

SALT LAKE VALLEY EMERGENCY COMMUNICATIONS CENTER

BOARD OF TRUSTEES MEETING

June 19, 2019 Meeting Minutes

VECC Board Room

5360 Ridge Village Drive, West Valley City

MEMBERS PRESENT:

Mr. Gary Whatcott; South Jordan
Mr. David Dobbins; Draper
Mr. Konrad Hildebrandt; Riverton
Mr. Mark Reid; Bluffdale
Mr. Wayne Pyle; West Valley City
Mr. Kyle Kershaw; South Salt Lake
Mr. Brent Wood; Herriman
Undersheriff Jake Petersen; UPD
Mr. Doug Hill; Murray
Mr. Mike Reberg; SLCO
Mr. Dan Petersen; UFA
Mr. David Brickey; West Jordan
Mr. Kane Loader; Midvale
Mr. Scott Harrington; Taylorsville
Mr. Mike Shelton; Cottonwood Heights

MEMBERS ABSENT:

Mr. Mike Morley; Alta
Ms. Gina Chamness; Holladay

OTHERS PRESENT:

Chief Colleen Jacobs; West Valley
Chief John Evans; West Valley
Chief Jeff Carr; South Jordan
Chief Troy Carr; Draper
Chief Terry Addison; South Salt Lake
Mr. Scott Teerlink, Salt Lake City
Ms. Lisa Burnette, Salt Lake City
Mr. Layne Morris; West Valley City
Mr. Andrew Morse; Snow, Christensen & Martineau
Mr. Scott Young; Snow, Christensen & Martineau
Mr. David Church; VECC Attorney
Mr. John Inch Morgan, VECC Executive Director
Mr. Mark Whetsel; VECC TS Manager
Mr. Jonathan Bridges; VECC TS
Mr. Jeff Monson; VECC HR Manager
Ms. Gigi Smith; VECC Operations Manager
Ms. Shelly DeJong; VECC Operations Manager
Ms. Leslie Devey; VECC Supervisor
Ms. Missy Widdison; VECC Supervisor
Ms. Andrea Partridge; VECC Admin. Services Manager

APPROVAL OF MINUTES OF MAY 15, 2019 BOARD OF TRUSTEE MEETING

Motion –

. . . By Mr. David Brickey, to approve the minutes of the May 15, 2019 Board of Trustee Minutes, with added dialog from the assessment discussion; seconded by Mr. Kyle Kershaw; the motion carried unanimously.

RECOGNITION OF OUTSTANDING PERFORMANCE BY COMMUNICATIONS OFFICERS

Chief Ken Wallentine recognized Jessica Askren and Katie Murphy for a check the welfare call they took in which they not only appropriately dispatched officers but in route, they discovered a hazard that was missed in the West Jordan system; officers didn't know they were responding to a person with a violent history with officers. The information was given to the officers in the appropriate time and allowed them to muster more resources before they entered and ended the situation and control it without any harm.

OPERATIONS BOARD REPORT

Chief Jeff Carr commented that they received information on medical responses; officers will now decide if dispatch will stay on the line rather than auto-disconnect when officers arrive. It was discovered that call takers were asking victims of traffic accidents to get their license plate numbers; the victims are walking out into traffic, causing a hazard. From a risk management perspective, they were told not to do this anymore. On the Fire side, they got some information on EFD Version 7 being worked on and they talked about plans for the 4th of July. There was some discussion about the member assessments; this will be mentioned later in this meeting. They talked about radio programming recommendations with UCA. They are still charging \$30 per radio for this. There are individuals in the Valley capable of doing this for us and have volunteered their time to do that between agencies; Operations doesn't feel it's appropriate for UCA to continue charging the agencies for this service. John indicated that initially, UCA was charging \$10 per radio, which would have been about \$90,000 valley-wide. The current charge would cost around \$280,000 just to reprogram radios right now. It was mentioned that there are some agencies who have people who do this themselves, and they are willing to do it for others. There have been some discussions with Dave Edmonds, who appears to be willing to assist them. Brett Wood asked what could be done as a Board with this. Gary hasn't talked with Dave yet; he was under the assumption that if we were doing the programing, the charge would be part of it. He will do what he can with the UCA Board. John Inch indicated that UCA controls the state-wide radio system and he figured there might be a one-time charge to develop the template and then provide the load for someone to do the radios. Touching a radio and charging \$30 is merely taking that load on a laptop, plugging the radios in and it is taking about 5 minutes; he doesn't feel it's a justified cost. The Operations Board also discussed Priority Dispatch and the endowment agreement with VECC. They value this agreement at about \$1 million. VECC has been on this and pay fees for a period which they feel the endowment has been repaid. John believes we will need a legal analysis; he has a discussion in the closed session where some of the legal aspects can be mentioned. There was a motion by Warren James to support vacating the endowment with ProQA and finding something else to use; the motion was seconded, and it carried unanimously.

MOTION TO CLOSE THE MEETING TO DISCUSS PENDING OR REASONABLY IMMINENT LITIGATION

Gary Whatcott requested a motion to go into a closed meeting.

Motion –

. . . by Chief Dan Petersen, to go into a closed session to discuss pending or reasonably imminent litigation; the motion was seconded by Mr. David Brickey; the motion carried unanimously by roll call vote.

Board Members from both VECC Board and SLC and the Chiefs were invited to stay to the closed session.

The closed session began at 2:14 p.m.

The closed session ended at 2:49 p.m.

Motion –

. . . by Mr. David Brickey, to return to the regular meeting; the motion was seconded by Sheriff Rosie Rivera; the motion carried unanimously.

CONSIDERATION OF RESOLUTION T19-07 – AMENDMENTS TO THE FY 2020 BUDGET

John Inch commented this resolution is a consideration of amending the budget which was adopted in April. John put a memo into the shared drop box. In August and October, the physical merge between UPD and VECC was being contemplated. An Interlocal agreement was put together; item #2 of that Interlocal agreement states that they would have UPD come in and they would identify what that marginal or additional cost would be and that

would be the cost they would pay so that there was no additional cost to the existing or adopted budget to any other member. It also said the cost would be based upon the 2018-2019 budget. For half the year, that's what was figured, minus the anticipated cost for the sworn officer who was Commander at the time, LT. Hoyal. His salary, retirement and vehicle were taken out. In April, when the budget was reviewed and adopted, we were at \$3.9 million. After this, there were two things identified that would potentially change their cost. It would be a pure cost basis and any difference would be reconciled at the end of the year. They have FTE authorizations for 47 dispatchers; when they came over, they had 27. To charge them the full amount is not a true reflection of what we truly anticipate the cost to be. Even at best effort, we could only add back in probably 7 dispatchers just because bringing them in, training them and not having trainers to train, it limits our ability to deal with that. Initially, John was prepared to recommend that their budget be reduced to \$3.5 million. After that discussion, the question was asked are there possibilities for this next budget year to reduce their cost even more. It cost about \$380,000 to man a console 24/7. The Sheriff decided to eliminate one of their consoles to consolidate the functions in some of the existing consoles, which reduces the \$3.5 million by \$380,000. The other thing is in analyzing the budget itself, the Sheriff recognized that UPD was carrying some County costs as well; animal control, and the District Attorney and Sheriff's office itself. To keep accounting straight, these items should be deducted at \$190,000, which is the other deduction made, bringing their budget to \$2,935,000 that John is proposing the amendment to the UPD budget. In addition to this, there are County costs. John met with Mike Reberg today and added a revenue and expenditure line item for County Services. It will not affect anyone else's budget, but it does acknowledge the fact that the Sheriff has made some adjustments reducing costs. Sheriff Rivera appreciated everyone's support on this and mentioned they worked hard to make sure that things are right and by splitting the County away from UPD, it will be cleaner and true costs can be seen this way. The last clause in the agreement we adopted in October identifies the fact that at the end of the year, we will reconcile these costs; if the budget is under-estimated, it would be incumbent upon the Sheriff to reconcile these costs up or down. Kyle Kershaw asked if the Riverton and Herriman part of the UPD budget already been taken out of this budget and reallocated. John commented that one of the reasons the Sheriff is reducing a console and consolidating 2 agencies was in anticipation of this. They brought over 16 radio consoles; and regardless of what the radio traffic is, if all 16 consoles want to be maintained, they all need to be paid for. This last round in John's request to get to the \$2,935,000 takes into consideration that they now do not have traffic on that channel and can move these channels around. One of the reasons in the Interlocal from October that we decided to do it on a cost basis was because the million calls that are processed through here, UPD was identifying what is a call differently than we were. Through this next year we are looking at the 911 calls that hit the switch for every jurisdiction and looking at the self-initiated calls and then manipulating them to be the same methodology we are using for everyone else. To get a handle on this, a pure cost basis was the only way do this. To reduce the budget, a public hearing doesn't need to be called. We are increasing a new budget line item for the County and John did schedule a public hearing for this.

At 2:59 p.m., Gary Whatcott opened a public hearing and solicited public comment on the proposed FY2020 budget amendment. There was no one attending that wished to speak to this. Seeing none, Gary Whatcott closed the public hearing at 2:59 p.m. He then asked for a motion on Resolution T19-07.

Motion –

. . . by Mr. Dan Petersen, to approve Resolution T19-07; the motion was seconded by Mr. Mike Shelton; the motion carried unanimously by roll call vote.

OPERATIONS DISCUSSION – UPGRADES TO SPILLMAN AND VERSATERM CAD

Radio Programming and Staffing

John Inch thinks they have covered several issues with regards to the radio programming. We need to come to a resolution on both cost and the ability to program radios and programming radios throughout the valley must be consistent. Gary Whatcott mentioned he has had a conversation with Dave Edmunds about this. He wasn't aware of the cost issue but as far as allowing the programming to be done at agencies, Gary believes that Dave is okay with this. Dave has made accommodations; UCA has provided the load to some of our people to program the radios. The template identifies the channels and then they put it into a load and the key allows you to open it up; the key is what they won't allow us to have, but they have provided us with the load. We still need to work with them and change this, and when John met with Dave, John said he was fine with them auditing or supervising, but the agencies cannot afford to be charged \$30 every time they touch their radio. Once they provide all the information in a thumb-drive on a laptop, the radios are plugged in and it takes 5

minutes to load it. Plus, the radio division is funded through tax dollars that they didn't have before. Part of this was the reason that the \$25 per month per radio was taken away. The other part in the tax dollars coming in is something that we need to maybe understand. Once the radio system is in, they will go through and touch everyone's radio throughout the state, at no charge. However, waiting 18 months for that contract to be perfected is unacceptable. Gary Whatcott's recommendation would be that on the fee and key piece, we draft Dave a letter and then deliver it to him in person at the next UCA Board meeting to read it on their record minutes. John will draft a letter and send it out for review.

Upgrade Schedule and Capacities

John commented that this is follow up to upgrading the 2 CAD systems we currently run. What we did was keeping the systems alive, especially on the Spillman side, when looking at the transition from the AIX to Lenox servers. We are preventing ourselves from going dark. It does give us time to extend it, but it's not a long-term solution going into this. On the Versaterm side, it's the same thing; we are looking at versions that are 4 versions back because we thought that Hexagon would be on place. As we do this, there is some onboarding costs that should be borne by the agencies themselves. In doing this, because of disparate systems, it's something that John believes we need to identify consistent ways of identifying this cost. All maintenance costs will continue to be paid by VECC, because we would do that whether we were doing Spillman, Versaterm or any other system. But as we look at people coming on the systems, there is the licensing costs for them, and the onboarding cost here, which John feels should be paid for by the individual cities. These costs are only for new agencies coming on to get them set up in the Center itself. Onboarding is a new entity coming on, not being on the CAD, to pay for the licenses for the cars, and the ongoing maintenance and support and actual upgrade to both the RMS server and the CAD server will be covered by VECC. Upgrading consists of reconfiguring agencies, officers and accounts done on the backend.

Gary Whatcott asked John if there was an outline in moving forward and if the group has come to a consensus or if not, he'd like it added to the agenda for the next meeting to discuss the direction moving forward. John was hoping he would have more of just a letter from Snow, Christensen, and the agreement, because it could outline certain things we may or may not want to take into consideration. John asked in mediation whether we could utilize the servers and windows software for hour next steps and the answer was yes. We are utilizing that for our upgrades. The next steps we need to take is direction as to if we are doing a full-blown RFP, a limited RFP, if we are going to entertain demonstrations of the upgraded systems, and John feels these are the next steps we need to decide. John thinks that before we get into it too deep, to have the official agreement in front of us. What we have so far is a fact sheet, and we've been waiting for Hexagon's attorney to provide our attorneys with a draft, which they do not have. They should have it soon, but we did not have it for today's meeting. John will add this to the agenda for the July meeting.

CONSIDERATION OF RESOLUTION T19-08 POLICY RELATED TO HB 163

This resolution is in relationship to HB 163, which restricts the use of public funds and assets for their employees. John drafted this resolution which is a De minimis use of public assets of public monies and those types of things. This would go into effect in July. It was asked if John had more specific policies for things such as computer and vehicle use, which he does. John put it on here because he wants it on the record that we are authorizing our employees to have a De minimis use of our equipment. Gary asked for a motion to approve the resolution.

Motion –

. . . By Mr. Doug Hill, to approve Resolution T19-08; the motion was seconded by Chief Dan Petersen; the motion carried unanimously.

There was nothing else to discuss at the meeting.

The meeting adjourned at 3:16 p.m.