



Regular Meeting Minutes

November 15th, 2016

Valley Emergency Communications Center



Committee Members	Representing	P/BR/E/A
Von Beals	Technical Provider - Motorola	P
Melanie Crittenden	Mountainland Association	P
Laonna Davis	Uintah Basin Association	P
Scott Freitag	Salt Lake County	P
Justin Grenier	Five County Association	P
Barry Horsley	South East Association	P
Karl Kuehn	Davis County Layton PD	E
Peter Kuhlmann	Washington County	A
Doug McCleve	Urban DPS	P
Deborah Mecham	Utah County	P
Regina Nelson	Wasatch Front Regional Council	P
Shelley Peterson	Bear River Association	BR
Kathy Quarnberg	Six County Association of Governments	P
Kevin Rose	Weber County	P
Jack Walkenhorst	Technical Provider – All West Comms.	P
David White	Technical Provider - CenturyLink	P

Staff Members	Representing	Y/BR/E/A
Kevin Bolander	Attorney General's Office	A
Gordon Coles	Statewide Interoperability Coordinator	E
Jake Hunt	UCA	P
Shawn Messinger	UCA	P
Lindsey Owen	UCA/HEB Solutions	E
Dave Edmunds	UCA	A

General Attendees

Bert Granberg
 Guy Dansie
 Andrew Howlett
 Max Iwaniec
 Jennifer Somers
 Linda Petty
 Jennifer Stefanoff
 Warren Darger
 David Brath
 Eric Isom
 Brenda Longley
 Chris Rueckert
 Russ Clark
 Mary Bain

Representing

AGRC
 BEMS
 CenturyLink
 CenturyLink
 CenturyLink
 DPS/Cedar Communications
 DPS/Price Communications
 Hilldale/Colorado City
 Stancil
 CenturyLink
 Alert Sense
 DPS/Salt Lake
 Voice Products
 Unified Police

- 1. Call to Order** – The meeting was called to order at 1302 MDT by the 911 Advisory Committee Acting Co-Chair **Melanie Crittenden** and introductions of Committee members was done. The audio recording of this meeting is posted here: <http://www.utah.gov/pmn/index.html>
- 2. Minutes: Regina Nelson** stated that she would like section 5.2 of the minutes from the October 18th meeting to be updated and the spelling of Kari's law to corrected. She also requested that the first use of the acronym MLTS be spelled out as Multiple Line Telephone System for those not familiar with the acronym. With no other comments a motion to approve the minutes of the Utah 9-1-1

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Advisory Committee meeting held October 18th, 2016 with the corrections stated was made by **Regina Nelson**, seconded by **Barry Horsley**. The motion was approved by a unanimous vote as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Von Beals	Technical Provider - Motorola	X		X		
Melanie Crittenden	Mountainland Association	X		X		
Laonna Davis	Uintah Basin Association	X		X		
Scott Freitag	Salt Lake County					
Justin Grenier	Five County Association					
Barry Horsley	South East Association	X		X		
Karl Kuehn	Davis County Layton PD					
Peter Kuhlmann	Washington County					
Doug McCleve	Urban DPS	X		X		
Deborah Mecham	Utah County	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		
Kevin Rose	Weber County	X		X		
Jack Walkenhorst	Technical Provider – All West Comms.	X		X		
David White	Technical Provider - CenturyLink	X		X		

3. Financial report:

3.1 General – Shawn Messinger introduced the new Chief Financial Officer for the UCA, **Patsy Halladay**. **Shawn** stated that he had spent a couple of hours working with **Patsy** and that they had made minor changes and clarifications to the financial report and that he felt she was going to be great to work with. **Patsy** then introduced herself and presented the budget. She acknowledged the work done the day before with **Shawn**, adding that some items were re-classified and she went on to state that her goal was to be able to present a budget to actual by line item in future meetings. **Patsy** added that she wants to be able to present the budget by line item and explain any overage or underage to the committee as well as make the budget available prior to the meeting day in the future. She then invited any questions regarding the budget. **Kathy Quarnberg** stated that the reference to the open grant for DPS Richfield on page 4 of the budget has been paid in full and can be removed. **Justin Grenier** stated that the open grant on page 4 for St. George is also completed and can be removed. **Shawn Messinger** stated that he did have several agencies on a list to contact and clarify their status before de-obligating any funds or removing them from the report. **Kathy** stated she was not sure if those open grants would affect other portions of the report and **Patsy** stated that it may and that she would point out any changes due to these grants at the next meeting. Our remaining balances are \$5,865,773.54 in the Unified Statewide 911 Emergency Service Account, and \$1,867,560.17 in the CAD Restricted Account. **Kathy** asked if the committee had made a recommendation to the Board to make these changes, and after a short discussion regarding the status of any budget amendments and their acceptance by the UCA Board, **Patsy** stated that she would not update the budget until approved by the UCA. There was some discussion about whether the committee needed to take any action on the budget at this time and **John Morgan** clarified that this budget report did not require any action at this time. It was decided that **Shawn** will bring forth a resolution with any amendments for recommendation by the committee at the December meeting.

4. Grant Applications

4.1 St. George/Washington County – CPE System Text Capable and Multi-node Upgrade – Justin Grenier presented a grant application for the upgrade of their current CPE server to allow for St. George/Washington County to become half of a split core multi-node system for the Five County Region as well as support text to 911 in the region. He stated that all of the counties in the region, Beaver, Kane, Iron, Garfield will be needing CPE replacement in the near future.

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Justin stated that in keeping with the trend towards functional consolidation and with the projects underway or completed in Davis, and Utah County as well as the Greater Wasatch multi-node project this project would allow all of the Five County region to join one system if they chose. He explained that the project plan would have one half of the system hosted in St. George and the other half hosted in Iron County at the DPS Cedar location, with the EOC becoming a remote site. **Justin** stated that the St. George will pay for the cost to upgrade the current server to allow for the text to 911 service out of their own budget and that they are only seeking the amount necessary to cover the cost of the upgrades necessary for the EOC to become a remote site on the new multi-node, the network cost of the text to 911 call delivery, and the maintenance to support the system. He stated that they had explored other options, such as adding extra memory to the servers themselves to achieve this level of service, but was told by Airbus that it would void their warranty. **Von Beals** asked if the text solution was direct IP or another type of solution and **Justin** stated that it was. **Regina Nelson** asked if the cost would be the same if other agencies do decide to join the multi-node and **Justin** stated that the cost would actually be more if other agencies chose not to join later. He added that the cost for this project is actually about \$12k less than it would have been to simply upgrade their current standalone system. **Shawn** added that he also has spoken to some of the other counties that would be able to join later and that to their credit they were all open the idea of joining a multi-node system. He added that several counties in that region will be due for system replacements in the next 12 months and this would be a build out of infrastructure to support them. **Barry Horsley** and **Kevin Rose** asked about what exactly the hardware costs would be in the EOC if it was going to be a remote site, and **Dave White** clarified that there likely need to be some router and workstation upgrades in the EOC. **Justin** explained that they would turn up live first and then Iron County would come on line if approved shortly after. **Deb Mecham** had a question about the amount shown on the quotes and Justin clarified that the project total and the grant request differed due to St. George covering approximately \$30k out of pocket to upgrade their server. **Deb** followed up with a question regarding the \$50k in text to 911 charges and whether those have previously been covered, and if the amount was for the entire multi-node. **Shawn** stated that it has been covered in previous grants and further stated that he has already spoken to **Andrew Howlett** from CenturyLink about the amount and the way the breakouts for these costs are done and the need to negotiate this rate with Intrado for some cost savings. **Kathy Quarnberg** wanted clarification if the \$50k cost was for both Iron and St. George/Washington County and **Justin** stated that it was only for the primary center and the EOC and that Iron County would have their own costs. **Shawn** added that Iron County/DPS Cedar's costs would be exactly half that amount. **Kevin** again questioned the need for the new hardware in the EOC and **Justin** clarified that the equipment was placed in the quote in case it is needed in the upgrade and that wherever those items are not needed the funds would be returned. **Kathy** asked about the costs on the grant application and how the amount that St. George was paying for out of pocket were reflected and Justin stated that he was not sure when filling out the grant how best to show their out of pocket costs but that he was happy to share the spreadsheet breakdown with the committee if needed. **Shawn** indicated that the grant review sub-committee had reviewed the figures and the numbers were accurate. **Shawn** went on to state that before this project was brought forward publicly that the 911 Division had been in conversation with CenturyLink about supporting just this type of project whenever possible. He stated that there had been discussions with Iron County/DPS Cedar last month but that there had not yet been sufficient discussion at that time to for **Linda Petty** with DPS Cedar to bring a grant proposing this project last month. **Deb** questioned the amount of the grant matches and **Justin** provided her with his tablet with the spreadsheet breakdown showing it was accurate.

4.1.1 Motion - It was moved by **Kevin Rose**, and seconded by **Laonna Davis**, "that the 911 Advisory Committee recommend that the UCA Board approve the St. George/Washington County CPE Multi-node grant" in the amount of \$75,710.55." The motion carried with voting recorded as follows:

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Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Von Beals	Technical Provider - Motorola	X		X		
Melanie Crittenden	Mountainland Association	X		X		
Laonna Davis	Uintah Basin Association	X		X		
Scott Freitag	Salt Lake County	X		X		
Justin Grenier	Five County Association					
Barry Horsley	South East Association	X		X		
Karl Kuehn	Davis County Layton PD					
Peter Kuhlmann	Washington County					
Doug McCleve	Urban DPS	X		X		
Deborah Mecham	Utah County	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		
Kevin Rose	Weber County	X		X		
Jack Walkenhorst	Technical Provider – All West Comms.	X		X		
David White	Technical Provider - CenturyLink	X				X

4.2 DPS Cedar / Iron County – CPE System Replacement Multi-node- Linda Petty presented a grant application for the replacement of their CPE system in the first half of 2017. This would be replacing their current system which is entering its 7th year. Linda recognized the fact that she had just been approved the month prior for replacement of her CPE as a standalone system and that there had been some questions about if she had explored a multi-node project. She stated that at the time she felt the discussions with **Justin** and St. George were to preliminary for her to bring forth a grant for that type of project. **Linda** stated that they have now explored this project further and that there are cost savings of approximately \$53k by going with the multi-node solution over the standalone system. **Linda** stated that she was not sure how much detail she needed to go into as the project outline was very well presented by **Justin** already. **Kathy Quarnberg** asked if this grant was approved if **Linda** would rescind her standalone grant application that was approved at the last meeting. **Linda** stated that she didn't want to rescind that grant until one of the two grants was approved by the UCA Board. **Shawn** clarified that this grant for the multi-node project is the preferred path, however one way or the other DPS Cedar needs a new system and the standalone system would be her fallback option if this grant is not approved. **Deb** asked if both grants would be on the UCA agenda and **Shawn** stated he would work with the Board on how best to move the grants forward. **Regina Nelson** asked if **Linda** knew what her monthly network charges were and **Linda** stated that she should see about \$20k savings per year in her costs when she moves to the ESInet. **Kathy** stated she expects to see about \$11k in savings with their move over to the ESInet. **Regina** asked if there was additional help offered to counties of the third class. **Shawn** stated that there was not but that the UCA Board had indicated their desire to cover additional costs to counties, above and beyond their current costs, caused by migrating to the ESInet. **Kevin** asked what the costs between the two grants were and **Linda** stated the original grant for the standalone solution was \$289,897 and this grant is for \$241,572. **Shawn** added that both this and the St. George grants were reviewed by a grant review sub-committee appointed by acting Co-Chair **Melanie Crittenden**.

4.2.1 Motion - It was moved by **Deb Mecham**, and seconded by **Kathy Quarnberg**, "that the 911 Advisory Committee recommend that the UCA Board approve the DPS Cedar/Iron County CPE Multi-node grant as a priority over the standalone grant" in the amount of \$241,572.58." The motion carried with voting recorded as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Von Beals	Technical Provider - Motorola	X		X		
Melanie Crittenden	Mountainland Association	X		X		
Laonna Davis	Uintah Basin Association	X		X		

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Scott Freitag	Salt Lake County	X				X
Justin Grenier	Five County Association					
Barry Horsley	South East Association	X		X		
Karl Kuehn	Davis County Layton PD					
Peter Kuhlmann	Washington County					
Doug McCleve	Urban DPS	X		X		
Deborah Mecham	Utah County	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		
Kevin Rose	Weber County	X		X		
Jack Walkenhorst	Technical Provider – All West Comms.	X		X		
David White	Technical Provider - CenturyLink	X				X

4.3 Garfield County – CPE System 6th Year Maintenance- Chris Hatch presented a grant application for the extension of their CPE system maintenance for the 6th year. **Melanie Crittenden** introduced **Chris** and she stated that they received the quote for the 6th year maintenance and that this will get them through until they can replace their system in the next year and she reiterated how important the assistance these grants were for her County.

4.3.1 Motion - It was moved by **Kathy Quarnberg**, and seconded by **Regina Nelson**, *“that the 911 Advisory Committee recommend that the UCA Board approve the 6th year maintenance grant for Garfield County in the amount of \$16,394.90.”* The motion carried with voting recorded as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Von Beals	Technical Provider - Motorola	X		X		
Melanie Crittenden	Mountainland Association	X		X		
Laonna Davis	Uintah Basin Association	X		X		
Scott Freitag	Salt Lake County	X		X		
Justin Grenier	Five County Association					
Barry Horsley	South East Association	X		X		
Karl Kuehn	Davis County Layton PD					
Peter Kuhlmann	Washington County					
Doug McCleve	Urban DPS	X		X		
Deborah Mecham	Utah County	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		
Kevin Rose	Weber County	X		X		
Jack Walkenhorst	Technical Provider – All West Comms.	X		X		
David White	Technical Provider - CenturyLink	X				X

5. Committee Business

5.1 FirstNet Update – Gordy Coles was out of town and no report was given.

5.2 UCA Update – Scott Freitag advised that there was no UCA meeting held in October due to the lack of quorum and that the next UCA Board meeting was moved to November 29th.

5.3 Statewide EMD Cert/Recert Issues Update – Guy Dansie reported that he had spoken to **Tina Mathieu** about helping to introduce some changes in legislation allowing for the local BCI checks to be allowed in place of the BEMS background checks as now required by the Attorney General's office interpretation of the current rules. He stated that in the mean time the BEMS is lowering it's fees to a total of \$80, \$15 for admin fee and \$65 for the background check, in an attempt to help agencies who have already set their budgets based on the expectations that the BEMS would accept local BCI checks. **Regina Nelson** asked if there would be a difference in cost between local checks and out of state checks and **Guy** stated he believed the cost would be the same for all checks. **Guy** stated that that they have been working through a few bugs with their new Imagetrend system and reminded everyone that they must pay their fees and use this

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system and the "dax" forms provided or submit hard copies. **Kathy** clarified that you only need one copy and **Guy** stated that was correct. **Guy** reminded everyone that their grant are now open and that the forms are on their new website at, <http://bemsp.utah.gov/grants/ems-grants/> . The per-capita grants for CME money are due January 28th by 1700 hrs. That information was emailed to the PSAPs by **Shawn** last month. **Guy** also stated that they have a CISM program available if anyone wanted to help. He stated that they still plan to revise their BEMS rules pertaining to EMD and PSAPs and stated that they wanted committee members to be involved in that process.

5.4 CAD2CAD Aggregator – Shawn reported that the RFI has been out on Sciquest for about a week and that the due date is December 15, 2016 and that there have been a few questions come back already. **Kevin Rose** asked who is going to review the responses to the RFI and **Shawn** stated that they would have to put together a review sub-committee to go over those at the next meeting.

6. Round Table

6.1 Laonna Davis asked how to go about removing grants from the "open grants" section of the budget report that are completed and **Shawn** stated that he would be working with those agencies to clear them out. He also stated that he had spoken to CenturyLink about a portion still owed to VECC but that CenturyLink had not yet invoiced them for it. There was some discussion about the process for agencies being reimbursed and **Shawn** stated that the agency pays the invoice from the vendor and then submits proof of payment and an invoice to the UCA for reimbursement.

6.2 Justin Grenier commented that the presentation by **Jeff Wittek** at the CenturyLink PSAP summit last week was extremely insightful and he expressed a desire to obtain the presentation or have **Jeff** speak locally about issues at the Federal level for 911. **Shawn** added that there has been a bit of a change in how PSAPs report their readiness for text to 911 service and that he would send out information on this soon.

6.3 Deb Mecham reported that construction of their new center in on track and they expect to go live with their new phone system in the new building on December 7th, with the other Utah County PSAP following in January.

6.4 Kathy Quarnberg reported that their phone system was upgraded to be text to 911 capable and that they will go live with that once they work through the reporting requirements.

7. Public Comment

7.1 Max Iwaniec wanted to thank those that attended the 911 Summit that they held the week prior and stated that there were two presentations, one by Intrado and one by **Jeff Wittek** that he intends to put on webinars with both of these presenters for PSAPs that were not able to see them speak.

7.2 Shawn Messinger recognized **Bert Granberg** for becoming the President of the National States Geographical Information Council and commended him on his leadership of the AGRC, adding that their work is nationally recognized as industry leading and has positioned Utah to be able to move to GIS based call routing in the very near future. **Bert** wanted to recognize that it his team and the staff at the local levels that have made this all possible. **Dave White** also stated that he does work all over the West coast and agreed **Bert's** work is recognized as being excellent. **Bert** stated that he also found the Intrado presentation on GIS based routing last week insightful and agreed Utah is very close to being able to make the move to the NG routing platform. **Max Iwaniec** suggested that the committee put together a sub-committee to help move this process along and **Bert** agreed stating he believes the GIS piece of NG routing we could start tomorrow. **Shawn** advised that he would put an email out to the committee to solicit members that would be interested in being on the GIS sub-committee.

8. Motion to Adjourn - A motion to adjourn the meeting was made at 14:17 MDT by **Dave White** and seconded by **Von Beals**. The motion carried.

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9. **Next Scheduled Regular Meeting:** Tuesday, December 20th, 2016 @1300 MDT, Valley Emergency Communications Center, 5360 S Ridge Village Drive, West Valley City, Utah 84118-4100.