

# UTAH PROSECUTION COUNCIL MEETING

## AGENDA

Friday, January 20, 2017, 1:00 p.m.  
Utah County Association Offices  
5397 S. Vine Street, Murray, UT

Pre-meeting Reminder: The meeting is recorded and the equipment is pretty sensitive. It does pick up sidebar conversations.

Highlighted have been added since sending out the proposed Agenda and Director's Summary last week.

- I. Welcome to Haley Christensen, new UPAA Chair, Utah County Attorney's Office
- II. Approval of the minutes from the October 6, 2016 meeting - Steve **Tab A**
- III. UPC Conferences - Bob and Marilyn
  - A. Completed Conferences, **Tab B**
  - B. 2017 Conference Schedule, **Tab C**
- IV. Financial Report - Bob
  - A. Surcharge FY17 and Year to Date, **Tab D**
  - B. FY17 Budget Comparison Report, **Tab E**
- V. Training Committee Report - Steve
- VI. UPAA Report - Marilyn/Haley
- VII. Resource Prosecutors Reports
  - A. Donna: **Tab F**
  - B. Tyson: **Tab G**
- VIII. IT Issues - Ron and Bob
- IX. .5% Surcharge - Bob
- X. Minutes from October 21, 2015 Emergency Council Meeting, **Tab H, I** - Steve and Bob
- XI. Berkovich GRAMA Requests: Status - Bob
- XII. Reports From UPC Reps on Various Committees
- XIII. Other Business
- XIV. Closed Door Session
- XV. Values Exercise - If There's Time
- XVI. Next meeting: April 27, 2017, Logan, UT
- XVII. Adjourn

## Director's Summary of UPC Agenda Items

- I. Welcome to Haley Christensen, newest Member of the Council
  - A. Haley is the new Chair of the Utah Prosecutor Assistant's Association (UPAA).
  - B. She works in the Utah County Attorney's Office.
  
- II. Approval of the Minutes.
  - A. See the enclosed minutes from the October 5, 2016, meeting. **Tab A**
  
- III. UPC Conferences - Bob and Marilyn
  - A. Completed Conferences, **Tab B**
    1. Civil Conference
      - a. This was the first conference where Darcy Goddard and Valerie Wilde were in charge. They did a great job.
      - b. Overall the conference was excellent.
    2. County Executive
      - a. Major decision was the request to hold Spring Conference the same weekend as the judicial conference, April 27, 28, 2017.
      - b. Every venue in Davis, Salt Lake and Utah Counties were already booked.
      - c. Riverwoods Conference Center in Logan was available. The group voted to hold the conference there.
      - d. We will put out an announcement putting all offices on notice of the change well in advance.
  
  - B. 2017 Conference Schedule, **Tab C**
    1. Spring Conference
      - a. April 27, 28, 2017
      - b. Riverwoods Conference Center, Logan, UT
      - c. Anticipate our attendance numbers going down by up to 175.
        - (1) Fewer cops
        - (2) Fewer Wasatch Front prosecutors
    2. Use of Expert Witnesses in Sexual Assault and Domestic Violence Cases Training
      - a. March 28, 29, 2017
        - (1) Viridian Center, 8030 S. 1825 W., West Jordan
      - b. Working with Rich Hamp and the Salt Lake County District Attorney's Office. Thanks to Sim for funding this conference.
      - c. Bringing John Wilkinson from Aequitas. Donna to teach.
      - d. Designed to develop expert witnesses in the areas of DV and Sexual Assault
      - e. Will ask attending prosecutors to bring who they want to develop as expert witnesses with them; i.e. officers, victim advocates
      - f. By invitation only at this point

3. Title 3 Wiretap Conference
  - a. Rich Hamp called and asked if UPC would be able to co-sponsor in terms of funding and other resources, such a conference. I told Rich I'd raise the issue with the Council.
  - b. In the alternative, we're looking at making it a break-out session at Fall Conference.

C. CLE Fee

1. State Bar has increased the cost of processing CLE from \$15 to \$20.
2. UPC staff are proposing raising all conference fees by \$5 to cover this additional cost.
  - a. Public attorneys, law enforcement would pay \$80
  - b. Private Attorneys would pay \$305

IV. FY 16/17 Financial Report - Bob

A. Surcharge Report *Tab D*

1. Monthly totals since last meeting.
  - a. Oct 16: \$41,264.59    Oct 15: \$5,649.47
  - b. Nov 16: \$37,057.34    Nov 15: \$40,416.50
  - c. Dec 16: \$36,657.75    Dec 15: \$40,811.85

B. FY17 Budget/Comparison Report, *Tab E*

1. The budget is essentially the same that was adopted in October 2016 but with a couple changes.
  - a. Donna's salary.
    - (1) CCJJ voted on and approved additional funding for the SV grant. It included a 5% salary increase. This will get her through the end of FY17.
      - (a) Thanks to Ned Searle and Christine Watters for their efforts.
    - (2) Upon reaching 5 years with the AG's office Donna was awarded a \$500 annual pay increase as part of the AG attorney compensation plan.
  - b. I would like to bill SWAP for the net cost of the conference, approximately \$12,545.31 and continue to bill SWAP in the future.
    - (1) I don't see that UPC has an obligation to pay for the civil conference. While there are a few civil attorneys who occasionally prosecute, the focus of this conference is on civil issues.
    - (2) Here are the results of our research into the reimbursement issue. A full copy of those results can be provided upon request. I provided the Memo I drafted in October to the SWAB Board.

- (a) We can't find anything specifically stated in our minutes that SWAP would reimburse UPC for the cost of Civil Conference, other than a one-time event in 2008. If it was the intent of SWAP to reimburse UPC for each successive year, it did not make it into the minutes. Therefore, according to our records, SWAP has made a one-time donation to UPC of \$10,000 in 2008 to defray the costs of Civil Conference.
  - (b) At the time UPC agreed to assume sponsorship and responsibility for Civil Conference, the surcharge exceeded Mark's projections and UPC had sufficient funds to assume that conference.
  - (c) Assumption of Civil Conference was only supposed to be a "pilot program," with the Council reviewing the issue in 2002. It is obvious UPC continued to absorb the cost of the conference for each succeeding year. Perhaps it's time to review that "pilot program."
  - (d) SWAP never reimbursed UPC for the cost of Civil Conference in 2013, the year the AG's office waived \$15,000 in administrative fees.
- c. Donation to Utah Journal of Criminal Law?
- (1) The following prosecutors are on the editorial board:
    - (a) Bob Church
    - (b) Andrea Martinez
    - (c) Chris Ballard
    - (d) Christina Ortega
    - (e) Eric Clarke
    - (f) Josh Player
    - (g) Trish Cassell
  - (2) The Journal's printing costs were erroneously covered by Utah's law school up to this point. The Journal is now without a funding source.
  - (3) To print one edition of the journal the cost is around \$5,000 for 1,200 issues.
    - (a) Issues are sent to all prosecutors, public defenders and judges.
  - (4) The Board is looking for any and all sources of funding.
    - (a) Big criminal defense firms.
    - (b) Legal research companies.
    - (c) Private donations.

- (5) Would the Council be willing to authorize a donation to the Journal?
  - (a) This will help keep it being published.
  - (b) Encourage more prosecutors to contribute articles.
    - i) Donna Kelly currently has an article in the editing stages.
    - ii) Troy Rawlings, Ed Berkovich, Josh Player have all been published.

V. Training Committee Report - Steve Garside

- A. Next meeting is Friday, March 17, 2017.

VI. UPAA Report - Marilyn/Haley

- A. Feedback on results of CUPA test from County Exec Conference.

VII. Resource Prosecutors Reports

- A. Donna, **Tab F**
  - 1. Donna is excused. She is in Washington DC.
- B. Tyson: **Tab G**

VIII. IT Issues

- A. New design of UPC's Webpage. It's almost ready to go live. Ron will demonstrate some of the new features.
  - 1. Training Window
    - a. This now scrolls through all upcoming conferences with a link that takes you to the registration page.
  - 2. Case Summaries
    - a. This section is no longer called Prosecutor Newsletter.
    - b. It's been moved to the top of the page to highlight its importance.
    - c. It is updated regularly.
  - 3. Resource Prosecutors
    - a. They have tabs in the middle of the page. Tyson and Donna are working on creating meaningful content.
  - 4. Toolbox
    - a. This is now its own separate tab.
    - b. We'll highlight unique features in that tab hoping to encourage prosecutors to explore what we have. We're also hoping that prosecutors will begin submitting things to put in the toolbox.
      - (1) Blair Wardle
      - (2) Other
  - 5. UPC News
    - a. This is a place for general news about UPC, recapping conferences, photos, etc.

6. Featured Prosecutor
    - a. We'll feature a new prosecutor each month with a photo and information about that prosecutor.
  7. UPAA
    - a. UPAA has a tab at the bottom that will take the browser to their page.
  8. Suggested Professional Reading List
    - a. Open to suggestions.
    - b. Leadership books.
    - c. Trial practice/strategy books.
    - d. Etc.
- B. Barcode scanners
1. Ron is working to streamline this process.
  2. When a person registers for a conference, they'll receive an e-mail that has a barcode.
  3. The attendee brings the e-mail or pulls it up on their phone and scans the barcode.
  4. Their attendee is marked will allow them to complete the on-line course evaluation.
- C. Conference App
1. Ron is looking at apps out there and how we might be able to use one in relation to our conferences.
- D. Case Management
1. UAC Grant
    - a. UAC applied to CCJJ for a \$500,000 grant for the purchase of a case management system for the benefit of Counties.
    - b. They do not have to go through the RFP process.
    - c. Their intent is to purchase a system that will unify the counties into one system.
  2. UPC Grant
    - a. RFP
      - (1) It was at state purchasing for final approval but is now back to me. State purchasing suggested an alternate way to score the evaluations and provided a sample spreadsheet. I'm working on incorporating their suggestion but have been hampered by other issues that keep arising.
    - b. With UAC receiving grant funding for the benefit of counties, UPC's grant will be used to purchase a case management system for cities.
      - (1) Because UPC has to go through the RFP process, there is a real possibility that it may not be the same system as the counties.

- c. RFP Evaluation Committee
  - (1) The following individuals volunteered (or were volunteered) to be on the evaluation committee:
    - (a) County
      - i) Jared Eldridge, Stephen Foote, Jann Farris, Tim Taylor, Chris Stevens, Haley Christensen or Kim Lee
    - (b) City
      - i) Layton City IT guy
  - (2) I suggest that we need more city reps to sit on that committee - city attorneys/prosecutors and city admin staff.
    - (a) UMPA leadership
  - (3) Do the County volunteers still want to participate since this RFP no longer benefits the counties?

IX. .5% Surcharge to be Used to Train State and Municipal Prosecutors in the Prosecution of Domestic Violence.

- A. I've requested the \$15,000 that was coming from this account and passing through UPC to the CJC for their symposium be returned to UPC for DV training.
  - 1. No confirmation yet if this will actually happen.
- B. Meeting with Spence Austin and Craig Barlow
  - 1. Raised the issue of the language of the statute and how the funds shall be used to train state and municipal prosecutors in the prosecution of domestic violence.
  - 2. I was asked to see if I could find funds to pay Donna through the end of the fiscal year. That has happened.
  - 3. In our second meeting the issue was raised about Donna handling a limited number of specialized cases for the AG's office, that work to be paid from this fund.
    - a. I would be opposed to her handling routine cases. On all cases I'd be opposed to her making first appearances, bail hearings, pre-trial conferences, etc. Sitting in court waiting for a calendar to be called would be a waste of her time and the Council's money.
      - (1) I expressed those concerns in our meeting.
    - b. She would be best used as a consultant, second-chairing a case, cross-examining defendants and experts, etc.
    - c. The real issue is though, handling cases is not training and would not meet the intent and express language of the statute.
  - 4. On-going discussion.
- C. I drafted a proposed MOU, per the Council's guidance from last meeting, and gave it to Spence and Craig for their review, with a copy to Steve Garside.
  - 1. I can provide a copy of the draft upon request.

- D. The new Budget Director is aware of the issue and will look into it.
- X. Minutes from October 21, 2015 Emergency Council Meeting
- A. HISTORICAL NOTE: The confrontation that lead to this Council Meeting took place on Monday, October 12, 2015 in Moab at the Training Committee Meeting.
1. After the incident I spoke with Stephen Foote and Steve Garside about what to do and followed their guidance.
  2. Ed returned to Salt Lake on Tuesday, October 13, 2015.
  3. Marilyn and I remained for the rest of the week for Civil Conference.
  4. When I returned to the office on Monday, October 19, 2015, Ed had already begun to pack up his office. He stated he thought he would be fired as soon as I returned. I told him he was acting a little premature.
  5. He stated that he had begun to wrap up all outstanding matters and was going to cancel his upcoming trainings.
  6. I told him to wait to see what the Council decided. If he remained employed by the Council he would still need to do the trainings.
  7. Per e-mail, Ed canceled his trainings the morning of October 22, 2015.
- B. Minutes
1. Council Member Christine Stevens took hand written minutes for this meeting.
  2. She later sent me an electronic copy.
- C. Recording Equipment
1. I set up and monitored the recording equipment. I thought it was working properly.
  2. I do not recall actually checking to see if the unit was recording anything.
  3. I would have left the SD card in the recorder for Ron to extract the file.
  4. When I asked Ron to locate the recording to provide as part of Ed's GRAMA request, he could not find it after searching all the SD cards.
  5. Ron's practice is to check the recorder's SD cards for any recordings. He copies them to his hard drive then wipes the SD card clean for the next meeting.
  6. I can only assume that even though I "started" and "stopped" the recorder, it did not actually record the proceedings.
- D. Request to Correct the Minutes
1. "Correction necessary to minutes of UPC emergency council meeting 10/21/15/ @ 3:00 p.m." E-mail sent to Steve Garside, Edward Berkovich, copy to David Brickey, Robert Church, Scott Sweat, [lpehrson@utah.gov](mailto:lpehrson@utah.gov).  
**Tab H,**

- a. The e-mail spends several paragraphs addressing the question and answer to Steve Garside’s question of whether there were any upcoming events involving Ed. The minutes reflect the answer was there was nothing pending. The e-mail then asks, “Could you please fix the minutes and let me know.”
  - b. The more correct answer should have been there was nothing pending that couldn’t be rescheduled or canceled. See X.A.5, 6 above.
2. “At least two more corrections possibly needed to UPC minutes for 11/21/15 [sic] emergency council meeting” E-mail sent to Edward Berkovich, Steve Garside, [lpehrson@utah.gov](mailto:lpehrson@utah.gov), copy to Robert Church, Scott Sweat, David Brickley, J Francis Valerga, Jeff Hall, [sgill@slc.org](mailto:sgill@slc.org), Barry Huntington, **Tab I**
- a. The e-mail states “The timing is wrong. The audio recording minute entries need review.” “The 4:34 p.m. time indicated in the minutes about when the apparently non-existent audio recorder was turned back on.” “The minute entry stating “The general session was recorded.” If there was no recording, I suggest deletion of this entry.” The minute entry stating “General Session is resumed with the recorder turned back on at 4:34 p.m.” If there was no recording, I suggest deletion of this entry.”
    - (1) I can’t comment on how Christine came up with the time entries in the minutes.
    - (2) As stated above, I thought the recorder was working and that I was turning it on and off. Therefore, at the time of the meeting and when the minutes were taken, those comments reflect what I and Christine thought was happening.

E. Posting of Minutes to Webpage?

1. UPC’s policy has been to post to our webpage the audio recording from open meetings as well as the approved minutes, per the Open Meetings Act, U.C.A. 52-4-101 *et al*
2. In an effort to respect Ed’s privacy and because this Council meeting dealt specifically with personnel issues, the minutes have not been posted to our webpage.

XI. Berkovich GRAMA Requests. Copies of all documents associated with these requests can be provided to Council members upon request. They include the GRAMA request, UPC’s response, e-mail traffic, AG’s response, etc.

- A. May 17, 2016, Request for Documents: e-mails, course evaluations, training committee packet information, minutes, page from counseling, etc.
  1. June 1, 2016, AG’s office responded with various documents
  2. November 10, 2016, Ed asked for clarification
  3. December 13, 2016, AG’s office responded

4. December 23, 2016. After receiving documents from the AG's office Ed sent an e-mail to two training committee members discussing several issues. I can provide a copy of this e-mail upon request.
- B. December 19, 2016, Request for Documents: Emergency Council Meeting, audio recording and copy of minutes
1. January 5, 2017, AG's office responded with various documents
  2. January , 2017, Ed sent out e-mails to various individuals
  3. January 10, 11, 2017, Ed sent e-mails to Steve Garside requesting the minutes be amended.
  4. January 15, 2017, Ed e-mailed an appeal to the AG's office, the basis being that I did not conduct a reasonable search for audio files.
  5. January 17, 2017. I spoke with Lonny Pehrson, AG's office after he forwarded me the e-mail. He asked me to draft my response in letter format to Parker Douglas, Chief Federal Deputy & General Counsel, AG's office as Parker will be the one to rule on Ed's appeal. I did so and sent it to Lonny. I have a copy of the letter that can be reviewed by Council members upon request.
- C. December 19, 2016, Request for Documents: UMAA Appointment
1. January 5, 2017, AG's office responded
    - a. No documents were generated as all decisions and discussions were done by phone.
  2. January 9, 2017, Ed's e-mail to several people, as discussed above.
- XII. Written Reports From UPC Reps on Various Committees/Commissions
- A. State Advisory Board on Children's Justice - Craig Johnson, Utah County
1. As the UPC representative on the State Advisory Board on Children's Justice, I have attended their quarterly meetings over the past year, which are held at the Attorney General's Office. There are several dozen members of this Board with many opinions, but we have all worked well together to solidify some important goals, including the planning of the 2016 Spring Children's Justice Center Symposium at Snowbird, selecting parent members and a special needs children parent representative to the Board, and forming a subcommittee with Craig Barlow to tackle the difficulties we have seen in Courts not allowing CJC videos of underage child victims unless the disclosure took place "close in time" to the actual abuse (thus, cases with delayed disclosures, which are common, would still require the child to testify at the preliminary hearing, instead of affording them of the Rule 15.5 protections and those in Rule 1102). I have enjoyed providing a unique perspective to this Board and representing the needs of all prosecutors in the State in upholding child victims' rights.
  2. January 18, 2017 e-mail to Donna on important issue for Council to be aware of.

- a. Hi Donna! You may have heard about some issues that SLC DA's office & we have been having regarding inadmissible 1102 CJC videos at preliminary hearings in the past year or so. Last August, Kristin Zimmerman (SLC DA's office) had a flashpoint case that has finally brought this to a head.

Judge Keith Kelly of the Third District upheld a defense objection to the State playing a Children Justice Center recording in lieu of a twelve year old girl's testimony at preliminary hearing. The girl had disclosed years after the abuse. Judge Kelly held that Rule 1102 did not permit the State to play the CJC recording because it was not "promptly reported" under 1102(b)(7). Ultimately it appears Judge Kelly rightly interpreted the rule: so the rule needs to be changed.

As part of my efforts as the UPC representative on the State Advisory Board for Children's Justice, I crafted a simple but practical fix to the rule (please see attached).

As you are no doubt painfully aware, currently Rule 1102 only permits the playing of a CJC interviews in lieu of a child's testimony at preliminary hearing if the abuse is "promptly reported by the child victim". (The advisory notes on the rule state that a "child victim's hearsay report be close in time to the event reported".) Last week, I met with the Attorney General Office's Craig Barlow, Tom Brunker, Carrie Jensen, and Tracy Talbot and SLC Deputy DA Kristin Zimmerman.

Our plan is to make a presentation to the Evidence Rules Committee with three experts: you, Heather Stewart (SLC CJC) & Paul Cassell. Ms. Stewart would address the research that confirms that most children do not promptly report sex abuse from her unique CJC perspective. Paul Cassell will speak from the perspective of victim right's law supporting this rule change. We are asking you to address research on how trauma victims encode and ultimately relate/disclose traumatic events, etc. (i.e. is it the exception or the rule that children "promptly report" abuse? and should the timing of that disclosure affect the admissibility of their recorded interview, as long as it passes 15.5 muster?)

I believe that each of you experts would have approximately five minutes and then we would open it up for questions from the committee at the end of the presentation. We are working on getting on the Rule of Evidence February 21 noon agenda, so you would

have some time to prepare if you are willing to present. Are you willing and available to help us push this worthy cause forward?

Thank you so much for your time and consideration, Craig

- B. Criminal Law Section, State Bar - Janise McAnas, AG's Office
  - 1. Janise has replaced Matt Lloyd.
  - 2. The committee has not met since the Council's last meeting so there is nothing to report.
- C. Indigent Defense Trust Funds Board - Brody Keisel, Sanpete County
  - 1. Nothing reported.
- D. Justice Court Subcommittee - Ed Montgomery, South Jordan City
  - 1. Committee has not met since last Council meeting so nothing to report.
- E. Sentencing Commission - Scott Garrett, Iron County
  - 1. I serve on the sentencing commission and we have been working on juvenile justice reform. As you know PEW is studying the juvenile system, much like they did the adult system, and have prepared a report and made recommendations for reform. We will see what comes of that. In addition to that, the sentencing commission has been working on a new matrix for juvenile dispositions and also has some legislation pending that addresses juvenile sex offenses. Specifically, the legislation makes it unlawful for juveniles to engage in sexual relations where there is an identifiable victim and perpetrator and has a graduated sanctions matrix for age variation. This will allow prosecutors to charge unlawful sexual activity as an MB, MA or F3 instead of having to charge Rape. Of course the prosecutor can still charge Rape if there is evidence of lack of consent. It should give us more tools to work with juvenile offenders in a positive way.

### XIII. Other Business

- A. Developing In-State Experts
  - 1. Mental Health.
    - a. After Fall Conference, it's been mentioned by several people of the need to foster, develop, "designate" an in-state expert in this area.
    - b. How to do it, who it would be and what their role would be is a question for the Council.
  - 2. Other Areas of Expertise
    - a. Title 3/Wiretap
- B. Representative Romero's Rape Kit Processing Amendment - Rep Romero, *Tab J*
  - 1. Donna heard about this for the first time on Friday, January 13, 2017 No one at UPC had seen this before. It is in the very early stages.

2. There is language that would require UPC and the Department of Public Safety to develop and offer training in trauma-informed response and investigation of sexual assault and sexual abuse.
  - a. State-wide training of all officers by July 1, 2020 and may be on-line training.
  - b. Advanced training course for officers who investigate cases of sexual assault or abuse.
3. Ned Searle informed me that DPS is asking for \$2M in funds, part of which would cover Donna's salary, in relation to this bill.
  - a. We have no additional details.
4. If the funding for the position or funding for training does not come through UPC would be hard pressed to absorb this additional mandate.
  - a. Would our statute need to be changed to include the training of officers?

C. Changes to UPC Statute

1. UPC staff began working on proposed changes to our statute early in December. Nothing yet ready to propose.
2. Other issues have come up requiring the staff's attention.

D. Audit of Utah's Monetary Bail System by the Office of the Legislative Auditor General (OLAG).

1. I received a phone call, then a visit from Andrea Parrish, Tuesday morning, January 17, 2017. She is an Audit Supervisor on this project.
2. OLAG conducted an audit of the two types of monetary bail commonly used in Utah's District Court's: cash bail and surety bond.
3. We all know of the problems associated with surety bond and trying to collect when a defendant fails to appear. The report is currently protected so I can't provide copies or give out a lot of details. However it will be released in the next two weeks or so.
4. The reason for Andrea's call to me is based on one of the recommendations which stated "We recommend that the Administrative Office of the Courts provide ongoing training to judges, clerks, and prosecution regarding statutory requirements for completing the forfeiture process." The AOC expressed concern that they had no authority or jurisdiction to train prosecutors and referred Andrea to me.
  - a. After our meeting the language has been modified to read "We recommend that the Administrative Office of the Courts provide ongoing training to judges, clerks, and coordinate with prosecuting attorneys to receive training regarding statutory requirements for completing the forfeiture process."
5. In addition to the above language we discussed the following:
  - a. I expressed concern regarding the amount of training that will be required. If it were to involve more than an hour or so at our main

conferences, such as a full day conference, I would be opposed to being required to do this without some sort of additional funding. Andrea said that she felt an hour or so should be sufficient.

- b. While the audit focused on District Courts and the rate which surety bond forfeitures were being pursued, I explained that prosecutors in Justice Courts face the same issues.
  - c. I requested that as the courts and clerks were developing training that I be included as a prosecutor representative. I want to make sure that everyone; judges, court clerks, prosecutors and admin staff are all being trained on the same process.
  - d. I suggested that if the courts came up with a standardized checklist or template that could be used by prosecutor offices, this would help prosecutor offices be more willing to pursue these actions.
  - e. With Spring Conference so close there would be no time to develop any kind of training by then. I said that the soonest we could offer this training would be in August at UMPA for misdemeanor prosecutors then in October for Fall Conference. She said that would not be a problem.
6. Andrea e-mailed Rick Schwermer with an update of our meeting. I followed up with my own e-mail to Rick making the above suggestions, asking that prosecutors be involved in this process very early on.

E. Possible Office Move to College Drive

1. There is discussion of moving UPC and a couple other departments within the AG's office to the College Drive office complex.
2. Nothing can take place until the agency currently in the spaces moves.
3. I only raise this now as I've had 5-6 people within the AG's office asking me about it so wanted the Council to hopefully hear about it from me first. It is becoming common knowledge within the AG's office that someone will be moving.

F. National Association of Prosecutor Coordinators NAPC (my national counterpart organization)

1. I am the Chair of the Finance Committee.
2. I have been encouraged by the Executive Director to consider applying for NAPC's Board of Directors at our July 2017 meeting.

G. Cleaning Up Mailing Lists

1. Creating "survey monkey" survey to send out to everyone on UPC's various mailing lists to determine just what kinds of e-mails attorneys want.
2. Despite the program saying it will import my g-mail mailing lists, it does not. We're having to type e-mail addresses one at a time.
3. When the survey finally comes out, please don't ignore it.

- XIV. Closed Door Session - Separate Packet of Information
- A. Salary Issue
  - B. Council Membership
- XV. Values Exercise - If There's Time.
- A. This is part of a larger leadership training seminar I attended in November, 2016. NAPC paid for the bulk of the expenses associated.
  - B. It's an impressive course based upon the best selling book by James Kouzes and Barry Posner, *The Leadership Challenge: How to Make Extraordinary Things Happen in Organizations*, 5<sup>th</sup> Edition.
  - C. I want to bring the course to Utah but there are costs associated with it. I submitted a 2-year grant proposal to CCJJ to fund this course. I am hoping to hear from CCJJ by the first of February.
  - D. If the grant is approved in its entirety, it will cover the cost of certifying two course facilitators and train 150 individuals, including 10 Utah Prosecution Council Members and staff, 29 County Attorneys and their Chief Criminal Deputies, 29 County Sheriff's and their Chief Deputies and 20 City Attorneys.
    - 1. Because the course is designed for no more than 25-30 people at a time it will take the two years to get everyone trained.
  - E. My counterparts in North Carolina are certified instructors and have been training their elected county and district attorneys as well as senior law enforcement. It has achieved great success there.
- XVI. Next Meeting: April 27, 2017
- A. Riverwoods Conference Center, Logan UT
- XVII. Adjourn