

Rock Springs, Green River, Sweetwater County Combined Communications

Joint Powers Board

Regular Meeting Minutes

Monday, August 25, 2025

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, August 25, 2025 at 50140B US 191 Rock Springs, Wyoming. Board members present included: Shaun Sturlaugson and Mera Souare via teleconference; Jeannie Demas, Brad Halter, John Grossnickle, Clark Allred, Jim Wamsley, and Bill Erspamer. Board members absent were: Cindy Johnson. Also in attendance were: George Lemich, attorney, County Commissioner Mary Thoman, Katie Fryer, and Tani Mamalis via teleconference; Nick Erskine, executive director, David Halter, IT director, Drew Varley, accountant, Becca Thornock, and Rock Springs City Councilman David Thompson.

Call to Order

Chairman John Grossnickle called the meeting to order at 2:30p.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 Wamsley and seconded by Allred. Motion carried unanimously by board members.

Minutes from Regular Meeting

Grossnickle entertained a motion to approve the minutes from regular meeting July 14, 2025. A motion was made by Wamsley and seconded by Erspamer. Motion carried unanimously by board members.

Financial Report

Wamsley made a motion to approve the July financial report as presented. A motion was made by Allred and carried unanimously by board members.

Comments from Floor

No comments were made.

Executive Director Report

A copy of the executive director report was included in the meeting packet and went as follows: "On July 14, 2025, I posted an opening for B Crew Shift Supervisor, to close on July 22, 2025. Additionally, I posted solicitation of interest for a volunteer to move to Crew B, closing on July 18, 2025. Anji Hook was ultimately chosen for the crew change, taking effect with the August 18, 2025 pay period. On July 15, 2025, I virtually attended a statewide workgroup session for NextGen911. The window for Critical testing opened on July 16, 2025 for the nine candidates selected to move forward in the hiring process for Public Safety Telecommunicator. The testing window closed on July 22, 2025, with seven of the nine successfully moving to the interview state. On July 17, 2025, I presided over the monthly Shift Supervisor meeting. We discussed procedural updates and upcoming community events for dispatch participation. On July 18, 2025, I finished employee one-on-ones by meeting with the three employees who were still outstanding in the process. Additionally, I announced that I move Robyn Thompson into the role of QA/QI Team Leader on an interim basis pending the Shift Supervisor promotional process being completed. The evening of July 18, 2025 saw a catastrophic failure of the UPS system located in the server room, resulting in a week-long displacement of operations to the backup site at the EOC. I provided the JPB with periodic updates on our status for the duration of the process. More detail on this event, including causation and next steps post-recovery can be found in the IT Director's accompanying report. On July 23, 2025, David, representatives from Fire District #1 and I met with Mayor Wolf and Public Safety Director Knezovich of Superior to discuss and arrange details of transitioning fire services to FD#1 in response to the official closure of Superior's fire department. On July 31, 2025, I virtually attended another statewide NextGen911 workgroup meeting. Interviews for a vacant Shift Supervisor position were held on August 1, 2025. There were three applicants for the position, and after the process, Kenzee Mullins was ultimately selected as the next Shift Supervisor, set to assume duties with the August 18, 2025 pay period. On August 4, 2025, I posted solicitation of interest for a new Community Outreach Team, replacing the old model and PIO with a broader team approach to community outreach and a goal of expanding opportunities to get into the community and represent our agency and mission more often. The process closed on August 15, 2025, with 12 staff members ultimately joining the effort. The team will be led by Shift Supervisor Katie Fryer, with subcommittees for parades, community education, and fairs & festivals. On August 6, 2025, David, Becca and I met with John Pivic at Tegeler to discuss our annual liability insurance renewal, with a special focus on cybersecurity coverages. On August 7, 2025, I attended the LEPC meeting. Later that evening, dispatch ran the concessions and had a table set up at the Green River Guns N' Hoses softball game. Shift Supervisors Kim Bach and Katie Fryer, and dispatchers Mersadee Odom, Anji Hook, and Carrie Williams all participated. This event provided our team with the first opportunity to put the new 911 call simulator to use, and although they had some technical difficulties, there was great interest and participation with the system. On August 12 and 13, 2025, Public Safety Telecommunicator interviews

were held. Of the seven eligible candidates for the interview process, one dropped out of the hiring process, leaving six applicants to be interviewed. Although we technically have five openings, we were only searching to fill three positions due to logistical training restraints and future planning. Ultimately, we emerged from the interview process with two candidates being selected to move into the pre-hire background check process. I am coordinating with the Sheriff's Office to conduct those backgrounds on our candidates, as we are not yet functional with the Guardian background check platform to conduct them in-house. Also, on August 12, 2025, David and I met with Gabrielle Murphy and Mara Garrett with Senator John Barrasso's office to discuss our needs as an agency to better serve our community, of which much time was spent focused on NextGen911. They provided some good information and contacts for us to further pursue. On August 14, 2025, I had a meeting with representatives from Air Methods regarding their service expansion plans. They are basing a helicopter in Evanston and wish to serve as an additional resource for our area. Also, on August 14, 2025, our agency hosted Governor Mark Gordon for a sit-in, photo-op and discussion with David and I regarding NextGen911 and recognizing Public Safety Telecommunicators as First Responders statewide. On August 19, 2025, I participated in the Viva Naughton Dam, Jim Bridger & Naughton Plants EAP Seminar. This is an annual event to go over what the process would be should an incident occur at those sights and make sure everyone has the correct contact information for the agencies that would respond. Also, on August 19, 2025, David and I met with Rob Neal from RapidSOS virtually to discuss how we use their current product and arranged a future meeting to demo some new features they are introducing. On August 20, 2025, I conducted a Multi-Agency Shift Supervisor meeting at Fire District #1. On August 21, 2025, I participated in a Peer Support Team meeting, presenting app software options to the team. Additionally, I also conducted the monthly Shift Supervisor meeting directly following. Additional items of note: SCC employees staffed the Command Post at the Sweetwater Events Complex for the duration of the NHSFR from July 13-19, 2025. Community Outreach team and I represented SCC as co-Grand Marshals in the Red Desert Roundup Rodeo Parade on July 26, 2025. SCC employees staffed the Command Post at the Sweetwater Events Complex for the duration of the Wyoming Big Show from July 29-August 2, 2025. Public Safety Telecommunicator and Training Coordinator Carrie Williams attended "Managing the FTO Unit" training in Provo, UT from August 3-5, 2025."

IT Director Report

A copy of the IT director report was emailed to the board prior to the meeting and went as follows: "I emailed a detailed description of what occurred on July 18 to the board. However, in short, a capacitor in our large UPS at the communications center failed and released a lot of smoke into our server room. This triggered the fire alarm, and also triggered the clean-agent fire suppression system in the server room. Over the following week, dispatch operated out of the EOC dispatch in an abundance of caution while the UPS was repaired and the main center ran on generator power. In the meantime, a new UPS

has been ordered to replace the 13-year-old UPS that failed. While the UPS has been maintained with new batteries every 5 years, and even new capacitors and inductors, the technology is aging, and parts are hard to come by. In fact, in this most recent repair, we took the last inductor that was in stock. Thank you to dispatch for their patience and understanding of the situation, and for being resilient in a scary situation. Also thank you to the Sheriff's Office for use of their fuel truck so we could keep the generator topped off. On August 18, 2025, I gathered up all of the loaned equipment from GRPD. Thank you GRPD for the gift cards. We are here to help the agencies we serve, and keep communications and technology running. The command post was utilized during the National High School Finals Rodeo and the Sweetwater County Fair. Internet connectivity was provided by the Events Complex, as well as Starlink, FirstNet, and Verizon. With all of these providers, we had zero downtime for these events. We are currently in the middle of our security camera and door access controls replacement project. This project is partially funded by the 2024 SHSP Grant, while the remainder comes out of our capital budget. This new camera and door controls system is significantly better in terms of function, security, and flexibility. During the first week of August, I re-programmed Green River Fire Department's radios. Many of their radios were not programmed correctly, which resulted in communication issues during the tunnel incident. All of their radios are now programmed the same, as well as having proper frequencies and talk groups."

Committee Reports

None noted.

Bills & Claims

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

Correspondence

Notice was received from WSBA P-Card program stating the total rebate as of August 1, 2025 will be \$1,090.16. A letter was also received from U.S Department of Interior BLM explaining the inventory certification submission process that D. Halter completes each year. Grossnickle entertained a motion to accept the correspondence and place on file. A motion was made by Wamsley and seconded by B. Halter. Motion carried unanimously by board members.

New Business

digitICKET options

D. Halter stated a couple months ago a request was made for information regarding a two-way interface into Spillman and recently received a quote from digitICKET. The cost is \$11,375.00 for the interface alone. Halter is waiting until next fiscal year to potentially move forward after more research is done.

Communications Supervisor position

Erskine stated there are currently five open telecommunicator positions, two positions are potentially able to be filled after the background process is completed. It is being requested that the Communications Supervisor role be filled once again and utilize two of the remaining three open positions to cover the costs of benefits and salary for this role. The two telecommunicator positions combined total \$105,580.80 annually for the salary. If the Communications Supervisor starting wage is \$41.88 per hour, that would equal \$87,110.00 annually for the salary. There would also be a title change to Operations Manager. This individual will have the requirement to work a dispatch radio when needed. This will be advertised internally and to the public. Wamsley made a motion to authorize the executive director to fill the Communications Supervisor position. Motion was seconded by Demas and carried unanimously by board members.

UPS Replacement

D. Halter stated the UPS replacement has been on the capital improvement plan for many years. With the recent UPS failure, it was discovered the inductor that was replaced was the last in the warehouse. Once the order for a new UPS is placed, it's an approximate 8 to 12-week lead-time because the units are built to spec. Shipped is just over \$100,000 and the electrician cost for install is a little under \$5,000. A capital project that was planned for the current fiscal year is going to be postponed to help cover costs for the replacement. The budgeted amount for the original planned project was \$85,000 so that amount will go towards the replacement with the remaining amount potentially needing to come out of reserves. Wamsley made a motion to authorize the IT director to proceed with the UPS replacement. Motion was seconded by Allred and carried unanimously by board members.

WY CLASS-Executive Director Change

Varley stated the previous executive director had the ability to view the WY CLASS account. With a new director, this account is needing to be updated. Wamsley made a motion to remove former director Rick Hawkins as an accessor and viewer of WY CLASS and replace him with Nick Erskine and allow him full access. Motion was seconded by Demas and carried unanimously by board members.

Comments from the Chairman and Board

Wamsley thanked the dispatchers for everything they do and to the staff for being an asset.

Grossnickle thanked dispatch for getting everyone through the summer busy time.

Old Business

None noted.

Next Meeting

The next meeting of the board was scheduled for Monday, September 29, 2025 at 50140B US 191 Rock Springs, WY 82901.

Adjournment

Meeting was adjourned at 2:57p.m.


Secretary Board Member


Vice-Chairman

Date: Sept 29, 2025

Date: 9/29/25