



Regular Meeting Minutes

January 20, 2015

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

| Staff Members | Representing | Y/BR/E/N |
|----------------------|---------------------------|-----------------|
| Kevin Bolander | Attorney General's Office | Y |
| Trish Nelson | UCA | Y |
| Eric Parry | UCA/State 9-1-1 Program | Y |
| Steve Proctor | UCA | Y |
| Kathy Trees | UCA | Y |

General Attendees

Bert Granberg
 Guy Dansie
 Max Iwaniec
 David White
 William Romesburg
 Chris Rueckert
 Laonna Davis
 Kraig Kaizumi
 Bryan Low
 Commissioner Bill Cox
 Sheriff Dale Stacey
 Emily Weston
 David Bratke
 Jake Hunt
 John Inch Morgan
 Mark Whetsel

Representing

AGRC
 BEMS
 CenturyLink
 CenturyLink
 Cit-Com
 DPS/Salt Lake City
 DPS/Uintah Basin Communications
 Frontier Communications
 Logan 911
 Rich County
 Rich County Sheriff's Office
 Rich County Sheriff's Office
 Stancil Corp.
 UCA
 VECC
 VECC

General Attendees on Bridge

Representing

Kelly Green
Andrew Howlett
Wendy Lister
Linda Petty
Jennifer Stefanoff
Bill LePoidevin
Mary Bain

AGRC
CenturyLink
DPS
DPS/Cedar Communications
DPS/Price
Emergency CallWorks
UPD

Minutes

The meeting was called to order by Committee Chair **Alan Workman** at 10:08 MST.

1. **Minutes:** A motion to adopt the minutes of the Utah 9-1-1 Committee meeting held December 16th 2014, was made by **Jeremy Raymond**, seconded by **Deb Mecham**. The motion was approved by a unanimous vote. Carried.
2. **Financial report:**
 - 2.2 **Projected Available Funds Remaining – Kathy Trees** presented the financial report. She continues to do a great job of provided a much better detail of our current and future financial situation. She reported that we have about \$2.919M in funds available for funding our projects. **Kevin Rose** has adjusted the CPE upgrade numbers. **Kathy** has also added the additional ECaTS charges for the new Ease of Use Enhancement report (\$35,198.00). A Grant Obligations report has also been added that shows the status of Current Year CPE upgrade projects. A Current Year Revenue report has also been added. There was a question concerning the AGRC one-cent fund, and **Kathy** has agreed to follow up on this to establish how this fund is being administered. Kathy has also added a stand-alone report that shows Items for Consideration that reflects our proposed projects. She noted that if these are all approved, the Committee will be running a deficit by FY17.
 - 2.3 **Approval of Financial Report –** It was moved by **Jeremy Raymond**, and seconded by **Kevin Rose**, *“that the Financial Report be accepted along with working with including authorizing Jeremy Raymond and Deb Mecham to work with Eric, Steve, and UCA human resources to hire a Project Manager.”* The motion carried by a unanimous vote.
3. **Grant applications**
 - 3.1 **Rich County – Network Costs – Sheriff Stacey, Emily Weston, and Commissioner Bill Cox** were in attendance to further review the Rich County Grant application. **Sheriff Stacey** introduced **Commissioner Cox** and **Emily Weston** to the Committee. He reported that Emily had attempted to send **Kevin Rose** information germane to their grant application but that it never arrived. **Kevin** now has the information but has not had a chance to review it. Kevin reported that he did do some analysis of the information and intends to contact both All West and CenturyLink to determine what the charges are for. The Committee acknowledged that there have been some one-time exceptions made for Rich County. **Kathy Quarnberg** commented that there have been other exceptions to the rule where some line charges were funded on a case-by-case basis, and that is the issue. **Kevin** commented that if we start to fund phone bills for Counties three through six, that it won't take long to drain our funds. **Sheriff Stacey** reminded the group that they were told several years ago by the then Committee members that these costs would be paid by the Committee, and from a budgeting perspective, they have come to rely on reimbursement in this regard. **Commissioner Cox** commented that it was his understanding the legislation authorized funds to be available to smaller counties to subsidize their PSAPs. He went on to comment that most of the summer visitors do not have phones registered in Rich County, yet contribute significantly to their 911 call volumes. He also commented that if this is going to be a fight every year, that he needs to know that in order to make the appropriate budget adjustments. Further, he suggested that clarification needs to be made with the legislature to determine exactly what the funds are to be used for in counties of the fifth and sixth classes. Justin pointed out that the situation isn't so much that we don't want

to fund these charges, but there may be a day where, for a variety of reasons, we may not be able to fund these charges. **Commissioner Cox** further commented that they had negotiated lower rates with All West. It was agreed that our Grant Sub-Committee needs to address this matter for future considerations.

3.1.1 Motion - It was moved by **Kathy Quarnberg**, and seconded by **Regina Nelson**, *“that the Rich County grant application in the amount of \$68,696.23 be approved, and that Kevin Rose peruse the bills with the object of determining what the Committee will do in the future in this regard.”* The motion carried by a unanimous vote.

3.2 Weber Area Dispatch – CAD Grant Application – Tina Scarlet presented a grant application for a portion of the new CAD system for her PSAP. The amount requested in this application is \$1.1M. The work to replace the current CAD system started about three years ago with the establishment of a CAD procurement committee. Based on the work done by the committee, and RFP was put together. As a result, it was decided that the Spillman CAD system should be selected. The grant is for the CAD system only and does not include other add-ons such as the Records Management Systems. **Tina** went on to state that the District is prepared to pay the overall costs of \$4.1M up front. **Jeremy Raymond** pointed out that there currently is no match requirement for the CAD fund awards. **Deb Mecham** commented that it was not clearly understood if the CAD fund would pay for single PSAP CAD systems; that it was her understanding the CAD fund was for CAD2CAD purposes. **Tina** reminded the Committee that Salt Lake City 911 has already approached the Committee, and was approved to fund an efficiency study. It was also clear in the Salt Lake City grant application that it was their intent to approach the Committee to fund the new CAD platform. **Scott Freitag** commented that their undertaking and the subsequent grant application was mandated by legislation, and that they do not have the funds to pay for a new CAD platform, but overall the question of how is the Committee going to pay for the grant applications needs to be further discussed. He further noted that the CAD fund has already been tapped for about \$600K and what does that do to the Salt Lake project? If the intent was to meet the requirements of HB155; that their expenses are qualify. **Tina** acknowledged that we cannot spend more that we have, but that the disbursements for their project would span a period of about ten months. She also raised the question of maintenance was raised and was asked for because the Committee has paid for CPE maintenance. Deb commended Tina for her initiative in getting this matter before the Committee. After further discussion, it was determined that the Committee needs to get some process in place, and that the CAD Sub-Committee be tasked with preparing draft rules.

3.2.1 Motion - It was moved by **Jeremy Raymond**, and seconded by **Karl Kuehn**, *“that the Weber Area Dispatch grant application be tabled for two months, and that we authorize the CAD Sub-Committee to review the CAD grant request and come back to the next meeting with recommendations for CAD grant awards.”* The motion carried by a majority vote with **Kevin Rose** abstaining.

4. Public comment

4.1 Max Iwaniec provided an update to the upcoming PSAP CPE upgrades:

4.1.1 Tooele – The equipment is installed and is ready to go. The A911 circuits from Intrado are on their way and the cutover is anticipated for some time in February.

4.1.2 Richfield – The equipment is in Denver, and we are awaiting the installation of the A911 circuits which are currently scheduled for March.

4.1.3 Logan – Same as Richfield.

4.1.4 Utah Valley – There is no equipment needed, and they are awaiting the A911 circuits scheduled for installation in March.

4.1.5 DPS/Price Communications – The move to the new PSAP will require the activation of the EOC in order to allow for the equipment move. This will accommodate the move of the “A” side of the system to the new facility without causing any down time. There will be an additional cost to this move of about \$2K. He went on to report that the Intrado work orders are behind nationwide and that there are not enough resources to expedite the connection issues. **Steve Proctor** raised the issue of who is going to pay for the additional costs of the move, and also asked why Intrado did not get the work

orders (from CenturyLink) for the installation until December 1st, 2014 when we have known for months that the moves were forthcoming? The process needs to be refined so that this situation is not repeated with the upcoming cutovers. **Max** agreed to work with **Alan** to ensure this gets worked out and does not repeat itself.

4.2 PENNA/POWERS – Eric was asked by **Britni Brozo** to read a short notice with regard to the public education campaign:

"The public education plans that Penna Powers has put together in year's past have meet the goals and objectives as outlined by the committee. Now that text to 911 capabilities are on the cusp of public release, we (Penna Powers) believe now is a good time to reevaluate goals, objectives, key messages and budget. If it's okay, we would like to recommend that the committee reinstate the Emergency 911 Public Education Subcommittee. Once we meet with the subcommittee to get a better understanding of the new public education needs, we will propose a results-driven and cost conscious strategic communications plan. This would be the most efficient and effective way to plan, approve and execute a new public education campaign without bogging the committee down with all the details."

4.2.1 Justin indicated that he had been in contact with PPBH and that there were some discussions concerning the text-to-911 public education campaign, and that they indicated that there would be a budget increase to accommodate the program. It was agreed that we need to revitalize the Pub-Ed Sub-Committee and get together with PPBH in this regard. **Eric** to reach out to **Justin** for further direction on this matter.

5. Committee Business

5.1 Introduction of Cit-Com – Scott reported that Cit-Com is the consultant that has been chosen to perform the CAD efficiency study in Salt Lake County. He introduced **William Romesburg** as a principle of the company who will be directly engaged in the study. The study is to be completed within 60 days of the award of the contract, and is well underway. There are two additional resources involved in the study, Susan MacDonald, Ken Humphry as well as technical advisor. It was requested that when appropriate, and brief report be given to the Committee. **Scott** requested that a meeting be set up with **Eric** and **Steve**.

5.2 BEMS Update - Guy Dansie provided a brief update to the Committee concerning the latest iteration of the rules that have been developed in conjunction with Keven Rose and Regina Nelson. Those have been sent in to the Attorney General's office from their Executive Director for approval. It is expected that there will be some minor tweaks to the rules, but these changes are minor and should not affect the overall intent of the rules. They are waiting for their Executive Director to approve them for public comment. He will forward the public comment notice to **Eric** for further distribution to Committee members. He also reported that they have been working with Rich County and **Kyle Bushnell** (retired UHP) to assist in this regard.

5.3 911 Legislation Update – Alan indicated that **Justin** will be responsible for legislation matters, and that he would like to transition **Justin** into that role. He subsequently requested that **Tina** work with **Justin** to bring him up to speed on what we can expect from the upcoming legislative session and report back to the Committee at the next meeting.

5.4 ECaTS – Wireless E911 Location Accuracy Requirements – Justin presented a report that showed all answer times for all calls for all Utah PSAPs. The second report showed call volumes per PSAP. Both reports capture calls for 2014. He also provided an update concerning the FCC and wireless location and reported that they are seeking comments on developing a roadmap that would provide for more accurate location information for wireless 911 callers who are in buildings. This would include which floor the caller might be on by introducing a height or altitude requirement ("z" component). He also reported that the carriers have all agreed to move forward with this requirement, but the Find Me 911 does not support this citing that the matter does not do enough to address location issues. **Jeremy Raymond** stated that he wished to commend our dispatchers on the call answer statistics for our Utah PSAPs. The national standard is 90% of 911 calls answered in ten seconds, and we are sitting at 89.05% which is phenomenal as this statistic also includes the admin calls. It can be assumed that the vast

majority of 911 calls placed in Utah are answered in ten seconds or less. **Alan** suggested that we take a proactive approach to getting this fact out to the public through the media.

5.5 SMART911 Project Plan – Karl suggested that since Melanie is not available that this item be tabled to the next meeting.

5.6 Project Manager – Funding an Additional Resource – It was felt that this matter had been discussed enough earlier in the meeting and the wheels are in motion already. A job description and job announcement needs to be developed.

5.7 Text-To-911 – **Kevin** reported that the Partners of the Greater Wasatch Multi-node are moving forward with this project, and that they anticipate going live towards the end of March. They would like to use the Committee and the Penna-Powers contract to assist them in a public education campaign. **Kevin** to look into setting up a meeting to go over a strategy for this project. **Jeremy** commented that we would need to be very specific as to which areas of the state would have this service and target that audience accordingly.

5.8 NG GIS Data Layers/Imagery Status Update – **Bert Granberg** gave a briefing on the status of this effort. He reported that NENA has a workgroup that is in the process of finalizing a data model for GIS Map Layers for NG911, and that effort is now in an all Committee Review. He provided a handout that shows the various GIS Map layers being considered in the standards. As one of the layers is aerial photography, he wanted to let the Committee know that the agreement for the Google Imagery product has been completed and that a purchase has been made. They are working with Google as well as Texas to take delivery of the product. He also informed the Committee of an event called “Maps on the Hill” to take place next Wednesday in the rotunda or the Capitol Building. He also informed the Committee of a UDOT initiative through their Traffic Safety Division where they are doing a study to try to increase the efficiency of the maintenance of road centerlines and address information. They have hired a consultant (HDR) to look at this and come up with some recommendations. **Bert** thanked us for our partnership in this effort. Scott raised the issue of cell-tower antenna sectors and if this could become part of the GIS Map layer dataset. **Bert** indicated that this would be another suggested goal of the dataset and that this is something that he suspects would become another added component of the NENA model guideline. He went on to state that some PSAPs have already researched their cell-sectors and revised their routing tables, but that in order for this to come together as a statewide database, it would require the direction and support of the 911 Committee. **Bert** suggested that we may need to put together a simple NDA to get the ball rolling on this as some PSAPs have already evaluated their jurisdictions in this regard.

5.9 Rules For CAD Procurement – Tabled to next meeting for further evaluation by CAD Sub-Committee.

5.10 Election of Chair and Vice Chair – As required in statute, it is required that a Chairperson and a Vice-Chairperson be elected at the first Committee meeting of the calendar year.

5.10.1 Motion - It was moved by **Kathy Quarnberg**, and seconded by **Karl Kuehn**, “*that Justin Grenier be nominated as the Committee Chairperson.*” The motion carried by a unanimous vote.

5.10.2 Motion - It was moved by **Jeremy Raymond**, and seconded by **Alan Workman**, “*that Karl Kuehn be nominated as the Committee Vice-Chairperson.*” The motion carried by a unanimous vote.

5.11 CAD Sub-Committee – **Kath Quarnberg** suggested that Justin be added in order to ensure representation from the southern part of the state.

5.12 Proxy Vote Issue – **Kevin** to look at this matter for next meeting.

5.13 Award of Appreciation – **Justin** presented Alan with a token of appreciation for his service to the 911 Committee in what was perhaps “the most tumultuous year” of the Committee’s existence.

6. Project Reports:

6.1 CAD to CAD Status Update – No report at this time.

6.2 UCA Business Report – No report at this time.

**7. Round Table –
N/A**

8. Motion to Adjourn - A motion to adjourn the meeting was made by **Karl Kuehn**, seconded by **Deb Regina Nelson**. The motion passed with unanimously. Carried

Next Scheduled Regular Meeting: Changed to February 24th, 2015 @ 1000 MST, Valley Emergency Communications Center (VECC), 5360 S Ridge Village Drive, West Valley City, Utah, 84118-4100.

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