

Utah Prosecution Council Meeting
Monday - June 24, 2024, 10:00 a.m.
Wasatch County Search & Rescue Building
1359 S. Highway 40
Heber City, Ut
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)
Stephen D. Foote, UPC Chair, Duchesne County Attorney (In person)
Jeff Gray, Utah County Attorney (In person)
Randall McUne, Cedar City Attorney (Remote)
Brett Robinson, Chief Policy Advisor, Salt Lake County District Attorney,
(designee of Sim Gill, Salt Lake County District Attorney) (In person)
Samantha Smith, South Jordan City Assistant Attorney (In person)
Stuart Williams, Clearfield City Attorney (In person)
Robert Van Dyke, Kane County Attorney (In person)
Karyn Walker, UPAA Chair, Provo City Attorney's Office (In person)

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: Jeff Buhman, SWAP (In person)
Scott Sweat, Wasatch County Attorney

1. WELCOME

A. Council members were welcomed and the meeting convened.

2. MINUTES FROM APRIL 17, 2024 COUNCIL MEETING

A. Stuart Williams made the motion to approve the meeting minutes from April 17, 2024. Stephen Foote seconded and the motion passed unanimously.

3. COUNCIL MEMBERSHIP

A. Samantha Smith, Bluffdale City Prosecutor, was welcomed as the newest Council member.

B. Brett Robinson, Chief Policy Advisor, Salt Lake County District Attorney. Brett is Sim Gill's designee to the Council.

- C. Co-chair to be named. Ed Montgomery made the motion to nominate Randall McUne as the new UPC Co-chair. Stephen Foote seconded the motion and the motion passed unanimously.

4. FY24 BUDGET REVIEW

Robert Church reviewed the financial report for FY24 budget as outlined in the Director's Summary. Please refer to the Director's Summary. Council reviewed the budget.

- A. Robert Church explained there were some glitches with our budget program, QuickBooks. Some amounts may be mis-categorized. Will contact QuickBooks to correct the issue.
- B. Train the Trainer \$16,000 reimbursement still pending.
- C. May and June numbers are also pending. State Finance, typically, runs two months behind.
- D. Unusual Prosecution Expense reimbursement was awarded to Kane County in the amount of \$10,706.18.
- E. \$90K . Ultimately, UPC was able to keep the \$90K. Consequently, went unspent and has been included in the carry over. Part of that funding will be used for the part-time secretary and , possibly, full-time secretary.
- F. Net revenue will be sizeable. We may max out the carry over at \$150K for next year. Bob will make a final financial report on FY24 when all the numbers are in. Hearing no questions. Bob moved to the next item.

5. FY25 PROPOSED BUDGET

Robert Church reviewed the financial report for FY25 budget as outlined in the Director's Summary. Please refer to the Director's Summary for details. Council discussed the budget largely when it comes to the carry over and how to manage it such as with Ron's salary, eProsecutor user fees, waiving registration fees for the smaller trainings or offering scholarships. Also, should the part-time secretary's position turn into a full-time secretary, UPC could offer more trainings and the new secretary could handle that extra demand. Karyn suggested increasing UPAA's budget by \$2500 in order to pay for out-of-state, quality, presenters. After a lengthy, Rob VanDyke made the motion that for this budget year to give Robert Church the authority to provide scholarships within the overage of the carryover. Ed Montgomery seconded the motion. The motion passed unanimously.

Also, Rob VanDyke made the motion to approve the FY25 budget as proposed. Stephen Foote seconded the motion. The motion passed unanimously.

6. SECRETARY

Robert Church reported interviews for the secretary's position will be June 25th. Please refer to the Director's Summary. Robert Church will report at the next Council meeting.

7. **UNUSUAL PROSECUTION EXPENSES**

Please refer to the above 4. D. For details, please see additional information in the Director's Summary.

8. **JOHN R. JUSTICE REVIEW COMMITTEE**

A. Bob Church reported the committee met and issued awards. Checks should be issued by mid-July.

9. **TRAINING COMMITTEE**

Robert Church gave the following Training Committee report. Please refer to the Director's Summary for details.

- a. Visual Trial Skills: College Drive
 - i. 2024's Courses now available online to register
 - (1) June 20, 2024
 - (2) September 5, 2024
 - (3) November 14, 2024
 - ii. Spring Conference. Received great reviews.
- b. Regional Legislative Updates - May 1 - 31
 - i. Total of 665 trained.
- c. UPAAC Conference.
 - i. 103 in attendance. A banner year.
 - ii. Very well received. One of the best conferences.
- d. Basic Prosecutor -
 - i. August 18-23, 2024
- e. UMPA Planning Committee met to plan their conference
 - i. November 7-8, SpringHill Suites in Moab
- d. Civil Conference - October 16-18 at the Moab Valley Inn

10. **ePROSECUTOR**

Along with information from the Director's Summary, Ron Weight gave the following E-filing report. For details, please refer to Director's Summary.

- A. eFiling testing with the courts.
 - i. Ron indicated that it would be helpful to add another agency who have the time and would be willing to join Iron County and Washington City in the eFiling testing with the courts. Karyn Walker, Provo City, volunteered to be part of the testing.
 - ii. When ready to go live with all 44 agencies, Ron would like to train one agency at a time so as to eliminate start up problems. This process is anticipated to take a few months to get everyone trained and up and running.
 - iii. Robert Church mentioned the Jeff Buhman who is a member of the Statewide Data System Committee, is wanting all prosecutors to be on one system or a version of eProsecutor.
 - iv. Jeff Buhman indicated the legislature is willing to fund a unified system. The benefit with a unified system would be the ability to see all the data and be able to provide up-to-date reports they request.

- vi. Jeff Buhman, Bob Church and Dan Burton will be meeting with Rep. Judkins.

11. UPAA REPORT

Karyn Walker, Chair of UPAA and Marilyn Lawson gave the following UPAA report.

- A. UPAA Conference - June 12-14, 2024 at the Hilton Garden Inn, St. George. As mentioned, it was a banner year with over 100 in attendance.
- B. Comments from the UPAA membership was that training in employee appreciation would be welcomed.
- C. Open position yet to be filled on the Board.

13. RESOURCE PROSECUTOR REPORT

- A. Tyson Skeen TSRP. Please refer to his report located under *Tab G*.
 - i. DUI Bootcamp is being planned.
- B. Trent Dressen SADVRP. Please refer to his report located under *Tab H*.
 - i. HB200 upcoming trainings on August 5-7 Cedar City and Oct. 7-9 at POST.

14. NEXT MEETING

Sept. 10, 2024

In conjunction with UAC Convention - Provo

Time - TBD

15. PRESENTATION BY MY eBODY GUARD

16. MEETING ADJOURN