

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
June 11, 2012**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, June 11, 2012 at 50 E. 2nd North, Green River, WY. Board members present included Mike Lowell, Rick Hawkins, Rich Haskell, Lisa Taruffelli, Chris Steffen, and Tom Jarvie. Also in attendance was George Lemich, attorney; Charlie Van Over, architect; Brad Radakovich, accountant; Heather Marsh and Clark Robinson with the Rock Springs Police Department; Rex Welsh, Information Technologies, Burke Morin, Green River Police Department; Ashley Gibbs, Lemich Law Office; and Robin Etienne, executive director.

Call to Order

Vice Chair Tom Jarvie called the meeting to order at 2:33 p.m.

Minutes from Last Meeting

Minutes from the regular meeting on May 14, 2012 were reviewed by the board. Jarvie entertained a motion to accept the minutes. A motion was made by Rich Haskell and seconded by Chris Steffen. Motion carried unanimously by board members.

Financial Report

The May financial report was reviewed by the board. George Lemich asked if the 911 funds would be received quarterly. Hawkins said he thought a voucher would have to be submitted each quarter. Brad Radakovich said he would check on when they would be received. Jarvie entertained a motion to accept the financial report. A motion was made by Hawkins and seconded by Haskell. Motion carried unanimously by board members.

Public Hearing for 2011/2012 Budget Amendment

A public hearing was held for amendments to the 2011/2012 fiscal year budget. Radakovich reviewed the resolution with board members. He noted the amendment covers everything to balance the budget by fiscal year end. Lowell asked those attending three (3) consecutive times if there were any questions. He then convened the meeting. Hawkins made a motion to accept the proposed budget amendment which was seconded by Jarvie. Motion carried unanimously by board members.

Petitions

Lemich introduced Ashley Gibbs who is a second year law student working in his office as a summer law associate.

Committee Reports

Hiring Committee

Hawkins reported the committee had met and reviewed IT applications and narrowed them down to three (3) then conducted interviews. David Halter was selected unanimously by committee members and a job offer was extended to him which he accepted. Halter has submitted his board resignation to the City of Rock Springs and the board. He will begin the new position on July 2, 2012.

Executive Director

Etienne said he had one question about whose name the second credit card should be in since there is currently no secretary for the board. Lowell said to put Tom Jarvie on the second card. He reported Motorola training had been conducted on radio consoles and two and a half day Sentinal training. He noted the Administrative Assistant position had been advertised and closed June 1, 2012 with five applications and two resumes submitted for the position. Lowell asked to have someone who is in this type of position to sit on the interview panel. He said he had spoken with Heather and Lowell also suggested Lisa Taruffelli. Etienne said he is planning to conduct interviews next week. Weekly conference call meetings are being conducted to review CAD and RMS problems and issues. The need for additional dispatcher positions was discussed.

Benefits

Lemich noted the only outstanding item was the one employee who asked to transfer their 457 account. Etienne said he had just received the information Lemich asked him to forward the documents to himself and Radakovich along with the Wyoming Retirement System 457 information prior to presenting it to the board for approval.

Building

Charlie Van Over reported the building is pretty well complete aside from problems with the gate and one HVAC unit. He said the subcontractor has been very receptive. He noted a meeting was conducted with the CK Construction project manager before Memorial Day and have not seen anything yet. Approximately \$170,000 is being held until finalization of the project by CK. Van Over said three to four subcontractors have asked for bond information.

IT

Rex Welsh reported InterAct has been implemented and there have been some bumps. He said there should have been a lot more testing and the integration was poorly done. Welsh noted there have been bugs and software problems which are expected but they are making progress. He said data conversion for Green River was supposed to be done by the end of June but now Rock Springs and Sweetwater County are scheduled for the end of June and Green River the end of July. Welsh noted the data conversion should have been done before implementation. It was noted the 2 and 3 payments are being held until everything has been completed. More training for the systems were discussed. Welsh said he could push for that. It was noted InterAct's piece doesn't interact with the RMS. Lemich asked if there was no algorithm to correct and Welsh noted there was not. A backup network for the system was discussed. Welsh suggested setting up lasers between the center and EOC in Rock Springs so if the network was cut it would move over to Rock Springs. He estimated the cost to be \$30,000 to \$50,000 and would put a quote together for the board. It was noted servers would be an additional cost.

Bills & Claims

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

05-18-12 Payroll	Payroll	\$32,403.42
06-01-12 Payroll	Payroll	\$26,533.96
United States Treasury	Payroll Liabilities	\$11,342.51
Heyborne, Radakovich & Co., P.C.	Accounting Services	\$1,595.00
Cassidian Communications	Communications Equipment	\$8,904.00
Rocket-Miner	Advertising	\$173.01
CenturyLink	Utilities	\$1,365.20
Sweetwater Cable Television	Utilities	\$16.30
City of Green River	Utilities	\$48.05
Simple Signal	Utilities	\$2,205.66
Rocky Mountain Power	Utilities	\$1,481.16
Quill Corporation	Supplies	\$1,008.95
Staples	Office Supplies	\$71.24
Wireless Advanced Communications	Communications Equipment	\$7,049.92
Global Equipment Company	Supplies	\$96.50
Sweetwater Cable Television	Sweetwater TV	\$1,000.00
WAM/Blue Cross Blue Shield of Wyo	Employee Benefit-Group Insurance	\$24,857.53
Job Target.com	Advertising	\$149.00
Lemich Law Center	Legal Services	\$3,154.41
Kimberly Blackwell	Travel	\$442.04
Robin F. Etienne	Reimbursement	\$621.65
Copier & Supply Co. Inc.	Office Supplies	\$175.00

Old Business

None

New Business

None

Miscellaneous

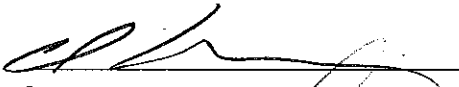
Next Meeting

The next regular meeting was scheduled for Monday, July 16, 2012 at 2:30 p.m. at the City of Rock Springs' Council Chambers.

Adjournment

Lowell entertained a motion to adjourn the meeting. A motion was made by Hawkins which was seconded by Steffen. Motion carried unanimously by board members present. Meeting was adjourned at 3:31 p.m.

Attest:


Secretary

Date: 7/16/12


Chair

Date: 7/16/12

APPROVED