



Regular Meeting Minutes

February 16th, 2016

Valley Emergency Communications Center



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

Staff Members	Representing	Y/BR/E/N
Kevin Bolander	Attorney General's Office	BR
Shawn Messinger	UCA	E
Eric Parry	UCA	Y
Steve Proctor	UCA	Y
Kathy Trees	UCA	E
Gordon Coles	Statewide Interoperability Coordinator	E

General Attendees

Bert Granberg
 Guy Dansie
 Andrew Howlett
 Max Iwaniec
 David White
 Curtis Cooke
 Linda Petty
 Doug McCleve
 Jennifer Stefanoff
 Chris Rueckert
 Laurie Hovatter
 Bryan Low
 Lisa Julio
 Jeremy McCulley
 David Bratke
 Erik Loberg
 Phil Rotheram
 John Inch Morgan

Representing

AGRC
 BEMS
 CenturyLink
 CenturyLink
 CenturyLink
 Colorado City/Hildale Communications
 DPS/Cedar City Communications
 DPS/UHP
 DPS/Price Communications
 DPS/Salt Lake Communications
 Infor
 Logan PD
 SLC Airport
 SLC Airport
 Stancil Corp.
 Unify Inc.
 Unify Inc.
 VECC

General Attendees on Bridge

Kraig Kaizumi
 Darold Whitmer

Representing

Frontier Communications
 Frontier Communications

1. **Call to Order** – The meeting was called to order at 1305 MST by the 911 Advisory Committee Chair, **Karl Kuehn**.
2. **Minutes:** A typo was noted on the January minutes – **Melanie Crittenden** showed as on the bridge when in fact she was absent from the meeting. A motion to adopt the corrected minutes of the Utah 9-1-1 Advisory Committee meeting held January 19th, 2016, was made by **Jeremy Raymond**, seconded by **Justin Grenier**. The motion was approved by a unanimous vote. Carried.
Eric presented Justin with a token of appreciation for his contribution to the Committee as the 2015 Chair.
3. **Financial report:**
 - 2.1 **Kathy Trees** was unable to attend the meeting. **Karl** suggested that we make a motion to table this report to the next Committee meeting.
 - 2.1.1 **Motion** - It was moved by **Justin Grenier**, and seconded by **Melanie Crittenden**, *“that the Financial Report be tabled to the next meeting.”* The motion carried by a unanimous vote.
3. **Grant Applications**
 - 3.1 **N/A**
4. **Committee Business**
 - 4.1 **FirstNet Update** – **Gordy Coles** was unavailable.
 - 4.2 **EMD Certification/Recertification for BCI/POST Cleared Individuals** – **Guy Dansie** reported that the Bureau has decided that there is no need to duplicate security checks on the same person when one would suffice. He went on to state that a letter of verification for the individual from the PSAP maybe all that is needed to confirm that a clearance has been completed. He also stated that they will continue to charge the certification fee of \$45. The Bureau would continue to do security checks on telecommunicators who have not been security cleared by their agency. All these changes will be reflected in their Administrative Rules in the next few months, but this change is in effect now. The criteria for the BCI background checks is on the POST website. **Guy** agreed to write something up and send it back to us for review. **Eric** to distribute. He also reported that they are setting up a meeting with Dr. Clawson to look at EMD issues, and he will report back on progress in this regard.
 - 4.3 **Statewide Wireless 911 Call Routing Analysis** – **Bert Granberg** provided a brief overview of this latest effort to analyze how wireless 911 calls are being routed. Routing sheets from the various providers are being sent to us from Intrado. He estimates there are at least 20K cell sectors in the state. Early analysis has already shown some routing anomalies in rural areas. It was decided that **Melanie, Justin** and **Karl** form a Sub-Committee to work with **Bert** and **Shawn** to address next steps in this process. **Scott** suggested that we approach the wireless companies in advance to help us understand how their routing processes are determined and work together to define a process that would assist them in rectifying anomalies as appropriate.
 - 4.4 **UCA Update** – **Steve** reported that they are anticipating a bill that will affect the UCA but he has not seen anything yet.
 - 4.5 **ESInet Connection Costs** – **Eric** provided a brief overview of the desire of the Committee to cover the ESInet connection costs for Utah PSAPs. In October of 2014, the Advisory Committee passed a motion to pay for the one-time ESInet connection costs for PSAPs. This motion was never approved by the UCA, nor were these costs part of our current budget. After a lengthy discussion it was decided to get firm numbers from CenturyLink and Frontier and come up with a bottom line for approval and budget purposes.
 - 4.6 **ECATS Text to 911 Quote** – **Karl** presented a quote from ECaTS to bring Text to 911 reporting to the current ECaTS system. The quote includes one-time connections costs for each PSAP as well as the applicable month to month charges all of which can be done on phased-in approach. The set-up fee (NRC) is quoted at \$500 per PSAP, and the monthly fee per PSAP is \$59. As these costs are not in our current budget, and that this matter would not meet the criteria for exigent circumstances, we would need to put this off until the preparation of next

year's budget. In the interim, PSAPs with texting capability will be responsible for their own text data.

4.7 911 Performance Audit & Study Update – Eric reported that the project is moving forward and that PSAPs and UCA Board members are being interviewed. So far, 31 of the 38 PSAPs have been scheduled for interviews. It looks like we will need to schedule “catch-all” additional days for those PSAPs that are having scheduling issues. We will be working to ensure that every PSAP has the opportunity to provide input on this effort.

5. Round Table

5.1 Deb asked when the next year's budget will be developed. It was suggested that this work would need to be done in advance of the beginning of the next fiscal year, recommended by the Committee, and then forwarded to the UCA Board for approval. She also raised the issue of the radio console replacement project. **Justin** reported that a working meeting was scheduled for next week to discuss this matter and set some priorities in the replacement program.

5.2 Scott reported that there has been a decision to do a secondary audit that would examine how PSAPs are using the 61 cent funds. He also asked what the status was of the next steps for the recently completed audit. **Steve** commented that future work on the recommendations from the auditors would also be dependent of the recommendations of the Matrix audit and the long range strategic plan. **Scott** also reported that the Salt Lake County CAD committee has made a selection and is in the final contract negotiations with the vendor. It is expected that a best and final offer will be forthcoming in the next couple of weeks. There were also some delays in the selection as some of the CAD committee members were wanting to go and visit sites where the CAD system was being used. He went on to report that all of the law enforcement users have finally agreed to a common RMS system. With regard to texting to 911, **Scott** reported that there was a misunderstanding concerning letters requesting the formalization of 911 text delivery that needed to be sent to the wireless providers. Those letters have now been sent and the wheels are now in motion to enable the delivery of text to 911 messages to the Salt Lake City PSAP. He reiterated the need for PSAPs to file those letters of request at least three months in advance of when the PSAP decides to go “live” with texting to 911.

5.3 Kathy Quarnberg asked about the maintenance costs for the CAD2CAD program. Karl indicated that we are still in the process of gathering those costs and that that this matter will be on the agenda for our next meeting.

6. Public Comment

6.1 Max Iwaniec the matter of obtaining and extract of the ALI database for the entire state. This will require letters of authorization for the release of that information from each PSAP. This is an issue that needs to be addressed in order to have addressing anomalies purged from the various MSAGs. He suggested that we draft the letter of authorization and send it to each PSAP. **Eric** and **Shawn** to work with **Max** on this matter.

7. Motion to Adjourn - A motion to adjourn the meeting was made at 14:36 MST by **Justin Grenier**, seconded by **Kathy Quarnberg**. The motion carried by a unanimous vote.

8. Next Scheduled Regular Meeting: Tuesday, March 15th, 2016 @1300 MST, Valley Emergency Communications Center, 5360 S Ridge Village Drive, West Valley City, Utah 84118-4100