



Regular Meeting Minutes

April 21st, 2015



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

Staff Members	Representing	Y/BR/E/N
Kevin Bolander	Attorney General's Office	BR
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
 Andrew Howlett
 Max Iwaniec
 David White
 Warren Darger
 Linda Petty
 Jennifer Stefanoff
 Chris Rueckert
 Laonna Davis
 Ken Mathews
 Dave Walsh
 Andy Nielsen
 Steve Raval
 Britni Brozo
 Jake Hunt
 Tamara Smith
 John Inch Morgan

Representing

AGRC
 CenturyLink
 CenturyLink
 CenturyLink
 Colorado City
 DPS/Cedar Communications
 DPS/Price Communications
 DPS/Salt Lake City
 DPS/Uintah Basin Communications
 Governor's Office of Management & Budget
 Governor's Office of Management & Budget
 Intrado
 Intrado
 Penna-Powers
 UCA
 University of Utah
 VECC

General Attendees on Bridge

Lorenzo Barlow
 Tim Collins
 Bryan Low
 Randy Thomas
 Tina Scarlet

Representing

Colorado City
 Intrado
 Logan PD
 UPD
 Weber Area Dispatch 911

Minutes

The meeting was called to order by Committee Chair **Justin Grenier** at 1305 MDT.

1. **Minutes:** A motion to adopt the minutes of the Utah 9-1-1 Committee meeting held March 24th, 2015, was made by **Deb Mecham**, seconded by **Kathy Quarnberg**. 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 77.51% and 63.74% 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 \$1.975M of funds available in the CAD fund, and about \$2.8M available in the E-911 fund. There is also an issue with lapsing funds – about \$2.5M – that will need to be re-appropriated in order for us to be able to use them – Kathy is working on resolving this matter as well.
 - 2.1.1 **Approval of Current Financial Report** – It was moved by **Deb Mecham**, and seconded by **Shelley Peterson** *“that the Financial Report be approved.”* The motion carried by a unanimous vote.
3. **Grant Applications**
 - 3.1 **Revised Weber Area Dispatch – CAD Grant Application – Tina Scarlet** presented a revised grant application for a portion of the new CAD system for her PSAP. The amount requested in this application is \$476,538. The grant is for certain CAD system functional elements as outlined in the application. The initial grant application in the amount of \$1.1M was made at our January meeting. It was subsequently realized that our CAD Rules needed to be developed and agreed to prior to this application going forward. As our CAD Rules are now in place and have been approved by UCA, this amended grant application can now go forward. There was discussion concerning the functional element that include paging, ProQA interface, WestNet Interface, and the Cross Staffing module. **Kevin Rose** pointed out that these functional elements are eligible and were included in the Rules, and **Tina Scarlet** provided the link to the new Rules that allowed for these elements.
 - 3.1.1 **Motion** - It was moved by **Melanie Crittenden**, and seconded by **Scott Freitag**, *“that the Weber Area Dispatch grant application in the amount of \$476,538 be approved.”* The motion carried by a majority vote with **Kevin Rose** abstaining.
4. **Committee Business**
 - 4.1 **PPBH – 2015 Media Campaign – Britni Brozo** presented three cost proposals for our upcoming 2015 media campaign. The first goal is to continue to educate the public as to when it is appropriate to call 911; to maintain the mobile website that supports the non-emergency telephone numbers for a variety of agencies; and the text-to-911 initiative. The proposals started at \$200K, \$250K, and \$300K respectively. There would be a need to include the text-to-911 in the various media messages and those would be geographically specific according to where text-to-911 is implemented. The Committee was reminded that the first year of the program the budget was \$300K. The video messages are still relevant and can continue to be used. The target audience remains at ages 25 to 54 as this group makes up the majority of 911 callers. Regarding targeting audiences, the TV messages go statewide; the social media and online media can be much more geocentric. Penna-Powers would like direction from the Committee in putting together a more formalized plan. It was decided that we need to put this on hold pending the development of our upcoming budget. **Eric** to get with **Kathy** to start the budget development process.
 - 4.2 **Delays in Transition of PSAPs to Network – Max Iwaniec** started a discussion concerning delays in transitioning PSAPs from the legacy telephone system to the new I/P network. He introduced **Andy Nielsen**, **Steve Raval**, and **Tim Collins** from Intrado. **Andrew Howlett** presented a brief overview of the 911 telephone and network architecture in Utah, steps to

transition PSAPs, as well as a discussion on dates. **Justin** raised the issue of new network related equipment that is needed to be ordered for each PSAP, and questioned if there was a better way to provision this equipment perhaps through a bulk-buy. **Max** indicated that there is no reason why they cannot do this. He also explained that there are checklists required for each PSAP and there are logistics involved in getting pictures, equipment, network, etc. Intrado has added resources to their network deployment group and delays in this regard should be minimal. **Tim Collins** from Intrado reported that they would welcome doing multiple PSAP cutovers at the same time, or at least on a statewide basis. **Max** to get a revised list of PSAPs that might incur extra charges to **Eric**. **Max** also reported that they are working on roughly a three month process to get PSAPs transitioned over to the network. We need to have a calendar presented at each meeting to update the group on the progress of the cutovers.

4.3 UCA Update – Scott Freitag reported that the UCA Executive has approved everything that we have put forward including the Rules, the CAD Grant Application form, as well as the Project Manager’s job description. Steve to move forward on getting the additional info needed for posting. It is expected that this will get posted to the NENA and APCO websites when the details for the position have been finalized. The Weber Grant Application and the proposed revisions to our grant forms will be sent to the UCA for consideration.

4.4 Updated Grant Application Forms – Eric presented the latest iterations of the Grant Application and Grant Amendment Application forms.

4.4.1 Motion - It was moved by **Kathy Quarnberg**, and seconded by **Shelley Peterson**, *“that the updated grant application forms be approved for presentation to the UCA Executive.”* The motion carried by a unanimous vote.

5. Round Table

5.1 Justin did a brief overview of the Efficiency Study meeting held April 13th. Many issues were clarified and questions answered. Overall, it was a very productive meeting.

5.2 Jeremy asked for clarification on how the next budget will be prepared. Kathy and Eric need to get together and that Eric bring back a proposed budget at the next meeting for consideration.

5.3 Shelley reported that Rich County is working on preparing an invoice for their PowerPhone EMD training and EMD system installation.

5.4 Justin reminded the Committee that the Google Imagery feature will be installed on their consoles on April 30th, and that it should be ready to be viewed at our May meeting.

5.5 Justin also reported that the Airbus CDR port issue with regard to ECATS report compatibility should be ready in the next few months.

5.6 Scott enquired regarding the enquiry sent to PSAPs regarding their use of ECATS/Aurora. **Eric** reported that the responses were few, so it was suggested that the message be re-sent.

6. Public comment

6.1 Steve reported on FirstNet, stating that they still have a long way to go. The plan is to survey each PSAP with regard to coverage needs, etc. This needs to be done in order to submit our state’s plan by July 31st. The process will need to also involve Sheriffs, Chiefs of Police, Fire Chiefs, etc. **Justin** suggested that the needed information could possibly be gleaned from our ECATS data. He also reported that the SWIC position has not been staffed.

6.2 Tamara Smith (U of U) enquired about their planned CPE upgrade and whether or not the funding freeze would affect their efforts. **Justin** reiterated that any projects that are in the planning stages should go ahead. It is the intent of the state to continue to move PSAPs onto the new technology and capitalize on the savings that such moves will bring.

6.3 Deb Mecham informed the attendees that Watson Furniture Products will be showing their latest PSAP dispatch console equipment this Wednesday at the Utah Valley PSAP.

7. Motion to Adjourn - A motion to adjourn the meeting was made by **Kathy Quarnberg**, seconded by **Shelley Peterson**. The motion passed with unanimous. Carried

8. Next Scheduled Regular Meeting: Tuesday, May 19th, 1300 MDT, St George Police Department 265 North 200 East, St. George, Utah 84770

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

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