

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
Monday, October 28, 2024**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, October 28, 2024 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Jim Wamsley, Alex Visser, and Mera Souare via teleconference; Bill Erspamer, Shaun Sturlaugson, Brad Halter, and Clark Allred. Board members absent were: John Grossnickle and Cindy Johnson. Also in attendance were: Rick Hawkins, executive director, and George Lemich, attorney, via teleconference; Drew Varley, accountant; Becca Thornock; Rock Springs Councilman David Thompson; and County Commissioner Island Richards.

Call to Order

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

Agenda for Regular Meeting

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

Minutes from Regular Meeting

Erspamer entertained a motion to approve the minutes from regular meeting September 30, 2024. A motion was made by Wamsley and seconded by Allred. Motion carried unanimously by board members.

Financial Report

Varley stated 911 revenue is behind as of today at 26% but larger deposits typically happen quarterly. Everything is tracking along with the expenditures. Erspamer entertained a motion to approve the September financial report. A motion was made by Wamsley and seconded by Sturlaugson. Motion carried unanimously by board members.

Comments from Floor

No comments were made.

Executive Director Report

A copy of the director's report was included in the meeting packet and went as follows: "On October 9, 2024, myself, Becca, and Shift Supervisor Kim Bach attended an onboarding training for eSchedule. eSchedule will be replacing Aladtec, our current timekeeping system, and we are anticipating a go-live date in January 2025. On October 16, 2024, we held our multi-agency shift supervisor meeting to discuss any operational updates, questions, or concerns. Our newest hire, Kaitlyn Girgen, started with us on October 17, 2024. She comes with previous dispatch experience from Riverton, WY. Welcome to Kaitlyn. Dispatcher Bailee Pitt completed our 29-week in-house training program on October 10, 2024 and is currently attending Communications Basic at the Wyoming Law Enforcement Academy in Douglas, WY. This is a two-week course and subjects include Interpersonal Communications, Civil Liability, Crisis Intervention, and Telephone and Radio Procedures. On October 23, 2024, dispatchers Mersadee Odom and Anji Hook attended the Jim Bridger Power Plan EAP meeting. This is an annual meeting that is designed for the EAP Plan holders, public safety partners, and local agencies that would be affected by, or would respond to, an emergency at the Jim Bridger Power Plant with regards to safety of dams at the three plant ponds. On October 23, 2024, I provided information to the ESCI consultant leading the recruitment for the new Executive Director. She was in the information gathering stage and the recruitment was open for interested parties to apply. An exact date for completion was not set but the process was proceeding along. Dispatcher Tasha Urbatsch has retired effective October 24, 2024, after 20 years of service. We wish her well in her future endeavors. A Conditional Offer of Employment will be extended to the second applicant we have completed a background on once an official start date is decided. David and Brey are currently in Chicago, IL attending the Motorola APX Programming training. The training is part of a plan to make more radio services available to the entities we serve. We will be holding our Shift Supervisor meeting on October 30, 2024 to address any updates, questions, or concerns."

IT Director Report

A copy of the IT director's report was included in the meeting packet and went as follows: "**VPN Software Upgrades for Probation and Parole-** With updates to our firewalls, we needed to update the VPN software we provide to probation and parole for access to our Flex RMS system. This update was completed October 23, 2024. I am also attempting to work with the State's ETS department to potentially link our firewalls together so we no longer need the VPN software. It is a long shot, but it would make it a better user experience for the probation agents. **WyoLink Equipment Replacement-** WyoLink delivered a new router to our dispatch center to replace their old router. The router has been swapped out with very little downtime. This particular router handles all of the network communication for our dispatch center, EOC, Blairtown, Mansface, and WYDOT's traffic lights in Green River. **VINE Equipment Replacement-** VINE (Victim Notification Network), also sent us a new router to replace their

old device. This router allows VINE to query our Jail data for current inmates. We swapped out the router and confirmed with VINE that they are still receiving the data. **Command Central Investigate-** When Motorola migrated our Spillman server, we lost access to Command Central Investigate (formally Spillman Analytics). After a few months of emailing back and forth between Motorola, Lexis Nexis, and myself, the software is now functional again. CC Investigate provides our law enforcement agencies the ability to analyze crime data and make predictions. It also allows the agencies to publish certain crime data to the public crime map, if they choose to do so. **SIP Trunks and Lumen Specialty Lines-** We are currently in the process to replace our fax and fire alarm phone lines with Lumen's specialty lines. These lines use our Internet connections instead of older analog lines. The equipment Lumen will provide contains its own battery backup, as well as a cellular router for internet redundancy. We are also looking into replacing all of our analog administrative lines with Lumen's SIP trunks. I am waiting for Motorola to answer some questions regarding the transition. The SIP trunks will utilize our existing Internet connections, as well as a dedicated circuit from Lumen for better resiliency."

Committee Reports

On behalf of the Personnel Committee, Wamsley stated he has been in contact with ESCI and provided Jennifer Flaig, who is the project manager for the Executive Director recruitment, with contact information for all stakeholders.

Bills & Claims

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

Correspondence

A letter was received from the Department of Environmental Quality regarding the Dry Creek Trona Project providing a link to the applications and information regarding upcoming meetings. Erspamer entertained a motion to place the correspondence on file. A motion was made by Wamsley and seconded by Allred. Motion carried unanimously by board members.

New Business

An application was received from Uinta Bank to continue using them as a depository for Board funds. A motion was made by Wamsley to continue using Uinta Bank as a depository. Motion was seconded by Halter and carried unanimously by board members.

Comments from the Chairman and Board

Wamsley thanked dispatch and administrative staff for all of the hard work they do daily to keep everything up and running.

Old Business

None noted.

Next Meeting

The next regular meeting of the board was scheduled for Monday, November 18, 2024 at 5 Shoshone Avenue in Green River, WY.

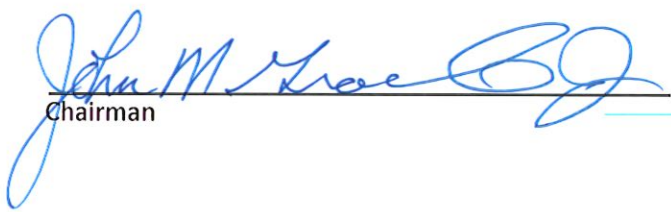
Adjournment

Ersparmer entertained a motion for adjournment. A motion was made by Allred and seconded by Sturlaugson. Motion carried unanimously by board members. Meeting was adjourned at 2:42p.m.



Secretary Vice-Chair

Date: 11/18/24



Chairman

Date: 11/18/2024