the Wyoming Law Enforcement Academy August 8-12, 2022. First line supervision is a training that builds on the WLEA preparing for leadership training. The focus is more on the duties and responsibilities of a first line supervisor to help prepare them for the challenges they will face as a supervisor. Some upcoming items. There will be a Spillman upgrade on August 30, 2022. On August 31, 2022, dispatchers Jen Buller and Andrew Lessard will be attending the ExxonMobile tabletop exercise in Kemmerer. Andrew will also be attending Supervisor Leadership training September 19-23, 2022 in Lehi, Utah. Dispatcher Robyn Thompson will be attending Field Training Officer Development at the Wyoming Law Enforcement Academy September 26-30, 2022. Dispatcher Abby Tebedo has resigned her position as a telecommunicator effective September 8, 2022. We wish her well

with her future career." Grossnickle stated at the transportation committee meeting, it was proposed that WyoLink makes an appropriation rather than continuing with faux bills. The discussion is still in progress.

IT Director Report

Halter stated Spillman will be upgraded to 2022.2 on August 30, 2022. Halter will be having a conference call with Motorola and WyoLink on August 31, 2022 to discuss coverage testing at Blairtown and 14-mile. Motorola will also be conducting a firmware update to a couple voice gateways on the 911 system in Rock Springs on August 31, 2022. Cabling for a microwave link at the Blairtown site was replaced by Day Wireless last week. The new WyoLink talk-groups programming for local troopers with Wyoming Highway Patrol is nearing completion.

Committee Reports

None noted.

Bills & Claims

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

Correspondence

An email was received from Dr. Joan Savage stating that she had resigned from serving on this board. A copy of the email was included in the meeting packet.

New Business

It was presented to the board to allow future Voiance invoices to be paid via ACH. Late fees were being applied to the invoices when being paid with a check and convenience fees were applied when paying with a credit card. Those convenience fees were not applied until months after the invoices were paid. There are no additional fees for paying via ACH. Wamsley made a motion to authorize payment through ACH for the Voiance invoices. Motion was seconded by Allred and carried unanimously by board members.

Comments from the Chairman and Board

Wamsley thanked dispatch for everything they do on behalf of all other first responders. Grossnickle, on behalf of Officer Kaumo, thanked dispatcher Katie Olmsted for the help she provided when he had to call into dispatch. Lemich stated the Environmental Protection Agency at the federal level issued a notice of a proposed rule to classify PFOA and PFOM products used in fire suppression as hazardous substances.

Old Business

None noted.

Next Meeting

The next meeting of the board was scheduled for Monday, September 26, 2022 at 5 Shoshone Avenue in Green River, WY.

Adjournment

Grossnickle entertained a motion for adjournment. A motion was made by Wamsley and seconded by Allred. Motion carried unanimously by board members. Meeting was adjourned at 2:56p.m.


Secretary

Date: 9-26-22


Chairman

Date: 9/26/22