

Rock Springs, Green River, Sweetwater County Combined Communications

Joint Powers Board

Regular Meeting Minutes

Monday, January 30, 2023

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, January 30, 2023 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Alex Visser, John Grossnickle, Shaun Sturlaugson, and Mera Souare via teleconference; Tom Jarvie, and Cindy Johnson. Board members absent were: Clark Allred and Jim Wamsley. Also in attendance were: George Lemich, attorney, via teleconference; Rick Hawkins, executive director; David Halter, IT director; Drew Varley, accountant; Becca Thornock; and Sweetwater County Commissioner Island Richards.

Call to Order

Chairman Tom Jarvie called the meeting to order at 2:30p.m.

Agenda for Regular Meeting

Jarvie entertained a motion to approve the agenda as presented. A motion was made by Johnson and seconded by Sturlaugson. Motion carried unanimously by board members.

Public Hearing-Resolution 2023-01 E911 Surcharge

Jarvie opened the public hearing for Resolution 2023-01 E911 Surcharge at 2:32p.m. Hearing no public comments, the public hearing was closed at 2:33p.m.

Minutes from Regular Meeting

Jarvie entertained a motion to approve the minutes from regular meeting December 19, 2022. A motion was made by Visser and seconded by Johnson. Motion carried unanimously by board members.

Financial Report

Varley stated a significant 911 deposit was made this month which has put the 911 revenues ahead of schedule. It was discovered that there were two outstanding checks and those were submitted to Wyoming Treasurer's office for unclaimed property. Jarvie entertained a motion to approve the December financial report. A motion was made by Souare and seconded by Visser. Motion carried unanimously by board members.

Comments from Floor

Commissioner Richards stated that he has been assigned to be the Communications board liaison.

Executive Director Report

A copy of the Executive Director report was included in the meeting packet. Hawkins presented the report as follows: "On December 22, 2022, we had a Shift Supervisor meeting to discuss various updates and corrections for our procedures. On January 10, 2023, David, Becca, and myself started working on the fiscal year 2024 budget. The finance committee will have a meeting on February 6, 2023 where we will present the proposed budget to them. On January 17, 2023, David and I met with, Aimee Binning, the State 911 Coordinator to go over some of the 911 information gathering she has initiated in the past few months. We discussed some additional strategies that may provide the needed information to present to both the Public Safety Commission (PUC) and the Public Safety Communications Commission (PSCC) as funding for part of the NextGen 911 is discussed. Also on the 17th, Dispatchers Anji Hook and Katie Olmsted presented Smart911 material to the Rock Springs Women's Club. On January 18, 2023, we had our multi-agency shift supervisor meeting where we discussed the issues of using 10 codes and blind broadcasting. We also received updates from the participating agencies in attendance. Representatives, from RSFD, GRFD, Fire Dist 1, BLM Fire, Castle Rock EMS, GRPD and RSPD attended. On January 20, 2023, I had a phone conversation with our Rave Mobile Safety (RAVE) account rep. During that conversation, I learned that RAVE will be tracking Operational messages versus Emergency messages sent out through the RAVE Alert system. They will monitor this by installing an Operational message module in RAVE. By tracking the operational messages (and sending them out as a regular SMS message) RAVE will comply with SMS carrier rules for sending emergency messages. Currently, all messages sent out using RAVE alert are sent out as an emergency message because the system does not track them any other way. We will be able to send non-emergency messages (operational messages) through RAVE alert by using a regular 10-digit phone number we have registered to us. RAVE will be charged by the mobile carriers for this service. RAVE has decided to pass some of those charges along to their subscribers (us) but the charge is very minimal. I will talk in more detail with our heavier users of the system about how to best maximize our emergency use of the system. February 2, 2023, we are scheduled to participate in a mini academy/ field trip with some students from the Manila School system. The event is being arranged primarily by GRPD staff. We will be having a DRC group meeting on February 9, 2023 to discuss any updates to Priority Dispatch. Our newest hire Cassie Whittaker is currently in Phase 2 of our training program and is progressing well. She will be completing her Priority Dispatch certifications for EMD, EPD, and EFD in March 2023. This will be done remotely and I will also be completing my certifications for EFD and EPD. Dispatchers Erin McGee and Abbey Meeks will be attending Field Training Office Development at the academy February 13-15, 2023. David completed the Center's annual report which will be presented under New Business. Drew responded to the request

from the Wyoming Public Service Commission to update the E911 Revenues and Expenditures data from each Wyoming county for calendar year 2022. McGee, Hearne, and Paiz have completed a draft of the fiscal year 2022 audit report which will be presented under New Business.”

IT Director Report

Halter stated new computers have been installed and replaced the 11-year old ones at the dispatch center. Halter met with FirstNet Authority, which is the government portion of FirstNet and oversee FirstNet AT&T’s operations, to discuss public safety needs. WyoLink has completed their integration into FirstNet push-to-talk. Sweetwater County will be the first County in the State to test it. Halter stated with replacing the computers, there are outside agencies who could use the old computers. It was determined it will be the Board’s procedure that if the current value of the property is less than \$500, defining the property as surplus property can be done through administrative action by the executive director. If it is \$500 or more, it will need to be declared surplus property by the Board.

Committee Reports

None noted.

Bills & Claims

Jarvie entertained a motion to accept the bills and claims as presented. A motion was made by Sturlaugson and seconded by Visser. Motion carried unanimously by board members.

Correspondence

A WyoLink informational invoice was received. Jarvie entertained a motion to place the correspondence on file. A motion was made by Grossnickle and seconded by Johnson. Motion carried unanimously by board members.

New Business

Resolution 2023-01 E911 Surcharge

Jarvie entertained a motion to approve Resolution 2023-01 E911 Surcharge as presented. A motion was made by Visser and seconded by Johnson. Motion carried unanimously by board members.

2022 Annual Report

Halter presented the 2022 Annual Report. A copy was emailed to the Boar and included in the meeting packet. A copy will be sent to the two cities and county and will be posted on the Center’s website.

Approval of FY22 Audit Report

A copy of the FY2021-2022 audit report was included in the meeting packet. PDF files of the report will also be sent to the two cities, county, and state. Varley stated it was a clean audit again this year. The only significant note was while performing the FY 2021 audit, MHP determined that it was necessary for the Board to comply with GASB 87 standards regarding a lease that the board had entered with Motorola as of 6/30/21, so an adjustment to the financials was proposed and accepted by the board (through acceptance of the audit report) to record the lease liability and corresponding asset amount. During the FY 2022 audit, MHP determined that since the board has elected to operate under the Modified Cash Basis of Accounting (another comprehensive basis of accounting) that the financials do not need to adhere to the GASB 87 standards and so a reversal of the FY 2021 adjustment was made to remove the lease liability and corresponding asset.

Visser made a motion to accept the FY2021-2022 audit report as presented. Motion was seconded by Johnson and carried unanimously by board members.

Comments from the Chairman and Board

Jarvie stated it would be a good idea to reach out to the school districts to see if there's ideas to speed up communication during critical incidents involving the schools. It was also mentioned that the Center is working on helping to make changes at the State level to change 911 funding.

Old Business

None noted.

Next Meeting

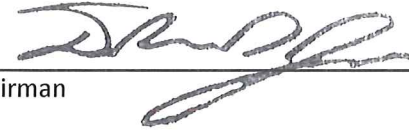
The next meeting of the board was scheduled for Monday, February 27, 2023 at 5 Shoshone Avenue in Green River, WY.

Adjournment

Jarvie entertained a motion for adjournment. A motion was made by Sturlaugson and seconded by Johnson. Motion carried unanimously by board members. Meeting was adjourned at 3:31p.m.


Secretary

Date: 2-27-23


Chairman

Date: _____