

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
Monday, October 29, 2018**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, October 29, 2018 at 5 Shoshone Avenue, Green River, Wyoming.

Board members present included: Rich Tyler, Dwane Pacheco, Clark Robinson, Rick Hawkins, Mike Lowell, and Jim Wamsley. Board members absent were: Tom Jarvie. Also in attendance were: David Halter, IT director; George Lemich, attorney; Drew Varley, accountant; Commissioner John Kolb; Cheryl Johnson; Becca Thornock; Mera Souare; and Shaun Sturlaugson.

Call to Order

Chairman Wamsley called the meeting to order at 2:31p.m. At the start of the meeting, Wamsley welcomed Mera Souare and Shaun Sturlaugson as new board members appointed by City of Green River. Their terms will begin November 1, 2018.

Public Hearing to Approve Budget Amendment FY2018-19

Wamsley opened the public hearing to amend the FY2018-19 budget at 2:32p.m. for public comment. Hearing no discussion, public hearing was closed at 2:33p.m.

Agenda for Regular Meeting

The agenda was distributed to those in attendance.

Minutes from Regular Meeting

Wamsley entertained a motion to accept the minutes from September 17, 2018. Motion was made by Hawkins and seconded by Pacheco. Motion carried unanimously by board members.

Financial Report

Varley stated payments have been received from all 3 entities which will appear on October's financial report. As of September 30, 2018, \$96,000 of the \$410,000 911 revenues budgeted have been received. Wamsley entertained a motion to accept the September financial report. A motion was made by Hawkins and seconded by Tyler. Motion carried unanimously by board members.

Comments from Floor

Commissioner Kolb stated the Commission had been asked for impact information from agencies within the County. Wamsley stated the only foreseeable impacts would be anything in conjunction with radio coverage. Kolb requested that impact information in the future be submitted to the County.

Staff Report

Wamsley stated that go-live for Priority Dispatch Fire and EMS was October 25, 2018. Wamsley commended the staff for the preparation they did with the many hours of training, testing, and validation that has gone into this effort. Johnson stated Priority Dispatch will be providing consistency across all disciplines. There are quality assurance reviews that will be done to ensure everything's working the way it should. Johnson also stated dispatch is working on the accreditation for the 3 disciplines and are currently about 35% accredited. The go-live for Priority Dispatch Law is scheduled for January 31-February 1, 2019. Wamsley stated there is one applicant for the open Shift Supervisor position. A dress code policy will be implemented within the upcoming week. There are currently 10 applicants for the Executive Director position. Wamsley has reviewed the applications and sent any comments back to the recruiter for further review.

IT Director Report

Halter stated in regards to system outages, there were several minor outages within the month of October. On October 1st WyoLink had intermittent issues for approximately four hours; October 4th there was a DNS issue with the County which caused their Spillman to stop working. It was an issue on the County side but Halter was able to help resolve it. On October 11th there was a NCIC outage in Spillman that lasted approximately 30 minutes; October 18th WyoLink had a major outage across Wyoming but the Center was not affected; October 20th the hospital repeater had intermittent issues with the connection across the microwave link; October 23rd one of the Center's internet connections was down for approximately 6 hours but the second connection kept everything up and running; and October 24th there was a brief storage server outage. On the majority of the outages, a redundant system took over. Halter stated progress is being made on licensing for Green River Fire Rescue and Law channels on conventional as well as working with WyoLink on including the Center in their Mansface site. Halter has advertised for the Radio Technology Specialist position. There will be a Motorola Services meeting Tuesday, October 30, 2019 at the dispatch center at 3p.m. Halter stated Rock Springs Police Department's PMs are in a couple weeks on radios. The new Rock Springs LE and FR channels will be able to be added as well as county channels. Halter has also installed a tone remote in the Rock Springs Police Department's briefing room.

Personnel Committee

No comments were made.

Bills & Claims

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

Correspondence

A letter was received from Wyoming Department of Audit regarding the CPA audit annual report summary. The letter states the CPA audit is due by December 31, 2018 or an extension will need to be in place. Letters were also received from Wyoming Department of Workforce Services as well as from TransWest Express which was discussed earlier in the meeting. Wamsley entertained a motion to place the correspondence on file. A motion was made by Robinson and seconded by Hawkins. Motion carried unanimously by board members.

New Business

FY2018-2019 Budget Amendment

Wamsley stated during September's board meeting, a discussion was had to approve the purchase of MCC 7500 radio consoles through Motorola to prevent any price increases. At that time it was discussed to liquidate the budgeted InterAct reserves. The board no longer does business with InterAct so those reserves are no longer needed. \$156,000 of those reserves was moved towards the purchase of the radio consoles and \$44,000 was moved towards to site development in reference to the Green River Fire Rescue and Green River Law upgrades. \$30,000 was moved from the budgeted executive director's salary to personnel recruitment. Lowell made a motion to approve the FY2018-19 budget amendment as outlined by Chairman Wamsley. Motion was seconded by Hawkins and carried unanimously by board members.

Comments from the Chairman and Board

Souare stated she is looking forward to serving on the board.

Wamsley stated once an executive director is hired, he would like hold a board orientation day to discuss the duties of the board and the mission of the center.

Hawkins stated he will be attending the TransWest Express organization meeting in Wamsutter on Tuesday, October 30, 2018 and will be able to provide the board with any additional information that comes from that discussion.

Pacheco stated the United Way will be putting on board training in Rock Springs and will be discussing liability and responsibilities on any board. Pacheco will forward the training date information to Chairman Wamsley.

Old Business

None noted.

Executive Session


Wamsley entertained a motion to move into executive session at 2:58p.m. A motion was made by Lowell and seconded by Robinson. Motion carried unanimously by board members. A motion was made by Pacheco and seconded by Robinson to place the regular meeting back in order at 3:18p.m. Motion carried unanimously by board members.

Next Meeting

The next meeting of the board was scheduled for Monday, November 26, 2018 at 5 Shoshone Avenue in Green River, WY.

Adjournment

Before adjourning, Wamsley asked the personnel committee to meet right after the board meeting. Wamsley entertained a motion for adjournment. A motion was made by Lowell and seconded by Hawkins. Motion carried unanimously by board members. Meeting was adjourned at 3:19p.m.



Secretary
Treasurer

Date: 11/26/18



Chairman

Date: 11-26-18