

SALT LAKE VALLEY EMERGENCY COMMUNICATIONS CENTER

BOARD OF TRUSTEES MEETING
February 19, 2020 Meeting Minutes
VECC Board Room
5360 Ridge Village Drive, West Valley City

MEMBERS PRESENT:

Mr. Dan Petersen; UFA, Chairman
Mr. Brett Wood; Herriman, Vice-Chairman
Mr. Gary Whatcott; South Jordan
Mr. Layne Morris; West Valley City
Mr. Mark Reid; Bluffdale
Mr. Kyle Kershaw; South Salt Lake
Mr. Jake Petersen; UPD
Mr. Doug Hill, Murray
Mr. Tim Tingey; Cottonwood Heights
Mr. Korban Lee; West Jordan
Mr. Scott Harrington; Taylorsville
Mr. Ryan Carter; Riverton
Mr. Mike Reberg; SLCO

MEMBERS ABSENT:

Mr. Mike Morey; Alta
Mr. David Dobbins; Draper
Mr. Kane Loader, Midvale
Ms. Gina Chamness; Holladay

OTHERS PRESENT:

Mr. Jon Harris; Murray
Mr. John Evans; West Valley City
Ms. Colleen Jacobs; West Valley City
Mr. Jeff Carr; South Jordan
Ms. Lisa Burnette; Salt Lake City
Mr. Jaysen Oldroyd; Salt Lake City
Mr. Scott Young; Snow, Christensen & Martineau
Mr. Scott Ruf; SLVECC
Ms. Beth Todd; SLVECC
Ms. Shelly deJong; SLVECC
Ms. Mary Bain; SLVECC
Mr. Jonathan Bridges; SLVECC
Mr. Eran Bair; SLVECC
Mr. Jeff Monson; SLVECC
Ms. Andrea Partridge; SLVECC

Chief Dan Petersen called the meeting to order and opened it up to any public comments. There were no public comments to be made.

Motion –

. . . by Mr. Doug Hill, to Approve the minutes of the January 15, 2020 minutes; the motion was seconded by Mr. Gary Whatcott; the motion carried unanimously.

ANNUAL FINANCIAL AUDIT

Mr. Dave Sanderson introduce Dana Howell to the Board. The audit was finally completed, a few months late, due to the money coming back from the Hexagon project being resolved. The audit was filed with the State of Utah. Dana mentioned that they issued financial statements with an unqualified opinion. The financial statements are in accordance with GAP and there is nothing to call out as far as their opinion on them. In the

Management's discussion in the analysis, the situation of change in vendor was explained. They wrote off assets that had originally be classified as work in process, approximately \$3.7 million, which left about \$1.8 million still salvageable in assets that still can be used in the project. They recognized the settlement amount of \$4.2 million. She mentioned on the balance sheet, they set up a receivable for the \$4.2 million settlement and set part of it as restricted, and part was used in the continuation of the CAD project. About \$1.4 million was set for reimbursement for costs already incurred, which shouldn't be restricted for future CAD use. On the income statement, they netted the \$4.2 million settlement and reduced it by the \$3.7 million in assets written off and show that as a gain. This is an unusual item under the non-operating revenues and expenses. There is a note deed that talks about restricted assets and it explains the situation and the restrictions on the receivable that came in from Hexagon and then on the remaining cash which is restricted for the project. Dana was asked if there were any findings. She replied that there were no compliance findings, no internal control findings; there were a few small management comments which they discussed with Scott, Beth and Dave, but nothing that would need to be submitted to the State. The letter to the Board mentions no difficulties encountered during the audit and any adjustments that were needed were posted, and there is nothing to call out on the letter either. There was nothing specific to point out; everything was very clean once they got the accounting for the CAD situation taken care of. Kyle Kershaw asked, on the management letter last page, there was a recommendation, and he requested Dana walk her through it. He asked if there is an accounts payable module used due to a lot of monthly journal entries made. Dana commented that the accounts payable module used where bills are entered and sitting as payables for a given time; it's more like the checks are getting recorded when the bill is paid and that is the extent of the use of that. They were just thinking it may be good to get the bills put into the accounts payable system so they have good cut-off based on the date of the service, and so they can run an unpaid invoice report to become the payables amount for a month. The cut-off is fine because journal entries are being made; if a check gets written right at the end of the year for a bill within the next year, a journal entry is being made to adjust this to the proper period. This could be avoided if the accounts payable module is used, which is Great Plains. Dave commented that checks are written every Friday, so they are not held for very long.

Motion –

. . . by Mr. Gary Whatcott, to accept the annual financial audit as presented; the motion carried unanimously.

CAD PROJECT UPDATE – STATUS OF GRANT TERMS

Versaterm Status Update

Mr. Scott Ruf reported they have remained static; we are still working with our team and UCA to finalize the grants new terms and conditions. He has been in contact with Versaterm and our Consultant, going through the checks, balances and deliverables required by Fire that were added in the Summer to Fall of 2019. They were narrowed down between the different Fire Chiefs and what their expectations are with the software, they've been delivered to Versaterm. There were two agencies, South Salt Lake and West Valley, who had questions with regards to the Law side, which we are working through. Scott just got the justifications on their requests which will be forwarded to their IT departments so they can come up with a solution and make sure it's checking the boxes for us. He is also continuing to negotiate the terms for the Versaterm solution; there is no contract yet, but we are working towards that. Nothing will be signed until we are squared away with UCA and then Police, Fire and all other stakeholders are comfortable moving forward to avoid any pitfalls going forward again. Hopefully, within the next few weeks, answers will come more quickly so we are able to get better timelines and benchmarks to hit with regards to the project. With regards to the questions with SSL and WVC, it's just moving information between the two systems, but they are still just working through the original issues, there is nothing new.

OPERATIONS BOARD BRIEFING

Fire and Police Operations Board Briefing

Chief Petersen has asked for Police to address the Police Operations and Fire to address the Fire Operations when they come to this meeting. Chief Jon Harris reported that at the Operations meeting, Police recognized dispatch for a recent Domestic call in Riverton that displayed excellent communication. On the Fire Users report, they discussed Versaterm and cross-training dispatchers on Versaterm and Spillman, and they have

noticed a significant improvement with Police and Fire on the same call. They discussed the need to update some of the natures for structure fire responses; this includes everything from the smell of smoke to flames and smoke showing. On the Police Users report, there will be no restrictions at the jail; they will take anyone, but a phone call needs to be made first for misdemeanor C's on paper. They discussed some of the verbiage on calls involving weapons to make sure it's clearly understood. Police will communicate better with Fire when they need them to stage and respond. They believe there will be an upcoming drill for a terrorist attack, on May 8th. There hasn't been much communication on this yet; we are hoping to get more details. Chief Jeff Carr mentioned the CCTA was in town this morning, looking at the District area, to have the training. If it's cleared today, this is probably where the training will be on May 8th. On the Tech Users report, they have been working with Banjo, working on paging, the CAD2CAD for UHP, which hasn't been working, and they discussed some technology advancements such as body cams and evidence management. They got to meet Director Scott Ruf and he discussed some of the things going on with UCA as far as going over terms and conditions the next 30 days. He feels that Dave will still support the grant. They discussed the requested from Chief Petersen to split up the Operations Board. Right now, fire and police meet together, which has some advantages and disadvantages. They discussed breaking this Board up, having separate Police and Fire meetings and then at this meeting, both a Police and Fire report would be made. This has been tabled until the March meeting; Scott and Beth will research if the Bylaws will allow for this and then they will have a plan. Chief Petersen believes it would be valuable for this Board to hear from whoever is leading the Fire group and the Police group. Scott mentioned that he reviewed the Bylaws and there is nothing there that prohibits the two separate Boards, but it does require that the full Operations Board, with a quorum, meet at least quarterly. Chief Petersen requested that the Chair and Vice-Chair communicate often to make sure that when more dialog needs to take place, that it happens. Chief Harris commented they talked about legislation and how they are trying to improve the transfers between dispatch centers, which will be covered later in this meeting. Cross-training was discussed as well as software updates.

2020 LEGISLATIVE UPDATE

Beth Todd reported that there is one bill, SB130, the UCA bill, that we are closely following. There are some updates they are proposing which will impact the PSAPs. The high number of call transfers that PSAPs make between themselves are very concerning to them. What they are introducing into this legislation is that we need to reduce those down to no more than 2% of all 911 calls by 2023. As soon as we can merge our phone systems, this will reduce transfers by 38% right away, as we are just transferring them across the floor. We have a meeting tomorrow with SLC and DPS to talk about what we will do as far as internal transfers and the County. The other piece of the legislation is what they call proportionate funding, which does not impact the \$0.71 we get for each phone line, but there is an additional \$0.25 from the 911 fees that goes to UCA, which they call the 911 Emergency Fund. This fund is to pay for the state-wide phone system. If there is any money left over from that fund, they are proposing that it be awarded to PSAPs proportionally if they meet additional requirements, such as 911 answer times, having a state-wide call processing policy and participation in an annual interoperability exercise. Our total number of calls received here is about 230,000 a year. For the first three years, this fund would only be for PSAPs that are considering physical consolidation. After three years, it would open to other PSAPs. This bill went to committee today; we will continue to follow it. Chief Petersen commented that it doesn't mean a lot of money to us, but it sets a baseline, and we should think of it as something that would potentially expand into requiring performance to get some of the other funding in the future.

CONSIDERATION OF RESOLUTION T20-XX AUTHORIZING ISSUANCE OF RFP FOR LEGAL COUNSEL

Scott Ruf added the resolution to the Dropbox. David Church is retiring, and he needs to be replaced. We will be issuing an RFP for legal services for the Board of Trustees and VECC. Chief Petersen believes it would be good for some who are interested to potentially be the group that reviews the applications and conducts the interviews. He asked who would be interested in being a part of this. Gary Whatcott, Ryan Carter, Tim Tingey and Chief Petersen will be a part of this group and will consider this if moved forward. This would be for a contract attorney rather than an in-house one.

Motion –

. . . by Mr. Ryan Carter, to approve Resolution T20-XX; the motion carried unanimously.

DIRECTOR'S REPORT

Scott Ruf commented that he's been busy with the UCA CAD grant project since he arrived. In between, he's trying to evaluate the organization and personnel. He's gone to the Fire and Police user groups and has heard positive things in these groups about the people at VECC and the job they do. Scott has done a high-level overview of staffing and with the current managers and supervisors, he is beginning to set those expectations and scopes of responsibilities for those positions to prepare them for the changes that may or may not be coming. He has a few ideas regarding scheduling, staffing and reshuffling personnel based on the needs of the organization. Once we make this transition on the CAD, we will be able to reallocate some of those resources within the organization to better serve ourselves internally and our outside partners as well. Scott wanted to address one complaint with the concerns on wait times with calls, being put into queue. At the end of this month and beginning of March, there is a plan to merge the phone systems and combined with our cross-training discussed earlier, this will allow us to be on one unified phone systems so that people on both sides of the house will be able to answer 911 calls. We hope that with training and staffing, the hold times will gradually go down. Prior to his arrival, there were about 10 call takers hired that will be soloed the end of this month. We have another group of 10 employees starting on Monday the 24th. We should need one more group of 10 and will then be fully staffed; we are making progress there. Hopefully this will assist with some of the stresses and allow us to continue to grow and move the organization forward. Scott's intent is to use the resources we have and evaluate those resources to make sure we have the best people in the right places. Mr. Brent Wood asked Scott if the complaints he gets are actual complaints or issues to resolve. Scott interprets them as complaints; internal issues will follow the proper chain of command for resolution. One specific complaint he got involved being put on hold for a length of time, or what they felt was a long length of time. Scott mentioned that the message he is trying to deliver is that he is available 24/7 to police and fire services. He has given out his cell phone number to them for an emergency or situation, day or night. Chief Petersen mentioned that two of his elected officials have an experience that was negative here at VECC. He forwarded their information on to Scott and that contact was made directly. It was comfortable for him to know that they would be contacted in a timely manner for what they had experienced. Scott mentioned that communications is key. Korbin Lee asked Scott after his first few weeks here, what his first impressions are coming here and if anything surprised him. Scott responded that 911 centers are all the same, only the faces change. Staffing is always an issue and you must develop plans based upon the market to deal with that. There is nothing shocking, but he does feel bad that perhaps executive leadership was missing or the lack of. The perception of mistrust is the feeling he's getting most of the employees. They feel they weren't listened to or ignored. Scott has made himself available and have had employees coming in to meet with him. He says the situation really drives the approach, but he's not shocked by anything. He's trying to deliver the message that it will get better at all levels, but not overnight. There is a difficult balance when running a 24/7 operation. Employees are becoming more and more hyper-sensitive. Scott is not unsympathetic; he has done this job for 30 years. But enough is enough. If we as management and the executives in the organization deliver a message of what our clear expectations are that will fix itself. He wants to put people in a position to make a choice. The choice is to be here and be part of the future of the organization, or to leave and find someone else who wants to do the job and be here. This is the position Scott wants to get VECC to. He wants everyone to be successful and to have the tools and resources, but the employees need to meet halfway. Mr. Brett Woods commented that after Scott had some of these meetings, someone contacted him, and this is a positive direction for him. Brett has spent time around the people at VECC and he is very sensitive that VECC has a management who will be open to anyone who wants to come in and share an issue with Scott.

FINANCIAL/BUDGET REPORT

Chief Petersen mentioned that one of the things Scott has been asked to do is dig into the finances and help the Board understand where we are at. He wants to know where we are at on budget, on track and what member fees look like, and are we okay. Several of the Board members have been a bit nervous about some of the components that have happened and not happened. His direction to Scott was to identify what the needs are and tell the Board what they need to do to make it happen. Scott did a presentation and broke it into three parts. With regards to fiscal year 2020, Scott has a few concerns. He did reach out to John Inch Morgan to get some feedback of how VECC got to some of these things. He did respond back, however, Scott doesn't completely understand how he made some of the numbers work. The first issue to be brought up is the shortfall we are projected to have the last 30 days or so of the fiscal year. Scott is very concerned about the talk about reserves and how much is in reserves. He can tell the Board there is no reserve account. It is cash in the checking and a trust account. There are reserves in the CAD account, which are untouchable, and there is another account tied to station alerting which also cannot be touched. There is no other reserve of \$1.5

million. This money is gone absence of the trust fund and checking account cash. Some of this goes back to the CAD project and some consulting fees and things that were paid for. A significant piece of the funds allegedly was used to cover those expenses. There was also questions of how the UPD assessment was done. He understood it started at one number and then went down and then John Inch brought it down again to a number. Scott believes this was a mistake. He cannot find the agreement when the transition happened, so he doesn't know if there was an agreement up front. When UPD came over on January 12st of 2019, one of the things Scott heard was there was no historical data, so John just knocked out some salaries related to commission personnel and came up with a number. UPD felt that was still high, so John brought it down twice to about \$2.9 million. Undersheriff Petersen commented that they cut 2 channels out of their service. Gary Whatcott recalls a discussion back in the fall of last year because the Sheriff brought it forward that there was still some inequity in police. Dave Sanderson said that they did 15 variations of the budget last year and they started at \$3.8 million with UPD and then it went to \$3.4 million. Around the 8th or 9th edition, it was at \$2.950 million. But the cost center is running higher than that, which is eating into reserves, along with the \$1.2 million mentioned earlier. If money is returned from the settlement, that will help, but we will still be struggling financially in June. Between using approximately \$1.2 million of VECC's money on the CAD along with UPD running higher than anticipated, it's eating into the reserves. Projection-wise, we might not make it by June 30th, as that's our lowest cash point. The issue this year will be the 3 payrolls in June, which will be another expense occurred. We've never had much of a fund balance because we've operated lean. Scott had a conversation with the Undersheriff; he was looking for equity in the application of the assessments. Going into 2021, as Scott looked further into the budget, he couldn't figure it out, it seemed off to him. For many years, a lot of the budget line items were flat. He asked the managers how the budget process was done every year. Dave reported that the estimate to next year's budget is based on current market conditions. He would take the prior 6 months of the year and then double it for next year since many people come and go in a 24-hour center. Scott is struggling with the idea that if we have an FTE allocation of 200 and we only have 100 on staff and you double at 100, we are budgeted at 100, not 200. He figured out what the authorized numbers, which is about 157 FTE's and 35-35 part timers, totaling 190 employees. This is how he will begin to build the 2021 budget. Scott is still working through some of the numbers, but the personnel is really the biggest hit by between \$3 and \$4 million. Health insurance came in at a 6.9% increase for this year over last. He took UPD out of a cost center and folded them in like everyone else. One thing he's preaching to his people is that we need to get off the "us" and "them". We are VECC; one team and one organization. Technology is one thing but as an organization we are one. The Undersheriff had his staff provide Scott numbers and he will brief him after the meeting. He adjusted the numbers up due to some items that are not counted or counted differently in Versaterm. It's a configuration issue, so it won't be an issue moving forward, but for now, he's up'd the number by half. He folded them in and then he pulled the CAD project out; it will be dealt with as a separate thing as it was skewing budget numbers. We are looking at an overall 25% increase and there are some heavy hits on some of the assessments at first glance. He is using the 3-year rolling average against the assessment. They are determined by taking the franchise 911 fees and the UCA Prime Site lease as money he can count on coming in, which is taken off the top. The budget is projected at about \$18 million in 2021, minus the external revenue and then the assessed evaluation will be right around \$10 million. Using the rolling averages for calls for service will give the percentages. The assessments are the divided by the 65% law and 35% fire, based on calls for service. Scott is still working through the numbers as he wants to give an accurate count and his goal is to use 2021 which becomes the true base-line operating budget moving forward and then we adjust accordingly based on uncontrolled items like medical. Much of the items are static or they are built-in knows. He is still working through it and he tried a formula he uses, and it works which is calls for service and population, but it makes the assessments worse. Gary Whatcott commented that it appears the budget didn't include the full amount of personnel. Dave said they tried to budget for full FTE's years ago and it was brought to the Boards and when the actual is a lot lower, the Boards didn't want to pay that higher assessment, so the number was brought down. Dave said we were budgeting at about 92%. Mark Reid asked how much is that a percentage of actual. Dave said that it was close, with all the attrition and not having full staff. Scott cannot see where the 90% bares out because we are down approximately 30 people. He said we are going from \$10 to over \$13 plus million dollars in personnel and he just used fiscal year salaries. Kyle Kershaw asked if VECC was on a bi-weekly payroll. When comparing actuals to the budget, he asked if Scott was using the payroll year, as it will track differently than the calendar year because some months there are three and some months there are two payrolls. Scott has never done it by pay period; he takes the annual salary and pile everything on top, which is the employee costs for the year. Kyle also mentioned he's asked several times over the years to get monthly statements sent to the Board; he believes this would help the Board if it's possible. This might be

helpful if we get into a practice of providing financial statements to the Board. Scott commented that his administration prepares checks every Friday and he's asked where the bill list is at; they don't produce a bill list currently. His intention is to create a bill list every month for the previous month. There will be financial changes made internally. He wants to be able to account for everything but make it as simple as possible to read. Scott and Chief Petersen have had discussions about a more in-depth audit regarding practices and internal controls. A lot of the things he found with fiscal policies, he has concerns about, in what form they exist, which version is correct and if they came to this Board for approval. He cannot find a lot of them. Scott wanted to be clear, he doesn't think there is anything criminal or malicious going on, it's just hard to follow. He wants to review the entire financial side of the house and reset it to clean it up. He will update each VECC policy and bring it to this Board, or to legal, for review and approval. He is looking at options to bring the financial piece in house. Chief Petersen is concerned about the financial policies that many of the Board members have not seen yet or were modified in 2018 that he cannot seem to find discussions on. Ryan Carter also commented that there was a purchasing policy at one time that suddenly got buried when it became important. Chief Petersen would like to call a financial taskforce so that a new meeting doesn't need to be created each time, but a subgroup of interested people here in finance, that will start meeting with Scott routinely. They would not make any decisions, but to help vet and report back to the Board. It might be helpful to get some of the Board members finance staff to help assist as well. Kyle Kershaw commented that we already have a budget committee and he recommended maybe expanding this for others interested and expand the scope. Chief Petersen asked if the Board wanted their finance staff, or members of the trustees. He's not proposing that any final decisions or final proposals be made in these places, other than to bring back to this Board. Scott Harrington, Undersheriff Petersen and Kyle Kershaw volunteered to be on this taskforce; Chief Petersen mentioned he would be happy to put some of his finance staff on this as well. Scott is willing to do all the work and putting it all together and then giving it to the group to review and suggest. This will be an advisory group to Scott. Doug Hill asked about time frame for the assessments as his mayor needs to be making decisions on the budget, he will submit to their city council, in March or the first of April. He also asked what the budget process will be as we are already in February. Scott commented that he's already received emails from cities on what their assessments might be. He feels he's close to what the assessments should be for 2021, based on everything discussed. Scott can firm these numbers up before the end of the week; his only concern is that some numbers can be big. Gary Whatcott thought there would be an adjustment in the maintenance fees they had to pay, and he wondered what that might be. This is also a budgetary concern. Scott is still negotiating this. He believes these are operating expenses that would just be rolled into the bigger budget. The number they gave him was way out of line. He has been talking with them and they should be getting him numbers at any time. In his opinion, he believes these are operating expenses and he believes a special assessment would be in order. He also believes we should have one quarter of operating expenses in reserves that we don't touch. Chief Petersen has asked Scott to prepare what would work under what he anticipates to address the issues. He wants Scott to come with what he believes will meet the current service levels, hand it out and let the Board talk about where they want to be. Whether everyone thinks about it and comes back in a week or two, or do a phone conversation, Chief Petersen would like to explore this. Ryan Carter commented that one of the things he heard early in the presentation was that one of the problems began with the way in which UPD was initially assessed for coming on board in 2019. He knows the assessments for them went down a few times and he heard from Jake that there was a cut in service. He wonders if UPD will be paying for the arrears or will all the other members make up for the amount that should have been paid. Scott commented that on the FY2020 issue addressed with the manipulation of the assessment for UPD, short of asking the Sheriff for \$1.1 million, he doesn't know what the solution is. The bigger numbers are for FY2021 folding them in to the same assessment and formula as all the members of VECC, which makes it equitable, which the Undersheriff was asking. They just want to be treated fairly. For FY2021, Scott eliminated the UPD cost center, folded them into the mix as a true member agency and applied the numbers. Ryan Carter said everyone is basically taking a fair share of that. If one individual group is substantially underpaid because of some flaw in how things were administered, that produces a short fall, like we are facing, everyone must make up for it. Scott said this would have happened regardless of what happened with UPD for 2021 because he truly believes the budget wasn't created based on the authorized full-time employees and everything that comes on top of all those employees. This increase would have happened regardless. Undersheriff Petersen commented that they have legitimately cut their services dramatically. Ryan said they need to figure this piece out. Gary Whatcott said they had a discussion on this very issue, the whole Board did. UPD has cut 2 channels from their working channels. The Sheriff was here that day and she talked specifically about why there needed to be an adjustment again; the Board agreed to it. But the longer-term

solution in 2021 which was to treat UPD the same as every other member was always the goal through the process of getting them on board. We knew there would be multiple years of staging this to get to this point. No one knew what the fiscal aspects of this would look like and if it would represent an increase or not. The way they were assessed from when they first moved here is different than the way the other agencies are being assessed. Ryan Carter said this is because they didn't have base-line data leading up to when they arrived, so they needed to make some assumptions as to what the three-year rolling average would be when they came up with the initial bill. Riverton is in the same situation because they are just starting going forward as well. They estimated based upon what they heard their call data; they were over assessed a bit and they have just been living with it. If UPD was under-estimated because they didn't have their three-year rolling average, how do you address this. It needs to be figured out. When you go forward, you start at year one with an estimate of your call volume. Undersheriff Petersen has been asking for this, and he has talked with Gary, Chief Petersen, Scott, and he talked extensively with John Inch Morgan over the past 8-9 months, about doing their best looking forward, being rolled in and being treated the same. If the bill goes up, it goes up, if it goes down, it goes down, they will pay their bill. Chief Jeff Carr reported that in his dealings with John Inch Morgan, there is a reason he did a cost center for UPD; he didn't have the confidence to be able to roll them in with the way everyone else was being assessed, which was why that was separate. He's concerned moving forward where we're still on two different systems and the methodology of how we are charged based on how something is counted in Spillman verses in Versaterm. He's not sure how this is figured and rolled in. He would want some sort of confidence in this. The numbers are very different than how he was told things are counted in Veraterm verses Spillman. He believed John, for UPD, just brought them in and kept them separate. He told John he should keep things separate until we are all on one system to truly account for what their part of the organization is. When Bluffdale left Salt Lake County, their call volume doubled and almost tripled because of the way the calls were counted. As the salary increases were approved a few months back along with an increase in the number of employees, there should be no surprise that the costs are going to go way up. Mark Reid is worried about what is full employment for the center. He doesn't want to get too full, where all the slots are filled, until it's determined how many slots are needed. Scott is not asking for 30 new people; these are people that should have been here or that were never here. It's based upon authorized. Mark said that was the problem, that we've never come close to what we're authorized on and now we are to the point where we must expend based on what we are authorized. He's asking to justify the allocations. Doug Hill believes that right now, we need to focus on what the policy is and what the assessment is based on. He mentioned that John had talked several times the last few months about revisiting the assessment policy; he didn't feel that just using purely calls was the fairest way to do it anymore. This needs to become part of the discussion in the future. Right now, the policy sets the assessments based on call volume, whether we agree or disagree, and that's what we need to know right now. Gary Whatcott says what complicates this right now is the two systems. Chief Carr commented there are inefficiencies right now. For instance, South Jordan has their own channel, but Herriman and Riverton are sharing a channel because they are on Versaterm. Why couldn't all three be on the same channel, to save people. Scott is looking at a squad system schedule where we have 30 people on duty. Today, we need 20 channels on the dispatch side 24/7 to accommodate all the agencies needs, and then there is the call taker side. Chief Petersen said these issues will be worked through. Fire's world has not really changed in this process. The complication on the police side is driving fire a 45% increase. With the introduction of UPD and the complications with Versaterm, he is struggling with that issue as well. He has asked Scott to take what is currently there, bring it to the Board for discussion and then figure out where it takes to get us whole and look at the inequities, and make decisions. Maybe this year we say we've been budgeting at 50% of FTE's and so we budget for 70% this time and live with it. It will impact call times and a lot of things, but we have been operation quite a bit lower than that for a long time. Or maybe we bite the bullet and get to 90%. We must make that decision and be accepting of the consequences of whatever that looks like. Gary Whatcott's concern is if we are budgeting based on where we are today and then we switch the CAD, the numbers are then generated differently, we would be based on a completely invalid system again. Layne Morris asked how difficult or feasible it is to do the rolling average for assessments based purely on population for the next 3 years. In that time frame, a new plan can be developed. Mark Reid mentioned that if the call volume doubled, they still divide the number by double and they still come out with the same assessments. There isn't anything fairer than base it on the number of calls. Ryan Carter believes the formula for the assessment was written into the Interlocal. Chief Petersen said the challenge is that the formula didn't work because of the two CADs and the introduction of UPD. There isn't an easy path to go other than looking first at what everyone put in their budget last year and what was paid as the basis and then look at the impact of UPD and what they paid, take the gap and do the best to make an even share of where that goes this year.

He doesn't know how else to do it, but everyone will need numbers in a couple of weeks to present to their boards. Scott Ruf mentioned that UPD provided him their calls for service for 2017, 2018 and 2019, and then he added another \$100k on top to accommodate the traffic stops and other things, just to get a baseline. He agrees with the Chief in looking at last year and throwing 5 or 10% on top with the understanding that sometime in the first quarter of FY2021, we'll have to set a meeting aside to deal with this issue. He can put projections of what it really looks like as a starting point. He can work with his staff and look at schedule options but going to the squad system, do we get enough coverage for what we're asking for and then cut out positions. He doesn't know that he recommends this, but ultimately, he'll give this Board the facts and the Board will give him direction. Scott just wants to make sure everyone is fully informed. When UPD came over, they had 42 FTE's. Today there are 31. On the Spillman side, he is short 13 FTE's. We are still short 32 FTE's. He doesn't know if there is a formal way to figure authorized positions. Chief Petersen would like numbers within 2 weeks. One of the positives of this conversation is that everyone understands things a little better. He would like to set a Trustee meeting in 2 weeks strictly for the assessments for everyone to come prepared to decide. Scott will communicate with everyone he needs to so that the Board can come to some sort of conclusion to move forward. On the assessment, the Board will define what they are willing to pay, and Scott will build a budget around it. Kyle Kershaw asked that Scott, as he is preparing for the upcoming meeting, put together a worksheet with every position and the current salary. It should also include the benefit package for all employees. Scott has this and will put it all together. Gary Whatcott mentioned one fundamental issue that Scott needs direction on; will we continue to run UPD as a cost center for next year or will we run them like everyone else; there is a difference. Scott has a model on the current assessment of calls for service, with and without UPD. He also has a call for service and population. They scheduled the budget meeting for Thursday, March 5, 2020 at 1:00 p.m.

Motion –

. . . by Mr. Ryan Carter; to move into a closed session to discuss pending or reasonably imminent litigation; the motion was seconded by Mr. Gary Whatcott; the motion carried unanimously by roll call vote.

The meeting went into a closed session at 3:57 p.m.

Motion –

. . . by Mr. Brett Wood; to move back to an open session; the motion was seconded by Mr. Gary Whatcott; the motion carried unanimously.

The meeting went back into an open session at 4:45 p.m.

Chief Petersen wanted to bring to the attention to the Board some grant funds that have been applied to two spaces that need to be addressed. Scott Ruf, as part of the reconciliation, discovered a state Homeland Security Grant that was tied to the Hexagon project, in the amount of \$177,300. He found the same invoice charged to the UCA grant and then sent to Homeland Security, Utah OEM, as proof of expenditure and received 100% reimbursement. VECC received this reimbursement about 5 months later. It was charged to the grant, but it looks like when the money came in, it just went back to VECC operating. It appears that we received money from OEM and the grant on the exact invoice. The best place to send it back is to UCA. We gain more credibility by owning this quickly with UCA than with anyone else. Scott was directed to take care of this. Something brought up at the last Trustee meeting with regards to reconciling where the expenses were was that the grant funds had been co-mingled with operating funds and not held in a separate account. Scott was asked to address this. He had asked this very question and brought this issue up. Typically, when you get a grant, there is entirely independent accounting done, especially with federal and state money. This will not happen moving forward. Lisa commented that there were still some things to be resolved, but everyone has made her feel better about it. SLC has paid over \$900k in costs that went towards the 20% match above and beyond the \$1.377 and it's things like that which bother her. However, they still want to be a partner and it's because she knows the Board will make this right. Chief Petersen has accounted for everything, they know where everything is at, and all \$5.088 is being held in an account and it's not co-mingled any longer. Everything is isolated and restructured. He is comfortable that we know the answer and we gave a great accounting back to UCA.

CONSIDERATION OF NEW BUSINESS

Chief Petersen commented that the agenda will be worked on the week before the meeting. Any agenda items or discussions to be put on need to be sent to Scott Ruf.

There was nothing more to discuss at this meeting.

The meeting adjourned at 4:51 p.m.

