



Regular Meeting Minutes

September 20th, 2016

Valley Emergency Communications Center



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

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

General Attendees

Greg Bunce
 Dan Camp
 Andrew Howlett
 Max Iwaniec
 Dan Hawkins
 Pam Montanari
 Linda Petty
 Jennifer Stefanoff
 Molly Barnes
 Robby Riley
 Richard Polehonka
 Kade Harris
 Kraig Kaizumi
 Bob Diganerri
 Laurie Hovatter
 Tricia Breinholt
 Maggie Petersen
 Heidi Petersen
 Rachel Fisher
 Bruce Bushore
 Lisa Julio
 Jennifer McNamara
 Sheila Bringham

Representing

AGRC
 BEMS
 CenturyLink
 CenturyLink
 DHS/OEC
 DHS/OEC
 DPS/Cedar Communications
 DPS/Price Communications
 Emery County Sheriff's Office
 Emery County Sheriff's Office
 Federal Engineering
 Frontier Communications
 Frontier Communications
 Infor
 Infor
 Orem PD
 Park City PD
 Pleasant Grove PD
 Provo PD
 San Juan County Sheriff's Office
 SLC Department of Airports
 SLC Department of Airports
 Sanpete County Sheriff's Office

Jeff Winterton
Whitney Maxfield

Wasatch County Sheriff's Office
West Corporation

General Attendees on Bridge
Warren Darger

Representing
Colorado City/Hildale Communications

1. **Call to Order** – The meeting was called to order at 1300 MDT by the 911 Advisory Committee acting chair **Deb Mecham**. The audio recording of this meeting is posted here:
<http://www.utah.gov/pmn/files/249037.mp3>
2. **Minutes:** A motion to approve the amended minutes of the Utah 9-1-1 Advisory Committee meetings held August 9th and August 15th, 2016 was made by **Regina Nelson**, seconded by **Kathy Quarnberg**. The motion was approved by a unanimous vote. Carried.
3. **Financial report:**
 - 3.1 **General** – The financial report as compiled by **Lindsey Owen** from HEB Solutions was presented. Our remaining balances are \$6,793,735.01 in the Unified Statewide 911 Emergency Service Account, and \$2,793,593.83 in the CAD Restricted Account.
 - 3.1.1 **Motion** - It was moved by **Barry Horsley**, and seconded by **Jack Walkenhorst**, *“that the Financial Report for August 2016 be approved”*. The motion was approved by a unanimous vote. Carried.
4. **Grant Applications**
 - 4.1 **San Juan County Sheriff’s Office – Year 6 Maintenance** – **Bruce Bushore** presented a grant application for Year 6 Maintenance. This is intended to buy some time in order for their CPE upgrade scheduled to occur sometime in 2017.
 - 4.1.1 **Motion** - It was moved by **Kathy Quarnberg**, and seconded by **Barry Horsley**, *“that the 911 Advisory Board recommends the approval of the San Juan County Year 6 Maintenance grant application in the amount of \$16,744.79.”* 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			
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					

- 4.2 **Summit County/Wasatch County/Park City PD - Year 6 Maintenance** – **Melanie Crittenden**, **Jeff Winterton**, and **Maggie Petersen** presented three grant applications each for Year 6 Maintenance. This is intended to buy some time in order for their CPE upgrades scheduled to occur sometime in 2017.
 - 4.2.1 **Motion** - It was moved by **Kathy Quarnberg**, and seconded by **Laonna Davis**, *“that the 911 Advisory Board recommends the approval of the Summit County, Wasatch County, and the Park City PD Year 6 Maintenance grant applications in the amount of \$29,755.51,*

DRAFT

\$24,547.20, and 17,582.74 respectively.” 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			
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					

4.3 DPS/Uintah Basin Communications - Year 7 Maintenance – Laonna Davis presented a grant application for Year 7 Maintenance. This is intended to buy some time in order for their CPE upgrade scheduled to occur sometime in 2017.

4.3.1 Motion - It was moved by **Kathy Quarnberg**, and seconded by **Regina Nelson**, “that the 911 Advisory Board recommends the approval of the DPS/Uintah Basin Communications Year 7 Maintenance grant application in the amount of \$35,125.55.” 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			
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					

4.4 DPS/Cedar Communications - Year 7 Maintenance – Linda Petty presented a grant application for Year 7 Maintenance. This is intended to buy some time in order for their CPE upgrade scheduled to occur along with the move to a new PSAP sometime in 2017.

4.4.1 Motion - It was moved by **Kathy Quarnberg**, and seconded by **Shelley Petersen**, “that the 911 Advisory Board recommends the approval of the DPS/Cedar Communications Year 7 Maintenance grant application in the amount of \$26,662.72.” 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			
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					

5. Committee Business

5.1 Election of Technical Provider Co-Chair – Dave White has volunteered to be the new Technical Provider Co-Chair for 2017.

5.1.1 Motion - It was moved by **Jack Walkenhorst**, and seconded by **Von Beals**, *“that Dave White be nominated as the Technical Provider Co-Chair for 2017.* The motion was approved by a unanimous vote. Carried.

5.2 Talent Science Presentation – Laurie Hovatter and Bob Diganerri from Infor provided the group with a presentation of their Talent Science product. This is a method of evaluating applicants for their suitability of working in a PSAP environment. The system has been in use by major corporations and is designed to evaluate various personality traits based on profiles provided by PSAP managers and supervisors. A brief discussion validated the fact that we do need to have a better, more reliable hiring and retention process in place. It was agreed that we should consider doing a pilot or beta project in select PSAPs. A pdf version of the presentation will be placed on the UCA and OPMA websites.

5.3 FirstNet Update – Gordy Coles was not in attendance.

5.4 UCA Update – Scott Freitag was not in attendance.

5.5 Statewide EMD Cert/Recert Issues Update – Guy Dansie was represented by **Dan Camp** of the BEMS. The Bureau has reached out to the Advisory Committee to work on some new Rules that they are trying to put into place with regard to EMD. This includes working on developing a state contract for EMD materials and services that would make it much easier for PSAPs to purchase these items. This is still very much in the early stages of development. They are eager to work together to get EMD stood back up where needed. **Dan** reported that there has been a setback with the security clearance issue – the AG’s office is reluctant to accept the proposal for acceptance of a background check done by their local agencies. **Dan** indicated that we may need to change the wording in the applicable statute as it currently states that the Bureau needs to do the checks.

5.6 Penna-Powers Contract Update – Eric reported that we will need to do a comprehensive statement of work to a select group of vendors that the State has placed on a preferred vendors list. **Eric** and **Shawn** to come up with language that will enable the selection of a vendor.

5.7 ECaTS Contract Update – Eric reported that the contract is in the process of a one-year renewal which will be followed by a renegotiated contract in 2018. **Kevin Rose** raised the issue of data buffering and requested that we follow up with Airbus on data that could be lost during an RDDM outage and if there are any steps that can be taken to prevent data loss.

5.8 CAD2CAD Aggregator – Eric reported that we are in the process of finalizing language with State Purchasing.

6. Round Table

6.1 Regina thanked the Utah Valley PSAP for assisting Tooele with a fiber cable cut that occurred last week. The CAD to CAD feature functioned well and was a great benefit in assisting with the processing of several calls over several hours. She also thanked **Eric** for accompanying her to a meeting at the Wasatch Front Regional Council where they introduced themselves to the Chair.

DRAFT

6.2 Kathy sent kudos to Shawn for doing such a great job on his presentation to the crowd at the NGA conference. She also gave a brief report on each of the PSAP's that she represents from the Six County AOG concerning the status of their EMD and POST certifications. Each of the four dispatch centers use the Priority Dispatch card system with the latest version 13 with the exception of Juab County Sheriff's Office. Sanpete Sheriff's Office have three card sets; five full time and three part time dispatchers; five are EMD certified and four are POST certified. Millard County Sheriff's Office have two card sets; four full time and three part time dispatchers; seven are EMD certified and four are POST certified. DPS Richfield Communications Center have four card sets; twelve full time and two part time dispatchers; fourteen are EMD certified and thirteen are POST certified. Juab County Sheriff's Office does not have card sets; eleven full time jailer/dispatchers who are in need of certification. She reported that they are looking at decommissioning their PSAP and shifting the work to another PSAP. **Kathy** stated that she had spoken with **Chris Hatch**, Jail Commander at Garfield County Sheriff's Office and they have nineteen jailer/dispatchers that are EMD certified through the BEMS however, they are not certified on the card sets. They are hosting a Priority Dispatch course in November, 2016, to become certified on the cards.

6.3 Barry reported that there was some confusion with the EMD certifications at Emery County but that it has been straightened out.

7. Public Comment

7.1 Max reminded everyone about the 911 Summit that they will be hold in November 8th & 9th at their downtown office. All are invited and lunch will be provided, and attendees are asked to RSVP for the lunch order.

7.2 Robby Riley and **Mollie Barnes** from Emery County asked for clarification on their EMD requirements. They explained that there were misunderstandings with regard to the Bureau EMD certification and what is needed to use the Priority Dispatch protocols. They were under the impression that the Bureau EMD certification met the BEMS criteria, and then discovered that they needed the additional PDC certification. **Shawn** offered that assistance is available to get everyone in Emery County PDC certified, and that he is working on getting a certification class set up in their area. We need to ensure that PSAPs understand what is required and that everyone takes advantage of the grant program offered by the Bureau. **Dan** indicated that the Bureau will support our PSAPs and will back everyone up until things get fixed.

8. Motion to Adjourn - A motion to adjourn the meeting was made at 14:58 MDT by **Regina Nelson**, seconded by **Kathy Quarnberg**. The motion carried.

9. Next Scheduled Regular Meeting: Tuesday, October 18th, 2016 @1300 MDT, Valley Emergency Communications Center, 5360 S Ridge Village Drive, West Valley City, Utah 84118-4100.