



Utah Communications Authority Meeting Minutes for April 28, 2015

The meeting was opened by Chair Tina **Scarlet** at 1:00 pm.

1. Meeting Minutes for March 31, 2015 were approved with noted corrections. Vote: All in favor.
2. System Modifications/Upgrades and Changes - Steve **Proctor** related:
 - We continued working on the Weber/Davis microwave replacement project. Pictures were shown.
 - We are applying finishing touches to the IR Site we built on Iron Mountain (west of Cedar City).
 - We have one other site that is part of the PSIC Grant and we are still trying to secure a location for it. It's near Iron Mountain, Utah.
 - We are working on a fiber connection between Davis County and Bountiful because of tower issues. We are moving Salt Lake City area circuits between UCA and UPD over to the microwave that was put in with the new controller upgrades. We also have lots of normal system maintenance (batteries, generators, repairs, etc.).
 - 60% of Utah County radios have been reprogrammed with template upgrades. We completed North Summit Fire District radio upgrades this past month.
3. 911 Committee Report - Justin **Grenier** related:
 - April 13, 2015 Senator Harper met with all PSAP members and the 911 Advisory Committee and discussed SB 237. In the meeting, a list was generated outlining their suggestions/issues and/or concerns to be presented for the study when it begins (packet notes by Eric **Parry**). The meeting was productive.
 - The 911 Committee Meeting, last week, went well. Weber County applied and presented a CAD-to-CAD Grant Application for funds - the first time anyone has applied. Rules were developed for funds disbursement. Century Link and Intrada were invited to speak to the ESINET and will save the state a lot of money. Justin related, Intrada estimated a 90-day duration for moving a PSAP over an ESINET. We have a commitment from Intrada that, "They will buy all the equipment statewide". Century Link has agreed to duplicate Intrada's offer (Justin will get a quote from Century Link). It's better to move all PSAP centers over simultaneously than individually.
 - Grant forms were submitted for approval. An application to amend a grant was provided. This will be used if additions or amendments are needed for Grant Form review. The next 911 Meeting will be at the St. George Police Department May 19th.
 - Approval of the Weber Area Dispatch 911 CAD Grant Application was presented. Tina **Scarlet** asked for questions and/or discussion. There were none. Kathy **Quarnberg** made the motion to approve. Justin **Grenier** seconded it. Vote: Vote passed (Tina abstained).
 - Grant Application Amendment was presented for approval. Dean **Cox** made the motion to approve. Mike **Mathieu** seconded it. Vote: All in favor. Tom **Kuhlmann** related it would be helpful to assign a number to each Grant Application for tracking purposes, budgetary necessities and other issues. Discussion commenced. Dean **Cox** withdrew his motion. He wondered if the application could stand until there's an addendum that could explain the budgetary numbers. Tina **Scarlet** related, the initial grant submitted in January 2015 was substantially longer and this amendment is based on the new rules. A lot more documentation was included at that time. Tina **Scarlet** asked if the Board wanted to table discussions until next meeting. Discussion commenced. Dean **Cox** agreed with Tom Kuhlmann. Dean

Cox made a motion to add detail (backup material) with the application and to add a number for tracking the grants. Again, Mike **Mathieu** seconded it. Vote: Vote passes (Tom Kuhlmann opposed).

4. SIEC Open Position was offered and turned down. Steve **Proctor** said there might be someone in-house who may be interested. If not, we will start open recruitment.
5. Election of Board Officers 2015 - Process:
 - Positions up for elections are: Chairman, Vice-Chairman and Secretary, each to be held by separate individuals. The Secretary does not need to be a member of the Board and, if elected (and not a member of the Board) they do not have voting power. Notifications of the election shall be published in the advance public notice, listed under an agenda item and must satisfy the requirements of the Utah Code.
 - Steve presented the proposed schedule and process for elect officers:
 - April 2015 - Review of election process (this meeting).
 - May 2015 - Present a list of the nominated candidates.
 - June 2015 - Completion of the election process (floor nominations will be accepted)
 - Annual Meeting in June.

Voting at the June meeting will be by secret ballot and counted by legal counsel. Representatives terms are as follows: Half of the positions for member representatives shall have two-year terms and half of the positions shall have four-year terms, starting July 2015. Discussion commenced. Dave **Spatafore** related there are four types of members: State members, Counties of the 1st and 2nd class, AOG and Associations (Police Chief, Fire Chief and Sheriffs). Dave recommended that half the State members have two-year terms and half have four year terms. Half of the County 1st and 2nd class have two year terms and half have four year terms. The AOG and Association would be divided the same way. Dean **Cox** made the motion to accept Dave Spatafores recommendation. Jeff **Winterton** seconded it. Vote: All in favor. Mike **Mathieu** made the motion to approve the formal process/schedule of electing the officers. Dean **Cox** seconded it. Vote: All in favor. Successor member representatives of the board shall each serve for a term of four-years, so that the term of office for six of the member representatives expires every two-years
6. A Radio Subcommittee Report was presented by Mike **Mathieu** outlining the progress moving forward. The subcommittee discussed the HB 343 and the section which called in question the parameters of the study. During development of HB 343, various criticisms came forward after completion of the Communication Task Force. The Communication Task Force estimated the funds needed to build a statewide radio network. Criticisms from Hill said was it wasn't detailed enough, it wasn't refined and it hadn't include all the partners (for example - maybe all the other sub-radio systems in the state). It wasn't sufficiently detailed to see how that would be integrated. It didn't completely use public/private partnerships. It wasn't clearly defined. They weren't involved in the development process. Rather than a criticism, it was an observation that "we need more detail, we need more specificity". The verbiage was predominately taken from legislation in Minnesota. We researched other states to see what they were doing and how they were building their state networks to adopt what seems reasonable and successful. Mike read the parameters and indicated similarities between the Minnesota and Utah legislations. We gave the information to Representative Dee. He said it makes a lot of sense considering the kind of constructive criticism we received when trying to get funding for a statewide radio network. 1) Minnesota wanted a detail design and planning proposal. 2) Build a state backbone and consider implications of local coverage and issues and whether other public safety communication networks can be integrated. What's the cost estimated on completing the backbone including the local subsystems (again, doing a bit more than what the Communication Task Force and Joe Blaschka did in their study). What's the advantage of using the RFP approach to solicit private and public participation? One criticism was that telephone companies didn't get the opportunity to share some of their network (there are non-disclosure issues to doing that, there are some exchange of sensitive information that all parties have to be careful of). Representative Dee wants to make sure that this study includes the

telephone companies and existing infrastructure so we don't repeat ourselves, be repetitive, or build over the top of. What is the financial analysis and estimate of the funds to cover the debt service? What would it take to have a 190 or 240 million dollar bond? How much was one-time expense versus ongoing expense? More specificity, what is it going to take to retire the debt service? Review the governance and that implies review of the UCA Board. Are we governing in a manner which allows for proper state-wide representation that gets everybody involved and all concerns considered? Spend what's necessary (up to 1.5 million) for the study but use the remainder of the funds for exigent circumstances such as immediate catastrophic UCA Board needs radio consoles and needs identified within the detail plan. For UCA to receive any of these funds, other than what can be spent on the study, we need to go before the Executive Appropriations Committee and detail what we need, why we need it and what we need it for. That is all within the plan. In a discussion with Steve Proctor, he presented the idea of using Joe (who has already done the basic plan and is under contract). Initially, we need meetings with other parties. He wants a Mike Thayer to work with him in building on the existing contract and the two other significant things mentioned by from Representative Dee. We need this information to education the state political arena October 2015. This can't be tied to the 911 study which has a different mission and direction. It is politically sensitive. We need to build on what the Communications Task Force did previously, get more specific plans and get the information to the elected officials so we can start the education and demonstrate the need. However, the elected officials want to determine how to provide funding and in what direction. We, the UCA Board, need a funding source to build a state backbone. Without it, we can't accomplish our mission. He shared with the Committee the information received from Representative Dee. Other comments were received from Dave Spatafore, Scott Freitag, Justin Greiner and Scott Carver. We all pretty much agreed that this was a focused direction. Let's meet with Joe Blaschka and Mike Thayer and our subcommittee, review the legislation expectations and request (with details) what we need done with completion by October 2015. Discussion commenced. System "busies" were discussed. If the Executive Appropriate Committee allows, Dean **Cox** motioned to allocate up to 1 million dollars to add additional channels necessary to deal with the Salt Lake/Tooele "busies". Also, allow Steve to prioritize a list of the areas to follow, what they would require and present it in May to the Committee. It should include an explanation of it's imperative to act. Jeff **Winterton** seconded it. Vote: All in favor.

7. Other Items - Steve reported there are dispatch centers considering upgrading and suggested thinking how we fund consoles. Jake **Hunt** reported there are others that will be upgrading. As a Board, you need a policy so that we understand what you want us to do, the priority for spending the funds and how much we set aside for those projects. Tina **Scarlet** suggested having Eric **Parry** reach out to the PSAP Centers and compile a list of upcoming moves and their schedule.
8. Steve **Proctor** reported on their FirstNet travel meeting on April 13-16, 2015. Steve gave a briefing and provided copies of the comments submitted to NTIA.
9. **NEXT MEETING - May 26, 2015 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, Department of Public Safety
Jeff Winterton, Mountainland Association of Government
Tom Kuhlmann, Utah Fire Chief's Association
Sid Groll, Department of Natural Resources
Justin Greiner, Washington County
Dean Cox, Five County AOG
Lynne Yocom, Department of Transportation
Mike Mathieu, Wasatch Front Regional Council
Tom Ross, Utah Police Chiefs Association
Kathy Quarnberg, Six County AOG
Paul Patrick, Department of Health
Denver Lee, UTARNG
Richard Ellis, State Treasurer
Brian Nielson, San Pete Sheriff's Office

Other Attendees:

Sterling Barlow, Colorado City Dispatch
Debbie Mecham, Utah Valley Communication
Warren Darger, Hildale Fire Department
Linda Petty, Cedar Communications
Dave Shopay, West Valley Police Department
John Morgan, VECC
Jon Tait, Motorola
Max Iwaniec, Century Link
Mike Larson, Air Command
Eric Isom, Century Link
Kathy Trees, UCA
Jake Hunt, UCA
Andy Kukta, Salt Lake City Police Department
Jon Fassett, Unified Police Department
Kira Slawson, URTA
David Spatafore, Capstone
James Toledo, URTA
Keegan Rank, Capstone
_____,Price Dispatch Center