



# Regular Meeting Minutes

June 16<sup>th</sup>, 2015



Committee Members	Representing	Y/BR/E/N
Melanie Crittenden	Mountainland Association	Y
Scott Freitag	Salt Lake County	Y
Justin Grenier	Five County Association	Y
Karl Kuehn	Davis County Layton PD	Y
Peter Kuhlmann	Washington County	BR
Deborah Mecham	Utah County	Y
Barry Horsley	South East Association	BR
Regina Nelson	Wasatch Front Regional Council	BR
Shelley Peterson	Bear River Association	Y
Kathy Quarnberg	Six County Association of Governments	Y
Jeremy Raymond	Uintah Basin Association	Y
Kevin Rose	Weber County	P
Lesa Wilson	Rural DPS	BR
Alan Workman	Urban DPS	Y
(Vacant)	Statewide Interoperability Coordinator	N/A

Staff Members	Representing	Y/BR/E/N
Kevin Bolander	Attorney General's Office	Y
Trish Nelson	UCA	E
Eric Parry	UCA/State 9-1-1 Program	Y
Steve Proctor	UCA	Y
Kathy Trees	UCA	Y

**General Attendees**

Bert Granberg  
 Guy Dansie  
 Andrew Howlett  
 Max Iwaniec  
 Dave White  
 Sterling Barlow  
 Linda Petty  
 Jennifer Stefanoff  
 Chris Rueckert  
 Laonna Davis  
 Kraig Kaizumi  
 Bryan Low  
 Rachel Moore  
 Heidi Peterson

**Representing**

AGRC  
 BEMS  
 CenturyLink  
 CenturyLink  
 CenturyLink  
 Colorado City  
 DPS/Cedar Communications  
 DPS/Price Communications  
 DPS/Salt Lake City  
 DPS/Uintah Basin Communications  
 Frontier Communications  
 Logan PD  
 Provo PD  
 Pleasant Grove PD

**General Attendees on Bridge**

Warren Darger

**Representing**

Colorado City

- Minutes: Jeremy Raymond** noted that there is an incomplete sentence in Paragraph 2.1 concerning the allocation of funds to the AGRC. A motion to adopt the minutes of the Utah 9-1-1 Committee meeting held May 19<sup>th</sup>, 2015, was made by **Jeremy Raymond**, seconded by **Alan Workman**. The motion was approved by a unanimous vote. Carried.

## 2. Financial report:

**2.1 Projected Available Funds Remaining – Kathy Trees** presented the financial report. She reviewed the amounts collected in the 9 and 6 cent funds, and reported that we are at 93.98% and 76.68% respectively. Approximately \$247K has been allocated to the AGRC, with about \$2.243M allocated to the E-911 fund, and about \$1.9M allocated to the CAD fund. There currently is about \$4.6M available in the E-911 fund, and about \$1.5M available in the CAD fund.

**2.1.1 Motion - Approval of Current Financial Report** – It was moved by **Alan Workman**, and seconded by **Scott Freitag**, *“that the Financial Report be approved.”* The motion carried by a unanimous vote.

**2.2 Proposed Budget for FY16 – Kathy Trees** presented the budget for FY16 that was tabled from the May meeting. The Budget Summary sheet was reviewed in detail.

**2.1.1 Motion – FY16 Budget** – It was moved by **Scott Freitag**, and seconded by **Deb Mecham**, *“that the proposed budget for FY16 be submitted to the UCA Board for approval.”* The motion carried by a unanimous vote.

## 3. Grant Applications

**3.1 DPS/Cedar Communications – Year 6 Maintenance – Linda Petty** presented a grant application for Year 6 Maintenance. This application is intended to provide maintenance to their CPE for the next year.

**3.1.1 Motion** - It was moved by **Scott Freitag**, and seconded by **Kevin Rose**, *“that the DPS/Cedar Communications Year 6 grant application in the amount of \$26,662.72 be approved.”* The motion carried by a unanimous vote.

**3.2 DPS/Uintah Basin Communications – Year 6 Maintenance – Laonna Davis** presented a grant application for Year 6 Maintenance. This application is intended to provide maintenance to their CPE for the next year.

**3.2.1 Motion** - It was moved by **Alan Workman**, and seconded by **Melanie Crittenden**, *“that the DPS/Uintah Basin Communications Year 6 grant application in the amount of \$35,125.55 be approved.”* The motion carried by a unanimous majority vote.

## 4. Committee Business

**4.1 UCA Update – Steve & Scott** provided a brief overview of the last UCA meeting. The Davis County grant application was discussed. **Steve** provided an overview of the events leading up to the tabling of their grant application. There were concerns such as the capabilities of the CPE and network funding issues that have yet to be resolved. He reiterated that we must be mindful of meeting the expectations of our legislators and the intent of the most recent legislation. **Scott** agreed with the comments, and went on to compliment the Davis County group with the work they did on their grant application. **Karl** added that they are planning to revisit certain aspects of the project to glean more information, and have gone back to CenturyLink, Airbus and Intrado in this regard. He also indicated that Davis County Sheriff’s Office Year 6 Maintenance will expire at the end of July.

**4.2 Transition of PSAPs to Network** – It was decided to move forward with this.

**4.3 911 Performance Audit & Study RFP - Eric** reported that a first cut of the Statement of Work (SOW) for the Performance Audit has been completed, and that the next step is for Committee members to review its content. He would like to have feedback as soon as possible regarding whether or not the issues raised at the Planning Meeting (April 13<sup>th</sup>, 2015) are included in the SOW. It is hoped that a final draft will be available for the next Committee meeting.

**4.4 Exigent Circumstances Rules – Eric** reported that draft rules have been prepared for consideration by the Committee as well as the UCA board. These rules include a definition of Exigent Circumstances as well as several examples of circumstances and situations that might qualify for consideration. There was one suggestion to remove a duplicated issues concerning maintenance (the fourth bullet statement concerning Year 7 Maintenance. Kevin Bolander suggested that we change the title from Rules to Guidelines.

**4.4.1 Motion** - It was moved by **Deb Mecham**, and seconded by **Scott Freitag**, *“that the Exigent Circumstances guideline document, with the removal of the fourth bullet, and the addition of sequester language, be approved.”* The motion carried by a unanimous vote.

**4.5 Status of Project Manager** – **Eric** reported that the job has been posted, and that the application link to the position was sent to all PSAPs in Utah. The position has also been posted on the APCO and NENA websites.

**4.6 Garfield EMD Update** – **Justin** reported that he was contacted by **Chris Hatch**, Garfield PSAP supervisor. She reported they had been visited by the BEMS and that they had been instructed to get on board with their EMD program and are looking forward to getting on track. It was the consensus of the Committee that we support this effort. We need to further nail down the number of people that require certification. It was also understood that our support should be considered a one-time assistance and that it will be their responsibility to manage their EMD program. **Justin** to come back to the Committee with definite numbers.

**4.7 Google Aerial Imagery** – **Justin** provided an update to this initiative, and showed a demonstration of the difference between the current imagery and the new 6” high-definition imagery. **Bert Granberg** gave a brief overview of Google Imagery, and that they have successfully installed it in St. George. The AGRC is ready to move forward with having it installed in other PSAPs.

## 5. Round Table

**5.1 Max Iwaniec** presented a memo from CenturyLink legal that expressed concern over the extending of maintenance on CPE beyond the five-year norm. He reported that they have reached out to Airbus and Intrado for their comments on this matter and are concerned about liability should there be a significant failure of CPE beyond its normal life cycle. The manufacturer may back the Year 6 and Year 7 warranty under certain circumstances that include a commitment to replace the CPE. **Scott** commented that the letter is broad in nature and that it would be helpful if it was more specific in dealing with this matter. It was agreed that a revised letter that specifically addresses Year 6 maintenance and beyond should be provided in time for the UCA meeting next week for consideration by the UCA Executive Board. There was a general discussion on CPE upgrade and maintenance strategies, and that this should be part of the Performance Audit statement of work. **Eric** to get with CenturyLink to update the maintenance schedule with per PSAP cost estimates.

**5.2 Election of UCA Chair** – **Justin** suggested that Committee members reach out to **Scott** for input into the election process.

**5.3 ECATS Data for FirstNet** – **Justin** reported that two-year’s worth of ECaTS data was provided to FirstNet for their consideration and analysis.

**5.4 Shelley Peterson** reported that the cutover in Logan went well and everything is working as expected.

## 6. Public comment

**6.1 N/A**

**7. Motion to Adjourn** - A motion to adjourn the meeting was made by **Alan Workman**, seconded by **Melanie Crittenden**. The motion carried by a unanimous vote.

**8. Next Scheduled Regular Meeting:** Tuesday, July 21<sup>st</sup>, 1300 MDT, Valley Emergency Communications Center, 5360 S Ridge Valley Road, West Valley City, Utah 8118-4100

**Telephone Bridge:** 877.820.7831; PIN: 417860#

**WEBEX LINK:** <https://stateofutah-2.conferencinghub.com/CenturylinkWeb/EricParry>

**After connection choose:** “ENTER AS GUEST”