

UTAH PROSECUTION COUNCIL
Wednesday, September 19, 2018
Provo Marriott Hotel
100 West 100 North
Provo, Utah

APPROVED MINUTES

UPC : Barry Huntington, Chair, Garfield County Attorney
 Haley Christensen, UPAAC Co-Chair, Salt Lake County District Attorney's Office
 Robert Cosson, Chief Prosecutor, St. George City Attorney
 Jann Farris, Morgan County Attorney
 Stephen Foote, Chair-elect, Duchesne County Attorney
 Steven Garside, Layton City Attorney
 Will Carlson, Deputy Salt Lake County District Attorney (*designee of Sim Gill, Salt Lake County District Attorney*)
 Ryan Peters, Juab County Attorney
 Dave Carlson (designee of Sean Reyes, Utah Attorney General)

EXCUSED: Sim Gill, Salt Lake County District Attorney
 Sean Reyes, Utah Attorney General
 Commissioner Keith Squires, Utah Department of Public Safety
 Scott Stephenson, Deputy Director of P.O.S.T (*designee of Commissioner Keith Squires*) via telephone

UPC
STAFF: Bob Church, Director
 Marilyn Jaspersen, Training Coordinator
 Marlesse Jones, Staff Attorney
 Tyson Skeen, Staff Attorney
 Ronald Weight, IT Director

GUESTS: Jeremy Humes, Carbon County Attorney
 Robert VanDyke, Kane County Attorney
 Scott Sweat, Wasatch County Attorney
 James Swink, Cache County Attorney

- I. WELCOME AND APPROVAL OF THE MINUTES - JUNE 29, 2018
- A. The Council members were welcomed and the meeting convened.
 - B. Steve Garside made the motion to approve the June 29, 2018 minutes with the correction on page 6, first paragraph from "Senator Stephenson to Senator Stevenson." Stephen Foote seconded the motion and it passed unanimously.

- II. **FINANCIAL REPORT**
- Robert Church gave the following in depth financial report.
- A. Basic Prosecutor Course -
 - 1. Bob Church reported that this year's Basic Course was held at the Riverwoods Conference Center/SpringHill Suites instead of the USU

University Inn. Two reasons for the change and why expenses were more than in years past: 1) the University Inn was late in sending the invoice in order for the TSRP grant to cover \$7,000 of lodging costs, 2) the University Inn was unresponsive when contacted to renew the 2018 contract.

2. TSRP Expense Reimbursements -
The TSRP financial information is pending. A report will be given at the next meeting.
 3. UPC Salaries -
FINET old and new year numbers for June are not yet available. Bob will update the Council at the next meeting.
- B. Final FY18 Surcharge Report
1. June 2018: \$48,471.43 in comparison to June 2017: \$50, 214.84
 2. FY18: \$511,483.77 in comparison to FY17: \$511,291.74
Bob will give an update at the next January 2019 meeting.
- C. Final Proposed FY19 Budget
1. The surcharge carry over was \$135,666. It was not as much as anticipated but will be able to add a couple conferences. Next year, the carryover will be smaller as the majority of HB200 funding will have been expended.
 2. John R. Justice awarded in the amount of \$36,112.
 3. Fall Conference 2018
Because hotel pick up at the Provo Marriott was lower than anticipated there, mostly likely, will be an attrition fee. To date, Fall registration was 119. A final expense report will be given at the next meeting.
Council discussed enrollment, location, and timing as to whether to hold the Fall Conference in September and try to coordinate dates with the Judicial Conference or hold it in October. After some discussion, the issue will be addressed at the Training Committee meeting. **The Council decided to hold Fall Conference in October as recommended.**
 4. Civil Conference
Bob asked the Council to seek a \$7,000 reimbursement from SWAP to cover lodging, meals and mileage for all presenters. An update will be reported at the next meeting.
 5. Additional Training
 - a. Advanced Trial Skills
March 2019. Location choices' Zion's or Moab.
 - b. DV 101 Book Camp (June16 - 19, 2019) and UPAA Conference (June 19-22, 2019)
The two events will overlap. UPAA Board members have agreed to provide additional support and help with the work load and demands.
 - c. Top Gun
Not enough funding, but Bob will apply for a NAPC scholarship.
 - d. Scholarships
UPC will fund 6-7 scholarships to attend NDAA seminars.
- D. FY19 Surcharge Receipts
1. July 2018 numbers were at \$40,609.48 in comparison to the July 2017 which were \$36,286.88.

Jann Farris made a motion to approve the FY19 budget. Will Carlson, Deputy Salt Lake

County District Attorney (*designee of Sim Gill, Salt Lake County District Attorney*) seconded the motion and it passed unanimously.

III. TRAINING COMMITTEE REPORT

In addition to Steve Garside's UPC Training Committee Chairs, report please refer to the Director's Summary for details. The Training Committee met last March. Their next meeting will be October 15-16 in Moab at the SpringHill Suites & Inn. Steve highlighted the following that will be discussed at the next committee to be held in October.

A. Past Conferences

1. Basic Prosecutor Course

Attendance was at 23. It was very well received. The drug dogs were the highlight. The new location had its advantages, plenty of space. The invoice was received in a timely manner and submitted it was submitted in time to be able to reimburse part of the lodging via the TSRP grant. Preference would be to return to the Riverwoods Conference Center.

B. Upcoming Conferences

1. Fall Prosecutors Training Conference - Provo Marriott - Sept. 19-21, 2018 (the District Judicial Educational Conference will be held the same time.)
2. Training Committee Planning Meeting - October 15-16, 2018. To be held at the Moab Springhill Suites & Inn.
 - i. Suggested topics for the Training Committee included: mental health issues the change in the statute.
 - ii. Sentencing probation link.
 - iii. Legislative regarding Proposition 2. Concerns of not being able to prosecute marijuana was mentioned.
3. Civil Conference - October 17-19, 2018 - Moab SpringHill Suites by Marriott.
4. UMPA - November 8-9, 2018 - Moab SpringHill Suites by Marriott
5. County Attorney Executive Seminar - November 15-16, 2018 - St. George Dixie Center.
6. New County Attorney - January 16-18, 2018 - UPC location. All county attorneys are invited to attend.
7. DV101 Boot Camp - June 16 - 19, 2019 - The Riverwoods Conference Center/Logan SpringHill Suites & Inn.

IV. UPAA REPORT

Haley Christensen and Marilyn Jaspersen made the following UPAA report.

- A. Michelle Williams of Layton City Attorney's Office was announced as the newest board member.
- B. There is one open board member position to be filled.
- C. The UPAA Conference held in June was well received. Added a photo booth/area
- D. Seven people took the CUPA exam with three passing it.
- E. UPAA will be opening its own facebook page.
- F. Final budget for UPAA came in under budget by \$77.

V. RESOURCE PROSECUTORS REPORTS

- A. Tyson Skeen referred the Council to the in depth TSRP report as outlined in the handouts. He reported on his training schedule. Tyson highlighted that he has trained a little over 1700 people which is the most any TSRP has trained in a year. He was selected to be on the National Committee for the Life Savers Conference. He attended NAPC Summer Conference and while attending the TSRP breakout session the group toured a marijuana farm. It was very interesting and informative. He welcomed any feedback on issues that need addressing so he can provide the appropriate training, specifically, in the DUI area or any topic.
- B. Marlesse Jones was excused as she was conducting the advanced HB200 Trauma training. Bob commented on the new HB200 curriculum that has been developed for law enforcement, victim advocates, and prosecutors. It's been well received and has received national attention. The Council was referred to the in depth SADVRP report as outlined in the handouts.

VI. IT ISSUES

- A. eProsecutor
- In addition to the in depth report in the Director's Summary, Ronald Weight and Bob Church reviewed comments as outlined in the Director's Summary. Please refer to the Director's Summary.
1. Grant funding -
 - a. The \$1M received in grant funding has been spent.
 - b. Announcement still pending on the subsequent grant to cover the \$235,000 balance. Bob will update the council at the next meeting.
 2. Amended MOA -
 - a. Amended MOA is still pending. It will depend on if the grant will be awarded and he knows the final numbers. Bob will make update at the next meeting. He reminded the council on what each jurisdiction could be assessed. At the last meeting it was decided the following if the grant is awarded:
 - i. Jurisdictions bear no cost in terms of the contract, the maximum, yearly per-user fee that could be assessed is \$206.
 - ii. If the grant is not awarded, jurisdictions bear the cost of the remaining balance of the contract, the maximum, yearly per-user fee that could be assessed is \$103.
 3. Current Project Status -

Ron indicated that he finalizing some of the fields, adding screens for the civil part. Wasatch County will be the first to begin beta testing. He welcomed any feedback. Ron hopes to do a regional training before it goes live. It was asked if an online tutorial for the legal assistants could be made available. Ron stated he would work on that. He appreciated all planners and committee members hard work in this effort. Absent major issues, it's hoped to begin deployment the first of the year, 2019. Bob indicated that he will continue to seek out grants to help defray costs.

VII. UPC STATUTE

In addition to the Director's Summary, Bob Church indicated the final draft was

forwarded to Steve Garside which incorporated the changes requested at the last Council meeting. Please refer to the Director's Summary and under Tab I that include all the requested changes, additions, deletions, etc. from last Council Meeting. Absent any new changes, Steve Garside as a representative he will ask to sponsor this change.

VIII. .5% SURCHARGE

Bob indicated he is hoping to get back the \$78K. He was directed to be involved in the meetings with Senator Christiansen, Rep. Ivory, and Rep. Romero. It was suggested to follow up with Family services as well. He will report back at the next meeting.

IX. VIRTRA TRAINING

Bob Church reported that every slot was filled and everyone had a great time. Included in the Director's Summary are testimonials from participants. Additional slots were opened for October 30 and November 13, 20, and 27.

X. OFFICE MOVE

A. UPC staff has moved to the 3rd floor at College Drive. Mailing address is:
Utah Prosecution Council
5272 College Drive, Suite 302
Murray, UT 84123

B. Phone numbers:
Bob - 801.281.1212
Marilyn - 801.281.1208
Tyson - 801.281.1209
Ron - 801.281-1217
Marlesse - 801.281.1213

XI. OTHER BUSINESS

A. The Attorney General has sponsored a meet and greet luncheon, Thursday, September 20th. All county attorneys are invited.
B. Sentiments for Dale Eyre were expressed.

XII. NEXT UPC MEETING:

Wednesday, January 11, 2019
8:30 a.m.
UPC - 1st Floor Training Room

XIII. ADJOURN