



To: Governing Board  
From: David Edmunds, Executive Director  
Date: November 13, 2020  
Re: Summary of Issues for November 17, 2020 Board Meeting

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In an effort to provide a summary of some of the issues being presented at the meeting of UCA's Governing Board scheduled for November 17, 2020, we are providing this memorandum. This document will be part of the materials provided at the meeting and, as such, posted to the Utah Open and Public Meetings Website. As always, we stand ready, willing, and able to answer any questions you may have.

**I. MINUTES OF SEPTEMBER 30, 2020 MEETING**

A copy of the draft of the above minutes is provided as Exhibit A hereto. Once approved, these minutes will be upload to the OPMA website, along with any materials presented to the Board during the open portion of the meeting.

**II. DIRECTOR'S REPORT AND UPDATE**

I am grateful for the opportunity to provide this brief update and appreciate all of you participating in our Annual Stakeholders' Meeting. We continue to make adjustments to our normal practices and are conducting this statewide meeting over Webex (and really hoping it works well).

I want to take this opportunity to update you on some of our large projects. We are now transitioning from our summer season to our winter season and are pleased to announce that UCA and L3Harris are on pace to remediate our goal of 60 or more sites. P25 equipment for these sites is currently being manufactured and UCA will be performing the factory acceptance testing over the next few months. Over the winter UCA and L3H will continue finalizing the designs for the second half of sites and will begin performing whatever remediation it can in the snow.

The NG911 project also continues, but unfortunately, has seen some delays. Vesta/Motorola has been negotiating with Century Link, rebranding as Lumen, to have existing 911 traffic delivered to Vesta/Motorola's cores. Thus far, success has not been achieved and Quin Stephens is involved to try and broker a solution. Accordingly, Region 1 is now planning a cutover in April. Region 2 dates are still being considered. The good news is, however, that this delay should be absorbed through the project with the final date still being achieved.

Work on the 25 sites continues and we are still on target to complete 5-8 sites this year. In addition to Rudd's Roost (Iron County), Snowville (Box Elder County), and Horseshoe Ridge (Sanpete County) which we announced were broadcasting at our last meeting, we are happy to announce that Big Water/Wahweap (Kane County) and Horn (Emery County) are now online. We are working hard to bring Beaver Canyon (Beaver County) and Hanksville (Wayne County) online late this year or early next. We are still hoping for Black Hawk (Carbon County) as well, but have run into a small issue with the delivery of power to the site at present.

Finally, I am happy to announce that our new website is live. Major thanks go to Babbi for this. Those who visit [www.uca911.org](http://www.uca911.org) will see a new look and feel. We have strived to put a lot of information on UCA's website while making it manageable and navigable. Our site includes things like UCA's bylaws, strategic plans, presentations from annual meetings, P25 progress updates, P25 project timelines, radio programming information, information about what radios will work now and after migration, staff information, board information, and much more. We encourage all to take a look and provide any suggestions or updates.

### **III. OCTOBER INCOME STATEMENT**

Attached hereto as Exhibit B is the Profit/Loss Statement through October of this year. Everything is on track and we are confident in a solid year with no budget overages or financial concerns.

### **IV. ANNOUNCEMENT OF PRIOR PSAP CPE MAINTENANCE REIMBURSEMENTS AND PURCHASES**

This Board approved UCA to reimburse PSAPs for the maintenance of their legacy CPE equipment up to the point that the NG911 system is installed and migrated at the PSAP. A summary of these reimbursements since our last meeting is as follows:

- Bountiful PD - \$3,281.08 for July through September, 2020
- Sanpete County - \$1,399.95 for September through October, 2020
- St. George - \$3,821.04 for September through October, 2020
- VECC - \$25,198.66 for September through October, 2020
- Tooele County - \$4,742.75 for September through October, 2020
- Weber Area 911 - \$14,312.26 for July through September, 2020

### **V. MOTION TO ADJUST FUNDS FROM CAPITAL BUDGET TO OPERATING BUDGET FOR WAREHOUSE WORKBENCHES**

UCA's bylaws state that UCA may only move funds from one budget to another with the consent of this Board. In our budget we planned \$12,000.00 for workbenches to be installed in the new warehouse. The selected workbenches are individual pieces that hook together rather than one large workbench. These benches are more cost effective but instead of being one capital asset, they now are operating level costs, not capital. Accordingly, UCA is seeking to decrease the capital budget identified as "Workbenches for the Warehouse" by \$12,000, removing that line item entirely, and to increase the Radio Network Maintenance operating budget category by \$10,000 to pay for these new workbenches. In total, this move is a savings to UCA of \$2,000.

### **VI. MOTION REGARDING THE PROPOSED ADMINISTRATIVE RULE**

Earlier this summer the Board approved a draft administrative rule to be published for public comment. In accordance with this motion, and as announced at

our last meeting, this administrative rule draft was published by the Utah Office of Administrative Rules for public comment. The public comment period has now closed and UCA received one comment. The published draft is included here as Exhibit C and the public comment, which amounts to a proposed redline, is included here as Exhibit D. Procedurally, the Board has two options. Option one is, after considering the public comment, to adopt the rule as published. Option two is to make changes to the proposed rule, either as indicated by the public comment or otherwise, which will then cause the rule to be submitted for further public comment.

With respect to these changes generally, UCA is not opposed. We have had discussions with those who have submitted these comments and given our thoughts in response to questions asked by these individuals, as you can see reflected in some of their comments. The most substantive of the changes is to eliminate the formula PSAPs would employ to increase the number of radio consoles and phone answering positions the PSAPs would receive from UCA. Instead, the comment proposes that a formula be adopted in the future. The obvious down-side of this is that it will take longer for a formula to be adopted, which means that there will be no increase in the amount of this equipment provided to PSAPs until that time. Those who submit these comments, however, think that the proposed process outweighs this delay. On UCA's part, we see these rules as benefits to the PSAPs in that they outline a procedure by which said PSAPs can grow based on the needs of the communities they serve. These rules also fulfill recommendations presented in recent legislative audits and provide clarity in an area of confusion at the present time. UCA does feel an urgency to have these rules finally and formally adopted, but does not oppose these comments.

#### **VII. MOTION TO ADOPT THE PROPOSED STATEWIDE CAD-TO-CAD CALL HANDLING AND 911 CALL TRANSFER PROTOCOL PURSUANT TO UTAH CODE ANN. §63H-7a-04**

As discussed in our last meeting, much of the focus of the Utah Legislature this past session was to address high transfer rates amongst Utah's PSAPs. At our last meeting, the Utah Communications Authority's PSAP Advisory Committee proposed a statewide CAD-to-CAD call handling and 911 call transfer protocol as required by Utah Code Ann. §63H-7a-208. At that time it was decided to consider the policy in this meeting to allow UCA to work with the PSAP Advisory Committee to make some recommended changes. Attached hereto as Exhibit E is the document as submitted by the PSAP Advisory Committee in September, attached as Exhibit F is a redline of what both UCA and the PSAP Advisory Committee would request that this Board adopt, and Exhibit G is a clean version of the same. Our conversations were fruitful and we believe unanimity to the version found in Exhibit G has been reached between the PSAP Advisory Committee and UCA personnel. Per the Utah Communications Authority Act, this Board is to adopt a policy before November 30, 2020, and as such, we request that this Board adopt Exhibit G as the Statewide CAD-to-CAD Call Handling and 911 Call Transfer Protocol.

#### **VIII. REPORT FROM THE PUBLIC SAFETY ADVISORY COMMITTEE**

Jim Miguel, chair of the Public Safety Advisory Committee will be given the opportunity to provide an update on his committee's activities. UCA has not been given notice of any motions, and as such, no motions are anticipated or permitted pursuant to the Utah Open Public Meetings Act.

## **IX. REPORT FROM THE PSAP ADVISORY COMMITTEE**

Justin Grenier, chair of the PSAP Advisory Committee will be given the opportunity to provide an update on his committee's activities. UCA has not been given notice of any motions, and as such, no motions are anticipated or permitted pursuant to the Utah Open Public Meetings Act.

## **X. GENERAL PUBLIC COMMENTS**

As part of our commitment to improve communications with stakeholders, we respectfully that you open each meeting for general public comment. Historically we have provided public comment on a per subject basis which is fine and can be continued, however, we think it advisable to have a general public comments section in each meeting. That said, it is completely within the Board's discretion what to do with public comments. For example, the matters raised can be discussed amongst the Board or the Board may simply listen and move on, at the discretion of the Board Chair. Questions may be raised by the public and it is the prerogative of the Board Chair whether or not those questions will be answered or whether they will simply be rhetorical. The Utah Open Public Meetings Act provides that "at the discretion of the presiding member of the public body, a topic raised by the public may be discussed during an open meeting, even if the topic raised by the public was not included in the agenda or advance public notice for the meeting." However, "a public body may not take final action on a topic in a meeting unless," it was on the agenda included in the advance public notice.

## **XI. CONCLUSION**

We hope that this memorandum provides an explanation of the major items to be discussed at the upcoming Board meeting. Thank you.