

**SALT LAKE VALLEY EMERGENCY COMMUNICATIONS CENTER**

**BOARD OF TRUSTEES MEETING**  
***December 19, 2018 Meeting Minutes***  
***VECC Board Room***  
***5360 Ridge Village Drive, West Valley City***

**MEMBERS PRESENT:**

Mr. Gary Whatcott; South Jordan; Chairman  
Mr. Scott Harrington; Taylorsville  
Mr. Mark Reid; Bluffdale  
Mr. Brent Wood; Herriman  
Mr. Jay Ziolkowski; UFA  
Mr. Doug Hill; Murray  
Mr. Kyle Kershaw; South Salt Lake  
Mr. Konrad Hildebrandt; Riverton  
Mr. Wayne Pyle; West Valley  
Sheriff Rosie Rivera; UPD  
Mr. Rick Graham; SLCO

**MEMBERS ABSENT:**

Mr. David Brickey; West Jordan  
Mr. Mike Shelton; Cottonwood Heights  
Mr. Kane Loader; Midvale  
Mr. David Dobbins; Draper  
Mr. John Guildner; Alta  
Ms. Gina Chamness; Holladay

**OTHERS PRESENT:**

Chief Jeff Carr; South Jordan PD  
Chief Craig Burnett; Murray  
Chief John Eining; Draper  
Chief Colleen Jacobs; West Valley  
Chief Jack Carruth; South Salt Lake  
Chief John Evans; West Valley  
Ms. Lisa Burnett; SLC911  
Lt. Justin Hoyal; UPD  
BC Chad Pascua; Murray  
Mr. David Church; VECC Attorney  
Mr. John Inch Morgan, VECC Executive Director  
Mr. David Sanderson; VECC Accounting  
Mr. Mark Whetsel; VECC TS Manager  
Mr. Jeff Monson; VECC HR Manager  
Ms. Gigi Smith; VECC Operations Manager  
Ms. Beth Todd; VECC Operations Manager  
Ms. Shelly DeJong; VECC Operations Manager  
Ms. Lin Shaffer; VECC Tech Services  
Ms. Leslie Devey; VECC Operations Supervisor  
Ms. Missy Widdison; VECC Operations Supervisor  
Ms. Ambir Widdison; VECC Operations Admin Assist.  
Mr. Ty Rundle; VECC Hexagon Team  
Ms. Andrea Partridge; VECC Admin. Services Manager

**APPROVAL OF MINUTES OF OCTOBER 17, 2018 BOARD OF TRUSTEE MEETING**

**Motion –**

**. . . By Mr. Brett Wood, to approve the minutes of the October 17, 2018 Board of Trustee Minutes as written; seconded by Mr. Scott Harrington; the motion carried unanimously.**

## **OPERATIONS BOARD REPORTS**

Chief John Evans reported on both the Fire and Police Operations meeting. They discussed the Hexagon CAD, which will be discussed later in this meeting. Police talked about Priority Dispatch and Fire went over the fire station alerting. They went over call stats and police policy changes. Gigi Smith mentioned the discipline reports; they have done some homework insuring the unit identifiers on the radios are up to speed and match the officers and fire fighters as they talk on the radios. A list went out to the agencies for them to verify; they can connect with UCA to make sure they are updated and corrected. Silent dispatching was discussed; there are people out there that use a radio scanner app in order to hear when dispatchers direct officers to a location for frauds or robberies in progress. The Chiefs are taking back for further discussion to talk about next month on how they want dispatch to handle situations whether or not they use silent dispatching, giving some details but not all over the radio and things like that. The 10-33 code was discussed; there were many edits to be taken care of. They will be updated and brought back. The 10-80 was taken care of and approved.

### **Update – Fire Station Alerting/New Stations**

Warren James commented that station alerting is doing well. Last week, the interface was turned on for all the stations that are installed and "Samantha" is now dispatching in all the stations. It will take a few months to get verifiable data but just listening to dispatchers, they are seeing the time benefits they thought they would. Installs are starting at UFA this week and next week and then the boxes will go in. West Jordan and South Salt Lake are right behind them. Last week, the app was deployed to all stations. They are still shooting for the end of January to mid-March to be up and running on the system with everyone. Beth Todd reported on the dispatch side of things. US Digital came in last week and did some training; dispatchers attended and trained on the web portal and manual paging. They will forward any issues to Beth and the TS department; they will notify Warren and those taking care of the maintenance on the other side of the radio. They are developing the training curriculum to send out to the rest of the dispatchers to make sure they understand this new way of doing things.

### **Update – UPD/VECC Merger**

John Inch Morgan reported that on November 26<sup>th</sup>, UPD dispatchers reported to this building for their shifts and have been working continuously on the floor since then. It has been a good thing; people are melding well together. The floor has been configured so that UPD contract cities are by the VECC cities they most often assist back and forth. John will be reporting to the UPD Board tomorrow; he has included his presentation in the Drop box. On January 1<sup>st</sup>, we will be merging both budgets; UPD will provide funding and become SLVECC employees. In adopting the Interlocal agreement on the merger, it was agreed that UPD would budget for their full year, half would come to VECC and reconciliation would take place at the end of the year. If there is a surplus, according to the Interlocal, it will be credited to UPD in the assessments coming in the next year. John will discuss with them member assessments; explaining the 3-year rolling average. Any new entity coming on will not have this history, but we do have the # of calls in the geographic area which hit the 911 switch but above and beyond that, self-initiated calls are added to that with some adjustments, such as taking out duplicate calls. They have questioned the membership, which was decided back in 2013 when everyone signed the Interlocal agreement accepting UPD into VECC. They have the same rights as everyone else coming into this; they have seats on all the committees. John encouraged everyone to review the information

### **Human Resources**

Jeff Monson gave a brief summary of where they are at in Human Resources with the merger. In preparation for the merger, they did a side by side comparison on benefits and salaries to determine how far apart we were. It turns out we weren't far off on many of the items. With the differences we had, we looked at what could be done to combine them. Policies and procedures were very important; taking the best from both organizations and merging them together. Jobs would be offered to everyone on the UPD side; they would come over with like pay and like positions. Everyone was presented with an offer letter and other documents which talked about wages, the Interlocal agreement, and other information. During these conversations, some questions and concerns were expressed by some of the UPD employees regarding a few of the benefits. Lt. Hoyal put together a presentation addressing these items. Recently, we have received back the Health & Dental renewal; there was no increase for the next year. Some of the items Lt. Hoyal will present have a fiscal note to them and needed to be brought before the Board. Lt. Hoyal mentioned 4 different policies or practices that are done at UPD right now which will be different at VECC moving forward. The first policy is the college education incentive reimbursement; attending a class and getting a certain grade will give a reimbursement. If they have

a degree, they'll receive a monthly bonus. Right now, there are 7 members in UPD that are receiving this bonus. The next policy is paid parental leave; members will get 6 weeks of paid time off with the birth or adoption of a new child. The next policy is the vacation leave. Currently UPD provides 96 hours per year from 0-8 years of service. From 9-16 years, they receive 144 hours per year. From 17-30 years, they receive 192 hours per year. VECC currently offers from 0-5 years, 96 hours per year. From 6-10 years, 112 hours per year, from 11-15 years is 136 hours per year and 16-30 is 192 hours per year. Between the 2 organizations, there is a difference of only 8 hours over a 30-year career. UPD will lose hours between 9-10 years and again between 10-15 years. Lt Hoyal proposed that moving forward, 0-5 years would not change, 6-8 years at 112 hours, 9-10 years would be 144 hours, 11-15 years would be 144 and then 16-30 would be 192 hours. Over a 30 year career, they would receive an extra 104 hours of vacation. The VECC cap on vacation time is 2 years worth of leave. UPD's current cap is 320 hours. The Boards requested to take this information back to their officials and come back to discuss further. John commented that these aren't scheduled for a vote today, but something to be reviewed and brought back. It was asked if any of these policies been looked at financial and what is the fiscal impact of them. Jeff Monson commented that adding the 104 hours to everyone's vacation would equate \$354,000 over the 30 year time period. It wasn't broken down by employee; some of them will not change as they are in the accrual they will stay in. He said he would break it down by year and send it out. The final policy to discuss is the Social Security payment. Currently at UPD, they have opted out of paying into Social Security. Each member receives 6.2% and they decide what to do with it. It goes in their pay and they can put it into a 401(k), a savings account, or just spend it. The other 6.2% of that goes into their 401(k) by the organization. VECC does this different; they do not pay into Social Security either. They have set up a 401(k) through ICMA and employees can contribute to this. VECC will match up to 6.2% of the employee's contribution into this 401(k) account. They are looking at keeping this consistent and moving forward; they are asking that the employer contribute the 6.2% no matter what the employee contributes. Currently, VECC has 66 team members that do not contribute the 6.2% at all, which is about 54% of our employees. This would be a financial impact; about \$165,000 for VECC to automatically contribute. John also mentioned the Budget Committee and suggested that some of the members be from the agencies fiscal staff.

### **Technical Services**

In Mark Whetsel's absence, John mentioned he wanted to identify where they were in terms of moving consoles and getting everyone set up. In November, all the UPD consoles were brought over; they are still using Versaterm, VECC is using Spillman. A messaging system has been implemented between all of the consoles for communication. This was done in anticipation of cutting over in the spring to Hexagon. There have been technical challenges with CenturyLink and the phone systems in terms of configuration. There were delays for about 2 hours where Centurylink was trying to reconfigure the phone system, and once they did that, it was up and operational.

### **Budget Projections**

In looking at the funding coming in, we have identified that with the different in the way the State is collecting the 911 fees from a city-authorized franchise tax to a state tax, it's distributed based on call volume, and we are continuing to garner a greater amount of funds coming in. About \$1.5 million projected each year to bring in more than we had before the change in SB198. It also precluded dispatch centers from receiving these funds. Going into this next budget session as we start looking at assessments, we are in good shape. One of the questions that come up is what constitutes a call. Every time there is some activity, either the 911 call itself or a self-initiated call from an officer or animal control, and then we take out duplicate calls and other things so that agencies aren't being penalized for a crash that 12 people are calling in. John is obligated to look at the assessment methodology every year to present in January.

### **NEW BUSINESS INTRODUCTIONS OF TOPICS FOR FUTURE MEETINGS**

John would like Beth and Ty to talk a little bit about what they have done with the CAD on the Fire side. Ty Rundle mentioned they started the project the end of July, doing data entry. Back in May 2017, they began a homework list consisting of 25 items that needed to be done in order for Hexagon to go live. By August 2017, they had completed 10 items and 2 in progress. In May 2018, they received additional tasks; 32 total items to be completed. They had 13 completed with 7 in progress. As of today, there are 6 key things in order to go live and hit their target date. There are screen changes on the police side that need to be updated. Another one is mapping, and they are working closely with Matt in TS to roll out several map layers. They need to perfect their rotational services, which include helicopters and tow companies for both Police and Fire. Paging

and notifications also need to be updated in order to make command staff and investigator notifications. Messaging from terminal to terminal and terminal to mobile needs to be worked on. There are a few agencies that need to set up, and the wait is in the GIS department; they are waiting for a few map roll-outs before they can move forward. Some of the things they have completed so far are the response plans. There are 3,500 ProQa codes that deal with Fire and Medical responses and each code needed an individual response plan assigned to it, which needed to take place for all 8 fire and EMS departments; 28,000 different response plans. They have updated event types or ProQA codes; currently they are working to add response plans to each code. Different hazards have been identified from every single apartment. A few other things include their ProQA translation table and the alias event type table. On the Fire side, each time a fire/medical call is created; it creates a corresponding law call. XY coordinates were assigned for each unit, including fire, medical and police. Finally, they assigned personnel to units for the shared crew, which is a major development moving forward for the fire side. Beth Todd also mentioned move-ups on the fire side. If there is an incident that drains resources of a specific area of the valley, they have the ability to call a station and request they move up to another station.

#### **Introduction of By-Law Revision**

John has included in the Drop Box a revision of the By-Laws; the Interlocal Agreement requires that the Board review this periodically. John is scheduling this for review in January, but he wanted everyone to review it ahead of schedule.

Leslie Devey wanted to announce that VECC has become re-accredited with the National Academy in EFD.

#### **MOTION TO MOVE TO CLOSED SESSION – DISCUSS PENDING LITIGATION**

Gary Whatcott requested a motion to move to a closed session to discuss pending or reasonably imminent litigation.

##### **Motion –**

**. . . By Mr. Wayne Pyle, to move into a closed session, allowing Mr. Williams Romesburg to be contacted via private phone; the motion was seconded by Mr. Doug Hill; the motion carried unanimously by roll call vote.**

The meeting was moved to a close session at 3:03 p.m.

The meeting was moved to an open session at 4:27 p.m.

##### **Motion –**

**. . . by Mr. Wayne Pyle, to go back to Hexagon, negotiate an extension of the current contract, with the proviso that if they cannot perform by the end of next year, they will agree they are in breach and will refund monies, allowing us to move forward with the procurement process; the motion was seconded by Mr. Doug Hill; the motion carried unanimously.**

There was nothing else to discuss at this meeting.

The meeting adjourned at 4:28 p.m.