



Unscheduled August Meeting Minutes

August 9th, 2016



Committee Members	Representing	P/BR/E/A
Von Beals	Technical Provider	BR
Melanie Crittenden	Mountainland Association	P
Laonna Davis	Uintah Basin Association	P
Scott Freitag	Salt Lake County	P
Justin Grenier	Five County Association	P
Barry Horsley	South East Association	BR
Karl Kuehn	Davis County Layton PD	P
Peter Kuhlmann	Washington County	A
Doug McCleve	Urban DPS	P
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	P
Jack Walkenhorst	Technical Provider	P
Dave White	Technical Provider	P

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

General Attendees

Paul Wolden
 Guy Dansie
 Andrew Howlett
 Linda Petty
 Jennifer Stefanoff
 Chris Rueckert
 Warren Darger
 Eric Isom
 Tricia Breinholt
 Lisa Julio
 Jeremy McCulley
 Jennifer McNamara
 Sheila Bringham
 Steve Fullerton
 Randy Thomas
 Jeff Monson
 John Inch Morgan
 Mark Whetsel

Representing

Beaver County Sheriff's Office
 BEMS
 CenturyLink
 DPS/Cedar Communications
 DPS/Price Communications
 DPS/Salt Lake Communications (TOC)
 Hildale/Colorado City Communications
 MIB Partners LLC
 Orem PD
 SLC Department of Airports
 SLC Department of Airports
 SLC Department of Airports
 Sanpete County Sheriff's Office
 SOLACOM
 UPD
 VECC
 VECC
 VECC

General Attendees on Bridge

Bryan Low
 Tina Mathieu

Representing

Logan PD
 Weber Area Dispatch 9-1-1

1. **Call to Order** – The meeting was called to order at 1300 MDT by the 911 Advisory Committee Chair, **Karl Kuehn**.
2. **Minutes:** A motion to approve minutes of the Utah 9-1-1 Advisory Committee meeting held July 19th, 2016, and August 2nd, 2016, was made by **Justin Grenier**, seconded by **Shelley Peterson**. The motion carried with voting recorded as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Von Beals	Technical Provider		X	X		
Melanie Crittenden	Mountainland Association	X		X		
Laonna Davis	Uintah Basin Association	X		X		
Scott Freitag	Salt Lake County	X		X		
Justin Grenier	Five County Association	X		X		
Barry Horsley	South East Association		X	X		
Karl Kuehn	Davis County Layton PD	X		X		
Peter Kuhlmann	Washington County	X		X		
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	X		X		
Dave White	Technical Provider	X		X		

3. Financial report:

3.1 General – Andrew Pollock from HEB Solutions provided the Financial Reports as of July 31st, 2016. He reported that our remaining balances are \$6,132,482.68 in the Unified Statewide 911 Emergency Service Account, and \$2,150,218.83 in the CAD Restricted Account. It was noted that the numbers shown under collections are estimates. There was a payout from the CAD account in the amount of \$288,000. It was pointed out that titles at the top of page two and three needed to be corrected to “FY2016-2017”. **Regina** commented that the Tooele grant (\$4550) has been paid. He also reported that he has made minor adjustments to the proposed FY17 budget which entails increasing each line item by a small amount according to his personal estimate of what the increases should look like. **Eric** commented that the proposed FY17 budget has not yet been finalized by the UCA, and that there is a proposal before the Committee to increase the EMD budget by \$20K.

3.1.1 Motion - It was moved by **Shelley Peterson**, and seconded by **Laonna Davis**, “that the Financial Report for July 2016 be approved”. The motion carried with voting recorded as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Von Beals	Technical Provider		X	X		
Melanie Crittenden	Mountainland Association	X		X		
Laonna Davis	Uintah Basin Association	X		X		
Scott Freitag	Salt Lake County	X		X		
Justin Grenier	Five County Association	X		X		
Barry Horsley	South East Association		X	X		
Karl Kuehn	Davis County Layton PD	X		X		
Peter Kuhlmann	Washington County	X		X		
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	X		X		
Dave White	Technical Provider	X		X		

3. Grant Applications

3.1 Beaver County Sheriff’s Office – Year 6 Maintenance – Paul Wolden presented their Year 6 Maintenance grant application that includes \$29,363.88 for maintenance, and the NRC ESInet connections costs of \$3,640.00 for a total of **\$33,003.88**.

3.1.1 Motion - It was moved by **Justin Grenier**, and seconded by **Barry Horsley**, “that the Beaver County Sheriff’s Office Year 6 Maintenance grant in the amount of **\$33,003.88** be recommended for approval by the UCA Executive Board.” The motion carried with voting recorded as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Von Beals	Technical Provider		X	X		
Melanie Crittenden	Mountainland Association	X		X		
Laonna Davis	Uintah Basin Association	X		X		
Scott Freitag	Salt Lake County	X		X		
Justin Grenier	Five County Association	X		X		
Barry Horsley	South East Association		X	X		
Karl Kuehn	Davis County Layton PD	X		X		
Peter Kuhlmann	Washington County	X		X		
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	X		X		
Dave White	Technical Provider	X				X

3.2 VECC/SLC911 – CAD Funding – John Inch Morgan and Scott Freitag presented an overview PowerPoint of their CAD project and grant application. The presentation addressed many of the questions posed on the Committee call held August 2nd. The answers to the questions were reviewed in detail (refer to the audio and ppt presentation on the Public Notice Website). At the completion of the presentation, follow-up questions were posed by the Committee members. The questions are summarized as follows:

3.2.1 Regina Nelson – Interfaces are still a concern and that we may be opening ourselves to problems down the road. Agencies that wish to talk to the CAD should be responsible for the costs of the interfaces.

3.2.2 David White – No questions

3.2.3 Kathy Quarnberg – Concurs with **Regina Nelson** on the interface issue. She also had a question with how this system would interface with other multinode PSAPs that are not on the same CAD platform. It was noted that CAD to CAD interface costs with those other agencies are included, and that there would be no additional costs from those other agencies concerning the interface. She also reiterated her concern regard the six-year financial commitment, and wished to state that she thinks that this is a good project. There was a subsequent discussion concerning unobligated funds that were taken away from the UCA.

3.2.4 Doug McCleve – Asked about the TOC interface and wished to confirm that this is not an issue. He also expressed concern with regard to terms that are being used such as ambiguity, subjectivity, and that we are setting precedents in an arena that is new for all of us, and has not been explored. He also commented that he never expected to see a project like this come together in his career.

3.2.5 Deb Mecham – Fully supports the core CAD needs, and that we all understand that the need for the Restricted CAD account was to support the need for a common CAD system in Salt Lake County. She expressed her concern for add-ons and interfaces that she does not believe are core CAD issues. She also has concerns over the UCA bonding issue and the commitment of funds into the future. Regarding the grant match, she observed that there is a 20% match on the software, and that there is no match on professional services. There were also concerns about changes to interfaces over the course of the eighteen-month implementation period. There was also a discussion on how costs are reimbursed from the fund, and whether or not is should be required for

agencies to pay large sums of money up front prior to being reimbursed. She also related that not all police agencies in her region have AVL, but those that do have borne the cost, and that we could be facing agencies coming to us for such interface funding. **Karl** commented that we do need to have a look at the CAD rules with an effort to make them less subjective.

- 3.2.6 Melanie Crittenden** commented that the CAD Rules were the result of Weber coming in with a grant application, and that the current CAD Rules were developed based on that grant application. She went on to comment that there may be an issue of fairness to Weber should we approve the current grant application, and that we should be seeking fairness and consistency. She offered congratulations on a job well done, but the Rules that we have are the ones that we need to go by, and that they are being interpreted in different ways.
- 3.2.7 Karl Kuehn** wished to echo what has been said so far, and that he thinks the project is a great idea and applauds the effort that they have put forth. He went on to comment that he has not heard anyone who doubts the value. His approach to this concerns the Rules that we have, and the discussion that went into the development of those Rules. He also has issues with the 20% grant match in that it is quite plainly written in the Rule as an across the board match. Regarding the concurrent user licenses, he has concerns with regard to where this number came from as it represents a huge cost line item.
- 3.2.8 Shelley Peterson** commented that this grant has a lot of additional items that are not core CAD in nature.
- 3.2.9 Justin Grenier** commented that many of his issues have been covered, and that this is a good thing. He also expressed his concerns whether or not we are working within our own Rules, and that his issues are with Polaris, Palantir, and the officer training costs, and where we need to draw the line on core CAD features and functions. There was also concern expressed over the possibility that this CAD system could become the de facto statewide CAD system. In addition, there was concern expressed over the secondary PSAPs in Salt Lake County that are not included in the system. Another concern was the possibility that additional qualifying items may arise in the future, and that the Committee could face additional funding requests in this regard, and precedents that could be set.
- 3.2.10 Laonna Davis** recalled the issue of approving street signs for Daggett County with no Rules in place to do so, and that this became an issue. She agrees with **Regina** on add-on modules (interface) issue, and that this would open up the possibility of many agencies coming in for CAD grants. She also commented that agencies have different needs depending on the demographics of their communities.
- 3.2.11 Kevin Rose** commented that we do need to make changes to the Rules especially with regard to MDT's, and that is a valid concern. He commented that most of his concerns have already been stated.
- 3.2.12 Barry Horsley** commented that most of his concerns have been raised, and that he agrees that this is a major undertaking; however, he has questions regarding some of the interfaces as truly being a CAD function.
- 3.2.13 Von Beals** was unavailable for comment having left the bridge.
- 3.2.14 David White** asked about the capacity of the CAD system and the number of workstations that it could support.
- 3.2.15 Karl Kuehn** reviewed the process outlined in statute that directs the 911 Division to making a recommendation to the Executive Director, who will then take it to the UCA Executive Board.
- 3.2.16 Motion** – A motion was made by Doug McCleve, however, the motion did not receive a second. The motion therefore failed.

A discussion ensued concerning the possibility of a motion to support the application with a caveat for further consideration on the issues as identified as controversial. It was also suggested that specific items be called out for further discussion concerning the eligibility under our current Rules. The group was reminded that this matter will most likely be on the UCA agenda for their August 23rd meeting and that time is of the essence, and that there is the

expectation that the Division will be making a recommendation to the Executive Director by then.

4. Committee Business

- 4.1 New Advisory Committee Members – Election of Co-Chair – Karl** welcomed the new Technical Provider members of the Advisory Committee. It was suggested that the three new members get together and be prepared to put forward, at the next Committee meeting, a nominee for the Committee Co-Chair.
- 4.2 FirstNet Update – N/A**
- 4.3 UCA Update – Scott** informed the Committee that the UCA Committee met July 26th to hold a closed meeting to select the Executive Director. The Board voted on a resolution that named Danny Fuhr to the position, however, he ended up declining the offer. This was due to a retirement issue with URS. He also reported that the UCA has gone to new purchase card system, and Board approved a new purchase policy. With regard to the latest audit, the UCA is continuing to implement all recommendations in this regard. He also reported that there was discussion concerning the Executive Board Committee that comes after concerns regarding the size of the Executive Board. They recognize that they would need to develop Rules that would define the role of this Committee. With regard to the Advisory Committees, he reported that those members have been appointed, and acknowledged the three new members in attendance at today's meeting. **Laconna Davis** was also appointed as a new member of the 911 Advisory Committee, as well as the reappointment of **Karl Kuehn** and **Shelley Peterson**. Jake gave a report on the status of the Radio Division, and there was discussion concerning administrative support at the UCA. In addition, he reported that he and **John Morgan** gave a presentation on their CAD grant application. With regard to Rules, he reported that the UCA has established a Rules Sub-Committee to work with the 911 Division to address the work that needs to be done in this area. **Shawn** commented that we are still in the process of briefing the Committee members on the work that has been done on this matter so far. A letter from **Senator Harper** was also distributed. There will be next UCA meeting will be held on August 23rd, the location has not been chosen. The UCA meeting is scheduled to be held at 0900, and the mandatory training concerning the Ethics and Open Meeting statutes will be held at 1300. He added that the UCA Executive met last week in a closed meeting to consider another candidate for the Executive Director's position.
- 4.4 Statewide EMD Certification/Recertification Issues** – A lengthy discussion ensued concerning the requirement for all PSAPs in Utah that are Designated as EMD centers are in compliance with the BEMS Rules as well as the terms if their EMD licenses. This funding is meant to assist the PSAPs that are struggling with their EMD to get their staff certified and on the correct version of the protocol. It was also reiterated that it is the responsibility of the various Committee members that are representing PSAPs to ensure that they are aware of the EMD requirements, and to determine which PSAPs need assistance in this regard. The topic of sanctions for non-compliant PSAPs was discussed. **Guy Dansie** reported that there have been no sanctions applied to date, however, that there is a will to start doing this to encourage PSAPs to become compliant. The situation is such that PSAPs cannot get their Designation unless all dispatchers are EMD certified. The funding of EMD certifications is intended to enable PSAPs to qualify for Designation. In order to qualify for funding, PSAPs will be required to provide hard evidence that their employees are EMD certified, and that they have been Designated by the BEMS. **Justin** commented that in addition to the BEMS having Rules in place, it is also our responsibility to work with the Bureau to support this effort and get everyone certified and designated as appropriate. It is expected that Committee members will canvass their respective PSAPs and come back with a list of personnel that require certification. PSAPs that may include assistance include Clearfield, Emery, Garfield, Juab, Rich, and San Juan. **Guy** offered to supply us with a list of Designated PSAPs. It was suggested that the Rules Sub-Committee continue to work on this matter and come back to the Committee with some suggestions for next steps, how the money will be spent, etc. It was also suggested that we revisit the EMD situation on an annual basis to ensure that PSAPs continue to be in compliance.

4.4.1 Motion - It was moved by **Deb Mecham**, and seconded by **Justin Grenier**, “that we increase the EMD Certification funding in the FY2016-2017 budget to \$30K, and that we revisit that line item annually, and also that the title of the budget line item be changed to PSAP Certification Program”. The motion carried with voting recorded as follows:

Member	Representing	Present		Vote		
		In Person	Bridge	Yea	Nay	Abst
Von Beals	Technical Provider		X	X		
Melanie Crittenden	Mountainland Association	X		X		
Laconna Davis	Uintah Basin Association	X		X		
Scott Freitag	Salt Lake County	X		X		
Justin Grenier	Five County Association	X		X		
Barry Horsley	South East Association		X	X		
Karl Kuehn	Davis County Layton PD	X		X		
Peter Kuhlmann	Washington County	X		X		
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	X		X		
Dave White	Technical Provider	X		X		

There as subsequent discussion concerning the lack of grant applications from PSAPs. It was agreed that we need to work with the PSAPs to ensure that they are aware of the processes and deadlines. **Guy** also asked for our assistance in updating their Rules. He also reported that we are planning to meet with **Dr. Tailac** and **Dr. Clawson** to also explore changes to their Rules.

4.5 Penna-Powers Contract Update – Eric reported that a Preferred Vendor list is being prepared by State Purchasing and as soon as that is completed, we will be able to go forward with a statement of work rather than an RFP. Ongoing.

4.6 ECATS Contract Update - Eric reported that this will be a sole-source contract and that we are planning to meet with **Chris Duxler** at the APCO conference to discuss the sole-source language as well as details of a new contract.

4.7 CAD2CAD Aggregator – Eric reported that we are still in the process of issuing the RFI and will be working with State Purchasing to get this out and on the street.

4.8 911 Performance Audit & Study Update – Shawn reported that project is on track, we are in the process of reviewing the mid-term report. He also reported that Matrix is in the process of drafting the final report with is due the end of August.

5. Round Table

5.1 Doug McCleve informed the group that the one-day conference to develop public safety communications interoperability policy is set for August 30th, and will be held in North Salt Lake.

5.2 Shawn reiterated the responsibilities of the Committee members and to be vigilant when it comes to the efforts of the Advisory Committee and their respective PSAPs.

5.3 Karl announced that there will be a Monday evening meet and greet at the APCO conference for Utah attendees.

5.4 Laconna asked about Year 7 Maintenance and their need to upgrade their CPE.

6. Public Comment

6.1 N/A

7. Next Scheduled Regular Meeting: Tuesday, September 20th, 2016 @1300 MDT, Valley Emergency Communications Center, 5360 S Ridge Village Drive, West Valley City, Utah 84118-4100.

8. Motion to Adjourn - A motion to adjourn the meeting was made at 15:08 MDT by **Kevin Rose**, seconded by **Regina Nelson**. The motion carried.