

Rock Springs, Green River, Sweetwater County Combined Communications

Joint Powers Board

Regular Meeting Minutes

Monday, February 26, 2024

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, February 26, 2024 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Jim Wamsley, Alex Visser, and Mera Souare via teleconference; Clark Allred, Cindy Johnson, Bradley Halter, Shaun Sturlaugson, John Grossnickle, and Bill Erspamer. Also in attendance were: George Lemich, attorney, via teleconference; Rick Hawkins, executive director, Rock Springs Councilman David Thompson, and Commissioner Island Richards.

Call to Order

Chairman John Grossnickle called the meeting to order at 2:30p.m.

Agenda for Regular Meeting

The agenda was distributed to those in attendance. A motion was made by Allred and seconded by Visser. Motion carried unanimously by board members.

Minutes from Regular Meeting

Grossnickle entertained a motion to approve the minutes from regular meeting January 29, 2024. A motion was made by Wamsley and seconded by Allred. Motion carried unanimously by board members.

Financial Report

Varley stated everything is tracking as expected. Allred made a motion to approve the January financial report. Motion was seconded by Sturlaugson and carried unanimously by board members.

Comments from Floor

Commissioner Richards stated he has been attending meetings regarding Project West. The Commission reappointed Cindy Johnson for another term and are discussing with the Rock Springs mayor about switching one of the County appointees with a Rock Springs appointee.

Executive Director Report

A copy of the director's report was included in the meeting packet and went as follows: "Milestones: Admin Assistant Becca Thornock had her 9-year work anniversary on February 9, 2024. Congratulations to Becca. On January 31, 2024, I participated in the Project West Impact Fee discussion zoom meeting with the Industrial Siting Committee. Some details of the project were discussed, and additional information is forthcoming. Given the project scope and the rules associated with what have been identified as project-related expenses, specifically caused by the project, staff and I have not been able to identify any expense we would incur because of this project. I would welcome suggestions from the Board to identify project-related expenses we could include. Later that same day, Communicator Tasha Urbatsch attended the National High School Finals Rodeo's initial planning meeting at the Events Complex. The event is scheduled for July 2024 and additional planning will take place in the following months. On February 1, 2024, Becca Thornock and Shift Supervisor Kim Bach attended the webinar "What Drives the 911 Gossip Mill." That same day, Communicator Tasha Urbatsch attended the Rock Springs High School Academy of Public Service Advisory meeting. The Center will continue participation in School District 1's High School Academies. During that same time, I participated in the Lumen SIP and ESInet/NGCS discussion. We initiated a discussion with Lumen to explore our current services and discover what updated services they may have to offer locally so we can continue to be on the leading edge of communications technology. On February 7, 2024, I participated in the LEPC meeting, the SAA group call, and the Sweetwater RAVE and Smart 911 Renewal contracts, set to renew in May 2024. The Finance Committee met on February 12, 2024. There is the item under New Business to present the preliminary FY25 budget to the board. On February 19, 2024, Shift Supervisor Ali Murphy participated in the Tenzinga Leadership Development training hosted by the Rock Springs Fire Department. On February 21, 2024, Shift Supervisor Katie Olmsted and I participated in the Tenzinga Leadership Development training. Tenzinga provides leadership training, consulting, and performance software to be used to enhance work performance by providing employee feedback tools designed to assist with accomplishing agency missions. I will meet with the attendees and get their feedback regarding implementing the Tenzinga program at the Center. I am in search of better tools to evaluate and monitor employee performance. On February 22, 2024, I participated in a webinar titled "One and Done Invoicing with the ONE Plan." The one and done invoicing is said to simplify the Priority Dispatch billing process. Later that day, we held our Shift Supervisor meeting where we discussed potential procedural updates to payroll approval, NCIC, and law timers. We also discussed plans for Telecommunicator week occurring in April 2024. I will be getting on the City Council/ County Commission agenda in March to present the annual report."

IT Director Report

Hawkins stated the Spillman migration to the new server will take place the week of March 8, 2024 and email notifications will be sent out to the Spillman administrators for each agency.

Committee Reports

Souare stated the finance committee met on February 12, 2024 to discuss the fiscal year 2025 budget. Wage increases and increases in software prices were included. The General Fund and 911 Fund increased by 6.81%. All three agencies will see an increase by 5.98% to their contributions.

Bills & Claims

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

Correspondence

Notice was received from the County that Cindy Johnson was reappointed for another term. Grossnickle entertained a motion to place the correspondence on file. A motion was made by Allred and seconded by Sturlaugson. Motion carried unanimously by board members.

New Business

Approval of preliminary fiscal year 2025 budget

Allred made a motion to approve the preliminary fiscal year 2025 budget. Motion was seconded by Wamsley and carried unanimously by board members.

Carrier HVAC Preventative Maintenance contract

The service agreement from Carrier was included in the meeting packet. This was to renew the service contract for the next 3 years. The price increase was included in the preliminary budget for fiscal year 2025. A motion was made by Allred to accept the contract and allow Hawkins to sign. Motion was seconded by Johnson and carried unanimously by board members.

Comments from the Chairman and Board

Wamsley expressed his appreciation for all of the work dispatch does.

Old Business


None noted.

Next Meeting

The next meeting of the board was scheduled for Monday, March 25, 2024 at 5 Shoshone Avenue in Green River, WY.

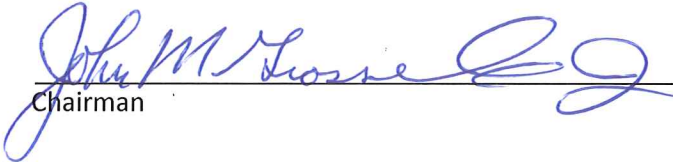
Adjournment

Grossnickle entertained a motion for adjournment. A motion was made by Wamsley and seconded by Allred. Motion carried unanimously by board members. Meeting was adjourned at 2:49p.m.



Secretary Board Member

Date: 03/25/24



Chairman

Date: 03/25/2024