PUBLIC NOTICE OF
The Meeting of the Utah Communications Authority Governing Board
Wednesday, August 12, 2026, at 12:00 p.m.
Meeting Held Electronically via Video Conference
MEETING MINUTES

Board Members Present via Video Conference
Lance Davenport
Craig Dearden
Kevin Van Tassell
Clint Topham
Randy Swalberg
Scott Jenkins
Mara Brown
Lisa Kehoe
Bryan Low
Shawn Guzman (joined during the meeting)
Brady Cottam (sitting in for T.J. Brewer)

Board Members Absent
Tammy Pearson
T.J. Brewer (deployed)

UCA Staff Present
Tina Mathieu
Chris Hughes

- **WELCOME.**

Chairman Lance Davenport welcomed all to the Utah Communications Authority Governing Board Meeting for August 12, 2026, and called the meeting to order at 12:01 p.m. It was noted that all attendees participated remotely.

- **ROLL CALL.**

Chairman Lance Davenport – Present
Kevin Van Tassell – Present
Clint Topham – Present
Randy Swalberg – Present
Craig Dearden – Present
Shawn Guzman – Not present at roll call; joined the meeting at approximately 12:32 p.m.
Scott Jenkins – Present
Mara Brown – Present
Tabby Pearson – Absent
Lisa Kehoe – Present

T.J. Brewer – Absent
Chief Brady Cottam – Present, sitting in for Chief Brewer, who has been deployed
Bryan Low – Present

- **MOTION TO APPROVE MINUTES OF MAY 13, 2026 MEETING PRESENTED BY CHAIRMAN DAVENPORT.**

Motion: Kevin Van Tassell moves to approve the May 13, 2026 Meeting Minutes.

Second: Craig Dearden seconds the motion.

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

- **GENERAL PUBLIC COMMENTS.**

Chairman Davenport invited any members of the general public in attendance to speak and be heard. No public comments were offered.

- **BUILDING PROJECT UPDATE PRESENTED BY EXECUTIVE DIRECTOR TINA MATHIEU.**

Executive Director Tina Mathieu reported that UCA has continued to meet with its architects to address specific needs related to electrical, HVAC, utilities, and other topics. Additionally, on April 10th, UCA issued a Request for Statement of Qualifications as part of a two-phase solicitation and received ten responses. The Board's Building Subcommittee met, reviewed the respondents, and advanced five vendors to Phase Two. Phase Two was treated as an RFP and included a price evaluation. Once responses were received from the five selected vendors, the Subcommittee met again and scored the proposals, with the architect serving as an expert consultant per procurement code. After the proposals were scored, R&O was selected.

The official recommendation of the Building Subcommittee to the Board is to formally accept R&O as UCA's CMGC (Construction Manager/General Contractor), to allow executive management to approve entering into an agreement with R&O, and to further authorize the Executive Director to finalize negotiations and execute the agreement on terms consistent with the RFP, subject to legal review.

Motion: Clint Topham moves to accept the recommendation of the Building Subcommittee to formally accept R&O as UCA's CMGC, to allow executive management to approve entering into an agreement with R&O, and to authorize the Executive Director to finalize negotiations and execute the agreement on terms consistent with the RFP, subject to legal review.

Second: Randy Swalberg seconds the motion.

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

Director Mathieu expressed her appreciation to the Building Subcommittee for the extra time and effort its members spent on the solicitation process, reviewing the ten initial responses and the five finalist proposals.

- **P25 UPDATE PRESENTED BY EXECUTIVE DIRECTOR TINA MATHIEU.**

Director Mathieu reported that the system is stable, with general maintenance and updates occurring daily on the system's back end, the backhaul, and at the site level.

In the nineteen months since cutover, Utah County has seen a substantial number of changes and updates, including a large antenna replacement project and a software system update that addressed many earlier issues. UCA works tickets and performs maintenance daily and has spent significant time focused on the county, including multiple visits from L3Harris personnel and Motorola staff involving ride-alongs, reprogramming and returning of radios, and firmware updates. UCA is also evaluating changes to site configurations, adjacency lists, and potential site locations. What UCA cannot control are the end-user radios, where it has found tuning issues, out-of-date firmware, end-of-life radios, and a trend of poor vehicle installations and antenna placement. Weekly meetings with Utah County law enforcement held through July have moved to biweekly and will continue through September; at the next meeting UCA will present an update on site configuration and potential new site locations to obtain better coverage in the county.

The ISSI gateway between Utah, Nevada, and Arizona remains in a holding pattern for testing until L3Harris releases a new firmware version, expected through September. UCA will meet with agencies near Kane County in the coming weeks regarding the project and the potential need for reprogramming of their L3Harris radios, with testing hoped to begin mid-September off the Pipe Spring–Moccasin site in Arizona.

With the fires in the state, UCA has faced significant concerns and outages at times, including power outages, but has yet to lose a site. Director Mathieu acknowledged the amazing work of the firefighters in saving UCA's sites. The Eagle Point site in Beaver County is intentionally offline—the ski resort was lost in the fire and significant flooding followed—and UCA has worked with Beaver County to keep it offline, saving maintenance flights, until the area is cleared and repaired and the site is needed. UCA has had multiple sites under fire watch this year. UCA has deployed two of its mobile sites to different fires and staged a third at the Beaver County Sheriff's Office in ready status for immediate deployment if needed.

The Motorola Radio Management project has been going very well. As of last Friday, UCA has built a total of thirty-one boxes—twenty-one boxes and ten loaner boxes. Wasatch County, the test site, read 256 radios into the system within a couple of days and provided positive feedback; UCA can now push firmware, alias, and code plug updates to those radios. On August 17th, UCA will travel to Utah County to deliver boxes and complete training with several law enforcement agencies. The system is a game changer, saving UCA programming hours and agencies overtime, while also allowing UCA to track radios, find duplicate IDs, validate code plugs, and notify agencies of recommended firmware updates. Several agencies are already purchasing boxes, including Clearfield and other agencies in Salt Lake County, and a newsletter announcement will go out shortly.

Scott Jenkins asked whether most of the issues in Utah County were self-imposed. Director Mathieu responded that there were issues at rollout—bad antennas and construction flaws such as bad connectors—which have since been corrected through site improvements, antenna replacement, and firmware updates, and UCA believes the system is in good working order. Some radios still exhibit very aggressive roaming issues, which UCA replicated on a UCA-owned Motorola radio (L3Harris radios are unaffected); UCA is working with Motorola engineers on settings in the core elements of the radio. She noted the issues are partly radio-related and partly related to vehicle installs and antenna placement, that ride-alongs have produced positive feedback, and that agencies that have aggressively tuned their radios and purchased proper antennas are seeing greater improvements. Further improvement may come

from different site placement, possibly changing multiple sites into a simulcast configuration similar to the old system.

For expansion sites, the Tucker site in Spanish Fork Canyon in Utah County is online as of last Friday after years of effort, bridging the coverage gap in the canyon and providing new coverage into Carbon County over the Scofield Reservoir area. The Blue Mountain, Geyser Peak, Hanna, and Parker Mountain sites are all well underway; a photo of the recently completed tower work at Parker Mountain was shared. A location for the Birch Creek (Monte Cristo) site has not been finalized. A BLM parcel was declined because of a protected bird species—so UCA will meet with private landowners in the next week. On Navajo Mountain, Arizona DPS should complete its site by the end of the month, with its gear installed next month, and UCA will meet with them within seven to fourteen days to discuss co-locating on their site. An agreement would allow UCA to relocate its skid-built Navajo Clinic site to the mountain, providing a substantial amount of coverage for San Juan County and Kane County.

The BDA/microsite project continues, with about five more units ordered. The American Fork [DAS] is complete, and one more unit may be added in that canyon; sites will be prioritized as the next set of gear is received. These installations are far more efficient than building an entire new site, and UDOT and Utah County have been great partners, including the use of fiber up American Fork Canyon.

Chairman Davenport thanked Director Mathieu for the excellent report, acknowledged the ongoing efforts and continued communication with Utah County, and expressed appreciation for everyone's patience and the work being done to ensure the system works as it should.

- **REPORT FROM THE PUBLIC SAFETY ADVISORY COMMITTEE PRESENTED BY CHIEF BRADY COTTAM.**

Chief Brady Cottam, sitting in for PSAC Chair T.J. Brewer at his request, thanked Director Mathieu and her team for their efforts, particularly with the radio management boxes, calling them a game changer and a key part of moving the system forward and getting everyone's radios properly updated. He thanked the Board for supporting the effort. The committee did not meet as a group during July due to busy schedules, so he had no additional updates to report.

Chairman Davenport thanked Chief Cottam for being with the Board and for his feedback, and said the Board looks forward to hearing from the committee next time.

- **REPORT FROM THE PSAP ADVISORY COMMITTEE PRESENTED BY LISA KEHOE.**

Lisa Kehoe echoed Chief Cottam's gratitude for the changes that have come. The committee has not had a chance to meet and has not yet had the need, but it will, and will likely have items to discuss in the fall. There was nothing to report this afternoon.

Chairman Davenport thanked her for being with the Board and for the work she does to help move things forward.

- **EXECUTIVE DIRECTOR'S REPORT PRESENTED BY EXECUTIVE DIRECTOR TINA MATHIEU.**

Director Mathieu reported that UCA has completed some in-house promotions based on the positions submitted through the fiscal year 2027 budget. UCA has also hired two people to fill open positions and has made three additional offers to RF technicians. UCA has been very excited about the qualifications and quality of the talented people applying and interested in working with the team and is excited to get new people on board to provide the help the crews need. People are continually shocked to learn that UCA has only forty-one employees managing the entire statewide system; the team is extremely hard working, and their effort and dedication are appreciated.

UCA has started a cybersecurity project to review all aspects of what UCA provides, as well as its internal workings, to ensure UCA is where it needs to be and to identify any improvements. Chris has provided Danny, UCA's IT Manager, with checklists from recent cybersecurity audits of other public entities, including the Salt Lake City Airport. UCA wants to essentially audit itself to make sure there are no gaps; the project is a proactive measure and has just begun.

UCA has hired the consultant for the radio, phone, and console allocation study. A very quick preliminary meeting was held a couple of days ago, basically for introductions. A kickoff meeting will be held to establish expectations, and a meeting cadence will be set that will also include PSAP Advisory Committee members to ensure end users are represented through the committee. The consultant has a firm deadline of 135 days, which pushes into January at the latest. The consultant has performed similar studies before and has a good background, and UCA looks forward to working with them.

Director Mathieu reminded Board members to submit their hotel room reservation requests for the stakeholders meeting, which will be held October 21st and 22nd in Kanab—she stressed, Kanab, not St. George. Motorola and L3Harris will be attending, and FirstNet has asked to be on the agenda, as it has $2 billion to spend throughout the country. UCA has had many meetings with FirstNet about the state's priorities and where UCA would like to see new sites. FirstNet has done a great deal of research and can track where it has the most and fewest users, and it has pinpointed a number of tourist areas without great coverage. FirstNet has asked for UCA's input on the coverage areas it is evaluating and will be making announcements at the October meeting about its commitment to Utah and how many sites it will be adding. Director Mathieu also met this morning with FirstNet and a [Salt Lake County] representative who stressed the need for a site and cell service up Mill Creek Canyon.

Finally, Chad [Emley] of Millard County texted Director Mathieu right before the meeting started to say he would not be able to join because of the fires but asked her to express his gratitude to the UCA team for their support and everything they have provided through the huge fire the county has been managing. UCA has had people out all night deploying the [STR] trailers to light up extra coverage, and Director Mathieu thanked the team and appreciated Chad's request to acknowledge them in the meeting.

- **CHAIRMAN'S COMMENTS.**

Chairman Davenport asked about the retirement of Shawn Guzman, who confirmed he has retired but is keeping busy. Mr. Guzman noted he represents the League of Cities and Towns, currently has one city under contract, and will have another under contract in September, so he

will still be representing some cities. Chairman Davenport congratulated him, wished him well in the next phase of life, and expressed the Board's hope to keep him on the Board.

Chairman Davenport expressed once more how grateful he is for Director Mathieu and the UCA team—small in numbers but producing tremendous results. He thanked the Board members for their time and attention, stated that the UCA staff is second to none, and recognized UCA's many public safety partners and stakeholders. He noted his appreciation for the flow of communication back and forth, which is how things improve, and emphasized that public safety is an important statewide mission and that the communications piece of it is critical. He thanked all for the reports and the work being done in the committees and areas of responsibility.

Before the motion to adjourn, Scott Jenkins commented on the wildfires burning across the state, expressing amazement at what is happening in central and southern Utah and sympathy for the affected towns. He observed that the lack of wood harvesting in the forests plays a big part, because once these fires start, they cannot be stopped, and noted that UCA's equipment is being heavily used right now. Chairman Davenport agreed, reflected on the people in harm's way fighting the fires, and asked that everyone be mindful of those on the front lines in very difficult circumstances. Mr. Jenkins also noted the loss of two helicopter pilots the prior week. Chairman Davenport said they will be kept at the forefront of everyone's minds, thoughts, and prayers.

- **MOTION TO ADJOURN.**

Motion: Craig Dearden moves to adjourn.

Second: Kevin Van Tassell seconds the motion.

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

Meeting adjourned at approximately 12:37 p.m.