



Regular Meeting Minutes

July 19th, 2016

Valley Emergency Communications Center



Committee Members	Representing	P/BR/E/A
Melanie Crittenden	Mountainland Association	P
Scott Freitag	Salt Lake County	P
Justin Grenier	Five County Association	P
Karl Kuehn	Davis County Layton PD	P
Peter Kuhlmann	Washington County	BR
Deborah Mecham	Utah County	P
Barry Horsley	South East Association	BR
Regina Nelson	Wasatch Front Regional Council	P
Shelley Peterson	Bear River Association	P
Kathy Quarnberg	Six County Association of Governments	P
Laonna Davis	Uintah Basin Association	A
Kevin Rose	Weber County	P
Doug McCleve	Urban DPS	P

Staff Members	Representing	Y/BR/E/A
Kevin Bolander	Attorney General's Office	P
Gordon Coles	Statewide Interoperability Coordinator	P
Jake Hunt	UCA	E
Shawn Messinger	UCA	P
Eric Parry	UCA	P
Andrew Pollock	UCA/HEB Solutions	P

General Attendees

Dan Camp
 Guy Dansie
 Andrew Howlett
 Max Iwaniec
 Dan Hawkins
 Jennifer Stefanoff
 Chris Rueckert
 Skip Funk
 Richard Polehonka
 Kraig Kaizumi
 Chris Hatch
 Eric Isom
 Warren Darger
 Jerry Darger
 Tricia Breinholt
 Heidi Peterson
 Rachel Fisher
 Steve Fullerton
 David Bratke
 Randy Thomas
 John Inch Morgan
 Mark Whetsel

Representing

BEMS
 BEMS
 CenturyLink
 CenturyLink
 DHS/OEC
 DPS/Price Communications
 DPS/Salt Lake Communications (TOC)
 Federal Engineering
 Federal Engineering
 Frontier Communications
 Garfield Co. Sheriff's Office
 MIB Partners LLC
 Hildale/Colorado City Communications
 Hildale/Colorado City PD
 Orem PD
 Pleasant Grove PD
 Provo PD
 SOLACOM
 Stancil Corp.
 UPD
 VECC
 VECC

General Attendees on Bridge

Representing

Bert Granberg
 Linda Petty
 Bryan Low
 Tina Mathieu

AGRC
 DPS/Cedar Communications
 Logan PD
 Weber Area Dispatch 9-1-1

- 1. Call to Order** – The meeting was called to order at 1300 MDT by the 911 Advisory Committee Chair, **Karl Kuehn**.
- 2. Minutes:** A motion to approve minutes of the Utah 9-1-1 Advisory Committee meeting held June 21st, 2016, was made by **Shelley Peterson**, seconded by **Melanie Crittenden**. The motion carried with voting recorded as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Melanie Crittenden	Mountainland Association	X		X		
Scott Freitag	Salt Lake County	X		X		
Justin Grenier	Five County Association	X		X		
Karl Kuehn	Davis County Layton PD	X		X		
Peter Kuhlmann	Washington County		X	X		
Deborah Mecham	Utah County	X		X		
Barry Horsley	South East Association		X	X		
Regina Nelson	Wasatch Front Regional Council	X		X		
Shelley Peterson	Bear River Association	X		X		
Kathy Quarnberg	Six County Association of Governments	X		X		
Laonna Davis	Uintah Basin Association					
Kevin Rose	Weber County					
Doug McCleve	Urban DPS	X		X		

3. Financial report:

2.1 General – Andrew Pollock from HEB Solutions provided the Financial Reports as of June 30th, 2016. He reported that our remaining balances are \$6,228,899.73 in the Unified Statewide 911 Emergency Service Account, and \$2,438,218.33 in the CAD Restricted Account. It was noted that as of year-end, there were shortcomings in the percentages of funds received in both accounts. There also appeared to be a discrepancy concerning the payment of the Logan mapping grant, as well as questions concerning two outstanding CAD grants – VECC and Bountiful. **Andrew** to research this matter and report back to the Committee.

2.1.1 Motion - It was moved by **Justin Grenier**, and seconded by **Doug McCleve**, “that the Financial Report for June 2016 be approved with additional clarification to be provided”. The motion carried with voting recorded as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Melanie Crittenden	Mountainland Association	X		X		
Scott Freitag	Salt Lake County	X		X		
Justin Grenier	Five County Association	X		X		
Karl Kuehn	Davis County Layton PD	X		X		
Peter Kuhlmann	Washington County		X	X		
Deborah Mecham	Utah County	X		X		
Barry Horsley	South East Association		X	X		
Regina Nelson	Wasatch Front Regional Council	X		X		
Shelley Peterson	Bear River Association	X		X		
Kathy Quarnberg	Six County Association of Governments	X		X		
Laonna Davis	Uintah Basin Association					
Kevin Rose	Weber County	X				X

Doug McCleve	Urban DPS	X		X		
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3. Grant Applications

3.1 Tooele County Sheriff’s Office – EMD Certification Reimbursement Grant Application –

Regina Nelson presented the grant application. There was considerable discussion concerning the reasons why the EMD line item in the amount of \$10K was originally established. It was pointed out that the intent of this funding was to assist certain counties in the reestablishment of their EMD certifications. It was also acknowledged that Rules that define the use of these funds have never been established. **Guy Dansie** reported that there are still PSAPs that are non-compliant. He has started overseeing the grant and commented that the struggling PSAPs have not applied for their grant funds, and that we need to do a better job of informing the PSAPs of these funding opportunities. He noted that there were funds left over from this year. After a lengthy discussion it was decided that this grant application be tabled pending the establishment of an EMD Grant Rules Sub-committee that would be tasked with fleshing out Rules in this regard. The following members were volunteered for this Committee – **Shawn Messinger** (staff rep), **Regina Nelson**, **Kathy Quarnberg**, **Melanie Crittenden**, and **Deb Mecham**.

3.1.1 Motion - It was moved by **Justin Grenier**, and seconded by **Kevin Rose**, “that the Tooele EMD Certification Reimbursement grant application be tabled pending the meeting of an EMD grant rules Sub-Committee consisting of Shawn Messinger, Regina Nelson, Kathy Quarnberg, Melanie Crittenden, and Deb Mecham, and the subsequent development and approval of EMD Grant Rules”. The motion carried with voting recorded as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Melanie Crittenden	Mountainland Association	X		X		
Scott Freitag	Salt Lake County	X		X		
Justin Grenier	Five County Association	X		X		
Karl Kuehn	Davis County Layton PD	X		X		
Peter Kuhlmann	Washington County		X	X		
Deborah Mecham	Utah County	X		X		
Barry Horsley	South East Association		X	X		
Regina Nelson	Wasatch Front Regional Council	X		X		
Shelley Peterson	Bear River Association	X		X		
Kathy Quarnberg	Six County Association of Governments	X		X		
Laonna Davis	Uintah Basin Association					
Kevin Rose	Weber County	X		X		
Doug McCleve	Urban DPS	X		X		

4. Committee Business

4.1 VECC/SLC911 – CAD Funding Presentation – John Inch Morgan and Scott Freitag

presented an overview of their CAD project and grant application. A copy of their PowerPoint presentation as well as a hard copy of the application was distributed to the Committee members. There were five CAD companies that bid on the project, and the issue of RMS systems played a significant role in the final choice of a CAD system. The presentation outlined the application in the current CAD Rules to ensure items such as the RMS components have been excluded; however, there are certain elements of the application that might be considered open for interpretation as qualifying for reimbursement. The grant application, which is \$6,570,158, includes what they consider to be the core CAD function eligible for reimbursement. If approved, the reimbursement would occur over a three-year period. It was further stated that, in the opinion of the applicants, the CAD Rules are in need of revision and clarification. It was requested that the Committee consider holding a meeting in August to consider the grant application, and it was further decided to hold an interim conference call to address questions concerning the eligibility of certain items prior to the August meeting.

4.1.1 Motion - It was moved by **Karl Kuehn**, and seconded by **Regina Nelson**, “that the next 911 Advisory Committee meeting be held on Tuesday, August 9th, 2016, at VECC commencing at 13:00 hours”. The motion carried with voting recorded as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Melanie Crittenden	Mountainland Association	X		X		
Scott Freitag	Salt Lake County	X		X		
Justin Grenier	Five County Association	X		X		
Karl Kuehn	Davis County Layton PD	X		X		
Peter Kuhlmann	Washington County		X	X		
Deborah Mecham	Utah County	X		X		
Barry Horsley	South East Association		OFF			
Regina Nelson	Wasatch Front Regional Council	X		X		
Shelley Peterson	Bear River Association	X		X		
Kathy Quarnberg	Six County Association of Governments	X		X		
Laonna Davis	Uintah Basin Association					
Kevin Rose	Weber County	X		X		
Doug McCleve	Urban DPS	X		X		

- 4.2 FirstNet Update – Gordy Coles** informed the Committee that there was a meeting with the UCA Board on June 28th, and that discussion focused around LMR versus LTE. He said that there is a misconception that FirstNet is going to replace LMR in Utah, and that this is not the case. They also discussed coverage objectives, costs, and opt-in/op-out options. He also reported that the RFP process closed the end of May, and that the evaluation of the responses is underway, with the intent to make an award by the end of this calendar year. State plans will have to be put together by summer 2017. System build-out is slated to start summer 2018.
- 4.3 UCA Update – Scott** informed the Committee that it is expected that the UCA Board will vote on the acceptance of the recommendations of the Executive Director selection committee. **Deb Mecham** raised an issue concerning the UCA report and suggested that the report should be in more detail, noting that not all Committee members are able to attend the UCA meetings.
- 4.4 Statewide EMD Certification/Recertification Issues – Update – Guy Dansie** reported that they have gone to a new online statewide licensing system. He also introduced Dan Camp who is replacing Raoul Garcia on the inspection side of the Bureau, and will be involved in improving the PSAP inspection processes.
- 4.5 Penna-Powers Contract Update – Eric** reported that we will need to go to an RFP process to get a new contract for our Public Education program. We are in the process of determining next steps, and will report back at the next meeting on progress in this regard. The current contract expires the end of September.
- 4.6 ECATS Contract Update - Eric** reported that this will be a sole-source contract and that we have reached out to Direct Technologies to get vendor specific language for the sole-source process.
- 4.7 CAD2CAD Aggregator – Eric** reported that the review of the draft RFI language is complete, and that Christopher Hughes at State Purchasing has given us the go ahead on next steps. The Committee needs to approve the draft to move forward on this matter.
- 4.7.1 Motion** - It was moved by **Barry Horsley**, and seconded by **Shelley Peterson**, “that the draft CAD Aggregator RFI document be approved for further release”. The motion carried with voting recorded as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Melanie Crittenden	Mountainland Association	X		X		
Scott Freitag	Salt Lake County	X		X		
Justin Grenier	Five County Association	X		X		

Karl Kuehn	Davis County Layton PD	X		X		
Peter Kuhlmann	Washington County		X	X		
Deborah Mecham	Utah County	X		X		
Barry Horsley	South East Association		X	X		
Regina Nelson	Wasatch Front Regional Council	X		X		
Shelley Peterson	Bear River Association	X		X		
Kathy Quarnberg	Six County Association of Governments	X		X		
Laonna Davis	Uintah Basin Association					
Kevin Rose	Weber County	X		X		
Doug McCleve	Urban DPS	X		X		

4.8 CAD2CAD Maintenance & Statewide Completion of CAD2CAD Project – Eric reported that CAD2CAD was approved again in concept at the numbers needed to be updated and approved the same as for the ESInet fees. Spillman has agreed to hold all billings for any agency that has not tested and begun using the CAD2CAD interface. They have also agreed to follow our proposed workflow to make sure that the coordination of any other connections goes through us. As of our visit in Richfield last week, they have not completed the configuration at the local level to allow the CAD systems between them and Millard to begin it's testing. This should be happening either now or very soon. Summit is working on a connection to the TOC, VECC, as well as Weber County.

4.9 911 Performance Audit & Study Update – Shawn reported that project is on track, and that all of the PSAPs have responded to the data collection tool. There is a mid-term progress report that is currently being reviewed, and we expect to have the first draft of the final report at the end of August. This will allow time for Committee review and comment of the final report.

4.10 Open Meetings and Ethics Act Training – Tina informed the Committee that we are required to participate in training concerning the referenced legislation. A representative of the Attorney General's office will be available in August to deliver this training which will be mandatory for all UCA employees and Committee members. The training will most likely occur the morning of the August 23rd UCA meeting, but this will be confirmed following next week's UCA meeting. A copy of the Ethics Act will be provided in advance for our review.

5. Round Table

5.1 Regina reported that they have worked with CenturyLink to create redundant/diverse network facilities to the Tooele PSAP. This will hopefully prevent outages from cable cuts as experienced last year.

5.2 Kathy Quarnberg commented that the PSAPs would like to have an opportunity to meet with Spillman in a venue separate from their annual user's conference to focus in on the various issues being experienced by their CAD users. A proposed date of August 23rd is now in conflict with the Ethics Act training and another date will need to be chosen.

5.3 Doug McCleve informed the group that Utah has been selected to participate in a one-day conference to develop public safety communications interoperability policy on a national basis. This is slated to be held August 30th, at a location to be determined. This will be an open meeting and all are welcome to attend. More info will be forthcoming.

6. Public Comment

6.1 Max Iwaniec reported that they are planning a public safety 911 user's group conference in November. It will be two days (8th & 9th) and will focus on roadmaps of new products, and will include lunch on both days. Other vendors will also be there. The conference is open to all public safety personnel including responders, PSAP personnel, etc. **Max** to send **Eric** info for distribution.

6.2 Bert Granberg reported that the cell phone tower analysis maps have been sent out and we are awaiting responses from the PSAPs. He also reported that Google Imagery fly-over concerning the Wasatch Front has been completed, and we have the option to purchase updates in this regard. It includes the four Wasatch Front counties and Park City.

7. Next Scheduled Regular Meeting: Tuesday, August 9th, 2016 @1300 MDT, Valley Emergency Communications Center, 5360 S Ridge Village Drive, West Valley City, Utah 84118-4100.

8. Motion to Adjourn - A motion to adjourn the meeting was made at 15:08 MDT by **Doug McCleve**, seconded by **Deb Mecham**. The motion carried with voting recorded as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Melanie Crittenden	Mountainland Association	X		X		
Scott Freitag	Salt Lake County	LEFT				
Justin Grenier	Five County Association	X		X		
Karl Kuehn	Davis County Layton PD	X		X		
Peter Kuhlmann	Washington County		X	X		
Deborah Mecham	Utah County	X		X		
Barry Horsley	South East Association		X	X		
Regina Nelson	Wasatch Front Regional Council	X		X		
Shelley Peterson	Bear River Association	X		X		
Kathy Quarnberg	Six County Association of Governments	X		X		
Laonna Davis	Uintah Basin Association					
Kevin Rose	Weber County	X		X		
Doug McCleve	Urban DPS	X		X		