



## UNIFIED FIRE AUTHORITY BOARD MINUTES

January 16, 2024, 7:30 a.m.

Electronically Via ZOOM Webinar/UFA Headquarters – 3380 South 900 West SLC, UT 84119

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1. Call to Order  
Quorum present  
Chair Weichers called the meeting to order at 7:33 a.m.
2. Public Comment  
None  
Public comment was available live and with a posted email address
3. Approval of Minutes  
Mayor Knopp moved to approve the minutes from the December 12, 2023, UFA Board Meeting as submitted  
Council Member Hull seconded the motion  
All voted in favor, none opposed
4. Board Service Recognition Presentation – Chair Weichers
  - Chair Weichers presented Mayor Dahle with a service award for his work on the UFA Board
  - Council Member Perry was also recognized for his work on both the UFA and UFSA Boards
  - Chair Weichers welcomed Paul Fotheringham, Holladay, and Tyler Huish, White City, as their replacements
5. Consent Agenda
  - Review of December Disbursements
    - CFO Hill called attention to the fact that the SelectHealth contingent funding payment was made in December for FY22/23
    - No discussion

Mayor Silvestrini moved to approve the December disbursements as submitted  
Council Member Hull seconded the motion  
All voted in favor, none opposed
6. Committee Updates
  - CLO Roberts reviewed the committee members
  - Benefits & Compensation Committee – Chair Dahle
    - Meeting held 1/3/24
    - Next meeting 2/15/24
    - With Mayor Dahle stepping away from the Board, the Benefits and Compensation Committee will be in need of a Chair
    - Ongoing discussion at these meetings will be the Top 3 pay position and the continued inclusion of Park City as a comparison

- Chief Burchett stated that Mayor Dahle asked that Board Members communicate any discussion or decision by their councils regarding the member fee increase, cap, and any guidance as to what they feel they can absorb
- Mayor Dahle mentioned that with the big increase given to public safety last year and most councils needing tax increases, there may be a challenge for this year
- The Benefits & Compensation Committee wants to provide a realistic recommendation to the Finance Committee, so any guidance they can get would be appreciated
- Governance Committee – Chair Silvestrini
  - No meeting held
  - Chair Silvestrini will be stepping down from this post with the intent to Chair the Benefits and Compensation Committee
- Finance Committee – Chair Henderson
  - Next meeting 4/15/24

#### 7. Quarterly Report

- CFO Hill reviewed the second quarter report
- Noted is that the Liability Insurance is over budget with the new stations and the addition of more vehicles through the Capital Plan
- This overage will be managed within the Administrative Budget and will be balanced
- In response to Council Member Baileys question regarding refinancing, CFO Hill stated that the rates are well below the current rate so there is no need to refinance
- There is also an under-expend in Salary and Benefits due to vacancies
  - The vacancies have now been filled and numbers should return to normal
- No further questions

Mayor Silvestrini moved to approve the quarterly financial report including the list of expenditures for the last quarter as presented

Mayor Knopp seconded the motion

All voted in favor, none opposed

#### 8. 2024-2026 Strategic Plan

- AC Pilgrim provided an overview of the process and final draft of the Strategic Plan
- Feedback was solicited and received from public safety partners, community partners, and internally as well
- This process began March 2023 and will go before the UFA Board in February for approval
- Council Member Fotheringham asked about the intent to find a way to establish a metric and measurement of these goals
  - AC Pilgrim explained that the data points are easy to track
  - Action items have been identified within each Division that are tracked and reviewed monthly as a goal
  - These items are based on SWOC feedback and completion is subjective
  - Leadership has spent much time ensuring the action items meet the intent of the SWOC
- In response to Deputy Mayor Kanter's question about reporting these items to the Board, AC Pilgrim stated that a quarterly report will be provided

#### 9. Operations Report

- AC Dern provided an overview of the Operations Report included in the packet
  - Over 36,000 incidents took place in 2023
  - Pertinent final data will be published in the Accomplishments Poster in February
- Holiday Staffing
  - Christmas day and eve staffing went well

- Only ran short 1 Firefighter on 12/23
- Moved 1 Firefighter to an ambulance for a partial shift 12/24
- Very limited impact to staffing through the holiday
- Crew Recognition
  - Chief Burchett presented crewmembers Chief Coins for their work to provide a tree, presents, and dinner to a family who experienced a fire in Millcreek
  - Thanks to BC Anderton, Sam Christensen, Molly Doyle, John Hickey, Heath Bambury, Rachel Walker, Jake Henderson, and Millcreek Gardens for their donations

#### 10. Fire Chief Report

- Grand Opening Station 102
  - Crews have been in the Magna Station 102 for a couple weeks
  - The grand opening takes place today at 1:00 p.m.
- New Board Member Orientation
  - Welcome Holladay Council Member Paul Fotheringham and White City Council Member Tyler Huish
  - Meetings with new Board Members will be scheduled to orient them to UFA/UFSA
- Legislative Committee
  - Chief Burchett reviewed members of the UFA Legislative Committee
  - If any other Board Members are interested in joining the Committee, please reach out
  - Mayor Silvestrini clarified that there is not much of a time commitment
- 2024/2025 Budget Priorities
  - Chief Burchett explained that he has received about 100 new asks from the Divisions
  - A 10% non-personnel stress test was also done in each Division
  - It is unknown where benefits and wages will land until the February Benefits and Compensation Committee Meeting
  - Chief stated that his top goal is Top 3 and keeping UFA within that goal
  - A second recruit camp is a priority, as is Behavioral Health, and inflationary costs
  - Chief Burchett will gather the costs for a second recruit camp for the next Board Meeting

#### 11. Closed Session No closed session

- #### 12. Adjournment
- Council Member Hull moved to adjourn the January 16, 2024 meeting  
Mayor Knopp seconded the motion  
All voted in favor, none opposed

#### BOARD MEMBERS IN ATTENDANCE:

Council Member Kathleen Bailey  
Council Member Catherine Harris  
Council Member Trish Hull  
Mayor Marcus Stevenson  
Mayor Dan Knopp  
Mayor Tom Westmoreland  
Mayor Kristie Overson

Mayor Mike Weichers  
Deputy Mayor Catherine Kanter  
Council Member Tish Buroker  
Mayor Jeff Silvestrini  
Mayor Dahle  
Council Member Sheldon Stewart

BOARD MEMBERS ABSENT:  
Council Member Jared Henderson  
Council Member Chrystal Butterfield  
Mayor Roger Bourke

STAFF IN ATTENDANCE:  
Chief Dominic Burchett  
CFO Tony Hill

CLO Brian Roberts  
Cynthia Young, Clerk

OTHER ATTENDEES:

AC Dern  
AC Pilgrim  
AC Robison  
Aaron Whitehead  
Alan Perry, White City  
Anthony Widdison  
Bill Brass  
Brandon Dodge  
Brian Anderton  
Bryan Case  
Calogero Ricotta  
Chet Ellis  
Courtney Samuel  
David Chipman, Public  
Debbie Cigarroa  
Erica Langenfass  
Jay Torgersen

Jill Tho  
Kate Turnbaugh  
Kenneth Aldridge  
Kiley Day  
Kiyoshi Young  
Krystal Griffin  
Kyle Maurer, Herriman  
Lana Burningham  
Mike Bagley  
Mike Greensides

Paul Fotheringham, Holladay  
Paul Story  
Rachel Anderson  
Reid Demman  
Rob Ayres  
Shelli Fowlks  
Tara Behunin  
Tyler Huish, Holladay  
Wade Russell  
Wade Watkins

Molly Doyle  
Patrick Costin