

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

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, September 16, 2013 at Rock Springs, Wyoming. Board members present included: Mike Lowell, Lisa Taruffelli, Richard Haskell, Clark Robinson, Rick Hawkins, Jim Wamsley, and Tom Jarvie. Also in attendance were: Robin Etienne, executive director; David Halter, IT director; George Lemich, attorney; Wauneta Lutes, Combined Communications; Cheryl Johnson, Combined Communications; Rex Welsh and Tim Bigwood.

**Call to Order**

Chair Mike Lowell called the meeting to order at 2:332 p.m.

**Minutes from Regular Meeting 08/26/2013**

Minutes from the regular meeting on June 24, 2013 were reviewed by the board. Lowell entertained a motion to accept these minutes. A motion was made by Jarvie and seconded by Hawkins. Motion carried unanimously by board members.

**Financial Report**

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

**Petitions**

Cheryl Johnson questioned the board if there will be a classification with extra pay for Shift Supervisors. She would like a time line to expect that classification and pay increase to take place. Lowell stated that it could take place at the beginning of the 2014-2015 physical years. Lowell advised this will be discussed in executive session.

**Committee Reports**

**Executive Director**

Etienne reported that CodeRed training would be scheduled in the upcoming month. All agencies will be receiving updated training on CodeRed. Training will be scheduled on different days and different times to accommodate everyone. More communication with Josh, from InterAct; as to how Safe Towns; address validation will connect to our CAD before we proceed. SafeTown is tied to CAD; CodeRed is our emergency network system. SafeTown and CodeRed both will be available to citizens and business owners to update their phone and address information. Alvarez has updated our non-emergency dispatch numbers, and each agency in the white pages. Also, Sweetwater Combined Communications; and all agencies will be listed in community pages, of the phone directories. Lemich advised, that

updates to the yellow pages, and community pages for the other phones provides; will be needed as well.

#### **Benefits**

No report

#### **IT**

Halter reported that all licensing for InterAct has been completed. Tokens are being handed out to a few users at a time. There is a new version of NetMotion Server coming soon. There is a new upgrade to our software I2I that will allow officers to self-insinuate a call and to alert the Dispatchers. Jarvie updated that WYOLink will be up by the end of October or first of November. The tower has arrived and will be stored until the structure has been completed. Jarvie asked for Halter to work with Thomas and Brandon on the new upgrades.

Rex Welsh informed that Tim Bigwood made a personal visit to check on the progression of the InterAct conversions, and to address any issues that have come forth during this transition.

#### **Bills & Claims**

Lowell entertained a motion to accept the bills and claims. A motion was made by Haskell and seconded by Robinson. Motion carried unanimously by board members.

Rock Springs Green River Sweetwater County Communications JPB transactions by account-checking, as of October 28, 2013, is attached to this document.

#### **Old Business**

##### **a. Pro's and Con's**

The opinion list was distributed to all the agencies, feedback must be returned to Alvarez by October 15<sup>th</sup> so that I can generate the list for the October meeting.

##### **b. AT&T Building**

Lowell asked if Etienne could provide pictures for the October meeting of the inside and outside of the AT&T building.

#### **New Business**

##### **a. Dispatchers to be Trained as Negotiators**

Jarvie informed that there has been a large turnover of Trained Negotiators. Jarvie stated that continued and additional training is needed. He expressed that the agencies would like to utilize the dispatchers who are trained as negotiators. The cost of the overtime hours will be addressed by Etienne and Lemich.

**Miscellaneous**

**a. InterAct Milestone**

Lowell has requested a check to be cut once the milestone per agreement with InterAct has been met with the approval by the Executive Director. Lowell entertained a motion to accept the financial report. A motion was made by Wamsly and seconded by Hawkins. Motion carried unanimously by board members.

**b. Low Level Site**

Jarvie stated his concerns about the utility costs that were not budgeted into their plan. Wamsly suggested that Combined Communications could pay for these costs, but would like to know how many additional low level sites we could expect in the future. Lemich requested the current charges that had accrued at this time. Jarvie informed that the current charge is \$3444.00. Electricity and propane are the utilities that will be needed to run this site. Lowell suggests that they look at each site one at a time verses a blanket agreement to cover all future low level site utility costs. The topic has been tabled for the October meeting.

**c. Next Meeting**

The next meeting was scheduled for Monday, October 28, 2013 at 2:30 p.m. at the Combined Communications Center.

**Adjournment**

Lowell entertained a motion to adjourn the meeting. A motion was made by Jarvie which was seconded by Hawkins. Motion carried unanimously by board members present. Meeting was adjourned at 3:48 p.m.

Attest:



Secretary



Chair

Date:

10/28/13

Date:

10/28/2014