

Weber Area Dispatch 911 and Emergency Services District
Administrative Control Board
Meeting Minutes of November 18, 2025

Board Members in Attendance: Russell Porter, James Harvey, Robert Dandoy, Gage Froerer, and Leonard Call

Excused Board Member: Richard Sorensen and Benjamin Nadolski

Additional Attendees: Executive Director Kevin Rose, Deputy Director Scott Freitag, I.T. Manager Dane Cabaness, District Attorney Bryan Baron, Captain Armando Perez, Brigham City Fire Jeremie Poppletory, Brigham City Police Chief Chad Rayes, and Brigham City Manager Derek Oyler

1. Welcome – Russell Porter, Chair

2. Public Comment: None

3. Consent Agenda:

a. Approval of minutes from Weber Area Dispatch 911 and Emergency Services District Administrative Control Board meetings on October 28, 2025

A motion to approve the minutes from Weber Area Dispatch 911 and Emergency Services District Administrative Control Board meetings on October 28, 2025 was made by Gage Froerer. James Harvey made the second motion. Motion carried by unanimous vote.

4. Action Items:

a. Operations Policies

i. O-O-011 Criminal Justice Information System Alerts: Updated following the BCI audit to continue to be compliant with BCI.

A motion to approve operations policy O-O-011 Criminal Justice Information System Alerts was made by James Harvey. Robert Dandoy made the second motion. Motion carried by unanimous vote.

b. Interlocal Agreement with Brigham City

We reached out to Commissioner Mason (DPS) and Steffani Ebert to gather their perspectives. Commissioner Mason acknowledged Brigham City's reasoning for the proposed dispatch service change and, despite some concerns, confirmed that the relationship with DPS would remain unaffected and DPS would collaborate for a smooth transition if approved. Steffani Ebert reviewed financial and operational implications and concluded it would be a financial benefit to the district. The presentation in last month's meeting reviewed a five-year projection, noting it would take three years to

receive the full 911 surcharge due to reporting lags. Absorbing Brigham City's calls would increase call volume by approximately 5%, requiring two additional FTEs initially, with another two FTEs potentially staggered as more surcharge funds come in. The base requirement is only for two FTEs. The contract would bring approximately \$80,000/year in additional revenue. There's currently an option for a four or five-year agreement term, with a built-in 3.5% annual increase and a 180-day termination clause.

Concerns were addressed regarding compliance with state statutes, specifically regarding contiguous boundaries. Legal counsel interpreted "contiguous boundary" as service area, not strict municipal boundaries, and both Brigham City's attorney and the Utah Communications Authority agreed with this reading. Historical precedent and communications with Senator Harper strengthened the legal position.

The group discussed significant technological advancements reducing misrouted 911 calls, with over 90% of calls now routed accurately by location (previously 0%). Pending statewide CAD integration should increase seamless call handling and reduce manual transfers. This is expected to be fully operational by the end of the year.

Box Elder Communications may see about a \$160,000 decrease in 911 revenue over three years and a 48% decrease in call volume if Brigham City transitions. The service loss may serve as an incentive for internal improvement, while financial structure limits immediate dramatic impacts.

There are ongoing concerns about DPS dispatch practices, highlighted by recent incidents (e.g., misrouted calls, inadequate pre-arrival inquiry). Despite assurances from DPS about fixes, local leadership expressed urgency and unwillingness to wait for further unproven improvements.

A motion to approve the Interlocal Agreement with Brigham City was made by James Harvey. Leonard Call made the second motion. Motion carried by unanimous vote.

5. Chairman's Report – Russell Porter, Chair

Shows appreciation to Board and Dispatch for making efforts to do what best for those we serve.

6. 2026 Tentative Budget Overview and Action – Kevin Rose, Executive Director

Significant reductions were achieved across various operating areas. Notably, there was a decrease of approximately \$36,000 in line charges from the 2025 budget by discontinuing the use of outdated fire station alerting systems. This change led to substantial savings on payments to both Lumen and UCA for T1 circuit maintenance. The training and travel budget was reduced by just under 10%, indicating either the elimination or significant cutback of previous expenditures in this area. The software maintenance budget appears to have increased, but this is due to reallocation to the correct account. Annual software licensing fees previously paid out of the equipment fund are now categorized under software maintenance. Upfront costs for new purchases will still be paid from the equipment account. This results in higher software

maintenance figures, but a corresponding decrease in debt and equipment expenses. The largest budget increase is in personnel costs, with an increase of \$339,000. This section, after reviewing it line by line, now more accurately represents true expected expenses, targeting a fully staffed operation. The budget includes anticipated increases such as: Salary adjustments based on compensation study recommendations; A 5–6% increase in healthcare costs depending on employee plan selection; A minimum of 0.5 decrease in the tier 2 retirement contribution; Projected revenue from a proposed tax increase totaling \$275,000; and an anticipated tax revenue growth of approximately \$120,000. Previous under-budgeting in personnel was mainly due to persistent vacancies.

Aside from the updated personnel costs and realigned budgeting lines, there are no requests for additional funding. All efforts have been directed towards maintaining a tight, accurate budget in line with actual operational needs.

A motion to approve the 2026 Tentative Budget and set December 2, 2025 at 11:45 to have a hearing to adopt the Final budget, and that the notice appear at least 7 days before the date of the hearing was made by Leonard Call. Gage Froerer made the second motion. Motion carried by unanimous vote

7. Recess as Administrative Control Board and convene as the Local Building Authority

A motion to recess as Administrative Control Board and convene as the Local Building Authority was made by Robert Dandoy. James Harvey made the second motion. Motion carried by unanimous vote.

See Local Building Authority Minutes for Agenda items 7a through 8.

9. Recess as Local Building Authority and reconvene as Administrative Control Board

A motion to recess as Local Building Authority and reconvene as Administrative Control Board was made by Leonard Call. Robert Dandoy made the second motion. Motion carried by unanimous vote.

10. Director's Report – Kevin Rose, Executive Director

Incident of the month: On October 7th at approximately 14:44 hours, Weber Dispatch was hit with multiple 911 calls coming in at once. Reports were received of shots fired at Highland Junior High. Within seconds, the room filled with overlapping radio traffic, emotional callers, and critical updates from officers in the field. What began as chaos quickly turned into coordination, thanks to the professionalism, awareness, and teamwork of everyone in the room. Three calls came in at once: two advising of shots fired, one advising their friend had been shot. A 16-year-old male was located unresponsive with a gunshot wound to the chest. He was quickly transported to McKay where he was later pronounced Echo. The center handled approximately 140 inbound/outbound calls within a one-hour timeframe, schools had to be contacted, concerned parents were calling in, and radio traffic was heavy for several hours during this incident. Through one of the most difficult and emotional incidents we face, the team remained calm, compassionate, and in control. Calls were handled swiftly, information was shared efficiently, and the focus never wavered from keeping responders and the

community safe. This event truly highlighted the strength, professionalism, and unity of Weber Dispatch.

Personnel update: one employee has resigned. Another employee is going to retire next month after 29 years of service. This is so rare in this field, and we are excited for him and appreciate his commitment to the District.

11. 2025 Budget Report – Kevin Rose, Executive Director

We are currently under budget for the year. We are 88% through the year. We are at 77% in the Personnel line item, our largest expense. One line item shows over budget because of the \$3,500 we paid for the tax notices to be sent, but expect that to be absorbed in the final totals.

12. Next Meeting December 2, 2025. A motion to adjourn was made by James Harvey. Robert Dandly made the second motion. Meeting adjourned.

Respectfully submitted by Kathy Stokes

Director:  Date: 12/3/25