

Utah PSAP Advisory Committee

Meeting Minutes

Date: Wednesday, April 15, 2026

Time: 2:00 PM

Location: Virtual / Recorded

Recorder: Committee Recording

1. Welcome and Attendance – Lisa Kehoe

- The meeting was called to order by Lisa Kehoe, who confirmed attendance from committee members and guests, including representatives from UCA and agencies presenting requests.
 - PSAP Advisory Committee members:
 - PRESENT:
 - Lisa Kehoe
 - Heather Perkins
 - Chad Imlay (arrived at 2:15)
 - Kevin Rose
 - Kordine Nelson
 - Karl Kuehn
 - Wally Perschon
 - NOT PRESENT:
 - Jeremy Hales
 - Jenny Swenson
 - UCA Staff:
 - PRESENT:
 - Kati Peters
 - Melanie Crittenden
 - Tina Mathieu
 - Phil Krebs
 - Others Present:
 - Amie MacArt

- Amy Waldron
- Monica P.
- Alicia Gleave

2. Agenda Adjustments

- Approval of previous meeting minutes was moved to later in the agenda to prioritize agency presentations.

Agency Requests and Presentations

3. Bountiful Request

- Amy Waldron representing Bountiful PSAP made a presentation requesting an additional Symphony radio console and an additional Vesta phone console be added to their center.
- Bountiful requested 3 additional full positions 3 years ago, which was approved and recommended by the PSAP advisory committee. UCA approved 2 of those positions, so Bountiful is going back through the process to request that 3rd position again.
- Their request is to take the console that will no longer be in use from the Layton/Davis consolidation and reallocate it into Bountiful's center. This divides the console allocation for the county into a 60/40 split between the two PSAPs that will cover the area, which aligns with the population divide between PSAPs, and allows for Bountiful to have an additional console for events or emergencies.
- Melanie clarified that the PSAP would be responsible for all the moving and installation costs and asked Bountiful to confirm that their request was that UCA provide and pay for the phone and radio consoles, which Bountiful confirmed.

Discussion and Deliberation

- Melanie gave a presentation on Bountiful's console utilization in their center, staffing levels and system capacity.
- Committee members questioned why the PSAP advisory board recommended the original 3 positions, but UCA only approved 2 positions. Tina explained the decision was based on projected call volumes, current console utilization, and the goal to enact geo-fencing around i-15 that would reroute approximately 5,000 calls a year to the Davis County PSAP. They advised that their recommendation at the time was for 2, and that Bountiful could come back and request an additional console later if needed.

- The group discussed the console metrics and whether UCA's practice of using console utilization solely by call volume should be the sole/primary criteria for justification.
- Bountiful discussed their staffing levels and explained that the past year they had been filling vacant positions, as well as the layout of their center which could also contribute to their under-used console.
- There was discussion on whether the PSAP advisory committee consider the radio and phone console requests separately since all of the concerns were focused on console utilization of the phones, with no real discussion centering on radio usage. However it was decided that their request encompassed the need for a full working position so we should consider the request as a whole.

Motions and Votes

- Motion passed to approve Bountiful's full reallocation request.
 - Motion to approve Bountiful's full allocation request made by Lisa Kehoe
 - Seconded by Kordine Nelson.
 - Vote: approved unanimously
- Karl Kuehn and Kevin Rose both had to leave the meeting after the vote.

Other Business

4. Approval of Previous Minutes

- March 3rd, 2026, meeting minutes were approved.
 - Motion to approve made by Heather Perkins
 - Seconded by Wally Perschon

5. Scheduling Next Meeting

- Next meeting scheduled for June 10th, 2026, at 12:00 PM.

6. Roundtable and Adjournment

- No additional business was raised.

7. Meeting adjourned

- Motion to adjourn made by Chad Imlay
- Seconded by Kordine Nelson