

**Converse County Joint Justice Center Joint Powers Board
Converse County Courthouse, Commissioners' Chambers
107 N. 5th Street, Douglas WY
March 1, 2018
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: Mike Colling, Rick Grant, Robert Short, Rene Kemper, Chuck Bayne and Holly Richardson, Commission Assistant.

Ms. Kemper moved to approve the regular minutes of February 20, 2018, Mr. Colling seconded, motion carried.

Mr. Short moved to approve Joint Communications invoices for February, \$11,270.06; County \$5,635.03; City of Douglas \$5,635.03, Mr. Bayne seconded, motion carried.

Ms. Chaffin, City of Douglas Community Development Director, explained the process for granting Temporary Certificates of Occupancy (TCOs). All life-safety, fire and electrical requirements must be met and the facility deemed suitable for occupancy by the State Fire Marshal. The smoke control system for the facility did not pass commissioning. In order for it to pass, all windows and doors must be in place and the facility sealed. TCOs for specific areas would require the State Fire Marshal to sign a waiver for the smoke control system. All exit lighting, exit signs and egress lighting must be operational and signed off by the electrical inspector. The issuance of a TCO is not likely until the end of March. Prior to the issuance of a TCO, Ptolemy will be consulted to do the IT installation with paperwork to be forwarded for signature. Sheriff's Office training at the facility must be scheduled and accepted by the contractor so they are covered under a contractor's insurance.

The next scheduled meeting for the Advisory Committee is March 14th, at that time, the committee will review custodial requirements for the SO and PD areas of the Joint Justice Center for presentation to this Board at the next meeting.

Mrs. Sherman provided an update for Joint Communications. Reviewed was the radio coverage within the building, a punch list for Xybix furniture, upcoming radio training, issues with disappearing data in the CAD program, the need for functional, integrated software and a possible RFP for the software in the future. Joint Justice will be dispatching for both the fire department and the ambulance.

Mr. Colling moved to approve the Fitness Room and Exercise Equipment policy, Mr. Bayne seconded, motion carried.

Next Meeting: The next meeting has been scheduled for March 15, 2018 at 9:00 a.m. in the Commissioners' Chambers of the County Courthouse.

Adjourn: The meeting was duly adjourned at 10:07 a.m.

Richard C. Grant, Jr., Chairman

Attest: _____
Holly S. Richardson, Commission Asst.