

**SALT LAKE VALLEY EMERGENCY COMMUNICATIONS CENTER**

**BOARD OF TRUSTEES MEETING**  
***January 18, 2017 Meeting Minutes***  
***VECC Board Room***  
***5360 Ridge Village Drive, West Valley City***

**MEMBERS PRESENT:** Mr. Gary Whatcott; South Jordan; Vice Chairman  
Mr. David Dobbins; Draper  
Mr. Blair Camp; Murray  
Mr. Mark Reid; Bluffdale  
Mr. Brad Christopherson; Taylorsville  
Mr. Carlton Christensen; SLCO  
Ms. Gina Chamness; Holladay  
Mr. Brett Wood; Herriman  
Mr. Ryan Carter; Riverton  
Mr. John Guildner; Alta  
Mr. Kyle Kershaw; South Salt Lake

**MEMBERS ABSENT:** Sheriff Jim Winder; UPD; Chairman  
Mr. Steve Higgs; UFA  
Mr. Mike Shelton; Cottonwood Heights  
Mr. Kane Loader; Midvale  
Mr. Layne Morris; West Valley City

**OTHERS PRESENT:** Mr. John Inch Morgan, VECC Executive Director  
Mr. Jeff Monson; VECC HR Manager  
Ms. Beth Todd; VECC Fire Operations Manager  
Ms. Chris Dunn; VECC Supervisor  
Mr. Terry Shaw; VECC Supervisor  
Ms. Andrea Partridge; VECC Administrative Services Manager

**APPROVAL OF MINUTES OF DECEMBER 14, 2016 BOARD OF TRUSTEE MEETING**

**Motion –**

**. . . By Mr. Kyle Kershaw; to approve the December 14, 2016 meeting minutes as written; seconded by Mr. Carlton Christensen; the motion carried unanimously.**

**ELECTION OF OFFICERS**

John Inch Morgan explained that the Bylaws state that this Board will have elections every other year and at that point in time, the officers would be elected. Traditionally, the Vice Chair moves to the Chair position, although this is not required by the Bylaws for this group. Gary Whatcott opened up nominations for the Chair position for the Trustees.

**Motion –**

**. . . by Mr. Brad Christopherson; to nominate Mr. Gary Whatcott to the Chairman position for the Board of Trustees; seconded by Mr. Carlton Christensen; the motion carried unanimously.**

Gary then opened up nominations for the Vice Chair position for the Trustees. Brad Christopherson offered to become the Vice Chair.

**Motion –**

**. . . by Mr. Brett Wood; to nominate Mr. Brad Christopherson to the Vice Chairman position for the Board of Trustees; seconded by Mr. Mark Reid; the motion carried unanimously.**

John commented that VECC provides the Secretary, which is Andrea Partridge, and by acclamation, she would continue to have her serve as the Secretary.

**Motion –**

**. . . by Mr. Gary Whatcott, to continue to have Andrea Partridge serve as the Secretary to the Board of Trustees; seconded by Mr. Carlton Christensen; the motion carried unanimously.**

**OPERATIONS BOARD REPORT**

John Inch Morgan reported that at the beginning of the meeting, the Board of Operations held their elections, and Chief Bryan Roberts is the new Chairman and the new Vice Chairman is Chief John Evans. Beth Todd mentioned that for the Fire Users, they are still in the testing period for silent dispatching, where the field units use their mobile with less interaction with the dispatcher. There are a few modifications made and they are continuing with testing and will continue perfecting this until it works the way they want, in preparation for the new CAD system. Gigi Smith reported for the Police Users, they had representatives from the Academy here and asked us for the next 30 days to test their Advanced Send Protocol. Basically, if someone within public safety or someone who may have medical knowledge calls in, rather than going through the all the many questions on Pro-QA, there are basically 6 questions they will ask; male or female, conscious, breathing, age, what is the problem, do you need fire and medical to respond lights and sirens, etc. It is a very quick way to get through the call. It seems that it will be very helpful and will assist in quicker response times. This will test for 30 days and then we will report back to the Academy, they will make some changes, and go forward. In the last 2 weeks when we first met with them, there have been changes suggested that have already been added to the protocol for testing. John commented that anyone in public safety that calls in and gives those 6 parameters speeds it up and the Call Taker doesn't have to go through Pro-QA. Gigi mentioned they were starting to do clean up in preparation for imputing information into the new CAD system. One of these is the hazard information, as we were going through histories we were finding hazards that have been in there for 15+ years. The User group suggested that while updating the system, they will only put in hazards after 2012. The agencies will be going through even those to verify they are still updated correct information. The agencies are also updating their training manuals to make sure we are meeting their expectations and adhering to their policies. They discussed advising on delays. Many times when a caller calls in they want an eta and there were many different responses from the Call Takers. Now it has been standardized and they will say that we will have someone there as soon as possible. Sometimes the caller will call back again minutes later and will ask again. At that point, the dispatcher will advise the Sergeant or OIC and let them know the call is holding so that we can state to the citizen that we have advised the OIC and they will be there as soon as possible. There were a few items that the Chiefs were taking to their BPA meeting tomorrow; they will talk about handling calls that happen on Trax or at Trax stations, and they will discuss their new unit numbers. These decisions will be made tomorrow and then they will let us know so that we can put the information into the new CAD system.

On the Technical Services side, they are currently working on Geo-type things. There will be one Geo record with layers and everyone in the County will share this. So even if an agency is responding from one jurisdiction to another, they will have the same information. They have been working intensely with members of each city to build the data needed not only for the GIS but for the RMS system, for FMR, Business Intelligence connections and the connectivity with all of this. Beth Todd commented that right now they are populating tables with information such as personnel and their id numbers, vehicles and id numbers, and event types. There have been 2 different week long workshops where they are going through and training everyone how and what information to put into the tables. Starting in February, they will start the 3<sup>rd</sup> building workshop. Concurrently, RMS will start putting in their information. Things are moving right along. Gigi said that during October and November, she solicited out to all the agencies to send in their processes, how they do everything from point A to point Z, what forms they use and things like that. The agencies gathered all this information and sent it to us. In December, everyone got together with the representatives along with Patrick from Hexagon and actually talked about the processes to insure that as they were reading through the documents, they understood them. This coming week is not where the work is going to be entered. Monday morning from 830 – 1130, they will do a 30,000 foot overview of what to expect on the Web RMS and the FBR, summarizations they came to and suggestions they may be making and things like that. After the lunch break,

one representative from each agency will come back and they will get on a computer and start learning how to actually put the information into the system. They'll be here until Thursday and then a short break until the next Tuesday. That Tuesday, they will come back in and start entering in the FBR information. There will be 15 total representatives and there will also be a gallery for those that want to come in and just see how the process is going. The FBR ties in with the public safety mobile which everyone on their cell phones or iPads will also have that communication going both ways. Beth Todd said that as all of this is going on they will also be working on uploading the map. They are hoping that by sometime in March the map will be complete enough to be able to go in and create calls and begin testing it and making sure it's working correctly. Gigi also mentioned that on Tuesday the 24<sup>th</sup>, they are hosting in the morning a web RMS demo and in the afternoon a Business Intelligence demo. These will be held at the Granite School District offices at 2500 S State Street in the second story building closest to State Street in Room B216. They are trying to get a headcount to make sure everyone will fit, so if anyone is interested they can RSVP to Gigi.

## **EXECUTIVE DIRECTORS REPORT**

### **Tentative FY2017-2018 Budget Issues**

John is committing to have the budget completed by the end of this month. Early on, we started looking at the medical insurance and the preliminary indication is that we were facing a fairly significant increase. Our broker went out to bid and there are a number of companies who provided bids for us. Some of the increase is based on history and the premiums coming in are far fewer than the claims that went through. This has been the case for about two or three years. The increases have been around 6 – 7% over the past couple of years. The renewal rate for Regence this year was 29%. Jeff Monson reported that along with some of the things John mentioned on the insurance increase, we also went from a large group of over 100 employees on the plan down to 85 which changed our plan and affected the rates. Jeff spoke with Scott Turley, our broker, and Scott went back to Regence and discussed a few things with them, and Regence did drop the rate down to 25%. John pointed out a few other items and Jeff found some names on the list that are no longer with the company, some of the higher utilizing people, and this information was sent back to Regence. We are waiting to hear back from them on some of these things. Currently, we are at 23% increase, staying with Regence and the current plan. There is the intention to pass some of the increase to the employees also. Regence does have a network that is slimmed down from what we are currently on. It limits the facilities that the employees can utilize and the number of providers has decreased. This would be the Focal Point plan. This plan would be a 14% increase with Regence. We are also considering having VECC pay at the Focal Point premium and rate and then allow employees to buy up if they wanted to stay on the current plan. Another provider who gave us a bid is Select Health, they came back with 22%. We could also raise the deductible from \$1000 currently up to \$1500. The dental plan isn't very big but it did receive an increase of 8%. John commented that there are two things he's tried to consider from the very beginning. The first is to be competitive with the other Centers. The other thing is he has tried to look at and mirror what is happening in each of the agencies. He doesn't want to try and offer things that the agencies cannot offer to their own employees. So far, Regence has come down 6%, but that still leaves us at 23%, which is huge. It's a \$260,000 increase from last year. And looking at other budget needs, we identified a maximum budget where we looked at all the needs of the Center. If we put together all of the needs including a 3% compensation increase, it would be greatly nullified by the 23% we are passing to the employees as well. Worst case scenario is passing all of these costs onto the members, which would be close to a 9.7% increase to assessments, which is not doable and he will not propose this. John had \$420k built in the budget to build up the reserves. Taking this out means that the total increase to the membership would be about \$62k in total, but John is still working on a few other options that he can maybe come in with a 0% increase, but the most he would be willing to pass on is around 4%. Carlton asked if John has ever considered a high deductible health plan. John said he has. He says there are two things he is pursuing is promoting an HSA more this year. Last year he offered an HSA and there were very few takers or those interested. He believes part of this is lack of sales and information to send out to the employees and really educated them on it. He does have information that he is putting together for this year and he will try and do an education. There are many young, healthy individuals at VECC. If we can get 10% of the population to take an HSA, they can run one. If we get more, this will affect where we are. John says currently there is a \$1000 deductible right now. One of the options right now is increasing this to \$1500. Last year we went from \$750 to \$1000 to try and keep our rates down, so this would be another increase. However, looking industry-wide and the average deductible, it is around \$800 - \$1400. If we went to an HSA, one of the incentives he would like to put into the budget is at least paying in their account the amount of the deductible, so they could

at least meet the deductible before having to dip into their personal savings accounts to pay for medical. Carlton suggested that John go back and look at all the options, including the HSA. Brad Christoperson asked John if he was using the same broker. He has been using the same one for several years now but he and Jeff have talked about possibly finding a new one. Brad then explained that one of his clients switched brokers and immediately cut costs, mostly in broker fees. John's commitment is to have a completed budget by the end of this month. Gina Chamness asked John what the employee share was. Jeff explained the single split is 91%/9% and two-party and family split is 84%/16%.

There was nothing else to discuss at the meeting.

The meeting adjourned at 2:43 p.m.