

**PUBLIC SAFETY COMMUNICATIONS COMMISSION**  
**PSCC Commission**

Meeting December 7, 2004

Sweetwater County Courthouse  
Green River WY

Vice Chairman Jim Narva called the Public Safety Communications Commission meeting to order at 10:50 am on December 7, 2004.

**Members in Attendance:**

Shanna Laible – Public at Large – via conference call  
Mark Harshman – Fire Chief’s Assoc. – via conference call  
Jim Narva – Fire Marshall  
Steven DeCecco – Game & Fish  
Lt. Col Sam Powell -- WyDOT  
Bob Dean – Dept. of Health – EMS – via conference call  
Neil Kourbelas – Municipal Government  
Mark Joiner – BLM  
Dave Mattis – Sheriff’s Assoc. – via conference call  
Earl Atwood – Executive Director PSCC

**Members absent:**

Kebin Haller – DCI  
Billy Janes – Police Chief’s Assoc.  
Bill Westerfield – SPCR  
Russ Christiansen – EMS  
Jerry Kennedy – County Government  
Kelly Hamilton – Livestock Board  
Kim Lee – Homeland Security

**Others in Attendance:**

Tim Gwin – EF Johnson  
Bill Fleming – Motorola  
Ron Pinther – ITD Internal Services

**Proposed Agenda – Changes, Deletions and Approval:**

Vice Chairman Narva called for additions/changes to agenda. There were none. Motion by Commissioner DeCecco, second by Commissioner Powell to approve agenda as written. **Motion carried.**

### **Approval of September 22 and October 12, 2004 minutes:**

Vice Chairman Narva called for corrections or changes to the two previous meetings. All Commissioners received the minutes via email. Motion made by Commissioner Joiner, second by Commissioner Laible, to approve both meetings' minutes. **Motion carried.** Point of clarification: The report of the Executive Session of the October 12, 2004, meeting starts on page 4 of the minutes to the conclusion.

### **WyoLink Report – Larry Sheridan –via conference call**

Project is moving at good pace and no problems have arisen as of yet. Complete report is part of permanent file.

### **Executive Director's Report:**

Mr. Atwood asked the Commission for guidance and clarification on the subscribers' sales database being developed by Ron Pinther for the information provided on subscriber's equipment provided throughout the state. Mr. Pinther distributed a handout explaining what has been received to date, and he asked the Commission for direction on reporting standards. Does the Commission need detailed reporting of each item purchased or is a bottom line of purchasing sufficient? **The Commission felt that bottom line price reporting is sufficient for the inventory reporting.** *Vendors will provide additional information to Mr. Atwood and Mr. Pinther for development into the database, and Mr. Atwood will provide information to Commission at next meeting.*

Mr. Atwood asked for comments from Commission concerning the Annual Report, which is presented in DRAFT format. The Report was sent out via email, and the first 4 pages is the core of the report with the rest being information concerning organization and activities of the Commission. Commissioner DeCecco questioned the length of report and the necessity of all the information going to the Governor. Upon result of discussion and review by the Commission it is decided to take out the attachment of the meeting minutes, leave in the organization chart and the roster. Vice Chairman Narva would like the topic of the need for technical staff support to be included in the report. His feeling is if presented within this report, it brings to surface immediately the need of the PSCC for this position, and might help with later requests for support. *The Executive Committee will work on finalization of report and submit to Governor.*

Mr. Atwood presented a DRAFT RFP for staff support for PSCC for proposal to WyDOT in helping with MOU for hiring. Vice Chairman Narva felt some wording should be included that will give the Commission flexibility in duties and assignments. *The Executive Committee will work on finalization of document and move it forward.*

Commissioner Laible had to be excused from meeting due to prior commitment, therefore, quorum discontinued at 11:20 am and the official meeting was adjourned.