

2021 ADVISORY BOARD TRAINING

Utah Communications Authority

2021 Advisory Board Training

March, 2021

UTAH COMMUNICATIONS
AUTHORITY ACT

Utah Code Ann. 63H-7A-207

PUBLIC SAFETY ADVISORY COMMITTEE

- This committee has 15 members as follows:
 - one representative from an association that represents fire chiefs in the state
 - one representative from an association that represents police chiefs in the state
 - one representative from an association that represents sheriffs in the state
 - one representative from an association that represents emergency medical service personnel in the state
 - a member of law enforcement from a county of the first or second class
 - a member of law enforcement from a county of the third or fourth class
 - a member of law enforcement from a county of the fifth or sixth class
 - one individual from a fire department within a county of the first or second class
 - one individual from a fire department within a county of the third or fourth class
 - one individual from a fire department within a county of the fifth or sixth class
 - one individual from the public safety communications industry
 - The commissioner of public safety or the commissioner's designee
 - The executive director of UDOT or designee
 - The chair of the PSAP Advisory Committee
 - An individual nominated by the representatives of tribal governments

Utah Code Ann. 63H-7A-207 PUBLIC SAFETY ADVISORY COMMITTEE

- Current Members and Terms:
 - Jim Miguel – June 11, 2021
 - Gary Giles – June 11, 2023*
 - Brian Nelson – June 11, 2021*
 - Andy Smith – July 30, 2023
 - Vacant– June 11, 2021**
 - Daren Adams – June 11, 2023
 - Tracy Glover – June 11, 2021
 - Mike Mathieu – June 11, 2023
 - Mike Phillips – June 11, 2021
 - TJ Brewer – June 11, 2023
 - Rob Nelson – June 11, 2021
 - Jess Anderson (or designee, currently Mike Rapich) – N/A
 - Carlos Braceras (or designee, currently Jason Davis) – N/A*
 - Kevin Rose – January 2022
 - Vacant – N/A

*UCA is aware that Gary Giles and Jason Davis have retired and that Brian Nelson has accepted a new position and is no longer a Sheriff. Technically, until these individuals formally resign from this committee, their term expires, or in the case of UDOT, a new designee is appointed, they remain members of the committee.

**This vacancy results from Tom Ross formally resigning from this committee. Chief Ross was a member of law enforcement from a county of the first or second class and a qualifying person can be nominated to fill that position for the remainder of his term or the seat can be filled for a term beginning June 12, 2021.

Utah Code Ann. 63H-7A-208 PSAP ADVISORY COMMITTEE

- This committee has 9 members as follows:
 - a PSAP managed by a city
 - a PSAP managed by a county
 - a PSAP managed by a special service district
 - a PSAP managed by DPS
 - a PSAP from a county of the 1st class
 - a PSAP from a county of the 2nd class
 - a PSAP from a county of the 3rd or 4th class
 - a PSAP from a county of the 5th or 6th class
 - a member from the telecommunications industry

Utah Code Ann. 63H-7A-208 PSAP ADVISORY COMMITTEE

- Current members and terms:
 - Karl Kuehn – June 11, 2023
 - Neil Johnson – June 11, 2021
 - Kevin Rose – June 11, 2023
 - Travis Trotta – June 11, 2021
 - Beth Todd – June 11, 2023
 - Justin Grenier – June 11, 2021
 - Shelley Peterson – June 11, 2023
 - Alicia Gleave – June 11, 2021
 - Jack Walkenhorst – June 11, 2023

Utah Code Ann. 63H-7A-207 AND -208 General Provisions

- UCA's Governing Board appoints *most* members to the Advisory Committees. Practice has been to do so based upon nominations from the represented groups or elsewhere if eligible person is nominated.
- Where a person is permitted a designee, UCA requests a written designation to establish authority.
- Terms (with the exception of ½ of the original terms) are for 4 years.
- Can only serve two consecutive terms.
- Chair and Vice Chair should be selected every January.
- Committees have to meet at least 4 meetings per year.
- Chair may call special meetings or a majority of members can call a special meeting.
- Majority of members constitutes a quorum and a majority vote of the members present constitutes an action of the committee.
- The chair of each committee is a non-voting member of UCA's Governing Board.

Public Safety Advisory Committee

“The public safety advisory committee shall, on behalf of stakeholders, make recommendations to the director and the board regarding: (a) the authority operations and policies; (b) the radio network division and interoperability division strategic plans; (c) the operation, maintenance, and capital development of and access to the public safety communications network; (d) the authority’s administrative rules relative to the radio network division and interoperability division; and (e) how to solve stakeholder interoperability problems.”

PSAP Advisory Committee

“The PSAP advisory committee shall, on behalf of stakeholders, make recommendations to the director and the board regarding: (a) the authority operations and policies; (b) the 911 division and interoperability division strategic plans; (c) the operation, maintenance, and capital development of the public safety communications network; (d) the authority’s administrative rules relative to the 911 division and the interoperability division; and (e) the development of minimum standards and best practices as described in Subsection 63H-7a-302(1)(a).”

Advisory Committee Meetings

- Not subject to OPMA but shall:
 - At least 24 hours before a committee meeting, post a notice of the meeting, with a meeting agenda, on UCA's website;
 - Within 10 days after a committee meeting, post to UCA's website the audio and draft minutes of the meeting; and
 - Within three days after the committee approves minutes of a committee meeting, post the approved minutes to UCA's website.
- UCA's Babbi Hill will help with the posting of the documents, but the committees' vice chairs are responsible for preparing agendas, minutes, and recordings (or at least coordinating with Babbi to ensure a recording can be made utilizing UCA's equipment).
- UCA is also happy to provide conference rooms, phone lines, and/or Webex meeting means as available.