



**PUBLIC NOTICE OF
The Meeting of the Utah Communications Authority Governing Board
Tuesday, February 28, 2023, at 12:00 p.m.
5215 Wiley Post Way, Suite 550, Salt Lake City, Utah, 84116**

MEETING MINUTES

Board Members present via Teams

Kevin VanTassell
Clint Topham
Gary Whatcott
Dave Crandall
Bryan Low
Neil Johnson
Tracy Glover

Board Members present at UCA Office

Lance Davenport
Craig Dearden
Randy Swalberg

UCA Staff Present

Quin Stephens
Tina Mathieu
Sarah Wetmore

Board Members Absent

Clinton Topham

1. WELCOME.

Chairman Lance Davenport welcomes all to the UCA Governing Board meeting and calls the meeting to order at 12:05 pm.

2. ROLL CALL.

Chairman Lance Davenport – Present
Vice Chairman Craig Dearden – Present
Randy Swalberg – Present
Kevin Vantassell – Present via Teams
Clint Topham – Absent
Dave Crandall – Present via Teams
Gary Whatcott – Present viz Teams
Bryan Low – Present via Teams
Neil Johnson – Present via Teams
Tracy Glover – Present via Teams

3. MOTION TO APPROVE MINUTES OF FEBRUARY 13, 2023 MEETING PRESENTED BY CHAIRMAN DAVENPORT.

Motion: Randy Swalberg moved to approve the February 13, 2023 Meeting Minutes.

Second: Craig Dearden offered a second to the motion.

Vote: Motion passed with all in favor.

4. DIRECTOR'S REPORT AND UPDATE PRESENTED BY QUIN STEPHENS.

UCA's Executive Director, Quin Stephens, welcomed everyone for joining today's meeting. He then explained to the Governing Board that UCA is continuing to battle the elements as the snow continues to fall. UCA's technicians are chasing site damage and system outages caused by the weather. They are doing amazing things and are certainly the unsung heroes when it comes to maintaining and repairing the public safety radio system. Director Stephens then recognized Phil Krebs, UCA's Radio Division Director, for handling things like a seasoned professional when it comes to all the radio difficulties and the busy stage for the P25 upgrade.

Next, Director Stephens gives an update about UCA's Interoperability Division. UCA's Interoperability Division Director, Mike Veenendaal, has been filling his days and weeks with fleet mapping trainings. In addition to his trainings, he has been working on a written explanation of the changes to the fleet map. This will be provided to every agency and will compile the code plugs agencies would like to have installed into their radios.

When it comes to UCA P25 upgrade, all eyes are watching the weather and snow waiting for it to melt. UCA met with L3Harris yesterday and earlier this morning to discuss coverage testing, migration, final site installations, expansion sites, and more. Once the last few sites are accessible L3Harris and UCA will be able complete them. Drive testing will then take place and UCA will prepare for the actual system cutover in Q1 of 2024.

UCA will be meeting with Motorola's project team this week to address the correction of minor 911 system concerns. For example, in January approximately 50% of the 911 calls in Utah went to PSAP's based on the locations of the caller and not the locations of the tower from which the call originated. They will be addressing questions and concerns about the NG911 upgrade, in addition to circuits, battery backup, etc.

Currently, UCA is at the tail end of the employee review process and will soon be meeting individually with each employee to discuss their performance for the prior year.

UCA is also beginning the budgeting process for the next year and is continuing with the day-to-day management of business.

Lastly, Director Stephens shared one of UCA's success stories. Price, Utah has been wanting to join the UCA system but has had concerns with the coverage in the area. UCA did everything possible to optimize the existing coverage in Price, but it still fell short of the standard coverage wanted by local law enforcement. So, UCA installed legacy equipment on our tower located at the Price PSAP. That site was turned on last week and we received glowing reports from the Price Police Chief, Chief Sicilia.

Kevin Van Tassell commented that he found a post on Facebook about the Provo and Orem PSAP consolidation, and the commentor was very complimentary. The post said that their call went directly to where the person was, and it worked without any incidents. They were very positive and praising, resulting in UCA succeeding in areas that have been opportunities in the past.

Director Stephens confirmed that it was Provo and Orem PSAP that were combined, and the technology used was location-based routing. Last that he saw, 50% of calls were being routed based on the location of the caller, but UCA is working to improve this.

Kevin Van Tassell then asked with all the snow that Utah has recently received and not being able to control it, how will this affect the cut over, especially if it's delayed thirty days?

Director Stephens responded it should not affect it, originally it was planned to have the cut over be during Thanksgiving and Christmas. During the planning of the strategic phase, it was then changed to Q1 of 2024 and has allowed somewhat of a buffer. The concern is with some of the sites UCA still needs to get to, which are the most difficult ones to access. UCA will need to strategically plan, and problem solve on how to get those sites done.

5. SENATE BILL 212.

Director Stephens presented a quick history of Senate Bill 212 to the Governing Board.

- Assists in the consolidation of two PSAPS, specifically it started with San Juan PSAP and Price PSAP wanting to consolidate and finding out statutorily they were unable to.
- Specifically addresses that 988 and Poison Control Transfers will not negatively affect PSAP's transfer rate.
- Allows all state and local governmental agencies to be on UCA's Radio Network.
- No longer requires UCA to do a Market Study for leasing tower/building space to a third party.

This bill was presented favorably and moved through the process. On February 20th, a substitute was presented to the bill that required the Independent Entities and Retirements Committee to perform a study and report back to the Legislature Management Committee before November 2023. This would be very similar to the audits that were performed in 2013 – 2014, 2016 – 2017, and 2019. This substitute was presented to the Senate and passed and moved on to the House.

Randy Swalberg then asked if recommendations are made based on the results of the study and clarified if it was a study or an audit.

Director Stephens clarified that it is a study and was not sure if it would get turned over to the Legislative Auditors Office or if the Committee members will be performing the study.

Mr. Swalberg then asked if this is something that happens on a regular basis?

Director Stephens responded yes.

On February 24th, a second substitute was introduced, and it changed two things. First it changed the study to required that as part of the study and report of the Legislative Management Committee, that there was a plan to move UCA under the Utah Division of Public Safety. The second changed was that the Governing Board would not be allowed to appoint the Executive Director any longer, and that responsibility would fall to the Governor with confirmation from the Senate.

Then on February 25th, substitute three was introduced. It would change the language of the study by eliminating, "UCA being a subdivision of the Utah Department of Public Safety." The proposed language would then be, "examine if the organizational structure was best for Public Safety."

Senate Bill 212 was then in front of the House Committee on Monday, February 27th, and neither substitution two nor three was put forth for adoption. Only substitute one was discussed and passed the committee with favorable recommendation. Thus, being the current status of Senate Bill 212.

Randy Swalberg asked regarding the issue of Public Safety usage vs Government Agency, is there a way to guarantee Public Safety will get priority in an emergency?

Director Stephens responded yes; the system has that capability.

6. JANUARY BUDGET TO ACUTAL REPORT PRESENTED BY QUIN STEPHENS.

Director Stephens then presented the Budget to Actual Report. He mentioned that UCA's Revenue is currently higher than anticipated at this time of year and the expenses are much lower. He feels confident with the current numbers and then asked if there were any questions. Director Stephens did note interest expense is high because of GASB 87.

Craig Dearden asked about the percent for Net Income being 499.87%.

Director Stephens explained that there are a few things affecting that number. UCA has received the twenty-five million dollars to purchase radios, but it has not hit the books yet. UCA has also begun to receive invoices from L3Harris for the radio purchases, which will make the expenses go up although the revenue is already showing it.

7. BUDGET AMENDMENT REQUEST PRESENTED BY QUIN STEPHENS.

Director Stephens explained to the Governing Board that the budget amendment is to shift funds. Currently UCA uses MCM software to manage the statewide fleet for tens of thousands of radios and gives UCA the ability to track radios, ID's, aliases, etc. The version UCA is using is currently beyond end of life and not functioning properly. UCA would like to upgrade this software and currently this money is in the operating budget. UCA would like to transfer \$42,000 from the operating budget to the capital budget.

Motion: Kevin Van Tassell moved to approve the budget change of \$42,000 from the operating budget to the capital budget

Second: Craig Dearden offered a second to the motion.

Vote: Motion passed with all in favor.

8. REPORT FROM THE PUBLIC SAFETY ADVISORY COMMITTEE PRESENTED BY SHERIFF GLOVER.

Public Safety Advisory Committee Chair, Sheriff Tracy Glover, reported that there was nothing new to inform the Governing Board about. He then asked if there were any questions. There were none.

9. REPORT FROM PSAP ADVISORY COMMITTEE PRESENTED BY NEIL JOHNSON.

PSAP Advisory Committee Chair, Neil Johnson, reported that the PSAP Advisory Committee was going to meet on January 30th, 2023, in case there was something that the Governing Board needed or if there was something happening in Legislation. Ultimately the meeting was cancelled and they plan to meet next month.

10. MOTION TO CLOSE THE MEETING FOR THE PURPOSE OF DISCUSSING THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL OR INDIVIDUAL(S).

Motion: Craig Dearden moved to close the meeting.

Second: Kevin Van Tassell offered a second to the motion.

Vote: Motion passed with all in favor and the vote as followed:

Lance Davenport – Yes

Craig Dearden – Yes

Randy Swalberg – Yes

Gary Whatcott – Yes

Kevin Van Tassell – Yes

Dave Crandall – Yes

[CLOSED MEETING]

Others in attendance during the closed meeting: Jason Boren, Attorney, Ballard Spahr and Jacey Skinner, Government Relations, Ballard Spahr.

Motion: Craig Dearden moved to open the closed meeting

Second: Lance Davenport offered a second to the motion.

Vote: Motion passed with all in favor.

11. MOTION(S) BASED ON THE DISCUSSIONS HELD IN THE CLOSED PORTION OF THE MEETING.

No motion was needed.

12. GENERAL PUBLIC COMMENTS; AND.

The Governing Board opened for Public Comment. There were none.

13. MOTION TO ADJOURN.

Motion: Craig Dearden moved to adjourn

Second: Randy Swalberg offered a second to the motion.

Vote: Motion passed with all in favor.

Meeting adjourned at 3:47 pm.

DRAFT