

Rock Springs, Green River, Sweetwater County Combined Communications

Joint Powers Board

Regular Meeting Minutes

Monday, November 18, 2024

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, November 18, 2024 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Alex Visser, Mera Souare, and Clark Allred via teleconference; John Grossnickle, Bill Erspamer, Shaun Sturlaugson, Brad Halter, and Cindy Johnson. Board members absent were: Jim Wamsley. Also in attendance were: Rick Hawkins, executive director, and George Lemich, attorney, via teleconference; David Halter, IT director; Drew Varley, accountant; Becca Thornock; Robyn Thompson; Katie Fryer; Rock Springs Councilman David Thompson; and County Commissioner Island Richards.

Call to Order

Chairman John Grossnickle called the meeting to order at 2:32p.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 Erspamer and seconded by Johnson. Motion carried unanimously by board members.

Minutes from Regular Meeting

Grossnickle entertained a motion to approve the minutes from regular meeting October 28, 2024. A motion was made by Johnson and seconded by Sturlaugson. Motion carried unanimously by board members.

Financial Report

Varley stated with the most recent deposit, the 911 funding is now at 47.4%. The second quarter funding has been received from all three entities. The Board's current money market account is at a 2% interest rate with Commerce Banks while WYCLASS currently has a 4.8% interest rate. The third quarter contribution invoices will be sent to the funding entities the beginning of 2025 if the board would like to transfer money over into the WYCLASS account to earn the higher interest rate. Grossnickle entertained a motion to approve the October financial report. A motion was made by Sturlaugson and seconded by Johnson. Motion carried unanimously by board members.

Comments from Floor

Dispatch Shift Supervisor Katie Fryer informed the board that 7 employees were able to attend the Wyoming APCO conference recently and dispatcher Val Gelinias has stepped down from serving on the APCO board as the secretary.

Executive Director Report

A copy of the director's report was included in the meeting packet and went as follows: "Milestones: Dispatch Lundyn Palmer had her 4-year work anniversary on November 5, 2024. Shift Supervisor Ali Murphy had her 12-year work anniversary on November 12, 2024. Dispatcher Chantel Bolton had her 3-year work anniversary on November 15, 2024. Dispatcher Abbey Meeks will have her 4-year work anniversary on November 19, 2024. Shift Supervisor Jen Buller will have her 12-year work anniversary on November 26, 2024. Dispatcher Mersadee Odom will have her 3-year work anniversary on November 29, 2024. Dispatcher Val Gelinias will have her 26-year work anniversary on November 30, 2024. On October 30, 2024, we had our monthly Shift Supervisor meeting to discuss upcoming trainings along with any questions or concerns. Dispatcher Bailee Pitt attended Communications Basic training at the Wyoming Law Enforcement Academy and graduated on November 1, 2024. Shift Supervisor Kim Bach and Becca are continuing to work on setting up our new timekeeping system, eSchedule. The goal is to have it up and running either late December or early January. The new system will allow for more detailed tracking of time and a more strait forward way of processing each payroll. The scheduling feature is more feature rich than our current system. The recurring cost of operating the system is very close to the same as what we currently pay. On November 4, 2024, Becca had a phone meeting with the Employer's Council to schedule an in-person workplace harassment training. Training should take place early next month. Dispatchers Anji Hook, Val Gelinias, Cassie Whittaker, Tani Mamalis, and Lundyn Palmer, along with Shift Supervisors Jen Buller and Katie Fryer are all attending the Wyoming APCO Conference in Casper November 10-13, 2024. This in an annual conference that provides multiple dispatch related trainings. Our staff participates in the local APCO chapter by holding offices elected within the organization. Thank you to the staff for participating in the local chapter's work. Included in new business is the approval of the SHSP grant we received after David put in the work to prepare and submit it. We have extended a Conditional Offer of Employment to Katelyn Anderson who will be starting with us on November 25, 2024." Hawkins also addressed a message from WASCOP that was sent to law enforcement clarifying a presentation that was given at APCO regarding regionalization to increase funding for 911. The regionalization is more centered around the equipment needed rather than regionalizing the dispatch centers.

IT Director Report

Halter stated him and Brey attended the Motorola Apex training in October. With this training, they will be able to receive an advanced systems key from WyoLink which will allow them to program radios themselves rather than having to send them off to radio shops. WyoLink will be upgrading the Center's T1s to ethernet which will allow for two ethernet connections into both dispatch centers, Mansface, and hopefully Blairtown. There is also the potential for a phone system software update. Switch upgrades at the EOC have been completed. A letter has been submitted to the County regarding the Pacific Soda Dry Creek project for the Industrial Siting Committee application. NextGen 911 has added a new workgroup for the NextGen 911 reporting requirements. Halter will serve in this workgroup.

Committee Reports

On behalf of the Personnel Committee, Grossnickle shared that there are currently 21 applicants for the Executive Director position. These are being reviewed.

Bills & Claims

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

Correspondence

WSBA Rebate

Notice was received from WSBA regarding the rebate check that will be issued from utilizing the P-Card program. The rebate will be for \$807.41. Grossnickle entertained a motion to accept the correspondence and place it on file. A motion was made by Visser and seconded by Erspamer. Motion carried unanimously by board members.

BLM Latham Right-of-Way

The fully executed copies of both rights-of-way have been received. Grossnickle entertained a motion to accept the correspondence and place on file. A motion was made by Johnson and seconded by B. Halter. Motion carried unanimously by board members.

New Business

2024 SHSP Agreement

The final agreement for the SHSP grant has been received. The amount to be awarded is \$50,000.00. Halter stated a cyber security assessment will need to be completed as well. Grossnickle entertained a motion to accept the 2024 SHSP Agreement and have the Board Chairman sign. A motion was made by Visser and seconded by Souare. Motion carried unanimously by board members.

Comments from the Chairman and Board

Johnson asked if there is the intent to apply for other grants which there is. It was also clarified that there are additional VPNs still in place for the Center.

Erspamer shared that Aspen Mountain Medical is looking to do a mock training and dispatch will be included in those meetings and training.

Grossnickle thanked those who will be working the holidays.

Old Business

None noted.

Executive Session


Grossnickle placed the meeting into Executive Session at 2:53p.m. The meeting was placed back into regular session at 3:25p.m.

Next Meeting

The next regular meeting of the board was scheduled for Monday, December 16, 2024 at 5 Shoshone Avenue in Green River, WY.


Adjournment

Grossnickle entertained a motion for adjournment. A motion was made by Erspamer and seconded by Visser. Motion carried unanimously by board members. Meeting was adjourned at 3:26p.m.



Secretary

Date: 12/16/24



Chairman

Date: 12/16/2024