

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
Monday, July 15, 2024**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, July 15, 2024 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Alex Visser via teleconference; John Grossnickle, Cindy Johnson, Bradley Halter, Shaun Sturlaugson, and Jim Wamsley. Board members absent were: Bill Erspamer, Mera Souare, and Clark Allred. Also in attendance were: George Lemich, attorney, via teleconference; Rick Hawkins, executive director; David Halter, IT director; Drew Varley, accountant; Becca Thornock; Rock Springs City Councilman David Thompson; Green River City Councilman George Jost; and Sweetwater County 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. Grossnickle entertained a motion to accept the agenda as presented. A motion was made by Sturlaugson and seconded by Johnson. Motion carried unanimously by board members.

Public Hearing to Approve FY2024-2025 Budget Resolution 2024-02

Grossnickle opened the public hearing to approve the FY2024-2025 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 24, 2024. A motion was made by Johnson and seconded by B. Halter. Motion carried unanimously by board members.

Financial Report

Varley stated first quarter invoices have been sent out to the funding agencies and payment has been received from the County. Grossnickle entertained a motion to approve the financial report. A motion was made by Visser and seconded by Johnson. Motion carried unanimously by board members.

Comments from Floor

Johnson thanked D. Halter for the quick response when there was a technical issue at the Health and Human Services building in Rock Springs.

Executive Director Report

A copy of the director's report was included in the meeting packet and went as follows: "On June 27, 2024, we held our Shift Supervisor meeting to discuss any questions or concerns. June 28th to July 5th, dispatcher Anji Hook attended the annual NENA conference in Florida. Anji is the Wyoming APCO 2nd Vice President and one of the 2nd Vice President's assignments is to be the Wyoming representative to NENA. On July 1, 2024, Becca Thornock attended the ExxonMobil Wyoming IMT Exercise final planning meeting. Becca and dispatcher Val Gelinas then attended their exercise on July 11, 2024 in Kemmerer, WY. ExxonMobil hosts the exercise routinely to help coordinate emergency responses if an emergency happens within their system. On July 10, 2024, we held interviews for four dispatch applicants. That same day, Shift Supervisor Kim Bach attended the Marathon Petroleum Salt Lake City Core Pipeline Tabletop in Green River, WY. Marathon Petroleum hosts the exercise routinely to help coordinate emergency responses if an emergency happens within their system. We are in the process of completing the Technical FBI CJIS Audit on behalf of Rock Springs Police Department. FBI CJIS conducts these criminal justice information system audits on a regular basis. The audit is scheduled for July 15, 2024. Our last FBI CJIS audit was about three (3) years ago. Personal Time-Off (PTO) payouts from fiscal year 2024 will be processed once the contribution checks have been received from the three funding agencies. Funding invoices have been sent to all the funding agencies. Dispatchers Robyn Thompson and Anji Hook will be attending First Line Supervision training at the Wyoming Law Enforcement Academy in Douglas, WY. Dispatcher Val Gelinas and Shift Supervisor Jen Buller will be attending the APCO International Conference August 4-8, 2024 in Florida. Val is the Wyoming APCO secretary, and Jen is the Wyoming APCO training officer. This is an annual conference where issues specific to public safety dispatch are discussed. It is a great networking and training opportunity."

IT Director Report

A copy of the IT director's report was included in the meeting packet and went as follows: "**Microwave Equipment Replacement** Our first major project for the new fiscal year has been completed. The microwave equipment for the Mansface to Wilkins Peak link has been replaced. The old hardware was manufactured by Exalt, which is no longer in business. The old hardware was also receiving major interference from our neighboring FM broadcasting station through the Ethernet feed line. The new hardware now uses fiber optic cabling on the tower, so interference is no longer an issue. We will be budgeting for another microwave replacement in fiscal year 26 for the Mansface to Dispatch link. **HHS Power Outage** On Sunday, July 7, Rock Springs experienced a wide-spread power outage. The outage

affected equipment at three different locations on our network. One location, the County Health and Human Services building on Broadway St. had generator transfer switch issues. The generator started, but failed to transfer from utility to backup power. The server room UPS battery systems kept our equipment running until myself and County facilities personnel arrived onsite to troubleshoot the problem. When we discovered the issue with the transfer switch, I manually transferred power from utility to generator power. At this point, we were running on battery power for about an hour, and the UPS batteries were only 30% remaining capacity. County facilities said they would have the transfer switch serviced, and I asked for an update when that happens. I also learned that the transfer switch and generator are original to the building when it was occupied by Rock Springs National Bank. **FBI Audit Progress** We have filled out the questionnaire provided by the FBI, and returned it, as well as draft security policies to our auditor. The on-site audit will occur on July 15th. **Command Post Setup** On July 8th, Brey and I ensured the Sheriff's Office mobile command post is ready to go for the high school rodeo and fair."

Committee Reports

None noted.

Bills & Claims

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

Correspondence

A letter was received from Wyoming Homeland Security notifying the Board of the preliminary determination to award \$50,000.00 from the State Homeland Security Program (SHSP) grant. The application was requesting \$342,223.04 for physical security upgrades such as replacing the card access and video systems at the dispatch center. Wamsley made a motion to place the letter on file and attached it to the minutes. Motion was seconded by B. Halter and carried unanimously by board members.

New Business

Grossnickle entertained a motion to approve Resolution 2024-02 regarding fiscal year 2024-2025 budget. A motion was made by Wamsley and seconded by Johnson. Motion carried unanimously by board members.

Comments from the Chairman and Board

Wamsley thanked dispatchers and staff for everything they do to keep the Center running and shared appreciation that dispatchers are staffed out at the rodeo.

Old Business

None noted.

Executive Session

Grossnickle entertained a motion to move into executive session for personnel matters at 2:38p.m. A motion was made by Wamsley and seconded by Visser. Motion carried unanimously by board members. The regular meeting was placed back in order at 3:04p.m. No action was taken during the regular session.

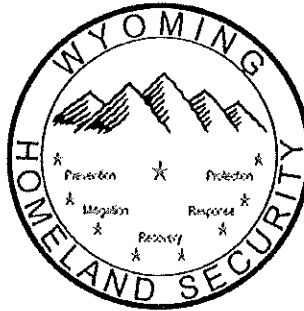
Next Meeting

The next regular meeting of the board was scheduled for Monday, August 26, 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 Visser. Meeting was adjourned at 3:04p.m.

Lynn Budd
Director



Mark Gordon
Governor

June 26, 2024

Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board
David Halter
5 Shoshone Ave
Green River, WY 82935

Dear Mr. Halter,

In May, your organization submitted an application for the Federal Fiscal Year (FFY) 2024 State Homeland Security Program (SHSP) grant for **Sweetwater 911 Physical Security Upgrades** in the amount of **\$342,223.04**. The Wyoming Office of Homeland Security received over \$11 million dollars in requests for the approximately \$3.6 million dollars available for local projects. The Wyoming Office of Homeland Security in consultation with the Senior Advisory Committee was able to fund multiple projects, resulting in 100% utilization of FFY 2024 SHSP grant funds.

We are pleased to share that a preliminary determination has been made in the amount of **\$50,000.00** to support your project. This award amount is **preliminary and is subject to change** based on the final award and approval from the U.S. Department of Homeland Security. Additional information regarding which elements of your application project were selected for funding will be provided in the grant award agreement.

Once the Wyoming Office of Homeland Security receives its 2024 SHSP federal award notification, a formal grant award agreement will be presented to you. Your jurisdiction will need a **fully executed agreement prior to the start of any project or initiation of any purchase**.

We want to thank you for taking the time to complete and present this project proposal.

If you have any questions, please contact the Grant Program Manager, Darryl Erickson at darryl.erickson1@wyo.gov or (307) 777-4917; or the Grants/Finance Section Chief, Ashley Paulsrud, at ashley.paulsrud@wyo.gov or (307)777-4907.

Sincerely,

A handwritten signature in cursive script that reads "Lynn Budd".

Lynn Budd
Director

Wyoming Office of Homeland Security
5500 Bishop Boulevard, Cheyenne, Wyoming 82002
Fax (307) 635-6017

Telephone (307) 777-4900

<http://hls.wyo.gov>


Secretary

Date: 8-26-2024


Chairman

Date: 08/26/2024