



# Regular Meeting Minutes

## October 20, 2015



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

Staff Members	Representing	Y/BR/E/N
Kevin Bolander	Attorney General's Office	N
Shawn Messinger	UCA	Y
Trish Nelson	UCA	E
Eric Parry	UCA	Y
Steve Proctor	UCA	Y
Kathy Trees	UCA	Y

### General Attendees

Guy Dansie  
 Lesa Wilson  
 Andrew Howlett  
 Max Iwaniec  
 Linda Petty  
 Jennifer Stefanoff  
 Chris Rueckert  
 Bryan Low  
 Chief Dale Brophy  
 Tamara Smith  
 John Inch Morgan

### Representing

BEMS  
 DPS/Box Elder Communications  
 CenturyLink  
 CenturyLink  
 DPS/Cedar Communications  
 DPS/Price Communications  
 DPS/Salt Lake City Communications  
 Logan PD  
 University of Utah DPS  
 University of Utah DPS  
 VECC

### General Attendees on Bridge

N/A

### Representing

- 1. Call to Order** – The meeting was called to order by the 911 Advisory Committee Vice Chair, **Karl Kuehn**, at 1300 MDT.
- 2. Minutes:** A motion to adopt the minutes of the Utah 9-1-1 Advisory Committee meeting held September 15<sup>th</sup>, 2015, was made by **Kathy Quarnberg**, seconded by **Melanie Crittenden**. The motion was approved by a unanimous vote. Carried.
- 3. Financial report:**

**2.1 Projected Available Funds Remaining – Kathy Trees** presented the first of two reports. The first report was a recap of last year’s finances that were subject to a recent audit. She reported that the first report is divided into two sections – the Restricted Account Balances held by the State, and the Appropriation Balances. At the beginning of the last fiscal year, there was \$3.4M of lapsed funds (lapsed by DPS) in the Unified Statewide 911 Emergency Service Account. There were no funds at the beginning of the year in the CAD Restricted Account. DPS lapsed back about \$1.8M meaning that they no longer have any of our funds. These lapsed funds will now need to be appropriated back to us. We currently have \$4.9M in the 911 Restricted Account. There was \$2.9M appropriated for the 911 Emergency Services Account and \$2.5M for the CAD Account. Approximately \$1.3M in the 911 Account and \$1.2M in the CAD account are being held in their respective accounts but are not available to us as they have not yet been appropriated. The Remaining Balances after appropriations and expenditures is \$4.8M in the 911 Emergency Services Account and \$1.5M in the CAD Account. The lapsed funds need to be re-appropriated by the Legislature and that should occur in January or February of 2016.

The second report addressed the proposed budget for the current Fiscal Year. **Kathy** reported that this was presented to the last UCA meeting, but deferred to their next meeting in order to give the UCA Board time to review the numbers. She reviewed the amounts collected in the 9 and 6 cent funds, and reported that we are at 23.71% and 20.69% respectively. About \$83K has been transferred to the AGRC. Approximately \$2.99 M has been appropriated to the 9 cent fund and about \$2.6 M appropriated to the 6 cent fund. Kathy also reported that there are more funds being appropriated than we are collecting, and this will be addressed at a meeting with the Appropriations Committee next Tuesday.

**2.1.1 Motion - Approval of Financial Report** – It was moved by **Kevin Rose**, and seconded by **Melanie Crittenden**, *“that the Financial Report be approved.”* The motion carried by a unanimous vote.

### **3. Grant Applications**

**3.1 Davis County Sheriff’s Office – Year 7 Maintenance – Dee Bird** presented a grant application for the extension of the maintenance contract to Year 7. This grant request is to hold them over pending the approval of the Davis County combined CPE/Geo-Diverse upgrade.

**3.1.1 Motion** - It was moved by **Kevin Rose**, and seconded by **Jeremy Raymond**, *“that the Davis County Sheriff’s Office Year 7 Maintenance grant application in the amount of \$22,431.00 be recommended for approval.”* The motion carried by a unanimous vote.

**3.2 Davis County Sheriff’s Office, Layton PD, Clearfield PD – Combined Upgrade of CPE and Geo-Diverse/Hosted Solution – Amendment to Grant - Dee Bird, Karl Kuehn, and Wendy Brimhall** presented an amendment to their previous grant application concerning a joint CPE upgrade and geo-diverse/hosted solution. The amendment represents the addition of Text-to-911, reduction of engineering hours, Text Control Center (TCC) fees, the removal of the network costs, and reduces the original grant application from \$621,913.13 to \$402,875.15.

**3.2.1 Motion** - It was moved by **Jeremy Raymond**, and seconded by **Regina Nelson**, *“that the Davis County grant amendment application in the amount of \$402,875.15 be recommended for approval.”* The motion carried by a majority vote with **Karl Kuehn** abstaining from the vote.

**3.3 VECC/Salt Lake City CAD Consulting Contract – Phase 2 – John Inch Morgan and Scott Freitag** presented a grant amendment application for the completion of the second phase of the CAD evaluation project. This grant request allows for the completion of the final phase of the evaluation of CAD systems for these two PSAPs. This includes the solicitation and negotiation of the Best and Final Offer from the two finalist CAD vendors, and the implementation planning for eighteen public safety agencies. It was pointed out that, historically, the effort to establish a Best and Final offer saves the equivalent of the costs of the consultant in this regard. The amount of the request is for an additional \$95,200.00 to complete the project.

**3.3.1 Motion** - It was moved by **Kevin Rose**, and seconded by **Melanie Crittenden**, *“that the VECC/Salt Lake City CAD Consulting contract grant amendment application in the amount of \$95,200.00 be recommended for approval.”* The motion carried by a majority vote with **Scott Freitag** abstaining from the vote.

**3.4 University of Utah - CPE Upgrade – Tamara Smith** presented a grant application for the upgrade of their CPE equipment. This application changes their CPE to a Viper solution which will be hosted from Salt Lake City 911. It also means that they will become part of the Greater Wasatch Multi-node, and will now have back-up capability should they experience a local outage. The grant request is in the amount of \$101,116.04.

**3.4.1 Motion** - It was moved by **Scott Freitag**, and seconded by **Jeremy Raymond**, *“that the University of Utah CPE upgrade grant application in the amount of \$101,116.04 be recommended for approval.”* The motion carried by a unanimous vote.

**3.5 Bountiful PD - CAD to CAD Connection Costs – Chief Tom Ross** presented a grant application for the costs of their Bountiful – Davis County Sheriff’s Office CAD to CAD connection. This grant application is in the amount of \$56,230.88. After a brief discussion, it was determined that since this project started before our CAD Rules, there would be no grant match requirement. **Chief Ross** also commented that they have expended an amount equivalent to the grant match on server equipment required for this purpose.

**3.5.1 Motion** - It was moved by **Scott Freitag**, and seconded by **Melanie Crittenden**, *“that the Bountiful CAD to CAD connection costs grant application in the amount of \$56,230.88 be recommended for approval.”* The motion carried by a unanimous vote.

#### 4. Committee Business

**4.1 FirstNet Update – Gordy Coles** – updated the Committee regarding the FirstNet project. He reported that they completed the data gathering for Utah collecting 90 surveys representing about 14% of the agencies. This information has been extrapolated to cover Utah’s requirements and has been submitted to FirstNet for inclusion in an RFP. The RFP is scheduled to be released December 31<sup>st</sup> with the vendors having until May 2016 to submit their proposals. An award will be made at some point later in the year. There will also be a second round of consultations with the states that will take place throughout the year, and a plan will be presented to the Governor for consideration. States can either opt in or opt out.

**4.2 UCA Update – Steve** provided the Committee with a glimpse of the draft RFP being developed for the P25 radio system as well as the RFP for the radio system interconnect network which are slated to be presented tomorrow to the Public Utilities and Communications Commission. The plan is to have these posted as an RFI on the BidSync website. Comments submitted will be considered for the actual RFP. Responses will need to be submitted by the end of January 2016. The costs will be presented to the Legislature, after which a Best and Final Offer would be negotiated with the proposers. This RFP addresses only the network and the radio system.

**4.3 911 Performance Audit & Study – Eric** reported that four proposals to the RFP have been received, and that the kickoff meeting to evaluate the proposals will be held Monday.

**4.4 Status of the Staffing of the Project Manager – Eric** presented **Shawn Messinger** as the recently hired Project Manager. Shawn comes to us from Priority Dispatch and this is second day on the job.

**4.5 Technical Summit – Eric** reported that this event is slated for November 16<sup>th</sup> at the Miller Conference center in Sandy. There are about 55 confirmed attendees, and we are in the process of finalizing the agenda.

#### 5. Round Table

**5.1 Steve** – commented that we will need a letter from **Commissioner Squires** appointing **Major Mike Rapich** to the Committee.

**5.2 Jeremy** – raised the issue of the networking funding for Rich County. His concern centered on the fact that we need to let them know if it is our intent not to fund their network facilities. **Kevin** pointed out that there has never been a decision one way or the other concerning network funding. **Karl** commented that this matter should be tabled pending the Performance Audit recommendations concerning which network costs should be funded.

#### 6. Public Comment

**6.1 Guy Dansie** updated the Committee concerning the status of compliance of PSAPs regarding the delivery of EMD. He reported that there are six PSAPs that are not compliant, and that there is an effort to move forward on getting this matter resolved. All have agreed to make an effort to

become compliant and are currently on probation. Should a Designation expire, they are prepared to issue a provisional Designation to bridge the processes required to have their Designation status restored. The PSAPs that are identified as non-compliant are Clearfield, Rich, Garfield, Juab, Emery and San Juan; however, he reiterated that they are all wanting to become compliant and are cooperating with the Bureau in this regard. The approach is that we need to support the PSAPs in whatever way we can to get things back on track. **Karl** asked that **Guy** provide a copy of the inspection checklist be provided for our review.

**6.2 Dave Gibson** – from the Utah Legislature Auditor’s Office gave a brief overview of their current task of auditing the 61 cent surcharge. They are looking at how the surcharges are being used, as well as how the equipment and software are being purchased.

**7. Motion to Adjourn** - A motion to adjourn the meeting was made by **Jeremy Raymond**, seconded by **Scott Freitag**. The motion carried by a unanimous vote.

**8. Next Scheduled Regular Meeting:** Tuesday, November 17<sup>th</sup>, 2015, @1300 MST, Valley Emergency Communications Center, 5360 S Ridge Valley Road, West Valley City, Utah 84118-4100