

**Converse County Joint Justice Center Joint Powers Board**  
**Converse County Courthouse, Commissioners' Chambers**  
**107 N. 5th Street, Douglas WY**  
**March 15, 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, John Bartling and Holly Richardson, Commission Assistant.

Mr. Bayne moved to approve the regular minutes of March 1, 2018, Mr. Short seconded, motion carried.

The Advisory Committee met March 14, discussed was the need for modifications to the IT room, reviewed was the response matrix, custodial specifications and the policy for the training equipment and fitness room.

Mrs. Sherman provided an update for Joint Communications. The response matrix has been reviewed, discussed was handling of specific calls, upcoming training, and liability coverage. Advanced dispatch radio training will be conducted. Search & Rescue and Glenrock will also be attending. Questioned was how to do background checks for new employees. The City & County attorneys will be consulted.

Custodial requirements for each entity were reviewed. Still to be determined are manufacturer's cleaning specifications for flooring, carpeting, the firing range and the source of cleaning solutions to be utilized in the Center.

The current Fitness Room and Exercise Equipment policy was reviewed. Amended verbiage was requested regarding usage of the facility to read: 'Unless otherwise specifically authorized by the Sheriff, Chief of Police or Communications Manager, facility usage will be done during off duty hours'. Ms. Kemper moved to approve the amended policy, Mr. Colling seconded, motion carried.

**Next Meeting:** The next meeting has been scheduled for April 5, 2018 at 9:00 a.m. in the Commissioners' Chambers of the County Courthouse.

**Adjourn:** The meeting was duly adjourned at 10:05 a.m.

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Richard C. Grant, Jr., Chairman

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