

**Converse County Joint Justice Center Joint Powers Board**  
**Converse County Courthouse, Commissioners' Chambers**  
**107 N. 5th Street, Douglas WY**  
**March 25, 2021**  
**Regular Meeting – 9:00 a.m.**

**Regular Meeting:** The Converse County Joint Justice Center Joint Powers Board meeting was called to order at 9:00 a.m. by Chairman Rick Grant with following members present: René Kemper, Rick Grant, Mike Colling, Ron McNare, Robert Short and Holly Richardson, Commission Assistant.

Mr. Colling moved to approve the regular and executive minutes of the February 18, 2021 meeting, Ms. Kemper seconded, motion carried.

Mr. McNare moved to approve the February Joint Communications invoices, Ms. Kemper seconded, motion carried.

Mr. Colling moved to approve the March Joint Justice Center's operations invoices, Mr. McNare seconded, motion carried.

Ms. Kemper moved to approve the March Public Safety Software invoices, Mr. Colling seconded, motion carried.

The Advisory Committee met on March 10th to discuss various topics to include: incomplete nightly briefings, rotation of wrecking companies for fair distribution of business, tablets for the fire department, the EM radio channel, the issues with the weather channel following the move from the courthouse to the Center, trouble shooting the FEMA phone, the IT FLEX patch update, the resolution of the jail sanction error message, the audit log functionality after software patches and access to the SO's data given to Eric Koss. Questioned was who would fill in as the FLEX Project Manager during David Theel's absence. The Committee suggested that Jared Halvorsen, the Glenrock IT Director, be appointed to fill the position for the time being.

Lt. Alvarado relayed that a replacement elliptical from Soul Fitness would cost \$2,300 while a commercial model would cost \$2,500 to \$3,300. Mr. McNare moved to authorize Lt. Alvarado to move forward with ordering a new elliptical from Soul Fitness for \$2,300, Ms. Kemper seconded, motion carried.

Mr. Cooper, Joint Communications Manager, updated the Board regarding staffing and training status, Motivations setting up a VPN to check quality control and ensure consistency within dispatch, ECW working on E-911 to text for which ComTech is to setup a VPN, invoice training for several employees with AP personnel is pending, suggested was a MOU with the Town of Glenrock to trade dispatchers during severe weather events.

The Board discussed Jared Halvorsen continuing as the CAD Manager as he has been doing the bulk of the problem solving for the system in the absence of David Theel. The mayor of Glenrock indicated he did not have an issue with the proposal. Mr. McNare moved to appoint Jared Halvorsen as the Interim CAD Manager, Ms. Kemper seconded, motion carried. The billing for Jared's time will be split between Converse County 40%, the City of Douglas 40% and the Town of Glenrock 20%. The Board will not bill Glenrock for their 20%.

Mr. Lane, Converse County IT Director, relayed that an issue with the audit log being switched off after the last update was discovered and has since been turned back on, there will be a time gap in the log as a result. The audit log will now be checked after each update. Budgeting work will be presented at the next Board meeting. Progress is being made with the State Link. The new IT employee will begin work at the County on April 19<sup>th</sup>.

Discussed were the two (2) landscaping proposals, Sage Landscaping proposed doing the outlined work for \$28,000 and Stinson Lawn Care provided a quote of \$27,250. Mr. Colling moved to accept the quote of Stinson Lawn Care, Ms. Kemper seconded, motion carried. Mr. McNare abstained from voting. Mr. Gushurst, the County's Maintenance Director, will notify both parties of the decision.

Presented was a new customer paperwork packet for TM Service Co. for boiler work. As there is a standing contract with GW Mechanical for boiler work, the Maintenance Director was instructed to call GW Mechanical as the primary contact and use TM Service Co. as back up.

The next meeting will include budget preparation for FY22.

The applications for the open at-large position on the Board were considered. Mr. Colling moved to appoint Mr. Terry Moss to the three (3) year term on the Board, Mr. McNare seconded, motion carried.

**Next Meeting:** The next regular meeting has been scheduled for April 22, 2021 at 9:00 a.m. in the Commissioners' Chambers of the County Courthouse.

**Executive Session:** At 10:05 a.m. Mr. Colling moved to go into executive session, Mr. McNare seconded, motion carried.

**Adjourn:** At 10:17 the regular meeting reconvened to adjourn.

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Richard C. Grant, Jr., Chairman

Attest: \_\_\_\_\_  
Holly S. Richardson, Commission Asst.