

# Utah Communications Agency Network Executive Committee Meeting September 18, 2007

## **Present:**

Steve Proctor, Executive Director, UCAN

Brad Slater, Chairman

Doug Chandler, Department of Technology Services

Dave Hopkins, Department of Transportation

Lindsay Shepherd, South Jordan Police Department

Tim Slocum, Department of Corrections

Brent Ball, Summit County Sheriff's Office

Dave Bennett, Utah County Sheriff's Office

Paul Burnett, Salt Lake County Sheriff's Office

Craig Dearden (Proxy to Slater)

Jeff Winterton, Wasatch County Sheriff's Office

Dave Williams, Tooele County

Steve Gray, Bountiful Police Department

Jake Hunt, UCAN

Bob Wilenski, Ogden City

Deborah Mecham, Weber 911

Phil Bates, Department of Technology Services

J.D. Lougee, Provo Police Department

Jon Tait, Motorola

Dave Shopay, West Valley City

Bryan Low, Logan Police Department

Tom Kuhlmann, Provo City

Ron Lyons, EADS Secure Networks

Jim Rampton, South Davis Metro Fire

Jeff Bassett, South Davis Metro Fire

Destiny Skinner, Herriman City

1. Meeting was opened at 1:57 p.m. and conducted by Brad **Slater**.
2. Steve **Proctor** said that, per email vote from the last meeting, a contract was completed with Capstone Strategies/David **Spatafore** and they have been preparing a legislative agenda and information to get our case heard before the legislature. Dave **Spatafore** addressed the group and explained what he and Steve have been working on and what needs to be accomplished. They have completed a UCAN User Legislature Matrix. There will be a one page White Paper referencing what the FCC has mandated (narrow banded by 2013). Visuals will be presented to the legislature to help them understand what UCAN means by "narrow banded". Dave will recommend to Steve that we the Statute that created UCAN (63C 7206 sub 8). It requires development of broad policies for long term operation of the UCAN in performing its functions. Dave continued the discussion and asked for questions and/or comments. Non were given. Brad **Slater** thanked Dave and asked the Board to make it a priority to assist him when contacted.
3. Meeting minutes were approved for July 17, 2007. A motion was offered to approve. Tim **Slocum** seconded it. Vote: All in favor.
4. System modifications and changes -
  - We've had two Hobble Creek Canyon Site walks with the Boy Scouts of America who have leased the property and the LDS Church, which owns the property. Jake **Hunt** met with the Church individuals (one for the right-of-way, one for the road and one for the lease agreements) and had a good meeting. Hopefully, we should get a contract over the next month or so. We don't anticipate breaking ground on this site til next year when the process is complete.
  - We contacted the Mount Baldy site owner and they want \$2,400.00 a month for 2 rental racks which we thought was too excessive. We've looked at other options and struck a verbal agreement with D&G (who has a site there) to build a joint site. This site won't be up until next year due to power issues.

- Working on Humpy Peak to finish the alarm points and alarm the generator. We upgraded the repeaters three sites that are helicopter access only so propane must be flown in. However, the helicopter company we have used will no longer carry hazardous material which means we either shuttle one in from out-of-state or find some other means to get the propane to the top. We are working through that issue with our supplier. The sites are Clayton, Black Crook and Daniels.
  - We've been working with Jeff **Winterton** on the Wasatch County Simulcast Site due to continuing problems at the Wasatch Justice Center. We've been through antenna's and system components trying to solve the problem. We've used some engineering companies and are reviewing the situation before proceeding.
5. Rebanding Report - Steve **Proctor** presented a notice (Tentative Schedule by County Geographical Area) that will be emailed to everyone. The contract is signed and we're starting in Provo/Utah County on September 19, 2007 and the Tentative Schedule addresses starting in Utah County, Salt Lake County, Davis County, Weber/Morgan County and Wasatch/Summit County. State agencies will be done in the county they are in except for Corrections. Dispatch Center equipment/recording radios will be done at the Dispatch Center in each county. Notification will be made to the entity to provide ample time for the agency to prepare. We need a contact person from each agency. We anticipate being in each county 4-6 weeks to finish reprogramming the individual agencies. Please notify us if anyone needs help so we can make this as smooth as possible. Steve continued with the presentation.
  6. System Key Policy Approval - Jake **Hunt** identified problems with giving the system key out and the UCAN policy on the issue. Steve Gray **offered** a motion to approve the System Key Policy as presented. Paul **Burnett** seconded it. Vote: All in favor.
  7. Steve **Proctor** reviewed whose terms are up this years and who stands for election. Two articles were presented from the Bylaws on how the election process takes place. Positions open are: Weber Morgan - currently held by Sheriff Brad Slater; Summit County - currently held by David **Thomas** (Dave sent a letter asking to be dropped from the Board and that Brent **Ball** be his replacement from Summit County); Dave Bennett has been nominated from the Utah County Area; Craig **Dearden** - At Large Member; and Paul **Burnett** who currently holds the position under contract with Salt Lake County and is not involved in the election. The other committee members will stand for election in 2009 when their four-year term is up. This election is a four-year term. We need to establish a nominating committee to seek if there are other nominees for these positions. Discussion commenced. Nominating Committee Volunteers: Jeff **Bassett**, Tom **Kuhlmann** and Dave **Shopay**. The **Nominating Committee** made a motion to accept the nominees as listed or as changed, Brent **Ball** to replace Dave **Thomas** and Paul **Burnett** to represent Salt Lake County. Tim **Slocum** seconded it. Vote: All in favor.
  8. Brad **Slater** reported that Steve **Gray** is retiring, has been a valued UCAN Board Member, and Brad presented a gift and our appreciation. We also appreciate Dave **Thomas'** contributions. Brad said that, as a fellow member of UCAN and the co-chairmanship, he's very appreciative of Steve's efforts and hopes he accepts this gift on behalf from the Board and all UCAN. Unfortunately, Dave **Thomas** wasn't present but we'll be assure that we provide Dave with his gift and our words of appreciation. Brad thanked Dave **Thomas** for being involved. He was a passionate member of the board which helped on UCAN issues with the legislature in his capacity, not only as a Summit County Representative Attorney, but also as a Senator. Dave and Steve will both be greatly missed. Best wishes to them both. Steve **Proctor** thanked Steve for his efforts and related that, for Steve's replacement for the remainder of this term, Davis County

have appointed Tina **Roylance**. Tina is the Director of the Layton City Dispatch Center, a position that will also be up for re-election in 2009.

9. Steve **Proctor** related, at this time, we normally would have an Audit Committee Report. However, it will be ready for next meeting. We'll also have a draft budget prepared for that meeting. The rebanding project has put us behind but we will email all board members the draft budget before the next meeting for discussion at that meeting. We have scheduled an Audit Committee prior to that at 1:30 p.m for October 2007. Jeff **Winterton** asked if we would consider adding 10 EOC radios to his mobile command center at the EOC rate. It would be 10 radios for his stationary EOC and 10 for his mobile command center to be utilized in an EOC function. Discussion commenced. Steve **Gray** motioned to accept Jeff Winterton's EOC proposal. Tim **Slocum** seconded it. Vote: All in favor.
10. Steve **Proctor** related the IMC Hospital is moving October 28, 2007. They are moving everything (including patients) and UCAN is providing radio support for the move in cooperation with Gold Cross Ambulance who has volunteered all the ambulances.
11. Next meeting - October 16, 2007.