

**The Meeting of the Utah Communications Authority's PSAP Advisory Committee  
Thursday, February 17, 2022 2:00 P.M.  
Meeting Location: Telephone Conference Bridge**

***Meeting Minutes***

**1. WELCOME**

Chairman Alicia Gleave called meeting to order.

**2. ROLL CALL – PSAP ADVISORY COMMITTEE MEMBERS**

Shelley Peterson-Present  
Justin Grenier- Present  
Beth Todd- Present  
Jack Walkenhorst-Present  
Alicia Gleave-Present  
Kevin Rose-Present  
Travis Trotta-Present  
Neil Johnson-Present

**3. MOTION TO ACCEPT MINUTES FROM JANUARY 25, 2022 PSAP  
ADVISORY BOARD MEETING**

JUSTIN MOTIONS TO APROVE THE MINUTES  
CAPTIAN TROTТА SECONDS  
UNIANYMOUSE APROVAL

**3. Motion to accept MINUTES FROM January 25, 2022 PSAP advisory board meeting**

Justin motions to approve the minutes  
Captian Trotta seconds  
Unanimous approval

**4. Console Allocation Rule Change Discussion.**

Alicia: welcomes Dave Edmonds to the meeting.

Justin: Likes where we left off after in the last meeting. Of this group having checks and balances with a recommendation to Dave.

Captain Trotta: Rule change using minimum standards and best practices, using the PSAP Committee to make the recommendations.

Dave: After both the PSAP Committee and UCA made recommendations, He agreed a rule change might be the best way to go.

Alicia: using the formula of 3200 calls could give some agencies more consoles than needed. By requesting Benchmarks and requests showing a need for more consoles. We need to know what markers we use to determine the best need.

She addressed Console removal.

Dave: With the growth of Utah, will there be a concern about removing Console. Dave would like to conversation if there is a significant drop in call volume at a specific PSAP, what our opinion is on the removal of consoles.

Captain Trotta: increase or decrease would need to be measured over time at each PSAP.

Beth: Does the current rule require a mathematical formula. Can it be based more on standards?

Dave: Believes it does require mathematical. A rule change may be the best without having a mathematical formula that makes sense for all.

Justin: How do we best quantify what each PSAP needs are. Is that possible?

Beth, Justin, Kevin: is there more than only call volume. (radio traffic, Admin calls, etc.)

Dave, Shelly: conversation regarding the possible new rule. Says something like any PSAP looking to increase Radio or phone consoles goes through the PSAP Advisor and to UCA Radio and Phone division for recommendations to Dave for the board. The PSAP must have measurable needs for the increase.

Alicia: what types of earmarks can we provide the PSAP for the application process to request the increase of consoles.

Neil, Kevin, Dave: What is the amount of consoles needed at each PSAP today. Dave: We have to start somewhere. The current may be the best starting point. The consoles we have now in the state come from what each PSAP felt they needed as they paid for them.

It's agreed that the consoles currently at the PSAPs are the best starting point.

Everyone is seeing an increase in call volume over the last year.

Two consoles for any PSAP is a good baseline.

Dave will send a draft of a new rule that will work for all. He will bring it back to the PSAP advisory Committee for our opinion.

February 24, 11:00 am, set up for tentative meeting if needed.