



Gary R. Herbert, Governor
Deborah Mechem, Chair

Regular Meeting Minutes

June 27, 2013

Committee Member Attendees

Randy Auman
Justin Grenier
Kraig Kaizumi
Deborah Mechem
Kathy Quarnberg
Kevin Rose
Alan Workman

Committee Members on Bridge

Peter Kuhlmann
Brett Mills
Danny Neds
Tom Norvelle
Jeremy Raymond
Jim Thomas
Lesa Wilson

Staff Members Present

Eric Parry

Invited Presenters

N/A

Staff Members on Bridge

Kevin Bolander

General Attendees

Linda Petty
Alicia Gleave
Chris Rueckert
Tim DiMarco
Cindy Mellor
Lorenzo Barlow
Warren Darger
Ed Engels
Jerry Pope
Alden Orme
Fred Smalley
Shane Brunson
F. Roper

Representing

Bear River Association
Five County Association
Rural Incumbent Local Exchange Carrier
Utah County
Six County Association of Governments
Utah Department of Technology Services
Urban DPS

Representing

Washington County
Southeastern Association
Wireless Communications Carrier
Davis County Dispatch
Uintah Basin Association
Incumbent Local Exchange Carrier
Rural DPS

State 9-1-1 Program Director

DPS /Attorney General's Office

Representing

DPS/Cedar Communications
DPS/Richfield Communications
DPS/SLC Communications
Cassidian
CenturyLink
Colorado City
Colorado City
Intrado
Intrado
Juab Co.
Juab Co.
Millard Co.
Millard Co.

Garrett Rees
David Bratke

Sprint
Stancil Corp.

General Attendees on Bridge

Bert Granberg
David White
James Hunsaker

Representing

AGRC
CenturyLink
SLC PD

Minutes

The meeting was called to order by Committee Chair **Deborah Mecham** at 1300 MDT.

1. **Minutes:** Motion to approve the amended minutes of the Utah 9-1-1 Committee meeting held May 16, 2013, made by **Randy Auman**, seconded by **Justin Grenier**. The motion was approved by a unanimous vote. Carried.
2. **Financial report:**
 - **Unspent Encumbered Funds - Eric** reported that he continues to monitor unspent encumbered funds, and is waiting for final billing from several outstanding grant awards. It should be noted that a portion of the de-obligated funds are now showing in the "Project Available Funds Remaining" line object (see next bullet).
 - **Projected Available Funds Remaining** – There is about **\$2,570,076** remaining in the grant fund. **Eric** to determine exactly when our next appropriation will occur.
 - **Approval of Financial Report** – A motion to accept the Financial Report was made by **Jeremy Raymond**, seconded by **Kevin Rose**. The motion was approved by a unanimous vote. Carried.
3. **Grant applications**
N/A
4. **Public comment:**
There was no Public Comment offered.
5. **Committee Business**
 - **Committee Membership Update** – **Eric Parry** reported that **Kraig Kaizumi**, Frontier Communications was appointed to the Committee on June 4, 2013 and is representing the Rural ILEC's in Utah. Regarding the vacant Wireless Communications position, a potential candidate from Sprint, **Garrett Rees**, has started the application process. **Garrett** was informed of the Committee vacancy by **Melanie Crittendon**. Regarding **William Harry's** departure from the Committee, we will be expecting that the Salt Lake County Council of Governments will be advertising the vacancy and making a recommendation for nomination in the very near future.
 - **Renewal of ECaTS Contract** – **Eric** reported that the renewal is in process and continues to work with **Denice Smith** DPS Purchasing and **Chris Duxler** to move this matter forward. A conference call was held on June 13, and work is progressing.
 - **Grant Rules – R720-1-5.(2) – Various Changes** – **Eric** explained that as a result of the changes being made to the various Statutes that affect the Committee, has started to align the language in the Rules with the new language being proposed in the Statutes.

The question put before the Committee is do we change our Rules now or wait for the 2014 Legislative session? It was suggested by **Kevin Rose** that we wait until the final drafts of the proposed changes to the Statutes are available. **Deb Mecham** commented that the language under the Grant Application Rule (720-1-5 (2)) implied that completed grant applications needed to be submitted at the beginning of the year for the consideration in the next budget cycle. It was agreed that this is unreasonable, and that it should be changed to a "Notice of intent". In addition, it was agreed that a paragraph be added that there will be a 60 day review period upon receipt of a grant application. It was also agreed that language be added that sets a one-year de-obligation condition for unspent funds. Further, it was decided to remove the language on the first page dealing with types of network, as well as combine Non-Emergency calls with Administrative Calls.

- **Sub-Committee Status Update – Deb Mecham** informed the meeting attendees that a public meeting had been held earlier in the day in order for the Sub-Committees to go over their collective issues. As such, the discussions from the morning meeting are outlined as follows:
 - **ECaTS Sub-Committee – Justin Grenier** opened a discussion on running a "Cost per Call" report for each PSAP. It was decided that this would be out of the scope of the Committee responsibilities at this stage. It was agreed that a report should be produced for each meeting, with call volumes per month per PSAP as an example. Another suggestion was to do some historical comparisons to determine whether or not our Pub-Ed campaign has made a difference in reducing the number of non-emergency 9-1-1 calls.
 - **Grant Review Committee – Randy Auman** reported that there were no grant applications in process at this time.
 - **NG9-1-1 Sub-Committee – Kevin Rose** reported that his Sub-Committee had met last week and that they are still reviewing what the current funding is state-wide, and what additional funding will be needed to transition PSAPs to NG9-1-1. He reported that things are moving along well, but that they want to make sure that they have done their due diligence.
 - **Legislation Sub-Committee Update – Tina Scarlet** has agreed to take over responsibility for this Sub-Committee.
- **PSAP Upgrade Schedule & NG Cost Tables - Eric** presented an updated set of tables that outline the history of grant awards going back to 2005 as well as connectivity cost estimates for all of Utah PSAPs.
- **Program Manager Activity Update – Eric** briefed the Committee on his activities since the May meeting. He reported that he has just returned from the NASNA and NENA conferences in Charlotte, NC. While there, he participated in five break-out session presentations. On June 3rd, he attended the Utah PSAP Supervisors training and did a presentation on Generational Differences. He also sat in on the first Government Communications Task Force meeting held June 4th. We have been testing and using our new conference call and WebEx facilities and these appear to be working well. There were two Legislative meetings since our last Committee meeting, and work is progressing very well on the revisions. He also attended NENA Utah on June 12, and met with the Tax Commission on June 13th. On June 24th, he participated with the NG9-1-1 Sub-Committee in a NG9-1-1 presentation from microDATA. He continues to support the ECaTS renewal contract issues, the SIEC and FirstNet committees, UCAN, as well as the various sub-committee meetings. He continues his meetings with **Bart**

Christoffersen from Utah Interactive to continue with the development of our new Committee website. In addition, he continues to work with two NENA committees on preparing training materials for PSAPs concerning Text to 9-1-1, as well as chairing the Model Quality Assurance Policy Committee.

- **Website Update** – Progress has been slow due to other commitments; however, the current issue is figuring out how to get our legacy documents over to the new web page. As soon as that gets figured out, we will be able to get to work on the next steps.
- **New Committee Logo Design** – Jason Faga from PDC was presented with his gift card.
- **Wireless Surcharge Billing Anomalies** – **Eric** and **Deb** met with **Jim Clayton**, and as it turns out that this is more or less a non-issue as the wireless providers remit by line count irrespective of whether or not they are actually charging their customers. Further, it was requested that from this point forward, the Tax Commission is to send monthly point of sale and surcharge collection numbers to the Committee. This will allow us to track trends in landline/cell phone usage. Another matter is the way in which the telcos remit – it is completely the honor system. Jim went on to report that the collection is done by a third party who then remits it to the State. If the Commission notices any irregularities, they are authorized to investigate by way of audit. As well, not all telephone companies remit on a regular basis – some are monthly, some are quarterly or inadvertently skip a month. **Eric** to include the report in the packet each month. **Kraig** to get line counts from PSAPs in Frontier’s territory.
- **Calls From Non-initialized Cell Phones** – **Eric** presented a research study from Massachusetts that examined 9-1-1 calls from non-initialized cell phones. He described some of the call anomalies reported in the study that point to two GSM wireless carriers whose equipment may be mishandling calls, or even generating calls. As well, some of the calls that show up as 9-1-1 as the area code were actually legitimate calls from initialized phones. This might be of interest to our PSAPs and we could use ECATS to do an analysis in Utah. **Eric** to monitor the Massachusetts progress on getting to the bottom of what is going on with the wireless providers.
- **Conferences** – **Eric** reported that there are at least three upcoming conferences - APCO (Aug 18-21, 2013), NENA/URISA (Nov 3-6, 2013), NASNA (Nov 5&6, 2013). It was decided that he should go to the APCO and NASNA Conferences. **Bert Granberg** suggested that some Committee members should go to the NENA/URISA conference.

6. New Business

- N/A

Round Table:

- **Stancil Corporation Logging Recorders** – **David Bratke** was introduced and spoke briefly about his line of products, and offered some handout materials to those present.
- **Statewide Standards** – **Kevin Rose** introduced the concept of developing standards for PSAPs across Utah. Standards would be beneficial to PSAPs for a variety of purposes including best practices, staffing levels, consoles, things that set levels of service, etc. Adopting NENA and APCO recommended standards which are already referenced in Utah Statutes. It was decided to form a Standards Sub-Committee at

the next meeting that would look cautiously at strategizing what needs to be done and go from there.

- **Addendum to CenturyLink Contract – Cindy Mellor** advised the Committee that the CenturyLink contract was signed yesterday, and that she will be sending out a participating addendum that needs to be signed by each PSAP and returned to her by July 1st. The addendum is for CAMA trunks and it means that the PSAP agrees to participate in the new State contract and carries over the prices from the old contract.

Motion to Adjourn – A motion to adjourn the meeting was made by **Alan Workman**, seconded by **Kevin Rose**. The motion passed with a unanimous vote. Carried.

Next Scheduled Regular Meeting: Thursday, July 27, 2013 @1300 MDT, UHP Large Meeting Room, Main Floor, 4501 South 2700 West, Taylorsville, UT 84129

WEBEX: <https://securemeeting.conferencinghub.com/w/pub/entry?hcid=1530221&loc=EN>

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