



**WFRC Regional Advisory Committee
to the Utah Communications Authority
Meeting Minutes
February 8, 2018**

Wayne Bennion, Wasatch Front Regional Council staff, called the meeting of the Wasatch Front Regional Council Regional Advisory Committee (RAC) to the Utah Communications Authority to order at 1:30pm in the offices of WFRC, located at 295 North Jimmy Doolittle Road, Salt Lake City, Utah.

NAME	AGENCY	IN ATTENDANCE
Sheriff Blaine Breshears	Morgan County Sheriff's Office	Yes
Chief Mike Brown	Salt Lake County Police Department	Yes
Commander Kevin Burns	Weber County Sheriff's Office	Yes
Captain Jon Fassett	Unified Police Department	Yes
Mr. Karl Kuehn	Layton Police	Yes
Chief Mike Mathieu	Ogden Fire Department	Yes
Ms. Regina Nelson	Tooele County Sheriff's Office	Yes
Mr. Paul Pitts	Layton City	Yes
Sergeant Ryan Shosted	Cottonwood Heights Police Department	Yes
Mr. Jon Tait	Motorola	Yes
Mr. Bucky Whitehouse	Tooele County Emergency Services	Yes
Others in Attendance:		
Dave Edmunds	Executive Director, Utah Communications Authority	
Wayne Bennion	Wasatch Front Regional Council staff	
Andrea Pearson	Wasatch Front Regional Council staff	

1. Welcome [Recorder malfunction, introductions were not recorded]

Mr. Bennion welcomed members and guests and introductions were made.

2. Responsibilities of Utah Communications Authority (UCA) [00:00:00]

Mr. Bennion introduced Dave Edmunds, Executive Director, Utah Communications Authority. Mr. Edmunds gave a review of the UCA's structure, purpose and services as well as listed key members of his staff.

3. Role of the Regional Advisory Committee (RAC)

Mr. Edmunds continued to discuss the role that the RAC will play, working with other advisory committees in the region. The purpose of the organization of the Committees is to provide feedback to the UCA on ways to develop more comprehensive communications strategies for the Wasatch Front area.

4. Opportunity for Public Comment [00:10:19]

Mr. Bennion then opened the meeting to public comment. There was no public comment.

5. Identification of Network, Interoperability, Trends, and Standards issues [00:10:44]

Mr. Bennion invited members to give suggestions on the course of action this group should take in order to provide effective support for the issues related to communications. The group discussed several items related to State networks and interoperability. The feasibility of expanding and updating existing systems, including the appropriation of funds, was also discussed. The group intends to focus on these topics, as related specifically to the area they represent (Wasatch Front), more in-depth at upcoming meetings.

6. Election of Chair, Vice-Chair and Secretary [00:51:40]

Mr. Bennion brought attention to an attendance sheet and member contact list that would be passed around. Members were invited to fill in their name and contact information in as much detail as they felt comfortable with, in order to comply with public notice posting requirements. [00:57:18] While it is not necessary for the RAC to post information for the public, as they operate in an advisory capacity only, it was determined that an administrative support person on staff at WFRC would be posting the required information for each meeting. The group requested that, in addition, the meeting information be posted on WFRC's website as well.

[00:54:00] Mr. Bennion then advised that the group needs to appoint a Chair and Vice-Chair and determine a timing schedule for meetings. Commander Kevin Burns suggested Chief Mike Mathieu as the RAC Chair. Mr. Karl Kuehn seconded that suggestion. There were no other nominations. Chief Mathieu accepted the nomination. [00:59:00] The vote was unanimous in the affirmative. Ms. Regina Nelson suggested Mr. Karl Kuehn as the RAC Vice-Chair. Captain Jon Fassett seconded that suggestion. There were no other nominations. Mr. Kuehn accepted the nomination. [01:05:02] The vote was unanimous in the affirmative. [01:05:12] The group determined that the terms will be for two years. [01:06:36] The group determined that there was no need for a designated Secretary and requested that WFRC staff assist with meeting coordination, preparation and distribution of materials. [01:08:36] It was decided that the RAC would meet every two months in the beginning, with the option to adjust the number of meetings, depending on the communication needs of the communities they represent.

7. Other Business

[01:12:00] Chief Mathieu noted that if anyone has agenda items for future meetings, please send them to Karl, Andrea at WFRC, and him via email.

[01:13:27] Chief Mathieu asked if there were other business items to discuss. Since there were no other items, he asked for a motion to adjourn. Sergeant Ryan Shosted made the motion and Mr. Karl Kuehn seconded. The vote to adjourn at 2:43pm was unanimous in the affirmative.

8. Next meeting: [01:11:39] Thursday, April 12, 2018, 1:30pm, at WFRC offices. A calendar invitation and other pertinent information will be forthcoming.