



PUBLIC NOTICE OF
Utah Communications Authority Governing Board
Wednesday, August 20, 2025 12 NOON
Location: 5215 Wiley Post Way, Suite 550
Salt Lake City, UT 84116

APPROVED MEETING MINUTES

Board Members present at UCA office:

Lance Davenport	Scott Jenkins
Randy Swalberg	Craig Dearden
Clint Topham	Kevin VanTassell

Board Members present via Teams:

Mara Brown	Shawn Guzman
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Board Members not present:

Tammy Pearson

Non-Voting Board Members:

Mike Rapich-present in person	Jeremy Hales-represented by Lisa Kehoe in person
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Treasurer:

Bryan Low- present via Teams

1. **Welcome;** Chairman Lance Davenport welcomed all to the meeting.
2. **Roll call;** Chairman Davenport asked for a verbal confirmation of attendance from each member of the Board.
3. **Motion to approve Meeting Minutes from January 8, and June 25, 2025;**
Chairman Davenport asked for a motion to approve the minutes from the January and June Governing Board meetings.

Motion: Craig Dearden motioned to approve the meeting minutes.

Second: Scott Jenkins offered a second to the motion.

Vote: Motion **passed** with all in favor.

4. **General Public Comments:** Chairman Davenport asked for comments from the general public. Gary Davis offered a message of “thank you for the job you are doing” via Teams.
5. **Audit Committee Report from Bryan Low:** Several different groups of items are reviewed at different times. This time was the accounts receivable report which included bank statements, P-card statements, PTIF statements and travel reimbursements for multiple employees, this review encompassed several different months. The few questions asked were answered to the satisfaction of the Audit Committee. Nothing out of the ordinary to report.

On a separate note, Bryan Low offered thanks as a PSAP user, to UCA for assisting with problematic audio levels that have been a month’s long problem. The difference is “night and day” with callers, officers and dispatchers being able to hear now. Great example of reporting the problems will enable UCA to quickly address and solve the problems.

6. **FY25 Budget to Actual:** Director Mathieu is reviewing Fiscal Year 25 as there is not much that has happened in Fiscal Year 26 at this time. A slide presentation was referenced. The depreciation amount will increase due to the P25 project assets being moved out of the CIP and the amortization interest expenses will change related to the Motorola. Overall, 75% of the budget was spent and 95% of the income. The monies will shift to network maintenance and the payroll expenses will increase. Regarding capital projects, the largest is our building; we didn’t spend any money this year but will for 2026 as we rolled a lot of the project money over to the next year due to lack of time in 2025 as we were working on radios.
7. **Building Project Update:** The sub-committee met this morning and drove to the purchased site after looking through the current warehouse and office space. Discussion ensued regarding the needs of the new building. Current RFP progress for an architect. Discussion ensued with Scott Jenkins regarding a narrow strip of land on the property.
8. **P25 Project Update:** Director Mathieu has signed Amendment 26; this amendment is related to Amendment 25 which included purchasing additional radios using local monies.

The burn-in process was halted as to assess and resolve any potential issues. The system has been installed for about a year now and part of the burn-in process

is to keep the system status quo. There were software and equipment updates that needed to happen. The list of issues was reevaluated, continuing to engage the escalation team and L2Harris techs, ensuring the best possible coverage for our customers. The prior lock-up channel problem has been addressed and tested in multiple areas and continue to be tested. Once all agreed-upon items have been addressed, we will re-enter into the burn-in phase so that we're not limited and we can make any changes and upgrades that we want. We feel it will be better and move the project and some of the fixes along more quickly than if we stay in burn-in at this time. We will complete that element of the contract at a later date and are happy with the terms of agreement we have with L3H regarding the amount of focus on addressing the concerns of our customers at this time. We have a good number of people-engineers and multiple teams-working on our system. Discussion ensued.

The ISSI gateway with Nevada and Arizona is continuing to move forward, creating additional and better coverage. Testing is being conducted in Fredona, AZ and then in Kane County for the final acceptance testing process. Afterwards, UCA will meet with stakeholders to discuss rollout and responsibilities. Discussion ensued regarding other bordering states.

Our site technicians have been busy with miscellaneous repairs such as roofs and doors. All the bad antennas have been replaced. Discussion ensued on agencies and fine-tuning radios. Radios get out of tune. UCA has been working with the chiefs to ensure all agencies know how and when to tune their radios. This goes along with checking antennas.

Expansion sites are in progress. Discussion ensued regarding specific sites and what has been done and what is still needed.

Nick Jones, project manager from L3H was introduced to the Board.

9. **Report from the Public Safety Advisory Committee, Colonel Mike Rapich:** The committee hasn't had a chance to meet since the last Board meeting so there is nothing new to report from the committee. Colonel Rapich sent messages to a few section commanders to obtain feedback and the chaos is settling down with far less frustration and fewer complaints. The antenna fixes are having a positive impact. Discussion on the American Fork site ensued.
10. **Report from the PSAP Advisory Committee, Lisa Kehoe (representing Jeremy Hales):** The PSAP committee has not had a chance to meet yet, there is a meeting schedule for tomorrow to say thank you to the members leaving and welcome to the incoming members.
11. **Executive Director's Report:** Director Mathieu spoke of the newly hired property manager who will assist with our lease agreement compliance, tenant agreements

and site visits. A fleet manager will be hired soon as well as a network operator tech and RF tech. Discussion of the need for the positions ensued.

Procurements and document collection for the audit was completed.

Our IT specialist has been busy ensuring our system is safe from cyber hacking.

The operations division has been busy with the P25 project as well as the Next Generation 911 phone application project.

Our Stakeholders' meeting will be held November 4-5 in St. George. The official notification has been sent and people have begun registering.

12. **Chairman's Report:** Chairman Davenport mentioned his thanks for the great work and the progress of UCA.

13. **Motion to close the meeting to discuss the character, professional competence, or physical or mental health of an individual or individual(s):**

Chairman Davenport stated there was no need for a closed meeting at this Governing Board meeting.

14. **Motion based on the closed meeting:** As there was no closed meeting, there was no need for a motion.

15. **Motion to adjourn meeting.**

Motion: Craig Dearden motioned to for the meeting to adjourn.

Second: Clint Topham offered a second to the motion.

Vote: Motion **passed** with all in favor. Meeting adjourned.