



## Utah Communications Authority Meeting Minutes for October 28, 2014

The meeting was opened by Chair Tina **Scarlet** at 1:05 pm.

1. Meeting Minutes for August 26 and September 23, 2014 were approved. Vote: All in favor.
2. System Modifications/Upgrades and Changes - Steve **Proctor** related:
  - Copper theft has occurred at Asphalt Ridge, West Mountain, Lake Mountain and Cedar Mountain site. Not a lot of copper was stolen but there was a lot of damage. We are working to replace the stolen copper grounding. Getting to the sites and fixing the damage is difficult. Century Link is also experiencing the same thefts at their sites. Monroe Peak has 3-4 more days of grounding to be completed.
  - An RFP was finished for logging records for the State of Utah. It will go the State Purchasing and out for bids in the near future.
  - We reprogrammed VHF radios for Grand County. We provided DTS support in reprogramming their ONS boxes to re-route traffic across the microwave system. On-going small maintenance issues: repeaters breaking; taking systems down; miscellaneous problems continue to be part of our process; replacing many batteries that have reached their useful lifecycle. Frisco Peaks antenna was filled with water, shorted out and caused bad coverage. We are working to correct the antenna drainage problems.
  - Strawberry Peak solar panels aged out and are being replaced.
  - Black Crook is a helicopter-access-only site and we have filled propane tanks with a couple thousand gallons of propane and are work towards getting the site ready for winter in cooperation with Tooele County.
  - Grizzly Ridge is finished. We worked with the cell provider and they stiffened the tower so we can raise their antenna array. The concrete and generator buildings are operational.
  - Big Water Fish Hatchery asked for better connectivity more liability connectivity. They had about one megabyte of service and that caused them problems with email, payroll and other areas. We installed a small microwave hop and increased their connectivity to 10 megabytes and received a thank you note from them for our help.
  - Steve and Jake Hunt made a trip to the six counties in Southern Utah. We talked to the Sheriffs, local Law Enforcement officials and a few Police Chief's about what UCA is, and what we are trying to do. We listened to them and in a few counties we got an earful about their concerns. We ensured them we want to be on their team to participate and cooperate so the first responders in the field have the communications they need. We met with the Beaver County Sheriff who has done a lot of radio testing in their county and he is excited about what the 800 system provides. We will continue to work with them.
  - We had PSIC Grant money left over to build two sites and we have been looking for a proper places in Iron County. One will cover Black Ridge and get coverage back into Cedar City. We picked two sites: one at Iron Mountain (west of Cedar City) and a site at Kanarraville (west of Cedar City) where we are working with the land owner. We will need to build our own tower and building because the other two towers are full. This should complete Washington County and improve the Iron County coverage. We are finalizing lease agreements for the two facilities. After meeting with the Sheriff in Piute County, we discussed their coverage issues and the Mount Edna facility. We found two stand-alone repeaters: an 800 MHz and a 150 MHz and put them on the tower. The site is at twelve-

thousand feet and will be the tallest in the system. During this trip, we discussed the Grand Staircase National Monument and how to get radio coverage and the issues associated with building sites on federal property.

3. Draft Bylaws - Sharon **Bertelsen** related, the edits have been incorporated in the revised draft Bylaws as agreed previously by the Board.
  - Article II, Section 2.1: Deleted "by telephone"
  - Article III, Section 1: Treasurer shall be a Member of the Board. Tina Scarlet asked for comments and discussion commenced.
  - Mike **Mathieu** made a motion to approve with the change to Article IV: Utah 911 Committee, page 9, Section 2 - Committee Leadership and Operations, first sentence. The Committee members shall elect a chair ---**ADD- and a vice-chair** and establish rules, etc. Dean **Cox** second the motion. Vote: All in favor. (Bylaws were approved with noted change and draft removed from document).
4. Steve **Proctor** related the items discussed in the 911 Committee are as follows:
  - As we reported last month, we have started the CAD-to-CAD project. We visited Spillman which supports 70 percent of the CAD systems within the State of Utah. Fatpot was visited last month. They offer a CAD-to-CAD interface that allows interfacing those that are non-Spillman. We need to provide specifics of what we want, a project schedule and a time frame. The 911 Committee will be discussing this further and setting a timeline to meet the requirements that the legislature would like. Tom Ross is in the process of doing a beta test with Fatpot. Is it something that can be funded? Steve will discuss this further with Tom.
  - Tina **Scarlet** discussed what OBS does and that the 911 sub-committee will invite them to a meeting for a presentation. OBS does exactly what Fatpot does and it's good that multiple CADs can speak together.
  - We have finalized the Administrative Rules - they were required by the legislation for the 911 Committee and will be brought back to the next meeting for approval. They must be filed by December 26, 2014 based on the legislation; filed six months after the date of the legislation.
  - The formal contract with DPS/AG Attorney 's Office for \$93.11/hr will be presented for approval in support of the 911 Committee.
  - Steve related there is a SMART 911 product offered by Rave the Karl Kuehn from Layton PD provided a brief description (Layton has been using SMART911 for over one year).
5. SIEC/FirstNet- Steve **Proctor** passed out a list of members formally invited to attend the meeting. FirstNet, the National First Responder Network under the direction of NTIA, is holding its first introductory meeting with representatives from Utah on November 6, 2014 at 8:00 AM at Little America, Salt Lake City, Utah. Paul **Patrick** is a member of the Public Safety Advisory Committee Executive Group and Chief **Burbank** is a FirstNet Board Member.
6. The Legislative Task Force meeting was moved from November 13 to November 10, 2014 at 9:00 at the State Capitol Building. The meeting will discuss funding sources.
7. Closed Executive Session - Scott **Carter** made the motion to move into a closed Executive Session to discuss budgets to be presented to the Legislative Task Force on communications. Dean **Cox** seconded it. Tina **Scarlet** took a roll-call. Vote: All in favor.
8. Mike **Mathieu** motion to come out of the Closed Executive Session and back into the Executive Committee Meeting. Tom **Ross** seconded it. - Vote: All in favor.

9. Mike **Mathieu** made the motion to have Steve **Proctor** discuss with the Task Force Leadership a budget that considers the capital replacement and annual operating expense of UCA and its mission. This will help them determine an annualized amount of money necessary to fund, not only the capital replacement of the radio infrastructure, but also the annual operating expense. Tom **Ross** seconded it. Vote: All in favor.
10. Jeff **Winterton** and Paul **Patrick** made the motion to adjourn. Vote: All in favor.
11. **NEXT MEETING - November 18, 2014 in VECC's Training Room (5360 S. Ridge Village Drive, WVC)**

**Board Members Present:**

Tina Scarlet, Weber County 911  
 Bryan Low, Bear River Association of Government  
 Steve Proctor, Executive Director  
 Jeff Bassett, Davis County  
 Alan Workman, (Proxy to Kathy Quarnberg)  
 Jeff Winterton, Mountainland Association of Government  
 Tom Kuhlmann, Utah Fire Chief's Association  
 Scott Carver, Salt Lake County  
 Justin Greiner, Washington County  
 Doug Chandler, Department of Technology Services  
 Dean Cox, Fire Chief's Association of Government  
 Mike Mathieu, Wasatch Front Regional Council  
 Scott Freitag, SLC 911  
 Kathy Quarnberg, Six County AOG  
 Mike Lefler, Uintah Basin  
 Brian Nielson, Utah Sheriff's Association  
 Scott Carver, Salt Lake County  
 Tom Ross, Utah Police Chief's Association  
 Shirley Silversmith, Utah Native Indians  
 Paul Patrick, Department of Health

**Other Attendees**

Jake Hunt, UCA  
 Karl Kuehn, Layton Police Department  
 Regina Nelson, Tooele County  
 Melanie Crittenden, Summit County Sheriff's  
 Deborah Mecham, Utah Valley 911  
 Eric Parry, 911 Communications  
 Don Wood, Wasatch County IT  
 Todd Miller, Rave Mobile Safety  
 Scott Sisman, Rave Mobile Safety  
 Max Iwaniec, Century Link  
 David Spatafore, Capstone  
 Cyndi Sexton, Motorola  
 Sharon Bertelsen, Ballard Spahr (Phone Bridge)