

*These minutes have been approved by the Utah Prosecution Council at their
September 30, 2020 Council Meeting.*

Utah Prosecution Council Meeting
Wednesday - August 5, 2020, 1:00 p.m.
Virtual Meeting

Approved Minutes

Present:

Stephen D. Foote, UPC Chair, Duchesne County Attorney
Robert L. Cosson, Co-Chair, St. George City Attorney
William Carlson, Deputy Salt Lake County District Attorney
(designee of Sim Gill, Salt Lake County District Attorney)
Kathy Locher, UPAAC Chair, Salt Lake County District Attorney's Office
Steven L. Garside, Assistant Layton City Attorney *(designee of Scott Stephenson,
Deputy Director of P.O.S.T. who is the designee of Jess Anderson)*
Ed Montgomery, City of South Jordan
Ryan Peters, Juab County Attorney
Daniel Burton, Chief of Policy and Legislative Affairs *(designee of Sean Reyes,
Utah Attorney General)*
Yvette Rodier, Deputy West Valley City Attorney
Robert VanDyke, Kane County Attorney

Excused:

Jess L. Anderson, Utah Commissioner of Public Safety
Jann L. Farris, Morgan County Attorney
Sim Gill, Salt Lake County District Attorney
Sean Reyes, Utah Attorney General
Scott Stephenson, Deputy Director of P.O.S.T.

1. **WELCOME AND APPROVAL OF THE MINUTES - JUNE 4, 2020**
 - a. The Council members were welcomed and the meeting convened.
 - b. Ryan Peters made the motion to approve the June 4, 2020. Ed Montgomery seconded the motion and the motion passed unanimously.

2. **FY21 BUDGET REVIEW AND ADOPTION**

Bob Church gave an in depth report on the FY21 budget. Please refer to Director's Summary for additional information.

a. Projected Income:

- i. General fund: \$671,300
- ii. Reg. Fees: \$ 57,350
This number represents how many conference attendees was projected. Also, it takes into account the credits left from Spring Conference. Should numbers decline that would need to be addressed as the training year progressed. Bob indicated he will keep close track on registration numbers and incoming fees and update the Council accordingly.
- iii. eProsecutor: \$ 26,780
Also, will closely monitor revenue. In the case of a non-payment, UPC will provide reminder notices to the customer in order to not to pause services. Although this has not been a problem for eProsecutor. However, it has happened with PIMS.
- iv. PIMS: \$ 5,356
- v. TSRP Grant: \$166,263
Pass through
- vi. JRJ Grant: \$ 35,300
Pass through

b. Projected Expenses. Bob reviewed those numbers. Please refer to Director's Summary. Net income of \$4,447.

c. Of note.

Bob reviewed i. - ix. Regarding the UPAA registration fees. Bob asked the Council if the recently reduced registration fee from \$125 to \$100 can be reinstated in order to boost the needed revenue. Kathy Locher made the motion to move UPAA's registration fee from \$100 back to \$125. Ryan Peters seconded the motion. The motion passed with Will Carlson abstaining.

The Council addressed where to hold Civil Conference as well as the remaining conferences through FY21. Because of continuing circumstances from COVID and budget concerns the Council discussed at length to hold all conferences back along the Wasatch Front on a temporary basis. For large conferences of traditionally of over 50 participants such as Fall, Civil and Spring, will be held virtually, similar to the 2020 Spring Conference. The conferences will be recorded then the video will be posted on the UPC web page. Small events, such as UMPA or specialty conferences, will be held as usual, just held locally and will not be live broadcast. However, smaller events will be filmed and will post the video on the UPC webpage. The only exception will be the DV Boot Camp which is planned to be held January 19-21-2021 in Springdale, Utah. Based upon the Council's in depth discussion, Will Carlson made the motion that for FY21 up to June 30, 2021 that UPC's trainings be held local to the extent practical, by local meaning on the Wasatch Front, for higher population (50 people) trainings live stream be prioritized where feasible and with UPC staff using their discretion. The exception would be the DV Boot Camp which is planned to be held January 19-21, 2021. The motion was seconded Robert Van Dyke. It passed with unanimously.

Council was in support of UPC purchasing video equipment for recording smaller trainings or where recording made the best sense.

In addition, the Council agreed that for this year only and as an operational process to charge a \$125 registration fee to watch a recording. A pay to play. Participants will receive a certificate and the hours would be reported to the Bar.

3. FY20 FINAL CLOSEOUT

In light of the discussion above under item #2, Steve Garside made the motion to approve and adopt FY20 Budget with the direction from Council to move forward and report the modifications at the next meeting. The motion was seconded by Ed Montgomery and the motion passed.

4. COVID AND FUTURE CONFERENCES

This topic was addressed above under item #2.

5. UPAA REPORT

Kathy Locher reported that the 2020 UPAA conference was canceled. The Board is looking forward to holding in 2021 and stay with the basic same agenda from 2020 but with some modifications. The Board is planning on meeting the end of August 2020. The Board is working on getting the UPAA Facebook page up and going.

6. RESOURCES PROSECUTORS

- a. Marlesse Jones referred the Council to the SADVRP report as outlined in the handouts. Focusing on curriculum and information. POST 3 day sex assault training was canceled due to COVID. Will try to find ways in different delivery and try to keep it in a limited budget.
- B. Tyson Skeen referred the Council to the TSRP report as outlined in the handouts. Tyson has had in person training with Riverton PD. Has purchased webinar equipment and learning how to use it. Has had requests for assistance.

7. ePROSECUTOR

- a. Because Ron was excused, Bob reported that Ron has been training Carson Criddle from Layton City to fill in as his back-up.
- b. Bob mentioned storage and that the oversight committee will need to meet to work out costs and when/if the need to purchase additional storage, etc.
- c. Bob indicated that no longer Journal supports JustWare. Many jurisdictions are now leasing licenses with JTI.
- d. The eFiling portion is overdue due to the payment to JTI is still sitting in escrow and has yet to be made because they haven't completed eProsecutor.

8. OTHER BUSINESS

No other business.

9. NEXT MEETING

Next meeting to meet via phone call to finalize the Monday, September 21, 2020
No time set
Remote

10. ADJOURN