



BOARD OF TRUSTEES  
Meeting Minutes  
Date: Thursday, January 11, 2018  
Utah Valley Dispatch Special Service District  
3047 N 400 W  
Spanish Fork, UT

Board of Trustees Members in Attendance:

Shane Sorensen, Alpine City  
Rob Shelton, American Fork City (via conference call)  
Ben Bailey, Town of Cedar Hills  
Scott Spencer, Payson City  
Terry Ficklin, Salem City  
Benjamin Reeves, Santaquin City, Chairperson  
Mark Christensen, City of Saratoga Springs (via conference call)  
Seth Perrins, Spanish Fork City  
Don Nay, Utah County Commission, alternate  
C. Nathan Ivie, Utah County Commissioner

Absent Board of Trustees Members:

Howard Anderson, Town of Cedar Fort  
Jeff Weber, Eagle Mountain City  
Dale Bigler, Elk Ridge City  
Brad Gurney, Town of Fairfield  
William McMullin, Town of Genola  
Josh Cummings, Town of Goshen  
Ed Dennis, Highland City  
Jason Walker, Lehi City  
Greg Graves, Utah County Commissioner  
James Tracy, Utah County Sheriff  
Jacob McHargue, Town of Vineyard  
Wendy Pray, City of Woodland Hills, Vice Chairperson

Others in Attendance:

Junior Baker, UVDSSD Legal Counsel  
Brian Gwilliam, Operations Board Chairman  
Michael Veenendaal, UVDSSD Executive Director (via conference call)  
Noreen Stone, UVDSSD Operations Manager,  
Suzee Anderson, UVDSSD Administrative Specialist

1. Call to Order: *Ben Reeves, Chair*
2. Consent Calendar: *Ben Reeves, Chair*
  - 2.1 Meeting Minutes for December 14, 2017
  - 2.2 Warrant register for December 1-31

**Motion to approve Consent Calendar by Seth Perrins  
Second by Commissioner Ivie  
Voting Unanimous. Motion Passed.**

3. Business and Action Items:

3.1 Interlocal Agreements Juab/Nephi

Junior Baker hadn't heard from Nephi City or Juab County Commissioners regarding the Interlocal Agreement. He did not foresee any problems. If the agreement did not pass Juab County Commission, the cutover could still happen, due to an interim contract. Ben Reeves requested the agreement be passed, and then if any changes were made, the board would address that in a future meeting.

**Motion to approve the Interlocal Agreement by Scott Spencer  
Second by Seth Perrins  
Voting Unanimous. Motion passed.**

4. Other Business:

4.1 Juab/Nephi Go Live

The cutover date for Juab County and Nephi City is slated for February 6, 2018. Michael Veenendaal stated he received the documentation from CenturyLink that needs to be signed to facilitate the cutover. He did not foresee any problems.

4.2 Utah Valley Metro SRT Policy Update F-2011-008

Noreen Stone explained the previous policy referred to City Watch which is no longer in use. The update references Everbridge and streamlined the policy.

**Motion to approve the Policy Update by Commissioner Ivie  
Second by Terry Ficklin  
Voting Unanimous. Motion Passed.**

4.3 Operations Chair Report

Chief Brian Gwilliam reported on the desire to publish information on Text to 911 and virtual consolidation. Noreen Stone apprised the board on Text to 911. The center has had this capability since July 2017. They were working with Davis County to do a media blitz, however, Davis County is having technical difficulties. Chief Gwilliam and Noreen will work together to publish a paragraph for press release. This paragraph will also be sent to the Board of Trustees to include in their newsletter or on their website.

#### 4.4 Director's Report

An employee was released from employment due to failure to meet dispatch standards. However, a lateral employee will be returning at the end of January. Staffing levels remain good. Cold and flu season along with a recent Hepatitis A outbreak at restaurants is putting demands on the schedule. Noreen Stone reported there are 7 employees who are or will be on FMLA maternity leave. This will continue until July. Weekend overstaffing is beginning in March to cover for Little Sahara. Fire/EMS paging tests were completed and successful. Preliminary data has been received from AGRC and it looks good. Street loads are slated to being on January 18<sup>th</sup>.

Michael Veenendaal met with a new representative from Motorola regarding automatic paging systems. Michael, Chief Jess Campbell and Rob Shelton are working toward a grant to offset the costs of said system.

Michael Veenendaal and Micah Clark have been invited to serve on the UCA regional advisory council. Their appointment needs to be approved by UCA.

#### 4.5 Open forum and next meeting agenda items

Rob Shelton is meeting with Pleasant Grove about various dispatch topics. Ben Reeves encouraged the board to create an advocacy role with Legislators regarding legislation that involves dispatching.

### 5. Adjournment

#### 5.1 Next meeting – February 8, 2018

**Motion to Adjourn by Chief Scott Spencer**

**Second by Shane Sorensen**

**Voting Unanimous. Meeting Adjourned.**