

**SALT LAKE VALLEY EMERGENCY COMMUNICATIONS CENTER**

**BOARD OF TRUSTEES MEETING**  
*July 18, 2018 Meeting Minutes*  
**VECC Board Room**  
**5360 Ridge Village Drive, West Valley City**

**MEMBERS PRESENT:** Mr. Gary Whatcott; South Jordan; Chairman  
Mr. Mark Reid; Bluffdale  
Mr. Brent Wood; Herriman  
Mr. Scott Harrington; Taylorsville  
Mr. Layne Morris; West Valley City  
Mr. Kyle Kershaw; South Salt Lake  
Mr. David Brickey; West Jordan  
Mr. John Park; Cottonwood Heights  
Mr. Dale Cox; Murray  
Mr. Dan Petersen; UFA  
Mr. Konrad Hildebrandt; Riverton  
Mr. Lee Ascarte; UFA

**MEMBERS ABSENT:** Mr. David Dobbins; Draper  
Mr. Kane Loader; Midvale  
Sheriff Rosie Rivera; UPD  
Mr. John Guildner; Alta  
Ms. Gina Chamness; Holladay

**OTHERS PRESENT:** Chief John Evans; West Valley Fire; Operations Chair  
Mr. David Church; VECC Attorney  
Mr. John Inch Morgan, VECC Executive Director  
Mr. Mark Whetsel; VECC TS Manager  
Mr. Jeff Monson; VECC HR Manager  
Ms. Gigi Smith; VECC Operations Manager  
Ms. Beth Todd; VECC Operations Manager  
Ms. Leslie Devey; VECC Operations Supervisor  
Ms. Andrea Partridge; VECC Admin. Services Manager

**APPROVAL OF MINUTES OF MAY 16 AND JUNE 21, 2018 BOARD OF TRUSTEE MEETING**

**Motion –**

**. . . By Mr. David Brickey, to approve the minutes of the May 16 and June 21, 2018 Board of Trustee Minutes as written; seconded by Mr. Scott Harrington; the motion carried unanimously.**

**FOURTH OF JULY CALLS FOR SERVICE COMPARISONS**

Beth Todd gave some background on going into July 4<sup>th</sup>, after last year. This year, they started planning in June for the 4<sup>th</sup> of July. Typically, they have just added to the number of people that are here in the afternoon in order to respond to call volume. This year, Chief Ascarte was the Communications Chief. They had a few preplanning meetings to figure out how to operate on the 4<sup>th</sup>. There are 34 consoles on the floor and each one was filled. Extra Police, Fire and Call Takers were called in; there were a total of 12 people assigned to fire. Chief Ascarte joined us this evening and sat beside the channel 1 dispatcher and modified the computer recommendations to fit the needs of the call. It was also identified from last year that calls needed to be processed quicker; we had 2 dispatchers working in tandem on channel 1. Calls went out much faster this year. Prioritization for the calls were; medicals dispatched first, property damage fires, hazmat calls and then grass/field fires threatening property and finally fire in a field not threatening anything. Beth displayed a chart which gave the total number of calls and how they were broken down. Chief Ascarte mentioned that they moved to direct dispatch where the station alerting was taken away and it was just via radio. He believes this

sped up the notification, turn out and response times, which was a huge hit. Overall, everyone was pleased with how the 4<sup>th</sup> went this year. Kyle Kershaw thought it might be helpful for public officials to receive this information in some sort of format that they can review.

### **2018-2019 FY BUDGET ADJUSTMENT – RESOLUTION T18-10**

John Inch Morgan commented that everyone is aware Herriman is starting their own police department and VECC will be dispatching for them. This Resolution includes an estimate of what the assessment would be based on the same assessment we charge all the other police agencies of a little less than \$10 per call. Because there is no history and because UPD does their call volume differently, John put the calls that hit our 9-1-1 switch out of Herriman, about 4700 calls per year and the extrapolated and increased this to about 6600 calls. John is anticipating somewhere between 10k-12k calls coming into this. The only budget adjustments we are making is the assessment of Herriman in the amount of \$61,426 in revenue coming in and then putting those expenses into our dispatch function itself. We are reconfiguring the patching of different agencies together based on call volume; we will be combining and recombining some of the police agencies and expanding what we are doing. Kyle Kershaw asked about the 9-1-1 fees associated with Herriman. VECC will receive these funds. Brett Woods commented that that Herrimans budget has be approved through the end of next June and extra money was put into dispatching just in case. The VECC team has been phenomenal to work with, given the short time line and he was very impressed with everything. John said he did the same thing here as was done when Cottonwood Heights broke away from UPD. An estimate was done of what the costs would be based on the same metrics that everyone else is paying.

### **Public Hearing to Receive Comment on Proposed 2018-2019 FY Budget**

Gary Whatcott opened up the Public Hearing to receive comment on the proposed 2018-2019 FY Budget. There was no one attending to speak to the issue. Gary closed the Public Hearing.

### **Consideration of Budget Resolution T18-10**

Gary Whatcott presented the Resolution T18-10 to the Board for consideration.

### **Motion –**

**. . . By Mr. David Brickey, to approve Resolution T18-10; the motion was seconded by Mr. Mark Reid; the motion passed unanimously.**

### **LAW ENFORCEMENT RADIO DISPATCH CALLS FOR SERVICE**

John Inch Morgan commented he has been looking at the call volume and changes taking place in looking at Envision Utah and what they are estimating for the West side of the valley, the increase in population and the corresponding increase in police officers and calls. In doing this, there are many cities with their own police channel; West Valley has 2 channels to handle their call volume. There are a number of cities who are combined, or their channels are patched together. John provided the numbers for the Board; there are channels that handle between 46,000 and 55,000 calls per year. Trying to combine and estimate where we are going in the future, a matrix has been developed that now needs to be enforced. Gigi Smith explained some of the formulas put together, different cities that could be combined and the reprogramming of radios. There are approximately 7,000 radios within the State of Utah. In order to make any type of change, UCA would have to go out and touch each radio. This will take a lot of time and manpower. Gigi and John put some numbers together and then went out and met with the Chiefs to get their ideas. Because of the changes put in place, VECC is doing a rebid to make sure all the channels can be covered. Along with this, more training will need to be done. The goal date to have this completed is August 12<sup>th</sup>. This will allow us time to meet with Draper and Herriman to get their radios touched and set up. From August 12 – September 30<sup>th</sup>, South Jordan will be on their own channel, Draper/Cottonwood Heights will be joint, Murray/SSL will be joint, West Valley will not be changing, and then West Jordan will have 2 channels during prime busy hours. The service channel is currently only open from 0700-0300; service 1 will now be open 24 hours, and then service 2 will be open from 1500-0100, which are prime busy times. After September 29<sup>th</sup>, the only change is that Herriman will be joining VECC and they will be sharing a channel with South Jordan.

**UTAH STATE HEALTH DEPARTMENT EMERGENCY MEDICAL SERVICES TASK FORM**

This was just informational for the Board. Everyone is aware of the rule making being done, Rule 426, which deals with inner-facility, ground and 9-1-1 ambulance. The State Health Department proposed a rule change last year, there have been discussions and a formal letter was sent to the BEM objecting to certain things within the rule. The rule was passed without notification and the Attorney General has determined that it was done outside the parameters of the rule-making process. They have gone back to the Task Force and made a recommendation to reverse the rule that had been adopted and go back to the rule in place prior to the rule change. John attended a meeting and there were 3 or 4 representatives from each fire stations and attorneys and other folks to identify that the rule making that had been passed was not in the best interest of the public. John said that the rule change is that they would adopt a protocol that took some of the discretion away from the online Medical Directors and identified a process for interrogation and transfer of the call to an inner-facility transport rather than continue to process and have a municipal ambulance respond. David Brickey appreciated John and all of the cities that showed up. He feels it sends a message to the Bureau that they have to do things the right way the first time. John feels that the issue is when a call comes in from a medical facility or a physician that, by default, the dispatcher is then to transfer them to Gold Cross or an ambulance that is licensed for inner-facility transports. John will keep everyone informed as to what's going on. West Valley and West Jordan have attorneys who have been in attendance and made a very strong case with the Task Force, once of the reasons the Task Force reversed their recommendation.

**EXECUTIVE DIRECTOR'S REPORT****Herriman Police Department – MOU – Hosting Police Records**

John did this as an MOU to get it through quickly. In the Interlocal agreement adopted by everyone in 2013, it provides the capacity for VECC to provide space on our server for record retention. Cottonwood Heights, in the beginning took VECC up on this and for Herriman, we are doing the same thing. It is available to all members and because there is no real budgetary impact, this was made an MOU which John and Brett have signed going forward.

**New Fire Stations Coming On-Line**

Beth Todd mentioned there are 2 fire stations that are in the process of being constructed; Station 76, who went on line this morning and have moved in, and Station 92 who is scheduled to go on line August 1<sup>st</sup>. Once they go on line, Station 91 and 92 out of Bluffdale will also transition to the new Fire Station Alerting System. ON the Fire Station Alerting System, all of the West Valley stations have been wired and they are just waiting for installation. Installs will go on each day for the next 3 weeks or so in order to transition everyone to the new system.

**NEW BUSINESS INTRODUCTION OF TOPICS FOR FUTURE MEETINGS**

John mentioned an Interlocal agreement he's places in the Dropbox that he's hoping to bring to this meeting is August refines the terms of the UPD/VECC merger. In most cases, it's dealing with their employees, however, some of the items deal with the transfer of equipment, employee liability and identifies some of the policies we have in VECC and those that we will bring back to this group to identify. John does not want this document to be viewed as an employment contract. UPD will be terminating their employees and VECC will be making job offers to all of their employees. They will come over with their status, their seniority and there will be more opportunities available so that no one will be harmed. VECC will acquire all their radio equipment, their recording equipment and furniture with the exception of 4 consoles to be left at the EOC as backup.

There was no new business to discuss at this meeting.

The meeting adjourned at 2:55 p.m.