



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
Cameron Boyle, Lehi City, alternate
Scott Spencer, Payson City
Terry Ficklin, Salem City
Benjamin Reeves, Santaquin City, Chairperson
Mark Christensen, City of Saratoga Springs
Seth Perrins, Spanish Fork City
Don Nay, Utah County Commission, alternate
James Tracy, Utah County Sheriff
Michael Forshee, Utah County Commission, alternate
Wendy Pray, City of Woodland Hills, Vice Chairperson
Jacob McHargue, Town of Vineyard

Absent Board of Trustees Members:

David Guston, Town of Cedar Fort
Ben Bailey, Town of Cedar Hills
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
C. Nathan Ivie, Utah County Commissioner

Others in Attendance:

Junior Baker, UVDSSD Legal Counsel
Brian Gwilliam, Operations Board Chairman
Seth Atkinson, Nephi City Attorney
Michael Veenendaal, UVDSSD Executive Director
Suzee Anderson, UVDSSD Administrative Specialist

1. Call to Order

Ben Reeves brought the meeting to order.

2. Consent Calendar

- 2.1 Meeting Minutes for January 11, 2018

- 2.2 Quarterly Financial report

Suzee Anderson stated that an insurance amount for an employee currently on leave was assigned to a miscellaneous fund instead of the benefits fund. This action has been corrected with a journal entry.

- 2.3 Warrant Register for January 1-31

Motion to Approve the Consent Calendar by Shane Sorensen

Second by Sheriff James Tracy

Voting Unanimous, Motion Approved.

3. Business and Action Items:

No Action Items Noted

4. Other Business:

- 4.1 Operations Board report

Chief Brian Gwilliam reported the Juab Cutover date had been delayed two weeks. He discussed the policy change regarding pre-alerts. Dispatch is currently meeting and exceeding NFPA times without issuing a pre-alert, so a temporary 6 month trial period started to see if that continues. Brian reported on the Unified Fire Authority request to mine data from Spillman. Many questions were raised regarding the data and who would be able to access it. Brian reported that UFA would return to the March meeting to give a live demo and questions would be answered then.

- 4.2 Directors Report

Michael Veenendaal stated that two trainees were terminated due to their inability to fulfill duties. Currently, the center is accepting applications for dispatchers. This new hiring process should bring the center to full staff. The center is still experiencing FMLA leaves / maternity leaves which will continue until July.

Michael Veenendaal reported on the current issue with the Nephi City / Juab County cutover. Because of Nephi's elevation, they were not able to hear the radio from Utah Valley Dispatch. This became an

officer safety issue. Michael and Brent Pulver have worked with Utah Communications Authority to get a portable repeater placed in Nephi. This will solve the issue until the tower at Dog Valley can be erected.

Ben Reeves stated that he was contacted by Utah County in regard to the consoles left at the old dispatch center. Pleasant Grove City was asked if they were interested in the consoles. They were not. Michael will compose a memo requesting their disposal.

4.3 FY 2019 Budget Work Session

Michael Veenendaal detailed changes that were made to the budget from last year. Overall, the budget was cut by 2.65%. Mark Christensen requested trend reporting with the budget. Discussion ensued as to member fees and making sure that the amount taken in from 911 Revenues and Dispatch Fees was equal to the output with no extra transfers to fund balance. Robert Shelton requested looking at different benefit providers to see if insurance costs could be reduced. Michael will fine tune the proposal and have another version ready next meeting.

4.4 Open forum and next meeting agenda items

Robert Shelton reported on his talks with a neighboring PSAP. It was reported that historically it has not been financially viable to consolidate services. However, Rob was able to obtain costs from Michael Veenendaal, which was pleasing to the PSAP. Rob requested all Board Members to reach out to all PSAPs and invite consolidation.

Michael Forshee announced his retirement from the Utah County Sheriff's Department. He will retire on March 1st. Many Board Members wished him well.

5. Adjournment

Next Meeting: March 8, 2018

Motion to adjourn meeting by Jacob McHargue

Second by Terry Ficklin

Voting Unanimous, Meeting adjourned.