

**Rock Springs, Green River, Sweetwater County Combined Communications**

**Joint Powers Board**

**Regular Meeting Minutes**

**Monday, February 27, 2023**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, February 27, 2023 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Alex Visser, Mera Souare, Shaun Sturlaugson, and Bill Erspamer via teleconference; Clark Allred, John Grossnickle, Jim Wamsley, and Tom Jarvie. Board members absent were: Cindy Johnson. Board attorney George Lemich was also absent. Also, in attendance were: Rick Hawkins, executive director; David Halter, IT director; Drew Varley, accountant; Becca Thornock, and Commissioner Island Richards.

**Call to Order**

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

**Agenda for Regular Meeting**

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

**Minutes from Regular Meeting**

Jarvie entertained a motion to approve the minutes from regular meeting January 30, 2023. A motion was made by Allred and seconded by Wamsley. Motion carried unanimously by board members.

**Financial Report**

Varley stated fourth quarter contribution requests will be sent out to each funding entity. Jarvie entertained a motion to approve the January financial report. A motion was made by Wamsley and seconded by Grossnickle. Motion carried unanimously by board members.

**Comments from Floor**

Commissioner Richards stated the Commission will be reaching out to the entities for their budget presentations with a deadline of April 21, 2023.

### Executive Director Report

A copy of the Executive Director report was included in the meeting packet. Hawkins presented the report as follows: "Employee milestones: on January 28, 2023, dispatcher Elena Hamilton had her 24-year work anniversary. On February 9, 2023, Becca Thornock had her 8-year work anniversary. Dispatcher Katie Olmsted will have her 5-year work anniversary on March 1, 2023. On February 6, 2023, the Board Finance Committee met to discuss the proposed fiscal year 2024 budget. A copy of the committee report is included in today's meeting packet and will be discussed under Committee Reports and New Business. On February 7, 2023, I attended the WASCOP regular meeting occurring during the Legislative session in Cheyenne. Myself and the NG911 group spoke about shoring up 911 funding by requesting the WASCOP group take 911 funding up as an interim topic for the next legislative session. The DRC Group had a meeting on February 9, 2023 to discuss any updates from Priority Dispatch. Dispatchers Erin McGee and Abbey Meeks attended Field Training Officer training at the academy February 13-15, 2023. On February 16, 2023, I attended a demo regarding the desire to automatically close County roads that are in close proximity to closed State and Interstate Highways. The demos contained a proposal to update road closure information to navigation providers (such as Google Maps) that closes certain County roads at the same time an Interstate highway is closed. The issue came about due to several incidents of stranded motorists that are routed around an Interstate Highway closure onto County roads. Generally, motorists have no local knowledge about the road conditions on the re-route and often become stuck on the County road creating a very dangerous situation. Later that day the NG911 Technology workgroup had a meeting. The group discussed and provided feedback on a survey to be presented to all 911 stakeholders across Wyoming. The survey is a follow up to determine key information to help the Technology workgroup formulate a plan to move toward NG911 across the State. The Dispatch Center Shift Supervisors had a meeting on February 23, 2023 to discuss operational tasks and updates. Becca also conducted our annual Substance Abuse training for the Shift Supervisors. The Supervisors were then given similar content to present to their individual crews. This is done annually to maintain our Drug & Alcohol Program discount through Wyoming Workers' Comp. February 24, 2023, David and I held meetings with elected officials for Rock Springs, Green River, and the County. These meetings will also be held on March 1, 2023. This was done to provide the opportunity for the elected officials to tour dispatch, receive information on the functions of the Center and Board, and to ask any questions they may have. On March 7, 2023, David and/ or I will be attending the County Commission, Rock Springs City Council, and Green River City Council meetings to present the Center's 2022 Annual Report." Hawkins also stated that RAVE Mobile Safety is paying for Charter 50 members to attend the Motorola Summit in Orlando, Florida in April 2023. Hawkins will be attending the Summit on behalf of the Center.

### **IT Director Report**

Halter stated the Sheriff's Office is demoing two APX NXT radios and two APX 8000 radios, both with technology called Smart Connect. Testing is being done with Critical Connect and FirstNet push-to-talk and WyoLink. Everything stayed up and running during the recent blizzard.

### **Committee Reports**

The Finance Committee met on February 6, 2023 to discuss fiscal year 2024's budget. A copy of the meeting notes was included in the packet. The proposed budget included a \$1 increase to the pay scale, a 3% increase for health insurance, and various capital projects. It also included hiring an IT Specialist to assist Halter with maintenance of the systems and to provide additional assistance with the funding entities public safety related IT needs. It was the Finance Committee's recommendation to proceed with the budget as presented of an 11.01% increase to the funding entities.

### **Bills & Claims**

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

### **Correspondence**

The annual letter of depository continuation from Commerce Bank was received and was added under New Business for board action.

Hawkins stated a letter was received from WYDOT stating the approval of 50% of what the Center applied for in the WyoLink ARPA request. A copy of that letter was included in the meeting packet.

### **New Business**

#### **Approval of preliminary FY24 budget**

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

#### **Commerce Bank**

Jarvie entertained a motion to continue using Commerce Bank as a depository for public funds. A motion was made by Wamsley and seconded by Allred. Motion carried unanimously by board members.

#### **Entity Funding Resolution**

Jarvie stated the Finance Committee discussed having the Board formally remind the funding entities, in the form of a resolution, that the Board has looked at changing the funding percentages and came to an agreement of what those percentages should be. The resolution would include the recommended percentages and a few paragraphs on how those percentages were reached. Jarvie entertained a motion to have the Executive Director to draft the resolution to be presented to the Board during the March

2023 meeting. A motion was made by Wamsley and seconded by Allred. Motion carried unanimously by board members.

**Comments from the Chairman and Board**

Jarvie extended his support to dispatch during today's event. Wamsley thanked dispatch for the wonderful job they do for other first responders all of the time. Grossnickle stated an after-action debrief will be conducted regarding recent events.

**Old Business**


None noted.

**Next Meeting**

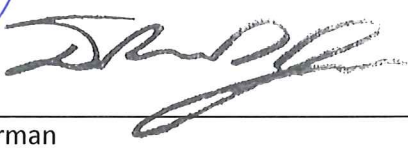
The next meeting of the board was scheduled for Monday, March 20, 2023 at 5 Shoshone Avenue in Green River, WY.

**Adjournment**

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

  
Secretary - Vice-Chair

Date: 03/20/2023

  
Chairman

Date: 3/20/23