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, via Zoom
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. **Dorel 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.

EM John

Approval Signature – Chairman Ernie John

Date 12-11-2025