

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
Monday, July 17, 2023**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, July 17, 2023 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Alex Visser via teleconference; Bill Erspamer, Jim Wamsley, John Grossnickle, and Cindy Johnson. Board members absent were: Mera Souare, Clark Allred, Brad Halter, and Shaun Sturlaugson. Also in attendance were: George Lemich, attorney, via teleconference; Rick Hawkins, executive director; David Halter, IT director; Becca Thornock; and Commissioner Island Richards.

Call to Order

Chairman John 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 Erspamer. Motion carried unanimously by board members.

Public Hearing to Approve FY2023-2024 Budget Resolution 23-02

Grossnickle opened the public hearing to approve the FY2023-2024 budget at 2:31p.m. Hearing no discussion, the hearing was closed at 2:32p.m.

Minutes from Regular Meeting

Grossnickle entertained a motion to approve the minutes from regular meeting June 26, 2023. A motion was made by Erspamer and seconded by Wamsley. Motion carried unanimously by board members.

Financial Report

Varley stated the final 911 revenue for fiscal year 2023 came in at \$402,000 which surpassed the \$400,000 budgeted amount. The final budget for FY2024 along with the affidavit of publication for today's public hearing will be sent to Wyoming Department of Audit. Varley will also complete the required F32 form. Grossnickle entertained a motion to approve the June financial report. A motion was made by Wamsley and seconded by Johnson. Motion carried unanimously by board members.

Comments from Floor

Commissioner Richards stated the Minerals Business Economic Development Committee will be meeting on July 18, 2023 in Rock Springs, WY to discuss impact fees.

Executive Director Report

A copy of the Executive Director report was included in the meeting packet. Hawkins presented the report as follows: "On June 28, 2023, we had our monthly SAA group call to discuss any questions or concerns regarding Spillman. On June 29, 2023, we had our Shift Supervisor meeting to discuss operational updates and addressed any questions or concerns. Dispatcher Cassie Whittaker completed phase 4 of her training on July 4th and is now out on her own. On July 10, 2023, I met with Commissioners Slaughter and Richards, Castle Rock Ambulance, and Daggett County EMS to discuss response procedures for the Washam area. On July 12, 2023, David and I met with Krisena Marchal to discuss the SLIB ARPA application. On July 13, 2023, I met with Castle Rock Ambulance to further discuss the response procedures for the Washam area. Over the last week, we processed regular payroll along with the PTO payouts for fiscal year 2023. On July 19-20, 2023, David and I will be in Casper attending the Statewide Interoperable Communications Plan meeting and the NG911 Stakeholders meeting. This will provide us with the results from the 2023 PSAP survey and provide 911 funding information. Supervisor Jen Buller has compiled the schedule for Fair Week at the Sweetwater Events Complex. We will be operating out of the mobile command post during the event hours as well as conducting normal operations in the main center. August 7-11, 2023, dispatchers Tani Mamalis and Katie Olmsted will be attending the First Line Supervision course at Wyoming Law Enforcement Academy. We have started advertising for our open telecommunicator position. The last day for applications will be August 1, 2023 and we will then move forward through our hiring process. We have reached out to the coordinator of the WASCOP assessment center testing about conducting an assessment for our employees interested in the open shift supervisor position. We will participate in the assessment when scheduling permits."

IT Director Report

Halter stated he is working on getting quotes for storage server replacement, as that was one of the capital projects included for FY2024's budget. The current storage servers will reach end-of-life in August 2023. The Darktrace applications that was approved for renewal has taken effect.

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 Visser. Motion carried unanimously by board members.

Correspondence

None noted.

New Business

FY2023-2024 Budget Resolution 2023-02 Approval

Hearing no comments from those in attendance, Grossnickle entertained a motion to approve Resolution 2023-02 regarding fiscal year 2023-2024 budget. A motion was made by Wamsley and seconded by Johnson. Motion carried unanimously by board members.

Board Elections

Grossnickle opened up nominations for the board positions. Wamsley nominated Grossnickle to remain the Board Chair. Nomination was seconded by Johnson. Wamsley nominated Erspamer to remain as the Board Vice-Chair. Nomination was seconded by Johnson. Johnson then made a nomination to keep the current individuals in their respective positions for Board Treasurer and Board Secretary. Nomination was seconded by Wamsley. Hearing no other comments, nominations were closed. Through affirmation from board members, the following individuals will continue in their respective positions: John Grossnickle as Chairman, Bill Erspamer as Vice-Chair, Mera Souare as Treasurer, and Clark Allred as Secretary.

Board Committee Assignments

Hawkins stated there are currently two board committees, Personnel and Finance. It is being proposed to appoint board members to a Strategic Planning committee and to update the members currently with Personnel and Finance. Grossnickle stated Wamsley and Allred will continue serving on the Personnel Committee; Visser, Souare, and Erspamer will serve on the Finance Committee; Wamsley, Johnson, and Sturlaugson will serve on the Strategic Planning Committee.

Board Signature Stamps

It was discovered that the State requires signature certifications be done each time an elected position expires. This means every July the board will need to authorize or reauthorize signature stamps due to the Board elections. Wamsley made a motion to reauthorize the use of the signature stamps for Grossnickle and Souare. Motion was seconded by Erspamer and carried unanimously by board members.

Comments from the Chairman and Board

Erspamer stated he was approached by a couple SROs with a request from school administrators to have a police radio either in their office or available to them. After discussion, it was determined that the channel 04SchoolSafe already exists, both school districts have access to that channel, and it is being monitored in dispatch. Erspamer will reach back out to the SROs and school administrators to look at better options to meet their request.

Wamsley thanked dispatch for the good job that they do all the time and stated their hard work and professionalism is appreciated. Grossnickle echoed that sentiment.

Old Business

None noted.

Next Meeting

The next meeting of the board was scheduled for August 28, 2023 at 5 Shoshone Avenue in Green River, WY.

Adjournment

Grossnickle entertained a motion for adjournment. A motion was made by Wamsley and seconded by Erspamer. Motion carried unanimously by board members. Meeting was adjourned at 3:01p.m.



Secretary

Date: 8-28-23



Chairman

Date: 08/28/2023