

# Weber Area Dispatch 911 and Emergency Services District Governing Authority Board Meeting Minutes February 13, 2020

Governing Board Members in Attendance: Scott Jenkins, James Harvey, Gage Froerer

Additional Attendees: Executive Director Tina Mathieu, and Office Manager Kathy Stokes

1. Welcome -Chairman Scott Jenkins
2. Public Comment: None
3. Consent Agenda:
  - a. Approval of minutes from Governing Authority Board meetings on November 19, 2019

A Motion to approve the minutes from Governing Authority Board meetings on November 19, 2019 was made by Gage Froerer, a second by James Harvey. Motion carried by unanimous vote.

4. Director's Report - Tina Mathieu: We have just gone through another hiring process. This time we had 222 applications, of that 42 withdrew, 94 scheduled to take the test, 42 did not show for the test, 34 failed the test, 39 passed, we interviewed 32 and hired 7. They will start on March 2<sup>nd</sup>. We have one employee coming back in June which will leave us with one opening.

We are asking you to watch the following bills:

- HB 43 Peace Officer Standards and Training Amendments by Representative Lee Perry is to add an element of discipline a "letter of caution" rather than suspending or revoking their POST certification. Please support this bill.
- HB104, 911 Responsibilities in an Emergency - Representative King runs this every year. It basically would allow a citizen to be charged with a Class B Misdemeanor if they don't call 911 and report an injury. It doesn't matter if this passes or not, we just want you to be aware of it.
- HB 120, Tow Fee Amendments allows us to be able to charge our fees. Please support.
- SB 130 - 911 Communications Amendments by Senator Wayne Harper. This bill will require PSAPs to meet minimum requirements in order to qualify for additional funds every July. (We already qualify.) The minimum requirements include: Adopt a statewide call transfer policy; participate in a statewide interoperability exercise through UCA; answer 90% of 911 calls within 15 seconds and 95% of 911 calls within 20 seconds; and transfer no more than 2% of 911 calls. There are other housekeeping issues related to committees and UCA governance, but nothing that would negatively impact a PSAP.

You have all seen the press release that was sent out regarding the certification we received for our training program. This is something that has been very important to Tina. She has always had confidence in our training program, but to be able to have it validated by a third party was important. This took a lot of time and attention for those that worked on it. She is very happy to be able to say that we were the first PSAP in Utah to get certified. But most importantly, it is a big deal to our center and those that we serve.

We have submitted our annual report card to UCA. You may recall last year that there were two areas in which we were non-compliant. This year, of the nine minimum standards (staffing, use of EMD, perform QAs on police, fire, and medical), certification prior to answering calls, maintain a training program, manipulation of data, call answer time, NENA call answering standards/transfers, and backup plan) – we are 100% compliant.

5. 2020 Budget Report - Tina Mathieu: We are 12% through the year and have received 1% of our revenue. We get the majority of our revenue in November from Property Taxes. We will still need to borrow money from the County but it will be considerably less than last year. We are over in 5 Expenditure accounts. Subscriptions because our association memberships are due at the first of the year, telephones because we prepay for quarterly maintenance, line charges because we prepay quarterly maintenance, and software because annual maintenance for our scheduling software and we have a new time clock. And the Controlled Assets because we ordered a routing switch in 2019 but it did not arrive until 2020. She will watch this one.

A motion to approve the Budget vs. Actual was made by James Harvey with the comment “I am really tickled about this.” Second by Gage Froerer. Motion approved by unanimous vote.

6. An additional issue is the Chair of the Governing Board. How does the board feel about Scott Jenkins remaining the chair for 2020? Both board members agreed to have Scott Jenkins remain as the Chair for 2020. Next meeting May 14, 2020 at 2:00 pm.

Meeting adjourned.

*Respectfully submitted by Kathy Stokes*

Director: \_\_\_\_\_

*Tina Mathieu*

Date: \_\_\_\_\_

*May 14, 2020*