

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
Monday, February 24, 2025**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, February 24, 2025 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Clark Allred and Mera Souare via teleconference; Bill Erspamer, Jim Wamsley, Brad Halter, Jeannie Demas, and Shaun Sturlaugson. Board members absent were: John Grossnickle and Cindy Johnson. Also in attendance were: George Lemich, attorney, and Commissioner Mary Thoman via teleconference; David Halter, IT director; Drew Varley, accountant; Rock Springs Councilman David Thompson; Becca Thornock; Chantell Bolton; Katie Fryer; Kenzee Mullins; and Robyn Thompson.

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. Wamsley made a motion to add under New Business the approval of the Commerce Bank depository application and a discussion of VSP. Motion was seconded by Demas and carried unanimously by board members.

Minutes from Regular Meeting

Erspamer entertained a motion to approve the minutes from regular meeting January 27, 2025. A motion was made by Demas and seconded by Wamsley. Motion carried unanimously by board members.

Financial Report

Varley stated 911 funds are tracking ahead of schedule. 61% of the budget has been expended and is under what was anticipated. Wamsley made a motion to approve the January financial report. Motion was seconded by B. Halter and carried unanimously by board members.

Comments from Floor

Rock Springs City Councilman David Thompson was assigned to another year as the liaison.

Executive Director/IT Director Report

D. Halter stated a copy of the director/IT director's report was included in the meeting packet and went as follows: "Milestones: Admin Assistant Becca Thornock had her 10-year work anniversary on February 9, 2025. Shift Supervisor Katie Fryer will have her 7-year work anniversary on March 1, 2025. On February 4, I attended the Rock Springs City Council meeting to present the 2024 Annual Report. On February 5, 2025, Becca participated in an HR Help Desk ADA training. This training provided how the ADA came about and some real-life scenarios of how to handle ADA requests in the workplace. We held our monthly Shift Supervisor meeting on February 13, 2025 where we discussed various updates, concerns, and questions. On February 14, 2025, shortly after the Green River tunnel incident occurred, we called in Carrie Williams to assist answering calls at the EOC backup center. Without hesitation, she responded right away. Anji Hook, while still on light duty, offered her assistance to the crew at the main center. All communicators working that day worked hard and efficiently. I want to thank all of them, including Ali Murphy, Kolten Wall, Elena Hamilton, Mersadee Odom, Bailee Pitt, Jen Buller, Robyn Thompson, Kenzee Mullins, and Chantell Bolton for the great work that day, and the days following the accident. On February 18, I attended the Board of County Commissioners and Green River City Council meetings to present the 2024 Annual Report. Also, on February 18, we updated our Priority Dispatch ProQA software, and are now running on the latest protocols. We are currently waiting on responses for EMD, EFD, and EPD special definitions updates from our DRC representatives for each discipline. On February 19, Katie Fryer and I attended the airport exercise planning meeting. On February 27, 2025, we will be meeting with Fire District #1 and Castle Rock Ambulance to discuss a paging request in regards to lift assists. In early March, I will be meeting with the finance committee to prepare a preliminary budget to submit to the funding entities. On March 18, we will be upgrading Spillman Flex to version 2024.4. This will allow us to implement multi-factor authentication for agencies that don't already have it enabled at the system level. We have implemented multi-factor authentication on all of our OpenFox workstations through Wyoming DCI. We have assisted Castle Rock in enabling GPS in their ambulances so that we can see their location on our CAD map. We have installed a computer at Granger FD to allow them the ability to access Spillman Flex. In addition, they will use this computer to help us find addressing errors on the map. Katelyn Anderson, as of January 31, 2025, and Abbey Meeks, and of February 22, 2025, have both resigned. We wish them well in their future endeavors. This leaves us with two open dispatcher positions."

Committee Reports

None noted.

Bills & Claims

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

Correspondence

A letter was received from Commerce Bank to continue being a depository for the Board. Wamsley made a motion to accept the correspondence and place on file with the minutes. Motion was seconded by B. Halter and carried unanimously by board members.

New Business

Budget/Audit Committee Assignment

Halter stated there are currently only two board members who have been assigned to the budget/audit committee and it is being requested that a third member be assigned. Sturlaugson and Erspamer volunteered to be on the committee. The committee members are now Souare, Grossnickle, Sturlaugson, and Erspamer.

Board Signature Stamps

There are currently signature stamps for Grossnickle and Souare. The certification for these stamps needs to be reapproved so they can continue being used. The certification will be filed with the State. Wamsley made a motion to reapprove signature stamps for Grossnickle and Souare. Motion was seconded by Sturlaugson and carried unanimously by board members.

Executive Director Employment Agreement

Wamsley stated Nick Erskine has accepted the terms of the agreement. Wamsley made a motion to accept the executive director's employment agreement for Ronald "Nick" Erskine. Motion was seconded by Demas and carried unanimously by board members.

Commerce Bank

Wamsley made a motion to accept the Commerce Bank application to continue being a certified depository of public funds of the Combined Communications Joint Powers Board. Motion was seconded by B. Halter and carried unanimously by board members.

VSP

Chantell Bolton presented information to the Board about VSP. It was decided that the budget committee would further discuss the information.

Comments from the Chairman and Board

Wamsley thanked dispatch and staff for everything that gets done. Erspamer added to the thank you for everything dispatch did during the Green River tunnel accident and to D. Halter for stepping in and leading.

Old Business

None noted.

Executive Session

Erspamer entertained a motion to move into executive session for personnel matters at 2:54p.m. A motion was made by Wamsley and carried unanimously by board members. A motion was made by Wamsley and seconded by Sturlaugson to place the regular meeting back in order at 3:09p.m. During the regular meeting, a motion was made by Wamsley to proceed as discussed during executive session. Motion was seconded by Demas and carried unanimously by board members.

Next Meeting

The next meeting of the board was scheduled for Monday, March 24, 2025 at 5 Shoshone Avenue in Green River, WY.

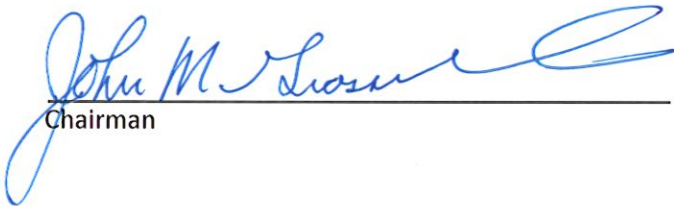
Adjournment

Erspamer entertained a motion for adjournment. A motion was made by Wamsley and carried unanimously by board members. Meeting was adjourned at 3:10p.m.



Secretary ~~Secretary~~ Vice-Chair

Date: 3/24/25



Chairman

Date: 03/24/2025