

JOINT POWERS BOARD MEETING - AUGUST 15, 2011

ATTENDANCE: Commissioner Howell, Commissioner Ritter, Commissioner Faulkner, Commissioner Mills, SIRCOMM Director Moore, SIRCOMM Lead Supervisor Kristy Churchman, SIRCOMM Technical Coordinator Jerry Gonterman, SIRCOMM accountant Susan Tenney

Meeting called to order at 1507 hrs.

Budget Hearing – Commissioners reviewed the budget proposal set forth by Director Moore, who clarified that there was zero increase in the numbers used from each county in the “A” budget. There was no public comment or correspondence in regards to the budget. Commissioner Faulkner moved to close the budget hearing; Commissioner Ritter seconded and all approved.

Regular meeting

Public comment – none. Correspondence included only that of a \$5 refund from VISA, which will be placed into the fee fund.

Approval of minutes for June 20th meeting: Commissioner Howell moved, Commissioner Ritter seconded, no discussion, motion passed.

Financial Report – Accountant Susan Tenney was present to answer any questions the Commissioners may have had in regards to the financials. There was a timely discussion in regards to a possible formula error in the spreadsheet, however the error did not affect bottom line numbers. With no further discussion, Commissioner Faulkner moved to approve the financials; Commissioner Howell seconded, no discussion, and motion passed.

Grant money – Director Moore advised that SIRCOMM received \$35,827.13 from IECC this fiscal year. The money is for use in expanding the phone system and the 911 GIS software. Commissioner Faulkner made a motion to put the money into the fee fund to increase the budget for the aforementioned expenditures. Commissioner Howell seconded the motion, and with no discussion the motion passed.

Budget resolution – Director Moore provided packets for the 2011/2012 budget resolution. Commissioner Faulkner moved to adopt the resolution; Commissioner Mills seconded and with no discussion the motion passed.

SIRCOMM Dress code policy – ICRMP and SIRCOMM’s attorneys worked together to publish the final draft of the proposed SIRCOMM dress policy. Director Moore advised all that was needed was the Board members to review and sign off on the policy, after which he would schedule a staff meeting for all employees to be introduced to the new policy. Commissioner Howell moved to approve the dress code policy; Commissioner Mills seconded and with no discussion the motion passed.

CSI MOU – In continuation of last meeting’s conversation in regards to SIRCOMM providing a learning environment for CSI cadets, Director Moore advised that the cadets do in fact meet ILETs security requirements and there would be no issues. Commissioner Mills moved to adopt the MOU between

SIRCOMM and the CSI Law Enforcement Program; Commissioner Faulkner seconded and with no discussion the motion passed.

Microwave & Simulcast Control Project – Director Moore advised that the Bureau of Homeland Security is discussing the possibility of extending the project deadline to September 30, 2012, however there is not yet an official decision. Director Moore has requested an official decision by November so the project has time to move forward.

SIRCOMM Vehicle Use Policy – ICRMP and SIRCOMM's attorneys worked together to publish the final draft of the SIRCOMM Vehicle use policy, which would only affect the Technical Coordinator, the Director, and the occasional employee who uses a SIRCOMM vehicle to travel to training or other SIRCOMM related event. Commissioner Faulkner moved to approve the SIRCOMM vehicle use policy; Commissioner Mills seconded. Discussion followed in regards to employees who drive their personal vehicles to SIRCOMM training or related events. After discussion it was decided that it would be in SIRCOMM's best interest to require an employee to provide proof of liability insurance before reimbursing for any mileage pay with regards to personal vehicle use. Discussion closed and the motion to approve the vehicle use policy passed.

Staff reports - Director Moore announced some upcoming training: Dispatcher Karen Urie will be attending Kaminsky training to become a certified trainer; Director Moore will be attending PRIMA training and a BHS Leadership course; Several dispatchers will be attending a Customer Service training class in Burley as well. In regards to staffing, one trainee resigned, one full-time employee resigned, and there is one new trainee on the floor. Supervisor Taylor Hunsaker reached his ten-year anniversary mark and will be provided with a certificate. Lead Supervisor Kristy Churchman will begin the hiring process again.

Director Moore asked accountant Susan Tenney to provide information in regards to an auditor remark two months ago about social security being optional for SIRCOMM employees because they are also PERSI members. Susan advised through her research she learned this was a "218" process and PERSI will be sending Director Moore and herself an extensive questionnaire to determine whether or not SIRCOMM employees are eligible to opt out of paying into social security. As of right now, it is mandatory.

Director Moore advised that White Cloud shows that SIRCOMM still owes money from 2010; Director Moore is verifying invoices before paying this money; He does not believe this is correct.

Jerry Gonterman stated that AT&T has cleaned out their abandoned equipment from the tower sites to meet their contract requirements.

Director Moore informed the Board that the sandblasting will begin on the Dietrich tower site.

The Joint Powers Board authorized Director Moore to sign the credit card check for payment as needed.

Next meeting tentatively set to occur in October, with a September meeting if necessary.

Commissioner Howell moved to enter into executive session 67-2345 (1)(b); Commissioner Faulkner seconded. Commissioner Ritter voted aye, Commissioner Mills voted aye, Commissioner Howell voted aye, and Commissioner Faulkner voted aye. Motion passed and Commissioners entered into executive session at 1615 hrs.

Meeting adjourned at 1625 hrs.

Charles Ritter

Chairman Charles Ritter

11/15/2011

Date

John Moore

Director John Moore

11/15/2011

Date