



The Meeting of the Utah Communications Authority Board

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**Anchor Location: Not applicable pursuant to Executive Order of Governor
Gary Herbert**

Meeting Minutes

May 6, 2020

BOARD PRESENT VIA WEBEX

Lance Davenport
Craig Dearden
John Park
Clinton Topham
Kevin Van Tassell
Gary Whatcott
Dean Cox
Randy Swalberg
Dave Crandall
Justin Grenier
Babbi Hill

BOARD ABSENT

Bryan Low
Jim Miguel

STAFF PRESENT VIA WEBEX

Dave Edmunds, Executive Director
Melanie Crittenden, 911 Division Director

OTHERS PRESENT

Scott Ruf, Salt Lake City VECC

1. WELCOME



Chairman Lance Davenport welcomed those in attendance and called the meeting to order at 12:00 pm.

2. ROLL CALL

Lance Davenport-Joined Webex
Craig Dearden-Joined Webex
Clinton Topham-Joined Webex
Randy Swalberg-Joined Webex
Kevin Van Tassell-Joined Webex
Dean Cox-Joined Webex
Gary Whatcot-Joined Webex
John Park-Joined Webex
Dave Crandall-Joined Webex
Bryan Low-Not on Webex
Jim Miguel-Not on Webex
Justin Grenier-Joined Webex
Babbi Hill-Not on Webex

3. MOTION TO APPROVE MINUTES OF March 24, 2020 MEETING

The minutes for the March 24, 2020 meeting were presented to the Governing Board for approval.

Motion: Kevin Van Tassell moved to approve the minutes of the Governing Board's Meeting held on March 24, 2020 meeting.

Second: Dean Cox

Vote: The motion passed with all in favor.

Babbi Hill entered the meeting and started the recording.

4. DIRECTOR'S REPORT

Director Edmunds discussed the P25 project not allowing COVID19 to hinder the forward motion. Half of the design reviews are complete, the remaining half will be completed in 2021. The plan for this summer is to begin making the remediation's to these sites so that they are prepared to support the installation of the P25 system the following year. Simultaneous with this task, we will be pushing forward for the detailed design of the other ½ of the sites and working toward the manufacture of the radio equipment for install in the summer of 2021.



We are also in the thick of negotiations with Vesta Solutions, Inc. regarding the NG911 ESInet and CPE contract. With Quin's absence we are working more closely with Ballard Spahr LLP and they are providing fantastic legal counsel, advice, and direction.

UCA is moving forward with the new expansion for the announced P25 sites. We have secured land rights on sites and have contracts out for review on others. We hope to have a very busy build season to complete a large chunk of these 25 sites this year. There are some areas in Utah that now have coverage that have not had previously.

As most of you saw, we arrived at an agreement with Motorola to provide end-user equipment at a fifty percent (50%) discount. Motorola will also be providing flash upgrades, a crucial component for legacy radios to work on the P25 system. We want to thank Motorola for their efforts and agreement.

Chairman Davenport thanked Director Edmunds and his staff for their hard work, he opened it up to questions or comments.

Kevin Van Tassell: Thanked Director Edmunds and Quin for being proactive and delaying hiring any new employees. UCA should continue what they are doing and living on last year's budget with no increases because we do not know what kind of cuts will happen in the coming session. Many businesses are seeing cuts in their sales which directly impacts our budget for the new fiscal year.

Justin Grenier: Do we have any idea on the cost for the DNR moving forward?

Director Edmunds: Depending on our final budget, we may have to spread that out over time. We have sufficient for our needs right now, but we will need to wait to see how our budget may change in the coming year.

5. PRESENTATION OF MARCH INCOME STATEMENT;

Director Edmunds: The UCA Board should have the income statement in their packet. Everything looks good and we do not anticipate any problems. I do note that we discovered the budget amounts had some typographical errors from prior budget amendments. They were immaterial and have been corrected in the presented version.



Chairman Davenport mentioned he had a chance to read the income statement and found it to be sound.

6. ANNOUNCEMENT OF PRIOR PSAP CPE MAINTENANCE REIMBURSEMENTS;

Director Edmunds:

This Board approved UCA to reimburse PSAPs for their CPE maintenance costs through June of this year and simply report those payments to the Board. Accordingly, we are advising of the following payments:

Rich County, Year 7, \$16,080.17
Weber Area 911, Year 7, \$57,040.00
SLC911, Year 7, \$57,072.87
Davis County SO, Text Years 2-5, \$16,992.00
VECC, Year 7, \$111,600.00

7. MOTION TO EXTEND PSAP CPE MAINTENANCE REIMBURSEMENTS UNTIL THE PSAP HAS NEW NG911 CPE INSTALLED;

Director Edmunds: One point to remember with our NG911 installation is that some of our legacy vendors are not willing to go to a month-to-month contract with our PSAP's. Once the NG911 equipment is installed the recommendation to the board is to allow UCA to negotiate a reimbursement or time and materials for the PSAPs and ensure we are doing what is best for the PSAP. In the end, we do not want to pay for NG911 and for legacy equipment at the same time.

Dean Cox: Agreed with the proposal and especially the time and materials. He agreed it would be wise to have the PSAPs choose what would be most economical but at the same time ensuring UCA isn't left with any legacy equipment. He agrees that Director Edmunds is right on target.

Motion: Dean Cox motioned to extend the PSAP CPE maintenance reimbursement until the NG911 PSAP equipment is installed.

Second: John Park

Vote: The motion passed with all in favor.

8. MOTION TO AMEND BUDGET TO SHIFT \$5,455 FROM OPERATING BUDGET RADIO NETWORK MAINTENANCE TO CAPITAL BUDGET FOR ENGINE REPLACEMENT ON A VEHICLE;



Director Edmunds: An engine in one of the tech trucks needed to be completely redone. This is the cost for that rebuild. UCA tries not to amend the budget. This is not asking for more money, we are asking to move the money from one line item to another.

John Park: Do we have to have a public hearing?

Dean Cox: Yes.

John Park: He agreed to the motion but thought it needed to be ratified and thought that could only be done after a public meeting.

Dean Cox: Addressing the chairman Davenport, suggested to keep the UCA Radio Network Maintenance budget by that same amount and go ahead and overextend on the other then next month we can have it advertised and do it properly and if there are any items over the budget we can look at them then. The UCA Board cannot amend on the fly.

Director Edmunds: When Deputy Director Stephens and I went over the Agenda for the meeting, he thought it copacetic at the time. But I will certainly take direction from the Board.

Motion: John Park: Made a motion to move to consider this again in the next UCA Board meeting and fulfill the public hearing and public notice requirements.

Second: Craig Dearden

Gary Whatcott: Rather than ratify this action, just go ahead.

Vote: The motion passed with all in favor.

9. PRESENTATION BY VECC/SLC911 RE: PROGRESS OF COMMON CAD IMPLEMENTATION;

Scott Ruf (VECC/SLC911) Two weeks ago we completed a CAD update with the updated version. This week we completed our phone merge with CPE and SLC/VECC 911 centers so there should be a significant reduction in call transfers. Mapping and database has begun for police, fire and VECC for Sandy and Salt Lake City. The official launch to roll in the remaining agencies begins next week. All agencies should be rolled into the new system by June 2021.

Chairman Davenport expressed his appreciation for the progress that has happened.

10. GENERAL PUBLIC COMMENTS; AND

Dean Cox: To increase the budget, we don't have to have a hearing.

Motion: John Park: I make a motion to reconsider the motion.

Second: Dean Cox

CHAIRMAN DAVENPORT RECOGNIZED THE NEED TO REOPEN ITEM #8 ON THE AGENDA: THE VOTE FOR MOTION TO AMEND BUDGET TO SHIFT



\$5,455 FROM OPERATING BUDGET RADIO NETWORK MAINTENANCE TO CAPITAL BUDGET FOR ENGINE REPLACEMENT ON A VEHICLE;

Vote: The motion passed with all in favor.

Motion: John Park moved to amend the budget to shift \$5455.00 from operating budget radio network maintenance to capital budget for engine replacement on a vehicle.

Second: Craig Dearden

Vote: The motion passed with all in favor.

Chairman Davenport expressed his appreciation to Director Dave Edmunds and his staff for the great work and all the other people who make Utah Safety Communications what they are in Utah.

11. MOTION TO ADJOURN.

Motion: Craig Dearden moved to adjourn the meeting.

Meeting Adjourned at 12:32p.m.