

Utah Prosecution Council Meeting  
Thursday - January 4, 2024, 9:30 a.m.  
via Teams

Approved Minutes

Present: Ed Montgomery, City of South Jordan, UPC Chair (In person)  
Dan Burton, Chief Criminal Deputy, Utah Attorney General's Office (In person)  
William Carlson, Deputy Salt Lake County District Attorney(*designee of Sim Gill, Salt Lake County District Attorney*) (In person)  
Stephen D. Foote, UPC Chair, Duchesne County Attorney (In person)  
Jeff Gray, Utah County Attorney (Remote)  
Randall McUne, Cedar City Attorney (Remote)  
Stuart Williams, Clearfield City Attorney (In person)  
Robert Van Dyke, Kane County Attorney (In person)  
Karyn Walker, UPAA Chair, Provo City Attorney's Office (Remote)

Excused: Jess L. Anderson, Utah Commissioner of Public Safety  
Sim Gill, Salt Lake County District Attorney  
Troy Rawlings, Davis County Attorney  
Sean Reyes, Utah Attorney General

Guests: Sven Barr - Intern Salt Lake County District Attorney (Remote)  
Jeff Buhman, SWAP (In person)  
Ryan Robinson, West Valley City Attorney (In person)

**1. WELCOME**

A. The Council members were welcomed and the meeting convened.

**2. REVIEW MINUTES FROM PREVIOUS MEETINGS**

A. September 13, 2023 Minutes. Ed Montgomery made the motion to approve the meeting minutes from September 13, 2023. Will Carlson seconded and the motion passed unanimously.

B. November 7, 2023 Minutes. Will Carlson made the motion to approve the meeting minutes from November 7, 2023. Stephen Foote seconded and the motion passed unanimously.

C. November 30, 2023. Ed Montgomery made the motion to approve the meeting minutes from November 30, 2023. Will Carlson seconded and the motion passed unanimously.

**3. COUNCIL MEMBERSHIP**

- A. Jeff Gray was welcomed as the newest Council member. He replaced Ryan Peters.
- B. Having one Council position left to fill. Aside from UMPA making the recommendation, Council members discussed Jake Summers from Orem City, Matt Brooks from Herriman City and Brie Brass from South Salt Lake City. Bob will work with the UMPA membership on filling this position and report at the next meeting.

**4. FY24 BUDGET REVIEW**

Robert Church made the following financial report. Additional information is included in the Director's Summary.

- A. Council members reviewed the budget. Robert reported that UPC will have an \$80K carry over. He indicated that UPC received a \$16,000 pass through grant from NAPC for the Train the Trainer course to be held in March. By all indications the budget is good shape. Hearing no questions, Robert moved to the next item.

**5. FY24 LEGISLATION**

Robert Church made the following legislative report to date. Additional information is included in the Director's Summary.

- A. Governor's Budget.  
Robert reviewed the Governor's budget as outlined in the Directory's Summary. Please refer to the Director's Summary. It was noted that all increases are legislative appropriated to all state employees and will not come out of UPC's line item budget for UPC employees. Robert will give an update at the next meeting.

**6. TRAINING COMMITTEE**

Ed Montgomery and Robert Church made the following Training Committee report. Additional information is included in the Director's Summary.

- A. Ed stated that he attended the Basic Prosecutor Course and how impressed he was as to how that course was executed. He also commented on the excellent training given at the UMPA Conference. He highlighted Trent and his presentation, a job well done!
- B. Train the Trainer  
To be held March 24-27, 2024 in Logan, Riverwoods Conference Center. Having applied for and receiving a grant of \$16,000 from the National Institute of Traffic Safety Association (NITSA) UPC will include out of state TSRP faculty and students. This will also lessen the demand on local trainers UPC uses at the Basic Prosecutor Course. Also, it was noted that lodging prices have increased substantially well above the state rate even for some off-peak dates.
- C. Visual Trial Skills: College Drive  
It is a course of how to use power point, how to improve students ppt skills and how to make a more effective presentation through the use of ppt. Blair Wardle is the brains and trainer for this course. Four more courses are planned for this year. It will be a hands-on training with 15 students capacity. This training will be a replacement for trial advocacy skills course, at least, for a couple of years.

- D. Spring Conference  
To be held April 18-19, 2024 at the Provo Marriott Hotel

**7. ANNUAL AWARDS**

- A. Annual awards presented at 2023 Spring Conference included Prosecutor of the Year Award and the Steve Garside Service Award. Last year there was a review committee that considered nominations. The committee included Ed Montgomery, Ryan Peters, Karyn Walker and UPC staff. Jeff Gray agreed to take Ryan Peters place for this year as well as Ed, Karyn and UPC staff. Nominations can be made by both prosecutors and support staff. Applications for nominating someone will be made available on the UPC website.
- B. It was decided to make the award reflect the previous year. In other words, this year's award will be for the recipient's accomplishments in 2023.
- C. Misdemeanor or felony award? After an in depth discussion, it was determined that ultimately the award is a "prosecutor" award not necessarily distinguished between the two and the decision of whom it is awarded to should be at the discretion of the review committee.
- D. Steve Garside Service Award. Please refer to Directory Summary as a reference. After an in depth discussion, this award would most likely be for someone at the end of their career and the award would not necessarily be given every year.

**8. ePROSECUTOR**

Ron Weight gave the following E-filing report.

- A. Ron indicated that he received the codes and e-filing testing and fixing the bugs have been under way. Kane and Iron County offices as well as Washington City have offered to be the testing agencies. They will work with the Courts in this process and as soon as the testing is complete it will be ready for production. Time line on going live will depend on working out the glitches. Ron will keep the Council apprised.
- B. Ron reminded Council members if anyone needs assistance on a specific report to contact him.
- C. Ron reported he sent out the latest CCJJ HB288 grant report for the third quarter. He indicated that some agencies are not filling in the information as required by CCJJ.

**9. UPAA REPORT**

Karyn Walker and Marilyn Lawson gave the following UPAA report.

- A. Board is in the process of planning the 2024 UPAA Conference. Any suggestions were welcome.
- B. Discussed including or incorporating support staff with the Visual Trial Skills course. Possibly, including this topic into the UPAA Conference. Also, it was suggested to invite key people from offices to this training and they could take what they've learned back to their office.

**10. RESOURCE PROSECUTOR REPORT**

- A. Tyson Skeen TSRP. Please refer to his report located under *Tab F*.  
Tyson indicated he has been developing the curriculum for a DUI Boot Camp course. He will be looking for feedback from the Training Committee as well when they meet in March.
- B. Trent Dressen SADVRP. Please refer to his report located under *Tab G*.  
Trent highlighted that training stats have more than doubled in the last four years. Also, UPC's trauma informed training has been recognized nationally, particularly, by Angela Williamson, DOJ, she oversees the SA kit initiative grant. She is going to tie a requirement to those receiving the grant to learning our trauma informed training and how to teach it.

**11. OTHER BUSINESS**

- A. Steward Williams made the Council award he received an invitation from Clearfield's PD to attend a DUI training from a East Coast outfit. The training was not in line with best practices and to be aware of such trainings.

**12. PRESENTATION BY PROFESSION LOUISA HEINY AND COMMITTEE**

Presentation was tabled to be included with the SWAP meeting.

**13. NEXT MEETING**

April 17, 2024  
College Drive  
9:30 a.m. SWAP  
11:00 a.m. UPC

**13. MEETING ADJOURNED**