



BOARD OF TRUSTEES

Meeting Minutes

Date: Thursday, February 9, 2017

Utah Valley Dispatch

3047 North 400 West

Spanish Fork, Utah 84660

Board of Trustees Members in Attendance:

Jason Bond, Alpine City, Alternate
Howard Anderson, Town of Cedar Fort
Jeff Weber, Eagle Mountain City
Scott Spencer, Payson City
Terry Ficklin, Salem City
Benjamin Reeves, Santaquin City, Chairperson
Mark Christensen, City of Saratoga Springs, conference bridge
Seth Perrins, Spanish Fork City
Greg Graves, Utah County Commissioner
Don Nay, Utah County, Alternate
James O. Tracy, Utah County Sheriff
Mike Forshee, Utah County Undersheriff
Jacob McHargue, Town of Vineyard
Wendy Pray, City of Woodland Hills, Vice-Chairperson

Absent Board of Trustees Members:

Mike Geddes, Town of Cedar Hills
Dale Bigler, Elk Ridge City
Brad Gurney, Town of Fairfield
Lonny Ward, Town of Genola
Josh Cummings, Town of Goshen
Ed Dennis, Highland City
Jason Walker, Lehi City

Others in Attendance:

Deborah Mecham, UVDSSD Executive Director
Suzee Anderson, UVDSSD Administrative Specialist
Junior Baker, Spanish Fork City
C. Nathan Ivie, Utah County Commissioner
Brian Gwilliam, Operations Board Chairman

1. Call to Order: *Ben Reeves, Chair*
2. Consent Calendar: *Ben Reeves, Chair*
 - 2.1 Meeting Minutes for January 12, 2016
 - 2.2 Warrant Register October ó December 2016

Discussion as to whether to include warrant register each quarter. Decision was made to continue to review ensuring good internal controls.

Motion to approve Consent Calendar by Seth Perrins
Second by Jacob McHargue
Voting Unanimous, motion passed

3. Business and Action Items:
 - 3.1 Report on facility change orders and pending matters ó *Deborah Mecham, Executive Director*

Deborah Mecham deferred to Junior Baker, legal counsel for the District to review prior change orders. Junior stated that he has reviewed some change orders. He stated that the contract is a standard AIA contract, requiring professional responsibilities to be met. There were 2 change orders that Junior questioned. One was the sprinkler clock and the other was the conduit and wire between the condensing unit and split unit inside. Junior recommended meeting with the architect and raise our concerns about the expenses. Discussion ensued and the board agreed to have Junior continue to work with the architect. Questions were asked regarding the water issue with the west door. The door subcontractor came and looked at the situation and is installing a panel at the top of the door to stop the water from entering the building. Questions were asked regarding the heater in the Data Room. Deborah stated that a small space heater was suggested to cut cost and be effective.

- 3.2 Radio system options for improvement ó *Deborah Mecham, Executive Director*

Deborah Mecham stated that during the move 2 new radio consoles were added and the system resources are almost maxed out. To accommodate the additional systems, some VHF channels were eliminated from the consoles. However, it was determined that the VHF channels are still needed in some situations, and now need to be added, yet there is limited resources to do that. It has also been determined that there is a problem with the synchronization between the District and UCA. With the North Channel split approaching in July, there is a need to add equipment. Deborah estimated that the cost would be around \$3,500 with the funds coming from the technical budget. She stated that because of the issues with the VHF, the need for future addition of a fire channel, and to provide redundancy, additional copper wire would need to be connected to the county as well as additional channel banks. The cost for this has not yet been identified.

- 3.3 Legislative update ó *Deborah Mecham, Executive Director*

Deborah introduced SB 198 Utah Communications Authority amendment. She highlighted areas of the bill that would affect Utah Valley Dispatch, stating that she had not had proper time to review the bill in its entirety. Discussion ensued as to the best way to address the concerns the board has in regard to the bill. It was requested that Deborah highlight areas of concern in the bill and distribute that information to board members.

- 3.4 Report on Juab County request for dispatch services ó *Deborah Mecham, Executive Director*

Deborah Mecham reported that she met with UCA, Motorola, Juab County and Nephi city representatives and was awaiting answers from that meeting. Concerns were discussed regarding the fact that Juab hasn't updated their maps since 2007, the size of the county, and that Juab was on VHF and would need to purchase new radios to go to 800 MHz. Pros and Cons of adding Juab County were discussed. Deborah stated that she was waiting to hear from Juab County as to their decision and the board would need to weigh this decision.

3.5 Update on meeting locations for 2017

Deborah Mecham passed out a schedule for the remaining meetings of the year with meetings alternating between the District and Northern areas.

3.6 Directors report -

Brian Gwilliam, Operations Board Chairman reported on Operations Meeting. He restated the discussion about VHF channels being needed. He requested that the cities migrate to Everbridge to notify citizens in emergency situations. He notified the board of the NFPA statistics that were discussed. He also informed the board of the formation of a Police review committee.

Deborah distributed information regarding handouts for 2015 and 2016 calls for service and billable calls for service. She gave details as to the difference between calls and billable calls. She explained the overall calls were increased by 2.35%, however the billable calls only increased by .85%. She clarified the headings of each column. Deborah Mecham called attention to the NFPA handout. She gave details about the National Fire Protection Agency standards. She gave comparisons between 2012 and 2016 data. The data showed a steady increase in dispatch effectiveness. Data regarding telephone statistics were handed out. Questions were asked regarding how statistics were gathered and the definition of abandoned 911 calls.

Deborah Mecham announced her retirement from Utah Valley Dispatch and provided a timeline for her retiring. The board agreed to form a small hiring committee consisting of Seth Perrins, Brian Gwilliam and Mike Forshee to review the job description and salary. Many accolades were given to Deborah Mecham and the great job she has done.

4. Other Business:

4.1 Open forum and next meeting agenda items

5. Adjournment

5.1 Next meeting ó March 9, 2017 - Cedar Hills City Offices ó 10246 N Canyon Road,
Cedar Hills

Motion to adjourn by Jacob McHargue

Second by Terry Ficklin

Voting unanimous, meeting adjourned.
