

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
December 16, 2013**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, December 16, 2013 at Green River, Wyoming. Board members present included: Mike Lowell, Lisa Taruffelli, Richard Haskell, Clark Robinson, Rick Hawkins, Chris Stephen, and Tom Jarvie. Also in attendance were: Robin Etienne, executive director; David Halter, IT director; George Lemich, attorney; Judy Roderick, emergency management; Dave Johnson, emergency management; Scott Sisman, Smart 911, Drew Varley and Brad Radakovich, Rex Welsh, Kimberly Blackwell and Wauneta Lutes.

Call to Order

Chair Mike Lowell called the meeting to order at 14:30 p.m.

Minutes from Regular Meeting 11/25/2013

Minutes from the regular meeting on November 22, 2013 were reviewed by the board. Lowell entertained a motion to accept these minutes. A motion was made by Stephen and seconded by Jarvie. Motion carried unanimously by board members.

Financial Report

The November financial report was reviewed by the board. Lowell entertained a motion to accept the financial report. A motion was made by Haskell and seconded by Jarvie. Motion carried unanimously by board members.

Petitions

Committee Reports

Executive Director

The annual maintenance agreement from Cascadian is less than last year. Our disaster recovery server is end of life as of December 31, 2013. Two of the loggers will be end of life as of the end of April, 2014. Etienne would like to see a one year notice of an end of life \$18,500.00 for the servers and a price will be given for the two loggers at the December meeting. Chief questioned if there is an alternative vendor to purchase the new equipment from? Etienne advised that he is seeking bids. Lowell requested Etienne to have a cost for the board at the December meeting. Lowell requested Etienne to have Lemich review the maintenance agreements.

Benefits

No changes

IT

Bills & Claims

Lowell entertained a motion to accept the bills and claims. A motion was made by Hawkens and seconded by Kennedy. Motion carried unanimously by board members. Rock Springs, Green River, Sweetwater County Communications JPB transactions by account-checking, as of January 25, 2014, is attached to this document.

Old Business

a. Connected Teacher Update

b. Smart 911 with Rave Mobile Safety

Sisman was present to answer any questions concerning the agreement of Smart 911 services with the CCJPB. Sissler stated that there are always negotiations that can be made with concern during that 5 year term. Stephen stated his concerns that Smart 911 would be another program that would depend upon the citizen’s participations to enter the information needed. Lowell entertained a motion to approve the following order of detail:

EFFECTIVE DATE:	January 1, 2014	
TERM LENGTH:	Five (5) years (commencing on Effective Date)	
TERM DATES ("INITIAL TERM"):	January 1, 2014 through December 31, 2018	

ANNUAL LICENSE FEES:

	# of Call Taker Positions	Annual License Fee per Position	Annual License Fee
Smart911 Licenses	5	\$5,000.00	\$25,000.00
Smart911 Back Up Licenses	8	Included	\$0.00
SmartPrepare License			\$10,000.00
Annual License Fee(s):			\$35,000.00

SET-UP FEES:

	One-Time Fee	
Smart911 Remote Set-up and Configuration	\$5,000.00	
SmartPrepare Remote Set-up and Configuration	\$2,500.00	
Total Set-Up Fee(s):		\$7,500.00

FEE SCHEDULE:

	Year One	Year Two	Year Three	Year Four	Year Five	Total
Total Annual Fees	\$42,500.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$182,500.00

There was not a motion made at this time to approve the agreement.

c. Take Control of Portable Radios

Stephen questioned if all radios from all the agencies would be turned over to the CCJPB and if so, will the board be prepared to have enough funds to replace them all at one time? Halter stated that replacing the radios as a bulk purchase could be more cost effective than each agency purchasing their own. He also stated that we are early in the process and it will take time as we do move forward. He also suggested the possibly of hiring someone to take care of the radios on a full time basis. Jarvie requested a written proposed agreement. Lowell requested Robinson to write the proposal for the January meeting. Lowell requested Etienne to contact Wireless Advance and Wyo Link to see if it will be possible to make zones uniform.

d. Cascadian Agreement

Lowell entertained a motion to approve the Cascadian agreement for one more year for the total amount of \$54, 000.00. A motion was made by Stephen and seconded by Robinson. Motion carried unanimously by board members.

e. Real Estate Purchase

Lowell requested an update on the real estate purchase? Etienne informed the board that he had met with Plan One who will be drafting a plan to accommodate the propped use of the building.

New Business

a. Terms of Board Member Assignments

Lowell explained that Alvarez had done some research to find the current status of the Board Member assignments and their terms. Letters have been drafted to the Mayors for Rock Springs and Green River as well as Sweetwater County Commissioners to replace or reinstate the current assignments that have expired or will be expiring.

b. United Way

Jarvie proposed to the board that anyone employee who would like to pledge 1 hours of work a month to United Way would receive 1 hour of PT time. There will be a limit of 1 hour donation per employee per month.

Miscellaneous

Correspondence

a. WAM is looking for board member for the upcoming year. Lowell requested that Etienne to work with him on a nomination.

Executive Session

2:44 pm -4:25 pm

Adjournment

Lowell entertained a motion to adjourn the meeting. A motion was made by Hawkins which was seconded by Hawkins. Motion carried unanimously by board members present. Meeting was adjourned at 4:40 p.m.

Attest:



Secretary

Date: 1/27/14



Chair

Date: 1/27/14

APPROVED APPROVED