

Weber Area Dispatch 911 and Emergency Services District
Administrative Control Board
Meeting Minutes of August 25, 2026

Board Members in Attendance: Russell Porter, James Harvey, Gage Froerer, Richard Sorensen, and Leonard Call

Excused Board Member: Benjamin Nadolski, and Ann Jackson

Additional Attendees: Executive Director Kevin Rose, Deputy Director Scott Freitag, District Attorney Bryan Baron and Office Manager Kathy Stokes

1. Welcome – Russ Porter, Chair
 - a. Welcome-New Operations Advisory Committee Chair, Deputy Chief Brandon Storey
2. Public Comment
3. Consent Agenda:
 - a. Approval of minutes from Weber Area Dispatch 911 and Emergency Services District Administrative Control Board meeting on June 16, 2026
 - b. Approval of minutes from Weber Area Dispatch 911 and Emergency Services District Administrative Control Board meeting on July 7, 2026

A motion to approve the meeting minutes from Weber Area Dispatch 911 and Emergency Services District Administrative Control Board meeting on June 16, 2026 and July 7, 2026 was made by James Harvey. Gage Froerer made the second motion. Motion carried by unanimous vote.

4. Financial Audit 2025 Budget – Kyle Greene, Audit Partner: Push to next meeting.
5. Action Items:
 - a. Personnel Policies
 - i. P-035 Retirement Incentive

Scott has been working with Brian to revise this policy based on feedback from the Board and to ensure current District practices align with state and federal law. The District's retirement incentive policy has historically provided health insurance coverage for employees who retire before age 65 and are not yet eligible for Medicare. The benefit applies to employees hired before July 1, 2014. Approximately 22 employees remain eligible. The District currently pays the full insurance cost for up to five years after retirement. Continuing the existing benefit was projected to cost the district approximately \$4–7 million over the next 24–25 years, depending largely on future insurance and medical-cost increases. The Board therefore previously agreed to change the program. The new retirement incentive structure allows employees within the next five years who are considering retirement will be grandfathered into the existing retirement incentive rules. After that five-year transition period, eligible employees will move to an HRA-type program. The HRA benefit will be capped at \$750 per

month for eligible health-care expenses. The benefit will continue for up to five years or until the employee reaches age 65, whichever comes first. Specific Policy Changes establishes the five-year transition/grandfathering period; retains the existing eligibility requirements; Changes the insurance benefit so that it covers only the retired employee, rather than extended family members; increases the reimbursement/offset for employees who obtain other employer-sponsored insurance from \$200 to \$350, consistent with the Board-approved plan. Also, strengthens the language requiring employees to notify the district when they obtain other insurance coverage and allowing the district to recover payments that should not have been made.

A motion to approve the changes to Personnel Policy P-035 Retirement Incentive was made by Richard Sorrensen. Leonard Call made the second motion. Motion carried by unanimous vote.

ii. P-083 Leave Practices

Key leave changes: Adds up to 4 weeks of parental leave. It will be available to either a mother or father following the birth/adoption of a child. This leave is separate from an employee's existing vacation or sick leave. Employees remain eligible for up to 12 weeks of FMLA leave; after the paid parental/maternity benefit is used, employees would use their accumulated leave or take unpaid leave for the remaining time. Provides an additional 4 weeks specifically for the mother. A mother could therefore receive both medical maternity leave and parental leave. A father would receive parental leave only. Adds Utah's statutory requirement allowing up to 2 paid hours on Election Day when an employee does not otherwise have three consecutive off-duty hours while polls are open. The change would primarily affect employees working schedules such as 6 a.m.–6 p.m.

Holiday changes: Updates the policy language to match current Utah statutory language regarding when Juneteenth is observed. Adds Christmas Eve, New Year's Eve, and Good Friday as four-hour/half-day holidays. The District is aligning its policies with the county because the county provides payroll, HR, legal, and related services.

A motion to approve the changes to Personnel Policy P-083 Leave Practices was made by Gage Froerer. Richard Sorensen made the second motion. Motion carried by unanimous vote.

b. Operations Policies

i. O-C-002 Breaks

The discussion focused on updating the district's policy regarding lactation breaks and breastfeeding accommodations, which had previously been handled informally rather than by policy. No approval was taken at this meeting. Legal needs additional time to review the proposed language. The group agreed that the policy does not need to be approved immediately, since no employee is expected to need the accommodation before the next meeting. The proposal will be

reviewed further, with possible clarifications brought back at the September meeting.

6. Chairman's Report –Russ Porter, Chair: Nothing to report.

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

This month's Incident of the Month recognizes Weber Dispatch's response to the Washington Terrace grass fire that quickly escalated, threatening homes and forcing evacuations. What began as a single grass fire rapidly turned into a large, multi-agency response as dispatchers coordinated Fire, Law Enforcement, EMS, Everbridge notifications, and additional resources while managing a constant influx of 911 callers asking if they needed to evacuate and providing critical updates. Tragically, one resident lost their life while attempting to protect their home. This incident showcased outstanding teamwork. Call takers and dispatchers remained calm under pressure, adapted to rapidly changing conditions, and worked together to support responders and the public throughout the event. As if that wasn't enough, many of the same employees handled another large grass fire with evacuations just one week previously in Roy. We thank our dispatchers for their professionalism, teamwork, and dedication during an extremely demanding incident. We have experienced an exceptionally busy year, particularly with large grass fires across Roy, Riverdale, Ogden, Washington Terrace, South Ogden, Morgan County, Brigham City, and Tremonton. These incidents have been especially challenging because they are long-duration, multi-day events requiring extensive resource coordination and multiple agencies. Our dispatchers have also handled numerous other large, multi-agency incidents throughout the year. We appreciate our employees, particularly dispatchers who have stepped up to cover shifts while the department has been short-staffed. We continue to work through staffing shortages. Some new hires were unable to complete training. One dispatcher left for a position with Box Elder. Another moved to Tooele and obtained a dispatch position with the Tooele County Sheriff's Office. One employee decided that public safety work was not the right career fit and moved to the private sector. The latest hiring process generated 138 applications, of those 63 applicants tested, 25 passed the test, 22 were scheduled for interviews, 18 were interviewed, 6 proceeded to backgrounds, and 4 were hired. The four new hires have started and are currently going through training. A separate lateral recruitment resulted in two additional hires, with the goal of getting those employees onboard. We are currently about five employees below the desired staffing level and plan another hiring process in the fall. Our goal is to return to eventually reach full staffing.

We recently implemented Hyper AI, an AI-based call-handling system acquired by Motorola. The system went live approximately a week and a half ago. The implementation is being funded by UCA, so there is no direct cost to the District. Currently, the AI answers certain non-emergency/informational calls, such as requests for information or calls that would normally be transferred to another department or service. Calls that don't fall within those categories are transferred directly to a live dispatcher. Callers can also request a human at any point, and the system will transfer them rather than trapping them in an automated system. The future plan is to integrate Hyper AI with our (CAD) system. Once that integration is operational, the AI could potentially handle certain low-priority calls from beginning to end. Create CAD calls automatically, and reduce the workload on dispatchers and call-takers. This will allow dispatchers to concentrate more heavily on 911 calls and higher-priority incidents. We hope to have the expanded functionality operating before the end of the year. A major objective of the AI project is to help the District manage increasing call volume without continually adding personnel.

James Harvey expresses his gratitude for the phenomenal job and result for the Washington Terrace fire that was near his place.

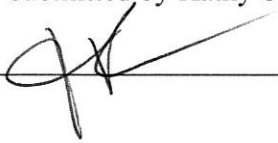
8. 2026 Budget Report – Kevin Rose, Executive Director

We are currently under budget. We are at 65% of the year, and we are at 54% in our largest expense category, Wage and Benefits. We are on target in the other categories. There is some talk of a bill enable us to receive the 911 surcharge money timelier than the 3-month delay already discussed for the new agencies we are now servicing.

9. Next Meeting September 22, 2026. A motion to adjourn was made by James Harvey. Richard Sorrensen made the second motion. Meeting adjourned.

Respectfully submitted by Kathy Stokes

Director: _____



Date: _____

9/22/24