Location: 3047 N. 400 W. Spanish Fork, UT 84660
Date: December 11, 2025
Time: 0900

Board of Directors

I. Call to order: Ernie John, Chairman

II. Consent Calendar: Ernie John Chairman
- a) Meeting Minutes for; September 2025
- b) Warrant Register for; September, October, November 2025
- c) Financial Statements

III. Business and Action Items**:**
- a) Financial Audit, Jon Haderlie
- b) Security Incident, Director Healy
- c) Juvare, Director Healy
- d) LAW 4, Director Healy

IV. Policy Approval
- a) 04.11 Personnel Complaints, revised- Business Manager Suzee Anderson
- b) 04.12 Confidentiality, revised- Business Manager, Suzee Anderson
- c) 07.03 Travel Expenses, revised- Business Manager, Suzee Anderson

V. Operations Chair Report: Chief Gustman

VI. Director's Report: Heidi Healy Executive Director

VII. Open Forum

Next Meeting: January 8, 2026

Attendance in person or
ZOOM Meeting

BOARD OF DIRECTORS
Meeting Minutes
Thursday, September 11, 2025
Central Utah 911 Dispatch
3047 N 400 W
Spanish Fork, UT

Members in Attendance:
Ryan Robinson, Alpine City, alternate, via Zoom
Ernie John, American Fork City, Chairman
Jared Peterson, Elk Ridge City, via Zoom
William McMullin, Town of Genola, via Zoom
Hollie McKinney, Town of Fairfield, via Zoom
Marvin Kenison, Juab County, via Zoom
Scott DaBell, Lehi City, via Zoom
Seth Atkinson, Nephi City
Scott Spencer, Payson City, via Zoom
Todd Williams, Pleasant Grove, via Zoom
Brad James, Salem City, alternate
Norm Beagley, Santaquin City, via Zoom
Mark Christensen, City of Saratoga Springs, via Zoom
Tyler Jacobson, Spanish Fork City
Dorel Kynaston, Woodland Hills, via Zoom
Eric Ellis, Vineyard City, via Zoom
Julie Fullmer, Vineyard City, via Zoom

Absent Members:
Shane Sorensen, Alpine City
David Gustin, Town of Cedar Fort
Bob Morgan, Town of Cedar Hills
Jeff Weber, Eagle Mountain City
JC Reynolds, Town of Goshen
Brittney Bills, Highland City
Terry Ficklin, Salem City
Mike Smith, Utah County

Others in Attendance:
Vaughn Pickell, Central Utah 911, Legal Representative
Chief Chase Gustman, Central Utah 911 Operations Board Vice-Chairman
Heidi Healy, Central Utah 911, Executive Director
Tricia Breinholt, Central Utah 911, Operations Manager
Micah Clark, Central Utah 911, IT Manager
Suzee Anderson, Central Utah 911, Business Manager, via Zoom
Rachel Glassford, Central Utah 911, Performance Development Manager
April Robbins, Central Utah 911, Performance Development Manager
Marci Legerski, Central Utah 911, Performance Development Supervisor - Fire
Logan Durrans, Central Utah 911, IT Specialist

Call to Order
Ernie John called the meeting to order at 9:02 a.m. He thanked everyone for attending, especially noting the date.

Consent Calendar
Ernie John requested a motion or comments on the consent calendar.

> **Eric Ellis made a motion to approve the consent calendar**
> **Marvin Kenison seconded the motion, and the motion passed unanimously.**

Ryan Robinson joined the meeting at 9:04 a.m.

Business and Action Items
L3Harris Update
Director Heidi Healy discussed an upcoming radio system update that is scheduled for early morning on September 16th. It is expected to take anywhere from a few seconds to 20-30 minutes. There are backup radios, and she is hoping they work. There will be a check in with the centers prior to taking the radios offline in case of a major incident. **Tyler Jacobson** inquired if there was a way to test the backup radios prior to the date. **Micah Clark** stated the connections to the towers are the concern. Any communication into dispatch will be done by cell phone. A lot of notifications will be made prior to the update. This update will happen quarterly or semi-annual. **Doryl Kynaston** requested the number to call in on. **Scott Spencer** asked for notification of any delay. **Micah Clark** stated there will be communication and the ability to cancel the update, if needed.

Seth Atkinson and Mark Christensen joined the meeting at 9:08 a.m.

Eventide Logging Recorder Installed
Director Heidi Healy reported the new recording system is installed and working well. There is hope to connect the recorder to UCA's recorder, which will benefit all.

Brad James joined the meeting at 9:11 a.m.
Suzee Anderson joined the meeting at 9:13 a.m.

Open Public Meetings Act Training
Vaughn Pickell provided training on the Open Public Meetings Act, explaining that the public bodies must follow specific requirements for meetings, including notice, agendas, and minutes. He discussed the definition of a public meeting, the need for a physical location, and the requirements for closed meetings, including the need for a two-thirds majority vote and stating the reason for closing the meeting. Mr. Pickell emphasized the importance of transparency and the potential consequences of violating the act, such as criminal charges for intentional violations of closed meeting provisions. **Director Healy** asked questions about amending agendas. **Mr. Pickell** stated that an agenda can be amended and posted 24 hours prior to the meeting. **Doryl Kynaston** inquired about closed meetings. **Mr. Pickell** clarified how to enter closed meetings. **Ernie John** asked if stating the statute number clarifies the reason. **Mr. Pickell** answered to state the reason and give as much detail as possible.

Policy Approval

01.04 Organizational Structure

Suzee Anderson stated the changes to the policy was to remove the subordinates and updating the chain of command to support the harassment policy. **Norm Beagley** pointed out a spelling error to be fixed.

> **Norm Beagley made a motion to approve Policy 01.04 fixing the spelling error.**
> **Tyler Jacobsen seconded the motion, and the motion passed unanimously.**

11.13 Call Taking of Tooele and Wasatch County

Tricia Breinholt clarified the changes to use geo-verify and updated it to reflect the changes in the radio systems.

> **Scott Spencer made a motion to approve Policy 11.13.**
> **Marvin Kenison seconded the motion, and the motion passed unanimously.**

16.01 BCI-UCJIS Use

Tricia Breinholt stated the changes were to update the policy to the current standards required by BCI.

> **Scott Spencer made a motion to approve Policy 16.01.**
> **William McMullin seconded the motion, and the motion passed unanimously.**

17.01 Records Requests

Suzee Anderson clarified the changes were to reflect the current processes for the Utah Open Record Portal.

> **Norm Beagley made a motion to approve the Policy 17.01.**
> **Eric Ellis seconded the motion, and the motion passed unanimously.**

Operations Report

Chief Chase Gustman reported that the Operations Board Meeting covered several key topics, including console volume adjustments, staffing updates, and upcoming stakeholder meetings. The meeting also addressed psychological evaluations for agencies and the upcoming UCA stakeholders meeting on November 4th and 5th. Chase mentioned the importance of sharing information about job fairs to attract applicants. Concerns were discussed about the upcoming radio update. The board discussed concerns about radio coverage issues, particularly in Goshen Canyon and other areas, with Heidi emphasizing the need for continued reporting of dead zones and not accepting radio coverage as is.

Director's Report

Director Heidi Healy focused on addressing communication issues experienced during a recent major incident involving multiple agencies. Many entities have discussed the challenges with radio functionality in certain areas, particularly in mountainous regions and buildings, and the importance of gathering detailed information when reporting these issues to UCA. She emphasized the need for discussion at the Stakeholders Conference to address radio issues. **Director Healy** discussed setting up a presence at city fairs and events with a new employee eager to lead this initiative. Recent training was held with a long-time VECC employee to address Recommended Units. A recent meeting with Peter Quitner of Utah County Emergency Management explored the possibility of acquiring mobile command phones for an emergency mobile command motorhome. If anyone sees grants available for emergency preparedness, please let Director Healy. She would love to apply for a grant for the phone positions. Peter expressing interest in testing and conducting drills.

Jared Peterson joined the meeting at 9:38 a.m.

Director Healy also noted that Rachel Glassford, who has been a vital asset for several years, will be leaving on Monday after 30 years of service. **Doryl Kynaston** asked about the meetings in St. George. **Ernie John** inquired what options are available when UCA states there are no coverage issues. **Micah Clark** stated there is need for more comprehensive testing, including local inversion tests. **Chief Gustman** stated during the incident at UVU, all radios were having issues. **Ernie John** suggested conducting an after-action review (AAR) to analyze communication problems during the incident. **Tricia Breinholt** stated one has been requested. Discussion also touched on the possibility of bandwidth issues affecting communication channels and the need to gather information from all agencies involved, including federal ones, to improve future radio system performance.

Open Forum

The board agreed to cancel the October meeting and confirmed that the next meeting will be held on November 13th, with the December meeting also likely to be canceled. **Mark Christensen** suggested that meetings should only be held when necessary, and the board showed agreement with this sentiment.

Adjourn

Next Meeting: November 13, 2025.

Mark Christensen made a motion to adjourn.
Norm Beagly seconded the motion, and the meeting adjourned at 9:42 a.m.

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Approval Signature – Chairman Ernie John Date

Central Utah 911
Invoice Register: 9/1/2025 to 9/30/2025 - All Invoices

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
Mileage 09.11.25	Albee, Melissa	11933	9/11/2025	9/11/2025	$37.80			
					37.80	911150.01.911	Mileage	Mileage
41003	AM/PM Keys	11934	9/23/2025	9/23/2025	$87.25			
					87.25	911740.01.911	General/miscellaneous	Lobby Addition - Door Lock
09.03.25	ANDERSON, SUZEE	11917	9/3/2025	9/3/2025	$128.80			
					128.80	911150.01.911	Mileage	Mileage for Retirement Gift
Mileage - 09.18.2	Andreasen, Danielle	11955	9/18/2025	9/18/2025	$71.10			
					71.10	911150.01.911	Mileage	Mileage
Mileage 09.10.20	Andreasen, Danielle	11935	9/10/2025	9/10/2025	$61.00			
					61.00	911150.01.911	Mileage	Mileage
	Vendor Total:				**$132.10**			
287311399106X0	AT&T MOBILITY	11956	9/20/2025	9/20/2025	$278.46			
					278.46	911440.06.911	Cell phones	Cell Phone
09.17.2025	Bertelsen, Darci	11954	9/17/2025	9/17/2025	$60.20			
					60.20	911150.01.911	Mileage	Heather Wood Training
100	Breinholt, Michael	11936	9/15/2025	9/15/2025	$400.00			
					400.00	911260.04.911	Employee recognitions	Rachel's Retirement Gift
PR082925-465	Child Support Services	11919	9/4/2025	9/4/2025	$502.62			
					502.62	9112236	Child Support Payable	Child Support
PR091225-465	Child Support Services	11957	9/18/2025	9/18/2025	$502.62			
					502.62	9112236	Child Support Payable	Child Support
	Vendor Total:				**$1,005.24**			
0925056	CLEAR CHOICE HEADSETS	11937	9/15/2025	9/15/2025	$637.00			
PO# 10588					594.00	911410.01.911	Headsets, base stations, batteri	T 500 Elite Moth NC
					10.00	911410.01.911	Headsets, base stations, batteri	Spare Leatherette Cushion - Trip
					9.00	911410.01.911	Headsets, base stations, batteri	Insurance
					24.00	911410.01.911	Headsets, base stations, batteri	Shipping
2025070795	Cyracom	11958	9/30/2025	9/30/2025	$821.10			
					821.10	911240.04.911	Language Line	Interpertation Services
26092540831013	Department of Govenment Operations	11971	9/10/2025	9/10/2025	$1,144.41			
					16.11	911220.01.911	General office supplies	Mistake
					20.58	911260.04.911	Employee recognitions	Liz's Retirment
					67.49	911260.04.911	Employee recognitions	Liz's Retirment
					846.18	911310.01.911	Dispatcher CME/In-service trng	Lunch
					124.62	911310.01.911	Dispatcher CME/In-service trng	Dinner
					46.50	911320.02.911	IAEMD Certs/Recerts	Randy Thurgood
					22.93	911420.10.911	Renewals for SplashTop, PDQ,	Keeper
26092540831041	Department of Govenment Operations	11971	9/10/2025	9/10/2025	$2,590.52			
					100.00	911110.03.911	Employee benefits	Gift Cards
					800.00	911110.03.911	Employee benefits	Gift Cards
					285.42	911150.04.911	Lodging	Hotel for TAC conference
					40.47	911220.01.911	General office supplies	Office Supplies
					64.47	911260.04.911	Employee recognitions	Brownies
					100.91	911260.04.911	Employee recognitions	Liz's Retirment
					18.00	911310.05.911	Professional development traini	Pins
					177.75	911310.05.911	Professional development traini	CPR Certification
					18.00	911310.05.911	Professional development traini	pin
					55.00	911320.02.911	IAEMD Certs/Recerts	EMD recerts
					35.00	911320.05.911	Trainers course (CTO, recerts, e	CTO - Nikki
					149.99	911410.02.911	Computer peripheral/tools/acces	External Hard Drive

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
					45.58	911410.02.911	Computer peripheral/tools/acces	Splitter Cable
					79.84	911410.02.911	Computer peripheral/tools/acces	Cables
					19.00	911420.13.911	HR LMS	Forms
					71.94	911510.03.911	Breakroom/Kitchen supplies	Kitchen
					28.98	911520.01.911	Building maintenance supplies	Paint
					100.78	911520.02.911	Janitorial services and supplies	Janitorial Supplies
					128.91	911520.02.911	Janitorial services and supplies	Paper Towels
					94.02	911520.02.911	Janitorial services and supplies	Janitorial Supplies
					81.24	911530.01.911	Grounds maintenance	Bug Spray / Glue
					95.22	911530.01.911	Grounds maintenance	Rodent Bait
	Vendor Total:				**$3,734.93**			
1778642	Equitable Financial Life Insurance Com	11959	9/11/2025	9/11/2025	($31.68)			
					-31.68	9112225	Employee life ins payable	Adjust
Adjustment - 176	Equitable Financial Life Insurance Com	11921	9/1/2025	9/1/2025	$79.04			
					79.04	9112225	Employee life ins payable	Life Insurance
PR082925-581	Equitable Financial Life Insurance Com	11959	9/4/2025	9/4/2025	$672.80			
					672.80	9112225	Employee life ins payable	Elective Life Insurance
PR091225-581	Equitable Financial Life Insurance Com	11959	9/18/2025	9/18/2025	$1,763.17			
					672.80	9112225	Employee life ins payable	Elective Life Insurance
					202.74	9112225	Employee life ins payable	Basic Life & AD&D Insurance
					857.81	9112225	Employee life ins payable	Long Term Disability
					29.82	9112225	Employee life ins payable	Dependent Life Insurance
	Vendor Total:				**$2,483.33**			
j27348v	Health Equity	EFT	9/4/2025	9/4/2025	$75.60			
					75.60	9112230	HSA payable	HSA Account Fee
PR082925-446	Health Equity	EFT	9/4/2025	9/4/2025	$6,705.40			
					1,094.06	9112230	HSA payable	HSA Single - July Benefit
					5,611.34	9112230	HSA payable	HSA Family - July Benefit
PR091225-446	Health Equity	EFT	9/18/2025	9/18/2025	$6,705.40			
					1,094.06	9112230	HSA payable	HSA Single - July Benefit
					5,611.34	9112230	HSA payable	HSA Family - July Benefit
	Vendor Total:				**$13,486.40**			
09.19.2025 Milea	HK Consulting	11939	9/19/2025	9/19/2025	$72.00			
					72.00	911150.01.911	Mileage	Mileage - Heather
4041	HK Consulting	11939	9/18/2025	9/18/2025	$12,637.00			
					12,637.00	911740.01.911	General/miscellaneous	Office Build Out
	Vendor Total:				**$12,709.00**			
PR082925-448	ICMA 401A	EFT	9/4/2025	9/4/2025	$11,517.42			
					8,896.13	9112224	Retirement payable	401A ICMA
					2,621.29	9112224	Retirement payable	401A Loan ICMA
PR091225-448	ICMA 401A	EFT	9/18/2025	9/18/2025	$13,074.67			
					10,453.38	9112224	Retirement payable	401A ICMA
					2,621.29	9112224	Retirement payable	401A Loan ICMA
	Vendor Total:				**$24,592.09**			
PR082925-449	ICMA 457	EFT	9/4/2025	9/4/2025	$12,419.72			
					9,760.28	9112224	Retirement payable	457 ICMA
					2,659.44	9112224	Retirement payable	457 Loan ICMA
PR091225-449	ICMA 457	EFT	9/18/2025	9/18/2025	$14,333.99			
					11,674.55	9112224	Retirement payable	457 ICMA

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
					2,659.44	9112224	Retirement payable	457 Loan ICMA
	Vendor Total:				**$26,753.71**			
OR3636676	Intermountain Health Physician Billing C	11941	9/3/2025	9/3/2025	$246.00			
					153.00	911240.05.911	Drug Screening	Drug Screen
					93.00	911240.07.911	Audiometry Tests	Audiometry
SP3635543	Intermountain Health Physician Billing C	11941	9/3/2025	9/3/2025	$164.00			
					102.00	911240.05.911	Drug Screening	Drug Screen
					62.00	911240.07.911	Audiometry Tests	Audiometry
	Vendor Total:				**$410.00**			
PR082925-444	IRS Tax Deposit	EFT	9/4/2025	9/4/2025	$19,902.79			
					4,897.10	9112221	Federal taxes payable	Medicare Tax
					15,005.69	9112221	Federal taxes payable	Federal Income Tax
PR091225-444	IRS Tax Deposit	EFT	9/18/2025	9/18/2025	$21,156.05			
					5,793.50	9112221	Federal taxes payable	Medicare Tax
					15,362.55	9112221	Federal taxes payable	Federal Income Tax
	Vendor Total:				**$41,058.84**			
354254	JAN PRO	11922	9/1/2025	9/1/2025	$1,396.00			
					1,396.00	911520.02.911	Janitorial services and supplies	Janitorial Service - September 2
87310449	MetLife	11960	9/25/2025	9/25/2025	($206.53)			
					-206.53	9112227	Dental ins payable	Adjust
Adjustment - Sep	MetLife	11923	9/1/2025	9/1/2025	$30.27			
					30.27	9112227	Dental ins payable	Dental
PR082925-684	MetLife	11960	9/4/2025	9/4/2025	$2,501.04			
					147.10	9112227	Dental ins payable	Dental Ins Pre Tax Two Party-P
					846.26	9112227	Dental ins payable	Dental Ins Pre Tax Family-Plat
					193.20	9112228	Visions ins payale	Vision Ins Family
					34.29	9112228	Visions ins payale	Vision Ins Single
					48.06	9112228	Visions ins payale	Vision Ins Two Party
					319.94	9112233	Guardian payable	MetLife Accident - High
					334.38	9112233	Guardian payable	MetLife Pre Tax Critical Illness
					334.66	9112233	Guardian payable	MetLife Pre Tax Hospital Indemn
					243.15	9112233	Guardian payable	MetLife Accident - Low
PR091225-684	MetLife	11960	9/18/2025	9/18/2025	$3,851.67			
					439.74	9112227	Dental ins payable	Dental Ins Pre Tax Single-Plat
					1,443.05	9112227	Dental ins payable	Dental Ins Pre Tax Family-Plat
					461.20	9112227	Dental ins payable	Dental Ins Pre Tax Two Party-P
					34.29	9112228	Visions ins payale	Vision Ins Single
					48.06	9112228	Visions ins payale	Vision Ins Two Party
					193.20	9112228	Visions ins payale	Vision Ins Family
					334.66	9112233	Guardian payable	MetLife Pre Tax Hospital Indemn
					243.15	9112233	Guardian payable	MetLife Accident - Low
					319.94	9112233	Guardian payable	MetLife Accident - High
					334.38	9112233	Guardian payable	MetLife Pre Tax Critical Illness
	Vendor Total:				**$6,176.45**			
1091912	NATIONAL BENEFITS SERVICES LLC	11961	9/30/2025	9/30/2025	$52.00			
					52.00	911110.03.911	Employee benefits	Administration Fees
CP422778	NATIONAL BENEFITS SERVICES LLC	11945	9/8/2025	9/8/2025	$18.54			
					18.54	9112229	FSA payable	Claims Paid
CP423730	NATIONAL BENEFITS SERVICES LLC	11961	9/28/2025	9/28/2025	$43.71			
					43.71	9112229	FSA payable	FSA - Claims Payable

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
	Vendor Total:				**$114.25**			
Final Garnishme	OLSON SHANER	11925	9/4/2025	9/4/2025	$563.83			
					563.83	9112232	Garnishments payable	Garnishment
PR082925-558	PEHP	EFT	9/4/2025	9/4/2025	$792.94			
					186.72	9112226	Health ins payable	Traditional Insurance - Single
					257.68	9112226	Health ins payable	Traditional Insurance - Double
					348.54	9112226	Health ins payable	Traditional Insurance - Family
PR091225-558	PEHP	EFT	9/18/2025	9/18/2025	$59,702.32			
					7,251.64	9112226	Health ins payable	HDHP - Single Plan
					35,071.34	9112226	Health ins payable	HDHP - Family Plan
					2,164.44	9112226	Health ins payable	Traditional Insurance - Single
					8,187.72	9112226	Health ins payable	HDHP - Double
					2,986.92	9112226	Health ins payable	Traditional Insurance - Double
					4,040.26	9112226	Health ins payable	Traditional Insurance - Family
	Vendor Total:				**$60,495.26**			
251001	PELORUS METHODS	11947	9/1/2025	9/1/2025	$1,150.00			
					1,150.00	911430.04.911	Financial Software support	Software & Support
0864-002161156	REPUBLIC SERVICES #864	11962	9/30/2025	9/30/2025	$343.45			
					343.45	911540.04.911	Dumpster	Dumpster
Meals - TAC 202	Sevison, Rachel	11948	9/8/2025	9/8/2025	$10.00			
					10.00	911150.06.911	Meals - at training	Meal - BCI training
Mileage TAC 202	Sevison, Rachel	11948	9/8/2025	9/8/2025	$355.60			
					355.60	911150.01.911	Mileage	Mileage
	Vendor Total:				**$365.60**			
4971	SPANISH FORK CITY	11973	9/20/2025	9/20/2025	$561.11			
					196.00	911440.08.911	Internet	Internet
					365.11	911540.02.911	Water and sewer	Water & Sewer
13219179	Spectrotel	11950	9/1/2025	9/1/2025	$950.41			
					950.41	911440.01.911	911 phones (selective router, N	Phones
64183	UTAH COUNTY AUDITOR	11951	9/5/2025	9/5/2025	$1,835.12			
					1,835.12	911540.01.911	Electricity	Electrical Usage - September 20
64184	UTAH COUNTY AUDITOR	11951	9/5/2025	9/5/2025	$472.48			
					472.48	911440.07.911	Fiber connectivity	Fiber - September 2025
	Vendor Total:				**$2,307.60**			
1622544	UTAH LOCAL GOVERNMENTS TRUST	11952	9/3/2025	9/3/2025	$488.66			
					488.66	911110.03.911	Employee benefits	Workers Comp
PR082925-151	UTAH RETIREMENT SYSTEMS	EFT	9/4/2025	9/4/2025	$25,552.49			
					23,103.57	9112224	Retirement payable	State Retirement URS
					2,263.52	9112224	Retirement payable	401k URS
					185.40	9112224	Retirement payable	401K Loan URS
PR091225-151	UTAH RETIREMENT SYSTEMS	EFT	9/18/2025	9/18/2025	$29,727.01			
					26,994.35	9112224	Retirement payable	State Retirement URS
					2,647.26	9112224	Retirement payable	401k URS
					85.40	9112224	Retirement payable	401K Loan URS
	Vendor Total:				**$55,279.50**			
PR082925-445	Utah State Tax Commission	11965	9/4/2025	9/4/2025	$6,119.23			
					6,119.23	9112223	State taxes payable	State Income Tax
PR091225-445	Utah State Tax Commission	11965	9/18/2025	9/18/2025	$6,174.16			
					6,174.16	9112223	State taxes payable	State Income Tax

Central Utah 911
Invoice Register: 9/1/2025 to 9/30/2025 - All Invoices

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
	Vendor Total:				**$12,293.39**			
CIV202509-0000	Utopia Fiber	11930	9/1/2025	9/1/2025	$588.00			
					588.00	911440.08.911	Internet	Internet
PR082925-456	VASA Fitness	11968	9/4/2025	9/4/2025	$42.50			
					42.50	9112234	Golds Gym Member payable	Gym Membership
PR091225-456	VASA Fitness	11968	9/18/2025	9/18/2025	$42.50			
					42.50	9112234	Golds Gym Member payable	Gym Membership
	Vendor Total:				**$85.00**			
SS000579207	Wheeler	11953	9/22/2025	9/22/2025	$1,000.00			
					1,000.00	911520.05.911	UPS service	UPS
		Total:			**$272,974.76**			

GL Account Summary

Amount	Account No.	Account Name
1,440.66	911110.03.911	Employee benefits
786.50	911150.01.911	Mileage
285.42	911150.04.911	Lodging
10.00	911150.06.911	Meals - at training
56.58	911220.01.911	General office supplies
41,058.84	9112221	Federal taxes payable
12,293.39	9112223	State taxes payable
106,625.30	9112224	Retirement payable
2,483.33	9112225	Employee life ins payable
60,495.26	9112226	Health ins payable
3,161.09	9112227	Dental ins payable
551.10	9112228	Visions ins payale
62.25	9112229	FSA payable
13,486.40	9112230	HSA payable
563.83	9112232	Garnishments payable
2,464.26	9112233	Guardian payable
85.00	9112234	Golds Gym Member payable
1,005.24	9112236	Child Support Payable
821.10	911240.04.911	Language Line
255.00	911240.05.911	Drug Screening
155.00	911240.07.911	Audiometry Tests
653.45	911260.04.911	Employee recognitions
970.80	911310.01.911	Dispatcher CME/In-service trng
213.75	911310.05.911	Professional development traini
101.50	911320.02.911	IAEMD Certs/Recerts
35.00	911320.05.911	Trainers course (CTO, recerts, e
637.00	911410.01.911	Headsets, base stations, batteri
275.41	911410.02.911	Computer peripheral/tools/acces
22.93	911420.10.911	Renewals for SplashTop, PDQ,
19.00	911420.13.911	HR LMS
1,150.00	911430.04.911	Financial Software support
950.41	911440.01.911	911 phones (selective router, N
278.46	911440.06.911	Cell phones
472.48	911440.07.911	Fiber connectivity
784.00	911440.08.911	Internet
71.94	911510.03.911	Breakroom/Kitchen supplies
28.98	911520.01.911	Building maintenance supplies
1,719.71	911520.02.911	Janitorial services and supplies
1,000.00	911520.05.911	UPS service
176.46	911530.01.911	Grounds maintenance
1,835.12	911540.01.911	Electricity
365.11	911540.02.911	Water and sewer

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
					343.45	911540.04.911	Dumpster	
					12,724.25	911740.01.911	General/miscellaneous	
					272,974.76		**Total**	
					$272,974.76		**GL Account Summary Total**	

Central Utah 911
Invoice Register: 10/1/2025 to 10/31/2025 - All Invoices

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
2000137-909446	Albee, Melissa	11974	10/13/2025	10/13/2025	$23.11			
					23.11	911260.06.911	Peer Support	Peer Support weel
305700	APCO INTERNATIONAL INC	11975	10/23/2025	10/23/2025	$1,861.00			
					1,861.00	911210.01.911	APCO Memberships	APCO Memberships
287311399106X1	AT&T MOBILITY	11994	10/20/2025	10/20/2025	$139.32			
					139.32	911440.06.911	Cell phones	Cell Phone
PR092625-465	Child Support Services	11957	10/2/2025	10/2/2025	$502.62			
					502.62	9112236	Child Support Payable	Child Support
PR101025-465	Child Support Services	11970	10/16/2025	10/16/2025	$502.62			
					502.62	9112236	Child Support Payable	Child Support
PR102425-465	Child Support Services	11979	10/30/2025	10/30/2025	$502.62			
					502.62	9112236	Child Support Payable	Child Support
	Vendor Total:				**$1,507.86**			
2025077339	Cyracom	11995	10/31/2025	10/31/2025	$896.31			
					896.31	911240.04.911	Language Line	Language Line
26100288122101	Department of Govenment Operations	12012	10/10/2025	10/10/2025	$492.77			
					13.96	911220.01.911	General office supplies	Error - Heidi Healy
					10.73	911220.01.911	General office supplies	Error - Heidi Healy
					16.11	911220.01.911	General office supplies	Error - Heidi Healy
					94.68	911260.01.911	Business expenses (meetings, e	Pizza for crew
					30.08	911260.04.911	Employee recognitions	Birthday Cards
					40.75	911260.04.911	Employee recognitions	Costco - Vicki
					266.46	911260.04.911	Employee recognitions	Retirement Luncheon
					20.00	911310.04.911	Administrative training	UCA Conference
26102881221042	Department of Govenment Operations	11980	10/10/2025	10/10/2025	$4,353.83			
					100.00	911110.03.911	Employee benefits	Gift Cards
					600.00	911110.03.911	Employee benefits	Gift Cards
					-86.08	911150.04.911	Lodging	refund - TAC
					424.35	911150.04.911	Lodging	Hotel - Suzee
					11.76	911220.01.911	General office supplies	Pictures
					85.39	911220.01.911	General office supplies	Easels
					107.69	911220.01.911	General office supplies	Calendar for April
					178.97	911260.01.911	Business expenses (meetings, e	Food for Summit
					53.14	911260.01.911	Business expenses (meetings, e	Food for Provo
					8.26	911260.03.911	Holiday gift for employees	Turkey
					413.64	911260.04.911	Employee recognitions	Peer Support
					360.00	911260.06.911	Peer Support	Peer Support
					20.00	911310.08.911	Conference registrations	Stakeholders - Tricia
					1,275.00	911320.02.911	IAEMD Certs/Recerts	EMD
					475.00	911320.05.911	Trainers course (CTO, recerts, e	CTO - Olivia
					89.95	911410.02.911	Computer peripheral/tools/acces	Laptop Case
					19.00	911420.13.911	HR LMS	Cognito
					58.98	911520.01.911	Building maintenance supplies	Window Film
					100.78	911520.02.911	Janitorial services and supplies	Toilet Paper
					58.00	911520.02.911	Janitorial services and supplies	Toilet Paper
	Vendor Total:				**$4,846.60**			
PR092625-581	Equitable Financial Life Insurance Com	11981	10/2/2025	10/2/2025	$707.80			
					707.80	9112225	Employee life ins payable	Elective Life Insurance
PR101025-581	Equitable Financial Life Insurance Com	11981	10/9/2025	10/9/2025	$21.24			
					4.56	9112225	Employee life ins payable	Basic Life & AD&D Insurance
					0.90	9112225	Employee life ins payable	Dependent Life Insurance

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
					15.78	9112225	Employee life ins payable	Long Term Disability
PR101025-581	Equitable Financial Life Insurance Com	11981	10/16/2025	10/16/2025	$1,688.17			
					668.44	9112225	Employee life ins payable	Elective Life Insurance
					189.32	9112225	Employee life ins payable	Basic Life & AD&D Insurance
					802.39	9112225	Employee life ins payable	Long Term Disability
					28.02	9112225	Employee life ins payable	Dependent Life Insurance
	Vendor Total:				**$2,417.21**			
Meals - POST - 1	Hawkins, Halle	11983	10/30/2025	10/30/2025	$39.72			
					39.72	911150.06.911	Meals - at training	Meals - POST
Mileage - POST -	Hawkins, Halle	11983	10/30/2025	10/30/2025	$169.40			
					169.40	911150.01.911	Mileage	Mileage - POST
	Vendor Total:				**$209.12**			
grwyg2c	Health Equity	EFT	10/1/2025	10/1/2025	$75.60			
					75.60	9112230	HSA payable	Account Fees
PR092625-446	Health Equity	EFT	10/2/2025	10/2/2025	$6,818.86			
					1,030.60	9112230	HSA payable	HSA Single - July Benefit
					5,788.26	9112230	HSA payable	HSA Family - July Benefit
PR101025-446	Health Equity	EFT	10/9/2025	10/9/2025	$76.92			
					76.92	9112230	HSA payable	HSA Family - July Benefit
PR101025-446	Health Equity	EFT	10/16/2025	10/16/2025	$6,665.02			
					1,030.60	9112230	HSA payable	HSA Single - July Benefit
					5,634.42	9112230	HSA payable	HSA Family - July Benefit
PR102425-446	Health Equity	EFT	10/30/2025	10/30/2025	$6,665.02			
					1,030.60	9112230	HSA payable	HSA Single - July Benefit
					5,634.42	9112230	HSA payable	HSA Family - July Benefit
	Vendor Total:				**$20,301.42**			
9725	HOUSE OF HEARING OREM	12000	10/22/2025	10/22/2025	$100.00			
					100.00	911410.01.911	Headsets, base stations, batteri	Earmold
9726	HOUSE OF HEARING OREM	12000	10/22/2025	10/22/2025	$100.00			
					100.00	911410.01.911	Headsets, base stations, batteri	Earmold - Halle
9727	HOUSE OF HEARING OREM	12000	10/22/2025	10/22/2025	$100.00			
					100.00	911410.01.911	Headsets, base stations, batteri	Earmold - Julianna
	Vendor Total:				**$300.00**			
PR092625-448	ICMA 401A	EFT	10/2/2025	10/2/2025	$11,457.50			
					8,836.21	9112224	Retirement payable	401A ICMA
					2,621.29	9112224	Retirement payable	401A Loan ICMA
PR101025-448	ICMA 401A	EFT	10/9/2025	10/9/2025	$159.07			
					159.07	9112224	Retirement payable	401A ICMA
PR101025-448	ICMA 401A	EFT	10/16/2025	10/16/2025	$11,117.46			
					8,480.32	9112224	Retirement payable	401A ICMA
					2,637.14	9112224	Retirement payable	401A Loan ICMA
PR102425-448	ICMA 401A	EFT	10/30/2025	10/30/2025	$11,034.12			
					8,396.98	9112224	Retirement payable	401A ICMA
					2,637.14	9112224	Retirement payable	401A Loan ICMA
	Vendor Total:				**$33,768.15**			
PR092625-449	ICMA 457	EFT	10/2/2025	10/2/2025	$12,603.37			
					9,943.93	9112224	Retirement payable	457 ICMA
					2,659.44	9112224	Retirement payable	457 Loan ICMA

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
PR101025-449	ICMA 457	EFT	10/9/2025	10/9/2025	$159.07			
					159.07	9112224	Retirement payable	457 ICMA
PR101025-449	ICMA 457	EFT	10/16/2025	10/16/2025	$12,240.02			
					9,546.15	9112224	Retirement payable	457 ICMA
					2,693.87	9112224	Retirement payable	457 Loan ICMA
PR102425-449	ICMA 457	EFT	10/30/2025	10/30/2025	$12,149.22			
					9,455.35	9112224	Retirement payable	457 ICMA
					2,693.87	9112224	Retirement payable	457 Loan ICMA
	Vendor Total:				**$37,151.68**			
600007186	Intermountain Health Physician Billing C	12014	10/6/2025	10/6/2025	$164.00			
					102.00	911240.05.911	Drug Screening	Drug Screen
					62.00	911240.07.911	Audiometry Tests	Audiometry
PR092625-444	IRS Tax Deposit	EFT	10/2/2025	10/2/2025	$20,026.69			
					5,055.44	9112221	Federal taxes payable	Medicare Tax
					14,971.25	9112221	Federal taxes payable	Federal Income Tax
PR101025-444	IRS Tax Deposit	EFT	10/9/2025	10/9/2025	$517.20			
					101.88	9112221	Federal taxes payable	Medicare Tax
					415.32	9112221	Federal taxes payable	Federal Income Tax
PR101025-444	IRS Tax Deposit	EFT	10/16/2025	10/16/2025	$17,191.93			
					4,647.24	9112221	Federal taxes payable	Medicare Tax
					12,544.69	9112221	Federal taxes payable	Federal Income Tax
PR102425-444	IRS Tax Deposit	EFT	10/30/2025	10/30/2025	$18,127.02			
					4,763.52	9112221	Federal taxes payable	Medicare Tax
					13,363.50	9112221	Federal taxes payable	Federal Income Tax
	Vendor Total:				**$55,862.84**			
Peer Support 200	Luke, Kirstin	12016	10/9/2025	10/9/2025	$107.96			
					107.96	911260.06.911	Peer Support	Peer Support Week
PR092625-684	MetLife	11984	10/2/2025	10/2/2025	$2,497.23			
					846.26	9112227	Dental ins payable	Dental Ins Pre Tax Family-Plat
					147.10	9112227	Dental ins payable	Dental Ins Pre Tax Two Party-P
					30.48	9112228	Visions ins payale	Vision Ins Single
					48.06	9112228	Visions ins payale	Vision Ins Two Party
					193.20	9112228	Visions ins payale	Vision Ins Family
					334.66	9112233	Guardian payable	MetLife Pre Tax Hospital Indemn
					243.15	9112233	Guardian payable	MetLife Accident - Low
					319.94	9112233	Guardian payable	MetLife Accident - High
					334.38	9112233	Guardian payable	MetLife Pre Tax Critical Illness
PR101025-684	MetLife	11984	10/9/2025	10/9/2025	$52.99			
					46.12	9112227	Dental ins payable	Dental Ins Pre Tax Two Party-P
					6.87	9112233	Guardian payable	MetLife Accident - Low
PR101025-684	MetLife	11984	10/16/2025	10/16/2025	$3,717.34			
					408.33	9112227	Dental ins payable	Dental Ins Pre Tax Single-Plat
					1,443.05	9112227	Dental ins payable	Dental Ins Pre Tax Family-Plat
					368.96	9112227	Dental ins payable	Dental Ins Pre Tax Two Party-P
					30.48	9112228	Visions ins payale	Vision Ins Single
					48.06	9112228	Visions ins payale	Vision Ins Two Party
					193.20	9112228	Visions ins payale	Vision Ins Family
					334.66	9112233	Guardian payable	MetLife Pre Tax Hospital Indemn
					236.28	9112233	Guardian payable	MetLife Accident - Low
					319.94	9112233	Guardian payable	MetLife Accident - High

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
					334.38	9112233	Guardian payable	MetLife Pre Tax Critical Illness
	Vendor Total:				**$6,267.56**			
Meals - POST - 1	Morris, Julianna Joy	11985	10/30/2025	10/30/2025	$59.48			
					59.48	911150.06.911	Meals - at training	Meals - POST
S107404054.001	MOUNTAINLAND SUPPLY COMPANY	11986	10/29/2025	10/29/2025	$623.45			
					623.45	911520.01.911	Building maintenance supplies	Toilet
1096474	NATIONAL BENEFITS SERVICES LLC	11987	10/31/2025	10/31/2025	$52.00			
					52.00	911110.03.911	Employee benefits	Administration Fees
CP426660	NATIONAL BENEFITS SERVICES LLC	11972	10/12/2025	10/12/2025	$65.00			
					65.00	9112229	FSA payable	FSA - Claims Payable
CP427579	NATIONAL BENEFITS SERVICES LLC	11987	10/31/2025	10/31/2025	$147.55			
					147.55	9112229	FSA payable	Claims Paid
	Vendor Total:				**$264.55**			
44565	NLE	11976	10/23/2025	10/23/2025	$875.00			
PO# 10584					875.00	911420.02.911	Renewals for firewall	COTERM 11
10.10.2025	PEHP	EFT	10/10/2025	10/10/2025	$13,461.32			
					13,461.32	9112226	Health ins payable	EFT Payment
PR092625-558	PEHP	EFT	10/2/2025	10/2/2025	$792.94			
					186.72	9112226	Health ins payable	Traditional Insurance - Single
					257.68	9112226	Health ins payable	Traditional Insurance - Double
					348.54	9112226	Health ins payable	Traditional Insurance - Family
PR101025-558	PEHP	EFT	10/9/2025	10/9/2025	$1,364.62			
					1,364.62	9112226	Health ins payable	HDHP - Double
PR101025-558	PEHP	EFT	10/16/2025	10/16/2025	$57,678.46			
					6,592.40	9112226	Health ins payable	HDHP - Single Plan
					35,071.34	9112226	Health ins payable	HDHP - Family Plan
					2,164.44	9112226	Health ins payable	Traditional Insurance - Single
					6,823.10	9112226	Health ins payable	HDHP - Double
					2,986.92	9112226	Health ins payable	Traditional Insurance - Double
					4,040.26	9112226	Health ins payable	Traditional Insurance - Family
	Vendor Total:				**$73,297.34**			
0864-002169351	REPUBLIC SERVICES #864	12005	10/31/2025	10/31/2025	$343.09			
					343.09	911540.04.911	Dumpster	Dumpster
Meals - POST - 1	Siler, Olivia Renae	11988	10/30/2025	10/30/2025	$54.23			
					54.23	911150.06.911	Meals - at training	Meals - POST
POST 10.30.202	Siler, Olivia Renae	11988	10/30/2025	10/30/2025	$95.90			
					95.90	911150.01.911	Mileage	Mileage - POST
	Vendor Total:				**$150.13**			
4983	SPANISH FORK CITY	12007	10/20/2025	10/20/2025	$499.23			
					196.00	911440.08.911	Internet	Internet
					303.23	911540.02.911	Water and sewer	Water and Sewer
13281205	Spectrotel	11963	10/1/2025	10/1/2025	$1,911.23			
					1,911.23	911440.01.911	911 phones (selective router, N	Phones
6708	The Partridge Group	11977	10/6/2025	10/6/2025	$2,270.00			
					2,270.00	911240.06.911	Pre-Employment Psychological	Pre-Employment Psychological
6730	The Partridge Group	12021	10/29/2025	10/29/2025	$454.00			
					454.00	911240.06.911	Pre-Employment Psychological	Pre-Employment Psychological
	Vendor Total:				**$2,724.00**			
INV-0020454	Threads Culture	11989	10/31/2025	10/31/2025	$318.60			
					318.60	911420.13.911	HR LMS	Threads Software

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
64353	UTAH COUNTY AUDITOR	11964	10/8/2025	10/8/2025	$1,769.49			
					1,769.49	911540.01.911	Electricity	Electrical Usage - September 20
M1622990	UTAH LOCAL GOVERNMENTS TRUST	EFT	10/2/2025	10/2/2025	$504.95			
					504.95	911110.03.911	Employee benefits	Workers Comp
Adjustment 10.10	UTAH RETIREMENT SYSTEMS	11990	10/10/2025	10/10/2025	$25.28			
					25.28	9112224	Retirement payable	Adjustment to retirement accoun
Adjustment 10.30	UTAH RETIREMENT SYSTEMS	EFT	10/30/2025	10/30/2025	($25.28)			
					-25.28	9112224	Retirement payable	Adjustment to retirement accoun
Audit Adjustment	UTAH RETIREMENT SYSTEMS	EFT	10/10/2025	10/10/2025	$3,093.70			
					3,093.70	9112224	Retirement payable	Audit Adjutment
PR092625-151	UTAH RETIREMENT SYSTEMS	EFT	10/2/2025	10/2/2025	$25,170.25			
					22,835.95	9112224	Retirement payable	State Retirement URS
					2,248.90	9112224	Retirement payable	401k URS
					85.40	9112224	Retirement payable	401K Loan URS
PR101025-151	UTAH RETIREMENT SYSTEMS	EFT	10/9/2025	10/9/2025	$384.84			
					384.84	9112224	Retirement payable	State Retirement URS
PR101025-151	UTAH RETIREMENT SYSTEMS	EFT	10/16/2025	10/16/2025	$24,403.55			
					21,845.77	9112224	Retirement payable	State Retirement URS
					2,472.38	9112224	Retirement payable	401k URS
					85.40	9112224	Retirement payable	401K Loan URS
PR102425-151	UTAH RETIREMENT SYSTEMS	EFT	10/30/2025	10/30/2025	$24,747.31			
					22,413.47	9112224	Retirement payable	State Retirement URS
					2,248.44	9112224	Retirement payable	401k URS
					85.40	9112224	Retirement payable	401K Loan URS
	Vendor Total:				**$77,799.65**			
PR092625-445	Utah State Tax Commission	11991	10/2/2025	10/2/2025	$5,952.05			
					5,952.05	9112223	State taxes payable	State Income Tax
PR101025-445	Utah State Tax Commission	11991	10/9/2025	10/9/2025	$150.93			
					150.93	9112223	State taxes payable	State Income Tax
PR101025-445	Utah State Tax Commission	11991	10/16/2025	10/16/2025	$5,384.05			
					5,384.05	9112223	State taxes payable	State Income Tax
PR102425-445	Utah State Tax Commission	11991	10/30/2025	10/30/2025	$5,664.66			
					5,664.66	9112223	State taxes payable	State Income Tax
	Vendor Total:				**$17,151.69**			
CIV2025-10-000	Utopia Fiber	11966	10/1/2025	10/1/2025	$588.00			
					588.00	911440.08.911	Internet	Internet
39203	Vanguard Cleaning Systems of Utah	11967	10/7/2025	10/7/2025	$1,356.00			
					1,356.00	911520.02.911	Janitorial services and supplies	Janitorial services
PR092625-456	VASA Fitness	11993	10/2/2025	10/2/2025	$42.50			
					42.50	9112234	Golds Gym Member payable	Gym Membership
PR101025-456	VASA Fitness	11993	10/16/2025	10/16/2025	$42.50			
					42.50	9112234	Golds Gym Member payable	Gym Membership
	Vendor Total:				**$85.00**			
5020028562	ZOHO Corporation	11978	10/23/2025	10/23/2025	$1,616.00			
PO# 10590					1,795.00	911740.04.911	Information technology	ManageEngine AD Manager Plu
					-179.00	911740.04.911	Information technology	Discount
		Total:			**$347,761.02**			
							GL Account Summary	
					1,256.95	911110.03.911	Employee benefits	

Central Utah 911
Invoice Register: 10/1/2025 to 10/31/2025 - All Invoices

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
					265.30	911150.01.911	Mileage	
					338.27	911150.04.911	Lodging	
					153.43	911150.06.911	Meals - at training	
					1,861.00	911210.01.911	APCO Memberships	
					245.64	911220.01.911	General office supplies	
					55,862.84	9112221	Federal taxes payable	
					17,151.69	9112223	State taxes payable	
					148,719.48	9112224	Retirement payable	
					2,417.21	9112225	Employee life ins payable	
					73,297.34	9112226	Health ins payable	
					3,259.82	9112227	Dental ins payable	
					543.48	9112228	Visions ins payale	
					212.55	9112229	FSA payable	
					20,301.42	9112230	HSA payable	
					2,464.26	9112233	Guardian payable	
					85.00	9112234	Golds Gym Member payable	
					1,507.86	9112236	Child Support Payable	
					896.31	911240.04.911	Language Line	
					102.00	911240.05.911	Drug Screening	
					2,724.00	911240.06.911	Pre-Employment Psychological	
					62.00	911240.07.911	Audiometry Tests	
					326.79	911260.01.911	Business expenses (meetings, e	
					8.26	911260.03.911	Holiday gift for employees	
					750.93	911260.04.911	Employee recognitions	
					491.07	911260.06.911	Peer Support	
					20.00	911310.04.911	Administrative training	
					20.00	911310.08.911	Conference registrations	
					1,275.00	911320.02.911	IAEMD Certs/Recerts	
					475.00	911320.05.911	Trainers course (CTO, recerts, e	
					300.00	911410.01.911	Headsets, base stations, batteri	
					89.95	911410.02.911	Computer peripheral/tools/acces	
					875.00	911420.02.911	Renewals for firewall	
					337.60	911420.13.911	HR LMS	
					1,911.23	911440.01.911	911 phones (selective router, N	
					139.32	911440.06.911	Cell phones	
					784.00	911440.08.911	Internet	
					682.43	911520.01.911	Building maintenance supplies	
					1,514.78	911520.02.911	Janitorial services and supplies	
					1,769.49	911540.01.911	Electricity	
					303.23	911540.02.911	Water and sewer	
					343.09	911540.04.911	Dumpster	
					1,616.00	911740.04.911	Information technology	
					347,761.02		**Total**	
					$347,761.02		**GL Account Summary Total**	

Central Utah 911
Invoice Register: 11/1/2025 to 11/30/2025 - All Invoices

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
287311399106X1	AT&T MOBILITY	12009	11/28/2025	11/28/2025	$141.51			
					141.51	911440.06.911	Cell phones	Cell Phone
932175339	BSN Sports	12010	11/21/2025	11/21/2025	$5,644.83			
					5,644.83	911260.03.911	Holiday gift for employees	Holiday Gift
PR110725-465	Child Support Services	11999	11/13/2025	11/13/2025	$502.62			
					502.62	9112236	Child Support Payable	Child Support
PR112125-465	Child Support Services	12011	11/26/2025	11/26/2025	$502.62			
					502.62	9112236	Child Support Payable	Child Support
	Vendor Total:				**$1,005.24**			
26113160901012	Department of Govenment Operations	12012	11/10/2025	11/10/2025	$1,964.26			
					264.58	911150.04.911	Lodging	Hotel - UCA Stakeholders
					264.58	911150.04.911	Lodging	Hotel - UCA Stakeholders
					65.70	911150.06.911	Meals - at training	Meals - UCA Stakeholders
					44.02	911150.06.911	Meals - at training	Meals - UCA Stakeholders
					53.38	911150.06.911	Meals - at training	Meals - UCA Stakeholders
					1,272.00	911220.01.911	General office supplies	Challenge Coins
106772	Equitable Financial Life Insurance Com	12013	11/30/2025	11/30/2025	($448.99)			
					-448.99	9112225	Employee life ins payable	Adjust
November 2025	Equitable Financial Life Insurance Com	11981	11/3/2025	11/3/2025	$11.81			
					11.81	9112225	Employee life ins payable	Adjustments
PR110725-581	Equitable Financial Life Insurance Com	12013	11/13/2025	11/13/2025	$673.44			
					673.44	9112225	Employee life ins payable	Elective Life Insurance
PR112125-581	Equitable Financial Life Insurance Com	12013	11/26/2025	11/26/2025	$1,796.55			
					673.44	9112225	Employee life ins payable	Elective Life Insurance
					212.12	9112225	Employee life ins payable	Basic Life & AD&D Insurance
					882.13	9112225	Employee life ins payable	Long Term Disability
					28.86	9112225	Employee life ins payable	Dependent Life Insurance
	Vendor Total:				**$2,032.81**			
aa7b902	Health Equity	EFT	11/1/2025	11/1/2025	$77.70			
					77.70	9112230	HSA payable	Account Fees
PR110725-446	Health Equity	EFT	11/13/2025	11/13/2025	$7,018.86			
					1,307.52	9112230	HSA payable	HSA Single - July Benefit
					5,711.34	9112230	HSA payable	HSA Family - July Benefit
PR112125-446	Health Equity	EFT	11/26/2025	11/26/2025	$6,803.86			
					1,307.52	9112230	HSA payable	HSA Single - July Benefit
					5,496.34	9112230	HSA payable	HSA Family - July Benefit
	Vendor Total:				**$13,900.42**			
PR110725-448	ICMA 401A	EFT	11/13/2025	11/13/2025	$13,326.88			
					10,689.74	9112224	Retirement payable	401A ICMA
					2,637.14	9112224	Retirement payable	401A Loan ICMA
PR112125-448	ICMA 401A	EFT	11/26/2025	11/26/2025	$11,136.94			
					8,499.80	9112224	Retirement payable	401A ICMA
					2,637.14	9112224	Retirement payable	401A Loan ICMA
	Vendor Total:				**$24,463.82**			
PR110725-449	ICMA 457	EFT	11/13/2025	11/13/2025	$14,878.41			
					12,184.54	9112224	Retirement payable	457 ICMA
					2,693.87	9112224	Retirement payable	457 Loan ICMA
PR112125-449	ICMA 457	EFT	11/26/2025	11/26/2025	$12,252.76			
					9,558.89	9112224	Retirement payable	457 ICMA

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
					2,693.87	9112224	Retirement payable	457 Loan ICMA
	Vendor Total:				**$27,131.17**			
PR110725-444	IRS Tax Deposit	EFT	11/13/2025	11/13/2025	$18,706.62			
					5,813.04	9112221	Federal taxes payable	Medicare Tax
					12,893.58	9112221	Federal taxes payable	Federal Income Tax
PR112125-444	IRS Tax Deposit	EFT	11/26/2025	11/26/2025	$18,851.36			
					4,958.20	9112221	Federal taxes payable	Medicare Tax
					13,893.16	9112221	Federal taxes payable	Federal Income Tax
	Vendor Total:				**$37,557.98**			
D30470E01	Larson & Company	12015	11/30/2025	11/30/2025	$10,800.00			
					10,800.00	911240.02.911	Audit service - financial	Audit - FY2025
88019900	MetLife	12017	11/30/2025	11/30/2025	$425.95			
					425.95	9112227	Dental ins payable	Adjust
November 2025	MetLife	11984	11/3/2025	11/3/2025	($64.49)			
					-64.49	9112227	Dental ins payable	Adjustments
PR110725-684	MetLife	12017	11/13/2025	11/13/2025	$2,586.83			
					890.80	9112227	Dental ins payable	Dental Ins Pre Tax Family-Plat
					117.68	9112227	Dental ins payable	Dental Ins Pre Tax Two Party-P
					41.91	9112228	Visions ins payale	Vision Ins Single
					48.06	9112228	Visions ins payale	Vision Ins Two Party
					193.20	9112228	Visions ins payale	Vision Ins Family
					375.78	9112233	Guardian payable	MetLife Pre Tax Hospital Indemn
					260.63	9112233	Guardian payable	MetLife Accident - Low
					319.94	9112233	Guardian payable	MetLife Accident - High
					338.83	9112233	Guardian payable	MetLife Pre Tax Critical Illness
PR112125-684	MetLife	12017	11/26/2025	11/26/2025	$3,968.87			
					502.56	9112227	Dental ins payable	Dental Ins Pre Tax Single-Plat
					368.96	9112227	Dental ins payable	Dental Ins Pre Tax Two Party-P
					1,519.00	9112227	Dental ins payable	Dental Ins Pre Tax Family-Plat
					193.20	9112228	Visions ins payale	Vision Ins Family
					41.91	9112228	Visions ins payale	Vision Ins Single
					48.06	9112228	Visions ins payale	Vision Ins Two Party
					319.94	9112233	Guardian payable	MetLife Accident - High
					338.83	9112233	Guardian payable	MetLife Pre Tax Critical Illness
					375.78	9112233	Guardian payable	MetLife Pre Tax Hospital Indemn
					260.63	9112233	Guardian payable	MetLife Accident - Low
	Vendor Total:				**$6,917.16**			
Reimbursement 1	Mondragon, Vicki Rene	12006	11/9/2025	11/9/2025	$34.38			
					34.38	911260.01.911	Business expenses (meetings, e	Food for Lehi fire crew
S107439344.001	MOUNTAINLAND SUPPLY COMPANY	12001	11/11/2025	11/11/2025	$15.08			
					15.08	911530.01.911	Grounds maintenance	Sawzall
1100004	NATIONAL BENEFITS SERVICES LLC	12018	11/30/2025	11/30/2025	$52.00			
					52.00	911110.03.911	Employee benefits	Administration Fees
CP429072	NATIONAL BENEFITS SERVICES LLC	12002	11/9/2025	11/9/2025	$28.48			
					28.48	9112229	FSA payable	Claims Paid
	Vendor Total:				**$80.48**			
44616	NLE	12003	11/11/2025	11/11/2025	$990.00			
PO# 10591					880.00	911740.04.911	Information technology	Wireless AP FAP-221E
					110.00	911740.04.911	Information technology	1 Year 24x7 FortiCare

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
December 2025	PEHP	EFT	11/30/2025	11/30/2025	$5,010.20			
					5,010.20	9112226	Health ins payable	Adjust - Heather Burr, Lorien Asi
PR110725-558	PEHP	EFT	11/13/2025	11/13/2025	$792.94			
					186.72	9112226	Health ins payable	Traditional Insurance - Single
					257.68	9112226	Health ins payable	Traditional Insurance - Double
					348.54	9112226	Health ins payable	Traditional Insurance - Family
PR112125-558	PEHP	EFT	11/26/2025	11/26/2025	$60,842.80			
					7,910.88	9112226	Health ins payable	HDHP - Single Plan
					36,917.20	9112226	Health ins payable	HDHP - Family Plan
					2,164.44	9112226	Health ins payable	Traditional Insurance - Single
					6,823.10	9112226	Health ins payable	HDHP - Double
					2,986.92	9112226	Health ins payable	Traditional Insurance - Double
					4,040.26	9112226	Health ins payable	Traditional Insurance - Family
	Vendor Total:				**$66,645.94**			
25-6731	Powered Control Systems. LLC	12019	11/17/2025	11/17/2025	$1,300.00			
					1,300.00	911520.01.911	Building maintenance supplies	Inspection and Repair of FACU
Reimbursement 1	Redford, Anjanelle	12004	11/9/2025	11/9/2025	$53.05			
					53.05	911260.01.911	Business expenses (meetings, e	Food for Lehi fire crew
26113160901039	State of Utah	12020	11/10/2025	11/10/2025	$1,909.49			
					42.10	911220.01.911	General office supplies	Folders
					5.88	911220.01.911	General office supplies	Photos
					14.99	911220.01.911	General office supplies	Magnetic Sheets
					16.19	911220.01.911	General office supplies	Bathroom Supplies
					98.36	911220.01.911	General office supplies	Bathroom Supplies
					56.98	911220.01.911	General office supplies	Glass Frost
					129.95	911260.04.911	Employee recognitions	Flag Case for Melissa
					202.01	911260.04.911	Employee recognitions	Flag for Melissa
					87.99	911260.05.911	Emergency/evacuation supplies	Emergency Supplies
					425.00	911320.02.911	IAEMD Certs/Recerts	EMD - Lorien
					71.87	911410.01.911	Headsets, base stations, batteri	Desk Mounts
					25.99	911410.02.911	Computer peripheral/tools/acces	Rope Crimp
					81.80	911410.02.911	Computer peripheral/tools/acces	Cables
					57.33	911410.02.911	Computer peripheral/tools/acces	Adapters / USBC Cables
					19.00	911420.13.911	HR LMS	Forms
					136.72	911510.01.911	Work area health/sanitization su	Supplies
					41.48	911510.01.911	Work area health/sanitization su	Cables
					297.80	911510.03.911	Breakroom/Kitchen supplies	Floor Supplies
					54.80	911520.01.911	Building maintenance supplies	Water Softener Salt
					25.62	911520.01.911	Building maintenance supplies	Keys
					17.63	911520.01.911	Building maintenance supplies	Ice Machine Cleaner
INV-0020581	Threads Culture	12022	11/26/2025	11/26/2025	$309.60			
					309.60	911420.13.911	HR LMS	Threads Software
64491	UTAH COUNTY AUDITOR	11996	11/4/2025	11/4/2025	$472.48			
					472.48	911440.07.911	Fiber connectivity	Fiber - November 2025
64551	UTAH COUNTY AUDITOR	12008	11/7/2025	11/7/2025	$1,734.21			
					1,734.21	911540.01.911	Electricity	Electrical Usage - October 2025
	Vendor Total:				**$2,206.69**			
M1623421	UTAH LOCAL GOVERNMENTS TRUST	EFT	11/3/2025	11/3/2025	$488.66			
					488.66	911110.03.911	Employee benefits	Workers Comp
PR110725-151	UTAH RETIREMENT SYSTEMS	EFT	11/13/2025	11/13/2025	$30,707.42			
					27,921.74	9112224	Retirement payable	State Retirement URS

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
					2,700.28	9112224	Retirement payable	401k URS
					85.40	9112224	Retirement payable	401K Loan URS
PR112125-151	UTAH RETIREMENT SYSTEMS	EFT	11/26/2025	11/26/2025	$25,652.34			
					23,248.44	9112224	Retirement payable	State Retirement URS
					2,318.50	9112224	Retirement payable	401k URS
					85.40	9112224	Retirement payable	401K Loan URS
	Vendor Total:				**$56,359.76**			
PR110725-445	Utah State Tax Commission	12023	11/13/2025	11/13/2025	$5,764.98			
					5,764.98	9112223	State taxes payable	State Income Tax
PR112125-445	Utah State Tax Commission	12023	11/26/2025	11/26/2025	$5,896.61			
					5,896.61	9112223	State taxes payable	State Income Tax
	Vendor Total:				**$11,661.59**			
CIV202511-0000	Utopia Fiber	11997	11/1/2025	11/1/2025	$588.00			
					588.00	911440.08.911	Internet	Internet
39352	Vanguard Cleaning Systems of Utah	11992	11/1/2025	11/1/2025	$1,356.00			
					1,356.00	911520.02.911	Janitorial services and supplies	Cleaning Service
39799	Vanguard Cleaning Systems of Utah	11998	11/6/2025	11/6/2025	$292.45			
					292.45	911520.02.911	Janitorial services and supplies	Supplies
	Vendor Total:				**$1,648.45**			
PR110725-456	VASA Fitness	12026	11/13/2025	11/13/2025	$51.00			
					51.00	9112234	Golds Gym Member payable	Gym Membership
PR112125-456	VASA Fitness	12026	11/26/2025	11/26/2025	$51.00			
					51.00	9112234	Golds Gym Member payable	Gym Membership
	Vendor Total:				**$102.00**			
			Total:		**$275,952.37**			

GL Account Summary

Amount	Account No.	Account Name
540.66	911110.03.911	Employee benefits
529.16	911150.04.911	Lodging
163.10	911150.06.911	Meals - at training
1,506.50	911220.01.911	General office supplies
37,557.98	9112221	Federal taxes payable
11,661.59	9112223	State taxes payable
107,954.75	9112224	Retirement payable
2,032.81	9112225	Employee life ins payable
66,645.94	9112226	Health ins payable
3,760.46	9112227	Dental ins payable
566.34	9112228	Visions ins payale
28.48	9112229	FSA payable
13,900.42	9112230	HSA payable
2,590.36	9112233	Guardian payable
102.00	9112234	Golds Gym Member payable
1,005.24	9112236	Child Support Payable
10,800.00	911240.02.911	Audit service - financial
87.43	911260.01.911	Business expenses (meetings, e
5,644.83	911260.03.911	Holiday gift for employees
331.96	911260.04.911	Employee recognitions
87.99	911260.05.911	Emergency/evacuation supplies
425.00	911320.02.911	IAEMD Certs/Recerts
71.87	911410.01.911	Headsets, base stations, batteri
165.12	911410.02.911	Computer peripheral/tools/acces
328.60	911420.13.911	HR LMS
141.51	911440.06.911	Cell phones

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
					472.48	911440.07.911	Fiber connectivity	
					588.00	911440.08.911	Internet	
					178.20	911510.01.911	Work area health/sanitization su	
					297.80	911510.03.911	Breakroom/Kitchen supplies	
					1,398.05	911520.01.911	Building maintenance supplies	
					1,648.45	911520.02.911	Janitorial services and supplies	
					15.08	911530.01.911	Grounds maintenance	
					1,734.21	911540.01.911	Electricity	
					990.00	911740.04.911	Information technology	
					275,952.37		**Total**	
					$275,952.37		**GL Account Summary Total**	

Central Utah 911
Financial Report
911 Central Utah 911 - 07/01/2025 to 09/30/2025
25.00% of the fiscal year has expired

	2024 Year End Actual	September Actual	2025 YTD Actual
Net Position			
Assets:			
Current Assets			
Cash and cash equivalents			
1112 Central Bank - Central Utah 911	211,476.75	(530,528.85)	250,618.04
1150 PTIF 5309	1,773,287.56	0.00	2,082,616.54
1190 CHECKING - CENTRAL BANK	(0.02)	0.00	(0.02)
1199.1 Restricted cash	150,000.00	0.00	150,000.00
1199.2 Restricted cash offset	(150,000.00)	0.00	(150,000.00)
Total Cash and cash equivalents	**1,984,764.29**	**(530,528.85)**	**2,333,234.56**
Receivables			
1311 ACCOUNTS RECEIVABLE	1,991,859.48	(3,293.94)	384,150.11
1313 911 FEES RECEIVABLE	462,014.05	0.00	462,014.05
Total Receivables	**2,453,873.53**	**(3,293.94)**	**846,164.16**
Total Current Assets	**4,438,637.82**	**(533,822.79)**	**3,179,398.72**
Non-Current Assets			
Capital assets			
Property			
1610.2 LAND	150,000.00	0.00	150,000.00
1620.1 BUILDINGS	2,062,438.04	0.00	2,062,438.04
1620.2 BUILDINGS	3,086,193.08	0.00	3,086,193.08
1640.1 EQUIPMENT AND SOFTWAR	421,509.30	0.00	421,509.30
1640.3 EQUIPMENT AND SOFTWAR	911,511.96	0.00	911,511.96
1645.2 Furniture and fixtures	263,563.33	0.00	263,563.33
Total Property	**6,895,215.71**	**0.00**	**6,895,215.71**
Accumulated depreciation			
1649.2 AccDpn Buildings	415,477.08	0.00	415,477.08
1649.3 AccDpn Buildings	621,714.84	0.00	621,714.84
1650.1 AccDpn Equipment and softwar	793,226.23	0.00	793,226.23
1650.3 AccDpn Equipment and softwar	291,207.02	0.00	291,207.02
1655.2 AccDpn Furniture and fixtures	224,028.76	0.00	224,028.76
Total Accumulated depreciation	**2,345,653.93**	**0.00**	**2,345,653.93**
Total Capital assets	**4,549,561.78**	**0.00**	**4,549,561.78**
Other non-current assets			
1510 DEFERRED OUTFLOWS OF RE	1,001,332.00	0.00	1,001,332.00
Total Other non-current assets	**1,001,332.00**	**0.00**	**1,001,332.00**
Total Non-Current Assets	**5,550,893.78**	**0.00**	**5,550,893.78**
Total Assets:	**9,989,531.60**	**(533,822.79)**	**8,730,292.50**
Liabilites and Fund Equity:			
Liabilities:			
Accounts payable			
2130 ACCOUNTS PAYABLE	10,541.57	(42,044.28)	154,435.45
Total Accounts payable	**10,541.57**	**(42,044.28)**	**154,435.45**
Payroll liabilities			
2120 ACCRUED PAYROLL LIABILITIES	0.00	(157.14)	86,655.14
2135 WAGES AND BENEFITS PAYAB	0.00	6,473.08	133,407.23
2223 State taxes payable	0.00	(154.28)	12,423.26
2225 Employee life ins payable	2,413.70	1,709.40	2,186.64
2226 Health ins payable	0.00	(1,169.50)	(108,957.66)
2227 Dental ins payable	2,964.30	159.97	3,142.72
2228 Visions ins payale	506.96	(7.62)	551.10
2229 FSA payable	0.00	104.41	52.29
2230 HSA payable	0.00	(75.60)	(300.30)
2232 Garnishments payable	0.00	(563.83)	(954.12)
2233 Guardian payable	2,574.47	(24.00)	2,464.26
2234 Golds Gym Member payable	0.00	0.00	85.00
2236 Child Support Payable	0.00	502.62	502.62
2300 LT COMPENSATED ABSENCES	143,244.81	0.00	163,827.61
Total Payroll liabilities	**151,704.24**	**6,797.51**	**295,085.79**
Deferred inflows			

Central Utah 911

Financial Report

911 Central Utah 911 - 07/01/2025 to 09/30/2025

25.00% of the fiscal year has expired

	2024 Year End Actual	September Actual	2025 YTD Actual
2500 NET PENSION LIABILITY	554,780.00	0.00	554,780.00
2510 DEFERRED INFLOWS OF RESO	6,610.00	0.00	6,610.00
Total Deferred inflows	**561,390.00**	**0.00**	**561,390.00**
Total Liabilities:	**723,635.81**	**(35,246.77)**	**1,010,911.24**
Equity - Paid In / Contributed			
2900 FUND BALANCE	7,978,946.11	(498,576.02)	6,432,431.58
2910 CONTRIBUTIONS FROM GOVTS	1,106,238.68	0.00	1,106,238.68
2920 GOV'T CONTRIBUTIONS ASSETS	180,711.00	0.00	180,711.00
Total Equity - Paid In / Contributed	**9,265,895.79**	**(498,576.02)**	**7,719,381.26**
Total Liabilites and Fund Equity:	**9,989,531.60**	**(533,822.79)**	**8,730,292.50**
Total Net Position	**0.00**	**0.00**	**0.00**

Central Utah 911
Financial Report
911 Central Utah 911 - 07/01/2025 to 09/30/2025
25.00% of the fiscal year has expired

	2024 Year End Actual	September Actual	2025 YTD Actual	2025 Budget	Unearned/ Unused	% Earned/ Used
Income from operations						
Income						
Taxes						
310-100 USER FEES	4,430,700.32	0.00	49,209.47	5,799,029.00	5,749,819.53	0.85%
310-300 911 REVENUES	2,807,375.36	0.00	495,729.69	2,759,950.00	2,264,220.31	17.96%
Total Taxes	**7,238,075.68**	**0.00**	**544,939.16**	**8,558,979.00**	**8,014,039.84**	**6.37%**
Intergovernmental revenue						
370-100 GRANTS	(6,715.00)	0.00	0.00	2,800.00	2,800.00	0.00%
Total Intergovernmental revenue	**(6,715.00)**	**0.00**	**0.00**	**2,800.00**	**2,800.00**	**0.00%**
Interest						
360-100 INTEREST INCOME	99,162.83	0.00	13,599.29	98,478.00	84,878.71	13.81%
Total Interest	**99,162.83**	**0.00**	**13,599.29**	**98,478.00**	**84,878.71**	**13.81%**
Miscellaneous revenue						
360-900 MISCELLANEOUS REVENUE	393,260.28	62,561.52	(13,671.51)	0.00	13,671.51	0.00%
Total Miscellaneous revenue	**393,260.28**	**62,561.52**	**(13,671.51)**	**0.00**	**13,671.51**	**0.00%**
Total Income	**7,723,783.79**	**62,561.52**	**544,866.94**	**8,660,257.00**	**8,115,390.06**	**6.29%**
Expenses						
110-130 Salaries and Benefits						
Salaries						
110.01.911 Wages	4,094,445.45	348,718.32	1,142,956.76	4,821,044.00	3,678,087.24	23.71%
110.02.911 Overtime	430,924.15	39,572.92	135,602.02	450,000.00	314,397.98	30.13%
110.04.911 Performance-based increas	0.00	0.00	0.00	250,000.00	250,000.00	0.00%
Total Salaries	**4,525,369.60**	**388,291.24**	**1,278,558.78**	**5,521,044.00**	**4,242,485.22**	**23.16%**
Benefits						
110.03.911 Employee benefits	1,759,489.34	145,647.49	489,367.20	2,332,800.00	1,843,432.80	20.98%
Total Benefits	**1,759,489.34**	**145,647.49**	**489,367.20**	**2,332,800.00**	**1,843,432.80**	**20.98%**
Total 110-130 Salaries and Benefits	**6,284,858.94**	**533,938.73**	**1,767,925.98**	**7,853,844.00**	**6,085,918.02**	**22.51%**
150 Travel/Transportation						
150.01.911 Mileage	6,764.32	786.50	1,602.91	6,500.00	4,897.09	24.66%
150.03.911 Transportation	1,082.39	0.00	0.00	5,000.00	5,000.00	0.00%
150.04.911 Lodging	3,480.35	285.42	285.42	5,000.00	4,714.58	5.71%
150.05.911 Per Diem - out of area	0.00	0.00	0.00	2,500.00	2,500.00	0.00%
150.06.911 Meals - at training	608.09	10.00	167.89	1,500.00	1,332.11	11.19%
150.07.911 Other (parking, etc.)	42.90	0.00	0.00	300.00	300.00	0.00%
Total 150 Travel/Transportation	**11,978.05**	**1,081.92**	**2,056.22**	**20,800.00**	**18,743.78**	**9.89%**
160 Miscellaneous						
160.01.911 Wire transfers/bank fees	134.49	0.00	12.00	600.00	588.00	2.00%
Total 160 Miscellaneous	**134.49**	**0.00**	**12.00**	**600.00**	**588.00**	**2.00%**
210 Books/Subscr/Memberships						
210.01.911 APCO Memberships	1,861.00	0.00	0.00	2,000.00	2,000.00	0.00%
210.03.911 Utah Government Finance As	50.00	0.00	0.00	50.00	50.00	0.00%
210.04.911 Utah County EMS Council Du	175.00	0.00	0.00	175.00	175.00	0.00%
Total 210 Books/Subscr/Memberships	**2,086.00**	**0.00**	**0.00**	**2,225.00**	**2,225.00**	**0.00%**
220 Office Expense & Supplies						
220.01.911 General office supplies	2,081.46	56.58	1,150.26	2,500.00	1,349.74	46.01%
220.02.911 Printing	880.00	0.00	41.89	250.00	208.11	16.76%
220.03.911 Copier supplies/usage	124.46	0.00	0.00	200.00	200.00	0.00%
220.04.911 Printer supplies (toner)	0.00	0.00	41.85	500.00	458.15	8.37%
220.05.911 Postage	259.95	0.00	234.00	200.00	(34.00)	117.00%
Total 220 Office Expense & Supplies	**3,345.87**	**56.58**	**1,468.00**	**3,650.00**	**2,182.00**	**40.22%**
230 Public Notices						
230.01.911 Public notices/district	30.99	0.00	0.00	400.00	400.00	0.00%
230.02.911 Job advertisements	25.00	0.00	0.00	0.00	0.00	0.00%
Total 230 Public Notices	**55.99**	**0.00**	**0.00**	**400.00**	**400.00**	**0.00%**
240 Professional Services						
240.01.911 Legal services	6,000.00	0.00	14,697.33	15,000.00	302.67	97.98%
240.02.911 Audit service - financial	10,400.00	0.00	0.00	12,000.00	12,000.00	0.00%
240.03.911 Audit - BEMS	0.00	0.00	0.00	65.00	65.00	0.00%
240.04.911 Language Line	11,607.18	821.10	2,876.61	1,500.00	(1,376.61)	191.77%

	2024 Year End Actual	September Actual	2025 YTD Actual	2025 Budget	Unearned/ Unused	% Earned/ Used
240.05.911 Drug Screening	732.00	255.00	306.00	2,500.00	2,194.00	12.24%
240.06.911 Pre-Employment Psychologic	8,190.00	0.00	0.00	8,000.00	8,000.00	0.00%
240.07.911 Audiometry Tests	425.00	155.00	186.00	500.00	314.00	37.20%
240.09.911 Server Escrow	0.00	0.00	(77,034.00)	0.00	77,034.00	0.00%
Total 240 Professional Services	**37,354.18**	**1,231.10**	**(58,968.06)**	**39,565.00**	**98,533.06**	**-149.04%**
250 Insurance Bonds						
250.01.911 General liability insurace	15,039.83	0.00	16,867.80	14,000.00	(2,867.80)	120.48%
250.02.911 Treasurers and notary bonds	444.00	0.00	0.00	0.00	0.00	0.00%
250.03.911 Crime insurance	425.00	0.00	0.00	425.00	425.00	0.00%
250.04.911 Facility property insurance	7,866.22	0.00	8,860.32	8,200.00	(660.32)	108.05%
Total 250 Insurance Bonds	**23,775.05**	**0.00**	**25,728.12**	**22,625.00**	**(3,103.12)**	**113.72%**
260 Misellaneous Supplies						
260.01.911 Business expenses (meeting	552.46	0.00	150.00	1,650.00	1,500.00	9.09%
260.02.911 Telecommunicator week	4,182.73	0.00	0.00	4,000.00	4,000.00	0.00%
260.03.911 Holiday gift for employees	4,919.73	0.00	0.00	8,000.00	8,000.00	0.00%
260.04.911 Employee recognitions	4,336.73	653.45	2,279.65	5,000.00	2,720.35	45.59%
260.05.911 Emergency/evacuation suppli	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
260.06.911 Peer Support	0.00	0.00	0.00	750.00	750.00	0.00%
Total 260 Misellaneous Supplies	**13,991.65**	**653.45**	**2,429.65**	**20,400.00**	**17,970.35**	**11.91%**
310 Training and Education						
310.01.911 Dispatcher CME/In-service tr	452.84	970.80	970.80	1,000.00	29.20	97.08%
310.03.911 Supervisory training	475.00	0.00	475.00	2,000.00	1,525.00	23.75%
310.04.911 Administrative training	497.00	0.00	0.00	1,000.00	1,000.00	0.00%
310.05.911 Professional development trai	2,065.25	213.75	610.75	2,500.00	1,889.25	24.43%
310.06.911 Education materials/supplies	19.00	0.00	0.00	200.00	200.00	0.00%
310.07.911 Public education supplies	918.16	0.00	0.00	800.00	800.00	0.00%
310.08.911 Conference registrations	4,491.44	0.00	125.00	5,000.00	4,875.00	2.50%
520-340 COUNTY WIDE TRAINING	400.76	0.00	0.00	0.00	0.00	0.00%
Total 310 Training and Education	**9,319.45**	**1,184.55**	**2,181.55**	**12,500.00**	**10,318.45**	**17.45%**
320 Certifications						
320.01.911 IAEFD Certs/Recerts	1,839.50	0.00	0.00	2,000.00	2,000.00	0.00%
320.02.911 IAEMD Certs/Recerts	8,294.50	101.50	304.50	5,000.00	4,695.50	6.09%
320.05.911 Trainers course (CTO, recerts	2,605.00	35.00	120.00	3,000.00	2,880.00	4.00%
Total 320 Certifications	**12,739.00**	**136.50**	**424.50**	**10,000.00**	**9,575.50**	**4.25%**
410 Information Technology						
410.01.911 Headsets, base stations, batt	5,805.43	637.00	863.79	7,500.00	6,636.21	11.52%
410.02.911 Computer peripheral/tools/ac	2,043.27	275.41	275.41	2,500.00	2,224.59	11.02%
Total 410 Information Technology	**7,848.70**	**912.41**	**1,139.20**	**10,000.00**	**8,860.80**	**11.39%**
420 Software Licensing/Renewals						
420.01.911 Schedule software	41,737.33	0.00	7,074.22	6,500.00	(574.22)	108.83%
420.02.911 Renewals for firewall	15,996.00	0.00	14,551.00	15,000.00	449.00	97.01%
420.03.911 Exchange online	8,648.28	0.00	9,164.13	9,800.00	635.87	93.51%
420.04.911 Frontline	11,103.75	0.00	11,658.94	11,000.00	(658.94)	105.99%
420.05.911 VM backup	1,989.46	0.00	1,484.08	2,000.00	515.92	74.20%
420.07.911 Renewals for Spam Hero, We	0.00	0.00	0.00	500.00	500.00	0.00%
420.08.911 Domain registration	93.00	0.00	0.00	200.00	200.00	0.00%
420.09.911 Website hosting	565.82	0.00	0.00	250.00	250.00	0.00%
420.10.911 Renewals for SplashTop, PD	2,208.15	22.93	1,979.83	3,500.00	1,520.17	56.57%
420.11.911 TechSmith Camtasia	107.48	0.00	0.00	200.00	200.00	0.00%
420.12.911 PDF solution	0.00	0.00	868.28	1,400.00	531.72	62.02%
420.13.911 HR LMS	5,078.20	19.00	2,145.30	4,000.00	1,854.70	53.63%
420.15.911 Rapid SOS/Prepared 911	39,855.00	0.00	34,080.00	64,880.00	30,800.00	52.53%
420.16.911 EZRI License	0.00	0.00	0.00	700.00	700.00	0.00%
420.17.911 Online Backup	0.00	0.00	3,614.10	3,000.00	(614.10)	120.47%
420.18.911 CommsCoach	0.00	0.00	0.00	35,000.00	35,000.00	0.00%
Total 420 Software Licensing/Renewals	**127,382.47**	**41.93**	**86,619.88**	**157,930.00**	**71,310.12**	**54.85%**
430 IT Maintenance & Support						
430.01.911 Radio support/maintenance	8,421.60	0.00	0.00	0.00	0.00	0.00%
430.02.911 Spillman & Hiplink maintenan	25,042.13	0.00	7,950.00	40,000.00	32,050.00	19.88%
430.03.911 Criticall support	4,395.00	0.00	0.00	4,500.00	4,500.00	0.00%
430.04.911 Financial Software support	4,250.00	1,150.00	1,150.00	5,000.00	3,850.00	23.00%
430.05.911 Priority dispatch card support	5,049.00	0.00	0.00	5,000.00	5,000.00	0.00%

	2024 Year End Actual	September Actual	2025 YTD Actual	2025 Budget	Unearned/ Unused	% Earned/ Used
430.06.911 ProQA/AQUA support	2,800.25	0.00	15,400.00	14,000.00	(1,400.00)	110.00%
430.08.911 Notification System	22,425.00	0.00	22,425.00	24,000.00	1,575.00	93.44%
430.09.911 Fire Paging/Alerting	15,552.00	0.00	0.00	61,000.00	61,000.00	0.00%
430.10.911 Logging Recorder Maintenan	5,296.33	0.00	0.00	0.00	0.00	0.00%
Total 430 IT Maintenance & Support	**93,231.31**	**1,150.00**	**46,925.00**	**153,500.00**	**106,575.00**	**30.57%**
440 Telephone & Communications						
440.01.911 911 phones (selective router,	12,574.84	950.41	1,901.07	13,000.00	11,098.93	14.62%
440.06.911 Cell phones	1,674.54	278.46	556.92	3,000.00	2,443.08	18.56%
440.07.911 Fiber connectivity	9,003.00	472.48	1,417.44	6,000.00	4,582.56	23.62%
440.08.911 Internet	9,609.88	784.00	2,357.88	15,000.00	12,642.12	15.72%
Total 440 Telephone & Communications	**32,862.26**	**2,485.35**	**6,233.31**	**37,000.00**	**30,766.69**	**16.85%**
510 Facilities						
510.01.911 Work area health/sanitization	1,576.11	0.00	208.28	4,000.00	3,791.72	5.21%
510.02.911 UPS batteries	2,480.09	0.00	0.00	3,600.00	3,600.00	0.00%
510.03.911 Breakroom/Kitchen supplies	1,052.70	71.94	71.94	4,000.00	3,928.06	1.80%
Total 510 Facilities	**5,108.90**	**71.94**	**280.22**	**11,600.00**	**11,319.78**	**2.42%**
520 Facilities Maintenance						
520.01.911 Building maintenance supplie	2,303.00	28.98	278.37	3,800.00	3,521.63	7.33%
520.02.911 Janitorial services and suppli	20,304.11	1,719.71	4,995.18	21,800.00	16,804.82	22.91%
520.03.911 Generator preventative plan	3,700.66	0.00	0.00	2,700.00	2,700.00	0.00%
520.04.911 HVAC system & preventative	4,080.39	0.00	0.00	500.00	500.00	0.00%
520.05.911 UPS service	1,580.13	1,000.00	1,000.00	2,800.00	1,800.00	35.71%
Total 520 Facilities Maintenance	**31,968.29**	**2,748.69**	**6,273.55**	**31,600.00**	**25,326.45**	**19.85%**
530 Grounds Maintenance						
530.01.911 Grounds maintenance	560.88	176.46	176.46	1,500.00	1,323.54	11.76%
530.02.911 Snow removal	450.00	0.00	0.00	3,000.00	3,000.00	0.00%
530.03.911 Pest control	382.50	0.00	0.00	500.00	500.00	0.00%
530.04.911 Equipment	474.59	0.00	67.77	1,000.00	932.23	6.78%
Total 530 Grounds Maintenance	**1,867.97**	**176.46**	**244.23**	**6,000.00**	**5,755.77**	**4.07%**
540 Utilities						
540.01.911 Electricity	24,435.30	1,835.12	3,572.20	36,000.00	32,427.80	9.92%
540.02.911 Water and sewer	2,220.39	365.11	2,109.99	4,500.00	2,390.01	46.89%
540.03.911 Fuel for generator	1,289.86	0.00	0.00	3,600.00	3,600.00	0.00%
540.04.911 Dumpster	3,851.25	343.45	1,370.43	4,000.00	2,629.57	34.26%
Total 540 Utilities	**31,796.80**	**2,543.68**	**7,052.62**	**48,100.00**	**41,047.38**	**14.66%**
740 Capital						
740.01.911 General/miscellaneous	122,122.34	12,724.25	12,812.75	27,500.00	14,687.25	46.59%
740.02.911 Office equipment	0.00	0.00	13,671.54	15,000.00	1,328.46	91.14%
740.04.911 Information technology	10,585.04	0.00	36,034.61	35,000.00	(1,034.61)	102.96%
740.06.911 Facility	39,563.00	0.00	0.00	75,000.00	75,000.00	0.00%
740.08.911 Logging Recorder	0.00	0.00	130,836.60	65,418.00	(65,418.60)	200.00%
Total 740 Capital	**172,270.38**	**12,724.25**	**193,355.50**	**217,918.00**	**24,562.50**	**88.73%**
Depreciation expense						
911-530 DEPRECIATION EXPENSE	285,582.44	0.00	0.00	0.00	0.00	0.00%
Total Depreciation expense	**285,582.44**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Expenses	**7,189,558.19**	**561,137.54**	**2,091,381.47**	**8,660,257.00**	**6,568,875.53**	**24.15%**
Total Income from operations	**534,225.60**	**(498,576.02)**	**(1,546,514.53)**	**0.00**	**1,546,514.53**	**0.00%**

04.11 Personnel Complaint Investigation

04.11.1 PURPOSE AND SCOPE

This policy provides guidelines for the reporting, investigation, and disposition of complaints regarding the conduct of members of Central Utah 911(CU911). This policy shall not apply to any questioning, counseling, instruction, informal verbal admonishment or other routine or unplanned contact of a member in the normal course of duty, by a supervisor or any other administrator.

04.11.2 POLICY

CU911 takes seriously all complaints regarding the service provided by the organization and the conduct of its members.

The department will accept and address all complaints of misconduct in accordance with this policy and applicable federal, state, and local law. It is also the policy of the organization to ensure that the community or service agencies can report misconduct without concern for reprisal or retaliation.

04.11.3 PERSONNEL COMPLAINTS

Personnel complaints include any allegation of misconduct or improper job performance that, if true, would constitute a violation of organization policy, procedure, or rule~~ or~~ of federal, state, or local law~~,~~. Personnel complaints may be generated internally by the public or by any user agency.

Complaints about conduct or performance that, if true, would not violate any department policy or federal, state, or local law, policy or rule may be handled informally by a supervisor and shall not be considered a personnel complaint. Such inquiries generally include clarification regarding policy, procedures or the response to specific incidents by the organization.

04.11.3.1 COMPLAINT CLASSIFICATIONS

Personnel complaints shall be classified in one of the following categories:

1. Informal – A matter in which the supervisor is satisfied that appropriate action has been taken by a person of rank greater than the accused member.
2. Formal – A matter in which it has been determined~~s~~ that misconduct, improper job performance, organizational policy, Federal, State, or local laws have been violated. Such complaints must be referred to the~~Professional Development Manager.~~ Operations Manager and/or Human Resources
3. Suspended – A matter in which the complaining party either refuses to cooperate or becomes unavailable after diligent follow-up investigation. At the discretion of the ~~Professional Development Manager~~, investigator(s) referenced above such matters be further investigated depending on the seriousness of the complaint and the availability of sufficient information.

Suspensions of two days or fewer can be processed and implemented by administration with proper documentation and are not appealable.

04.11.3.2 SOURCES OF COMPLAINTS

The following applies to the source of complaints:

1. Individuals or groups from the public, outside agencies, or service agencies may make complaints in any form, including in writing, by email, in person or by telephone.
2. Supervisors shall initiate a complaint process based upon observed misconduct or receipt from any source alleging misconduct that, if true, could result in disciplinary action.
3. Anonymous and third-party complaints should be accepted and investigated to the extent that sufficient information is provided.
4. Tort claims and lawsuits may generate a personnel complaint.

04.11.4 AVAILABILITY AND ACCEPTANCE OF COMPLAINTS

1. Complaint Forms:
   ~~Personnel complaint forms are available electronically in the Document Library of Frontline Policy Tracker.~~
   Employee Incident Report(s) and Employee Misconduct Report(s) are available on CU911's Intranet.
2. Acceptance:
   All complaints will be courteously accepted by any organization member and promptly given or directed to the appropriate supervisor. Although written complaints are preferred, a complaint may also be filed orally, either in person or by telephone. Such complaints will be documented by the receiver of the complaint on a complaint form and shall be directed to a supervisor or the Professional Development Manager. If a supervisor is not immediately available to take an oral complaint, the receiving member shall obtain contact information sufficient for the supervisor to contact the complainant.

A complainant shall be provided with a copy of his/her statement.

04.11.5 DOCUMENTATION

Employees shall encourage the complainant to complete a complaint form. The supervisor shall ensure that the nature of the complaint is defined as clearly as possible.

All complaints should also be documented and referred to the ~~Professional Development Manager. Manager. designated point of referral needs review~~ Operations Manager and/or HR.

04.11.6 ADMINISTRATIVE INVESTIGATIONS

Allegations of misconduct will be administratively investigated as follows. If an investigation is to be conducted of an administrative peer or supervisor wherein there could be claims of bias, an outside agency can be called upon to aid in conduct of the investigation.

04.11.6.1 SUPERVISOR RESPONSIBILITES

~~In general, the primary responsibility for the initial investigation of a personnel complaint shall rest with the member's immediate supervisor, unless the supervisor is the complainant, or the supervisor is the ultimate decision-maker regarding disciplinary action or has any personal involvement or allegation of involvement regarding the alleged misconduct. Themisconduct. The Executive Director or the authorized designee may direct that another supervisor investigates any complaint.~~ Supervisors are responsible for addressing informal complaints or concerns that can be resolved through discussion, coaching, or clarification. If an employee submits a formal complaint, the Supervisor must refer the matter directly to the Operations Manager and/or Human Resources for appropriate handling. Supervisors are also required to notify the Operations Manager and/or Human Resources of any situation they become aware of that constitutes or may escalate into a formal complaint, even if it was initially raised informally.

A supervisor who becomes aware of alleged misconduct shall take reasonable steps to prevent aggravation of the situation.

The responsibilities of the supervisors include but are not limited to:

1. Respond to all complainants in a courteous and professional manner.
2. When appropriate, ensuring immediate medical attention is provided.

3. Make ~~any~~ reasonable effort to have the complainant fill out a written complaint form.
4. Make reasonable effort~~s~~ to obtain names, addresses, dates, times, and telephone numbers.
5. Resolving those personnel complaints that can be resolved immediately.
   a. Follow-up contact with the complainant, the ~~Professional Development Manager needs review, and management~~Operations Manager and/or Human Resources should be made as reasonably as possible.
   b. If the matter is resolved and no further action is required, the supervisor will note the resolution and forward the entry to the ~~Professional Development Manager. needs review~~Operations Manager and/or Human Resources.
6. Promptly contacting the Human Resources department for their role~~s~~ in addressing a complaint that relates to sexual, racial, ethnic, or other forms of prohibited harassment or discrimination.
~~7. Ensuring that upon receipt of a complaint involving allegations of a potentially serious nature, the receiver shall notify the Manager which manager? Operations? and the Executive Director as soon as practicable and refer the investigation to the Professional Development Manager. needs review~~
~~8.~~7. Forwarding unresolved personnel complaints to the ~~Professional Development Manager~~ Operations Manager and/or Human Resources who will determine whether to contact the complainant or begin an internal investigation.
   ~~a. The original complaint form will be directed to the Professional Development Manager. needs review~~
   ~~b. In circumstances where the integrity of the investigation could be jeopardized by reducing the complaint to writing or where the confidentiality of the complainant is at issue, a supervisor shall refer the matter directly to the Professional Development Manager. needs review~~
~~9. When it is determined that the investigation requires additional information and evidence gathering, the supervisor shall forward the personnel complaint to the Professional Development Manager needs review to conduct an investigation.~~
   ~~a. Evidence includes but not limited to:~~
      ~~i. Chat Logs~~
      ~~ii. Video Recordings~~
      ~~iii. Audio Recordings~~
      ~~iv. CAD Records~~
      ~~v. Emails~~
      ~~vi. Interviews~~
      ~~vii. Time records~~
~~10.~~8. Evidence gathering for any investigation of misconduct shall only be conducted by the ~~Professional Development Manager or under the direction of the Executive Director.~~ Operations Manager and/or Human Resources.
~~11.~~9. Administration can check any records or documents of CU911 as needed.
~~12.~~10. Personal email or phone records can only be checked if permission is given by the employee.

04.11.6.2 ADMINISTRATIVE INVESTIGATION PROCEDURES

1. Interviews of an accused member, involved parties, or others necessary for the completion of the investigation should be conducted during reasonable hours and preferably when the member is on-duty. If the member is off duty at the time of the interview, ~~he/she~~ they shall be compensated.
2. ~~Unless waived by the member, I~~Interviews of an accused member shall be conducted at CU911 or another ~~reasonable and appropriate place.~~ agreed upon location.
3. All interviews shall be conducted by an interviewer in the presence of a witness.
4. No more than two interviewers should ask questions of an accused member.

5. Prior to any interview, a member shall be informed of the nature of the investigation, the name of the investigator(s), and all other persons to be present during the interview.
6. All interviews shall be ~~for~~ a reasonable period of time and the members' personal needs ~~should~~will be accommodated.
7. Any member refusing to answer questions directly related to the investigation may be ordered to answer questions administratively and may be subject to discipline for failing to do so.
    a. A member should be given an order to answer questions in an administrative investigation that might incriminate the member in a criminal matter only after the member has been advised of Garrity.
    b. Administrative investigators should consider the impact that compelling a statement from the member may have on any related criminal investigation and should take reasonable steps to avoid creating any foreseeable conflicts between the two related investigations. This may include conferring with the person in charge of the criminal investigation (e.g., discussion of process, timing, and implications).
    c. No information or evidence administratively coerced from a member may be provided to anyone involved in conducting the criminal investigation or to any prosecutor.
8. The interviewer should record all interviews of members and witnesses. The members may also record the interview. If the member has been previously interviewed, a copy of that recorded interview shall be provided to the member prior to any subsequent interview.
9. Members and interviewers shall be notified prior to the interview that the interview will be recorded.
10. ~~Recordings made without the knowledge of the recording by the other party will not be admissible as evidence and shall not be used against the party.~~ All parties involved in an investigation will be informed if any part of the process is being recorded.

~~11.~~10. All members subjected to interviews that could result in discipline have the right to have an uninvolved representative present during the interview.

~~12.~~11. All members shall provide complete and truthful responses to questions posed during interviews.

~~13.~~12. No member may be compelled to submit to a polygraph examination, nor shall any refusal to submit to such examination be mentioned in any investigation.

04.11.6.3 ADMINISTRATIVE INVESTIGATION FORMAT

1. Complaint - Include the identity of members, the identity of the assigned investigators, the initial date and source of the complaint.
2. Background – Provide a ~~brief~~ concise summary of the facts giving rise to the investigation.
3. Investigation – List the allegations separately, including applicable policy sections, with a ~~brief~~ summary of the evidence relevant to each allegation.
4. Findings – A separate recommendation finding should be provided for each allegation.
5. Discussion - A recommendation regarding further action or disposition should be provided.
6. Exhibits - A separate list of exhibits (e.g., recordings, photos, documents) should be attached to the report.

04.11.6.4 DISPOSITIONS

Each personnel complaint shall be classified one of the following dispositions:

1. Unfounded – When the investigation discloses that the alleged acts did not occur or did not involve department members. Complaints that are determined to be ~~frivolous~~ insubstantial will fall within the classification of unfounded.
2. Exonerated - When the investigation discloses that the alleged act occurred, but the act was justified, lawful and/or proper.

3. Not sustained - when the investigation discloses there is insufficient evidence to sustain the complaint or fully exonerate the member.
4. Sustained – A final determination by an investigating officer(s), commission, board, hearing officer, or arbitrator, as applicable, following an investigation that the actions of an employee were found to violate law, department policy or that there was improper job performance.

If an investigation discloses misconduct or improper job performance that was not alleged in the original complaint, the investigator shall take appropriate action with regard to any additional allegations.

04.11.6.5 EVIDENCE
Materials collected during the investigative process shall be considered evidentiary until proven otherwise. At no time shall an employee of the organization make copies of or store evidentiary materials obtained through CU911 equipment, software, or monitoring devices in a personal file or on a personal device.

The investigators' compilation of evidentiary materials collected during the investigation include but not limited to:

1. Recordings,
2. Notes,
3. Statements
4. Research
5. Tangible evidence

04.11.6.6 COMPLETION OF INVESTIGATIONS
Every investigator or supervisor assigned to investigate a personnel complaint or other alleged misconduct shall proceed with due diligence in an effort to complete the investigation within a reasonable amount of time.

If an investigation cannot be completed within ~~a reasonable amount~~ 5-10 business days of time of discovery, the assigned investigator or supervisor shall ensure that an extension or delay is warranted and shall communicate with parties involved regularly with regards to the delay(s).

04.11.6.7 NOTICE TO COMPLAIN~~T~~ANT OF THE INVESTIGATION
The member conducting the investigation should provide the complainant with periodic updates on the status of the investigation~~, as appropriate.~~

Specific information regarding investigative information shall not be provided to the complainant.

04.11.7 ADMINISTRATIVE SEARCHES
Assigned lockers, storage spaces and other areas, including desks, and offices, may be searched as part of an administrative investigation upon a reasonable suspicion of misconduct.

Such areas may also be searched at times for non-investigative purposes such as obtaining a needed report, radio or other document or equipment. Such searches shall be conducted under the direction of the Executive Director, their designee or by authorization from the employee.

Lockers and storage spaces may only be administratively searched in the member's presence, with the member's consent, with a valid search warrant or where the member has been given sufficient~~reasonable~~ notice that a search will take place.

04.11.7.1 DISCLOSURE OF FINACIAL INFORMATION

An employee may be compelled to disclose personal financial information under the following circumstances.

1. Pursuant to a state law or proper legal process.
2. Information exists that ~~tends to~~ indicates a conflict of interest with official duties.
3. If the employee is assigned to or being considered for a special assignment with a potential for bribes or other improper inducements.

04.11.8 ADMINISTRATIVE LEAVE

When a complaint of misconduct is of a serious nature, or when circumstances indicate that allowing the accused to continue to work would adversely affect the mission of the organization, the Executive Director or authorized designee may temporarily assign an accused employee to administrative leave. Any employee placed on administrative leave:

1. May be required to relinquish any department badge, identification, or any other department equipment.
2. Shall be required to continue to comply with all polices and lawful orders of a supervisor.
3. May be temporarily reassigned to a different shift, generally a normal business-hours shift, during the investigation. The employee may be required to always remain available for contact during such shift and will report as ordered.

04.11.9 CRIMINAL INVESTIGATION

Where a member is accused of potential criminal conduct, a local police agency or sheriff shall be assigned to investigate the criminal allegations apart from any administrative investigation. Any separate administrative investigation may parallel a criminal investigation.

The Executive Director shall be notified as soon as practicable when a member is accused of criminal conduct.

A member accused of criminal conduct shall be advised of his/her constitutional rights. The member should not be administratively ordered to provide any information in the criminal investigation

CU911 may release information concerning the arrest or detention of any member, including a communications officer that has not led to a conviction. No disciplinary action should be taken until an independent administrative investigation is conducted.

04.11.10 ADMINISTRATIVE INVESTIGATION PROCEDURES

Upon completion of a formal investigation, an investigation report should be forwarded to the Executive Director.

04.11.10.1 EXECUTIVE DIRECTOR RESPONSIBILITIES

Upon receipt of any written recommendation for disciplinary action, the Executive Director shall review the recommendation and all accompanying materials. The Executive Director may modify any recommendation and/or may return the file to the Professional Development Manager for further investigation.

Once the Executive Director is satisfied that no further investigation or action is required by staff, the Executive Director shall determine the amount of discipline, if any, that should be imposed. In the event that disciplinary action is proposed, the Executive Director shall provide the member with a pre-disciplinary procedural due process hearing by providing written notice of the charges, proposed action and reason for the proposed action. With some exceptions, written notice shall be provided within a reasonable amount of time from the date of discovery of the misconduct. The Executive Director shall also provide the members with:

1. Access to all the materials considered by the Executive Director in recommending the proposed discipline.
2. An opportunity to respond orally or in writing to the Executive Director within seven days of receiving the notice.
    a. Upon a showing of good cause by the member, the Executive Director may grant a reasonable extension of time for the member to respond.
    b. If the member elects to respond orally, the presentation may be recorded by the organization. Upon request, the member shall be provided with a copy of the recording.

Once the member has completed his/her response or if the member has elected to waive any such response, the Executive Director shall consider all information received in regard to the recommended discipline. Within 30 days of the decision, the Executive Director shall provide a written notice to the members including the grounds and reasons for discipline and the effective date of discipline. Once the Executive Director has issued a written decision, the decision shall become effective.

04.11.10.2 NOTICE OF FINAL DISPOSITION TO THE COMPLAINANT
The Executive Director or the authorized designee shall ensure that the complainant is notified of the disposition (i.e., sustained, not sustained, exonerated, unfounded) of the complaint.

04.11.10.3 NOTICE REQUIREMENTS
The disposition of any civilian's complaint shall be released to the complaining party within 30 days of the final disposition. This release shall not include what discipline, if any, was imposed.

04.11.11 PRE-DISCIPLINE EMPLOYEE RESPONSE
The pre-discipline process is intended to provide the accused employee(s) with an opportunity to present a written or oral response to the Executive Director after having had an opportunity to review the supporting materials and prior to imposition of any recommended discipline. The employee shall consider the following:
1. The response is not intended to be an adversarial or formal hearing.
2. Although the employee may be represented by an uninvolved representative or legal counsel, the response is not designed to accommodate the presentation of testimony or witnesses.
3. The employee may suggest that further investigation could be conducted, or the employee may offer any additional information or mitigating factors for the Executive Director to consider.
4. In the event that the Executive Director elects to cause further investigation to be conducted, the employee shall be provided with the results prior to the imposition of any discipline.
5. The employee may thereafter have the opportunity to further respond orally or in writing to the Executive Director on the limited issues of information raised in any subsequent materials.

04.11.12 RESIGNATIONS/RETIREMENTS PRIOR TO DISCIPLINE
In the event that a member tenders a written resignation or notice of retirement prior to the imposition of discipline, it shall be noted in the file. The tender of a resignation or retirement by itself shall not serve as grounds for the termination of any pending investigation or discipline.

04.11.13 DISCIPLINE APPEAL RIGHTS
Non-probationary employees have the right to appeal a suspension without pay, demotion, reduction in pay or step, or termination from employment. Employees will have the opportunity to present information or dispute information the Professional Development Manager has used to issue disciplinary action. The purpose of this process is to provide insight into extenuating circumstances that may have contributed to the employee's performance or conduct issues while allowing for an equitable solution.

If the employee does not present this information during any of the step meetings, he or she will have five business days after each of those meetings to present such information.

04.11.14 PROBATIONARY EMPLOYEES AND OTHER MEMBERS

At-will and probationary employees and those members other than non-probationary employees may be released from employment for non-disciplinary reasons (e.g., failure to meet standards) without adherence to the procedures set forth in this policy or any right to appeal. However, any probationary employee subjected to an investigation into allegations of misconduct shall be entitled to those procedural rights, as applicable.

04.11.15 RETENTION OF PERSONNEL INVESTIGATION FILES

All personnel complaints shall be maintained in accordance with the established records retention schedule and as described in the Personnel Records Policy.

04.12 Confidentiality

04.12.1 PURPOSE
Establishes a standard of conduct for employees regarding the necessity for confidentiality.

04.12.2 DISCLOSURE
1. Employees will not disclose any information acquired in the course of employment, to unauthorized persons.
2. Public data as defined under GRAMA (Government Records and Management Act) will only be disclosed by the authorized individuals following define procedures.
3. An employee will abstain from public comment about Central Utah 911, its policies, processes or business without prior approval from the Executive Director.

04.12.3 PERSONAL INFORMATION
Fellow employees have an unquestionable right to expect all personal information about themselves, their illnesses, their family and financial circumstances to be kept confidential. Every employee has an obligation to protect this confidence. Never discuss privileged information with others who are not authorized to receive it, either inside or outside the office.

04.12.4 PERSONALLY IDENTIFIABLE INFORMATION (PII)
PII is information which can be used to distinguish or trace an individual's identity, such as name, social security number, or biometric records, alone or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, or mother's maiden name. Any FBI CJIS provided data maintained by an agency, including but not limited to, education, financial transactions, medical history, and criminal or employment history may include PII.

1. PII shall be extracted from UCJIS for the purpose of official business only.
2. All PII collected as part of daily routine SHALL be protected to ensure confidentiality, integrity, and attribution of the information source. Since the collection process itself can potentially lead to unintended PII disclosure, extract only the bare minimum necessary to achieve the purpose for which it is collected.
3. PII may be stored only as necessary according to Central Utah 911's policy 19.06 Electronic Communication and Document Retention. In addition, the Information Technology Manager is responsible for maintaining and requiring encryption of PII stored on mobile devices, media, or other at-risk devices such as public workstations and fully disposing of or destroying of any sensitive data including PII, or its protection from unauthorized access for the duration of retention.

It is Central Utah 911's policy to comply with all federal and state laws relating to PII collection, storage and retention in accordance with regulations and guidance issued by CJIS Security Policy 6.0. Any deviations will defer to CJIS Security Policy (CJISSECPOL).

Approved 01/10/2019
Revised 11/06/2025

07.03 Travel Expenses

07.03.1 PURPOSE

This policy is provided to establish uniformity on allowances and travel expenses, and reimbursement procedures for Central Utah 911 (CU911) personnel traveling on agency business.

07.03.2 POLICY

It is the policy of CU911 to pay for all reasonable expenses incurred by employees who travel for training or other purposes of conducting CU911 business. The travel must have a clear purpose and comply with budgetary guidelines. All training or other business-related travel must have pre-approval.

07.03.3 GUIDELINES

1. Travel shall be limited by budget constraints and restricted to training that is appropriate and beneficial to CU911 and its business functions.
2. Choices in travel shall be made in as cost-conscious and efficient manner as is reasonable.
3. Reimbursements for mileage expenses will be submitted on the Mileage Reimbursement form, signed by the employee, and approved by the Executive Director prior to payment. . For every four employees, one mileage reimbursement will be allowed. If multiple employees are assigned to this training, coordinate with each other to make driving arrangements.
4. Personnel may attend professional development training as approved by the Executive Director.
5. The number of personnel traveling to the same conference, convention, seminar, or training session shall be kept to a minimum.
   a. Those approved to attend shall share all pertinent information with other employees upon their return. Methods of imparting this information may range from a formal training session to an informal discussion in a meeting or training session.
6. Supervisors will be responsible for ensuring that personnel comply with the travel policies.
7. Prior to traveling, a travel authorization form shall be completed and delivered to the Executive Director. The authorization form must be signed by the employee and approved by the Executive Director.

07.03.4 LOCAL AREA (LESS THAN 75 MILES AWAY)

1. Mileage expenses and some meals may be approved for reimbursement, with prior approval.
2. If an employee is required to travel from home to a site other than the CU911 facility, CU911 will reimburse for the difference between the mileage of their normal commute to the facility and the total miles driven on business.
3. Mileage shall be reimbursed at the Internal Revenue Service rate.
4. When two or more employees travel together in one vehicle, the driver will receive mileage reimbursement.
5. ~~Lunch~~ Meal per diem is available when required to be on business away from the facilities ~~during the normal lunch period~~for more than six (6) hours. ~~Central Utah 911 will follow the federal per diem meal schedule based on location found at www.gsa.gov.~~ Central Utah 911 will follow the federal per diem meal schedul based on location found at www.gsa.gov
6. Unless otherwise approved by the Executive Director, local area travel will not include overnight accommodations.

07.03.5 OUT-OF-AREA TRAVEL (MORE THAN 75 MILES AWAY) AND OUT-OF-STATE TRAVEL

1. Some expenses for out-of-area travel requiring an overnight stay and out-of-state travel may be paid in advance, while others may be reimbursable upon submission of receipts, and as approved by the Executive Director.
2. Upon submission of the travel authorization form, any pre-paid expenses will be determined. Generally, these will include conference registration~~s~~ fees, airfare reservations, some lodging reservations, and meal per diem. Some lodging and~~,~~ other transportation expenses (car rentals, airport parking, shuttle costs, etc.) will require receipts for reimbursement upon submission of the final travel report.
3. Associated expenditures for overnight and out-of-state travel must be made according to the following procedures:
    a. Transportation. The most cost and time efficient method of transportation will be made when on approved travel.
        i. Airfare. When on out-of-state travel, CU911 will pay the cost of business class airfare. Flight arrangements will be made so that arrival times allow for sufficient rest to fully participate in and benefit from the business or training being conducted. The travel itinerary and other supporting cost documentation must be submitted for pre-payment or reimbursement.
        ii. Mileage-in-lieu-of-Airfare. For out-of-state travel where airline service is available, but the employee elects to drive a personal vehicle, the mileage reimbursement shall not exceed the cost of airfare.
            1. If extra days are required to reach a destination which otherwise would have been reached by flying, the extra days per diem and lodging costs shall not exceed the "mileage-in-lieu-of-airfare" amount referred to above.
        iii. When on in-state travel, the mileage reimbursement rate will be at the current Internal Revenue Service rate.
        iv. Ground Transportation. CU911 will pay the cost of necessary ground transportation (taxi, shuttle, etc.). Employees are expected to secure the least expensive means of appropriate transportation under the circumstances. Receipts must be submitted for reimbursement.
        v. Car Rental. When traveling out-of-state, a car rental may be approved if it has been pre-approved and determined to be a necessity. The employee must secure the car rental on their own and submit for reimbursement with receipts upon return.
    b. Lodging. Reasonable lodging will be provided to employees when traveling on business. If attending a conference or convention, the employee will be approved to stay at a conference host hotel. If electing to stay at a different hotel, the cost will not exceed the host hotel rate.
        i. Other hotel expenses (room service, in-room movies, and other hotel services) will not be reimbursable.
        ii. Business phone calls will be covered but should be kept to a minimum.
        iii. An itemized hotel bill must be submitted with the final travel report.
    c. Meals. CU911 allows daily meal per diem for each full day of business-related travel.
        i. CU911 will follow the federal per diem meal schedule based on the location of travel, found online at www.gsa.gov.
        ii. Arrival and departure dates may have reduced per diem rates, which will be determined based on flight times, etc.
        iii. The full per diem may not be paid if a meal is provided as part of a conference or training/business session.
        iv. Meal receipts for pre-paid per diem will not be required.

d. Entertainment. CU911 will not pay for any entertainment expenses (i.e., golf, city tours, sporting events, cultural arts events, concerts, etc.) that are not included as part of the basic seminar/conference registration fees.

e. Other Expenses. Other necessary expenses associated with overnight or out-of-state travel may be authorized for reimbursement. These include airport parking ~~expenses~~, ~~shuttle costs, pre-approved car rental~~ and/or hotel parking fees, etc. To receive reimbursement for these other expenses, the employee must submit receipts with the final travel report and receive approval from the Executive Director.

   i. When traveling by air, an employee will be eligible for a round trip mileage payment, from the facility or employee's home (whichever is less) to the Salt Lake International Airport.

   ii. When traveling by air, and if necessary to park a private vehicle at the airport, the long-term parking expenses will be reimbursable with a receipt.

4. Costs incurred for traveling companions, who are not CU911 personnel with approval for travel, will be considered ineligible expenses and will not be reimbursed.

07.03.6 FINAL TRAVEL REPORT

1. Within ten (10) working days following return from travel, the employee shall complete a "Final Travel Report" detailing the cost of travel and attaching invoices and/or receipts to account for any advance payments made, and for any reimbursement due the employee or CU911. No detail supporting per diem is required.
2. The employee shall reimburse CU911 for expenses advanced and not incurred or shall be reimbursed for additional approved expenses upon submission of receipts with the Final Travel Report.