

THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE



UNIFIED FIRE AUTHORITY BOARD AGENDA

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

NOTICE IS HEREBY GIVEN THAT THE UNIFIED FIRE AUTHORITY BOARD OF DIRECTORS SHALL ASSEMBLE BOTH ELECTRONICALLY AND IN-PERSON FOR A MEETING AT UFA HEADQUARTERS LOCATED AT 3380 SOUTH 900 WEST, SALT LAKE CITY, UT 84119

THE PUBLIC MAY ATTEND IN-PERSON OR ELECTRONICALLY VIA ZOOM WEBINAR AT:
<https://zoom.us/j/98255960431?pwd=VW9iWk1KQ0JYTj9lSDIxMS96KzZXZz09>
Password: 123911

1. Call to Order – Chair Weichers
2. Public Comment
Please limit comments to three minutes each. The UFA Board typically will not engage directly but may direct staff to address comments following the meeting.
There are three options for comments during this meeting:
 - a. In-Person.
 - b. Live during the Webinar by logging in as described above. If you wish to make a comment, select the “Raise Hand” button at the bottom of the screen. You will then be added to the queue and invited to speak.
 - c. EMAIL: Public comments will be accepted prior to the meeting via email at publiccomment@unifiedfire.org until 7:00 a.m. January 15, 2024. Emailed comments submitted prior to 7:00 a.m. January 15, 2024, will be read or summarized into the record, comments received after the deadline will be forwarded to the UFA Board, but not read into the meeting record or addressed during the meeting.
3. Minutes Approval – Chair Weichers
 - a. December 12, 2023
4. Board Service Recognition Presentation – Chair Weichers
 - a. Mayor Dahle
 - b. Council Member Perry
5. Consent Agenda
 - a. Review of December Disbursements – CFO Hill
6. Committee Updates
 - a. Review & Update Committee Assignments – CLO Roberts
 - b. Benefits & Compensation Committee – Chair Dahle
 - i. Chair position vacant
 - ii. Meeting held 1/3/24
 - iii. Next meeting 2/15/24

- c. Governance Committee (No meeting) – Chair Silvestrini
 - i. Chair position vacant
 - d. Finance Committee (Next meeting 4/15/24) – Chair Henderson
7. Quarterly Financial Report – CFO Hill
8. 2024-2026 Strategic Plan – AC Pilgrim
9. Operations Report – AC Dern
 - a. Holiday Staffing
 - b. Crew Highlight
10. Fire Chief Report
 - a. Grand Opening Station 102
 - b. New Board Member Orientations
 - c. Legislative Committee
 - d. 2024/25 Budget Priorities

11. Possible Closed Session

The Board may consider a motion to enter Closed Session. A closed meeting described under Utah Code Section 52-4-205 may be held for specific purposes including, but not limited to:

- a. discussion of the character, professional competence, or physical or mental health of an individual;
- b. strategy sessions to discuss pending or reasonably imminent litigation;
- c. strategy sessions to discuss the purchase, exchange, or lease of real property;
- d. discussion regarding deployment of security personnel, devices, or systems; and
- e. investigative proceedings regarding allegations of criminal misconduct.

A closed meeting may also be held for attorney-client matters that are privileged pursuant to Utah Code § 78B-1-137, and for other lawful purposes that satisfy the pertinent requirements of the Utah Open and Public Meetings Act.

Re-Open the Meeting

12. Adjournment – Chair Weichers

The next UFA Board meeting will be held February 20, 2024, at 7:30 a.m. both electronically and at UFA Headquarters located at 3380 South 900 West, Salt Lake City, UT 84119

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL UFA MEETINGS.

In accordance with the Americans with Disabilities Act, UFA will make reasonable accommodation for participation in the meetings. Please call the clerk at least three working days prior to the meeting at 801-743-7213. Motions relating to any of the foregoing, including final action, may be taken at the meeting. This meeting will also be held electronically to allow members of the UFA Board to participate. This agenda is subject to change with a minimum 24-hour notice.

CERTIFICATE OF POSTING

The undersigned, does hereby certify that the above agenda notice was posted on this 15th day of January, 2024, on the UFA bulletin boards, the UFA website www.unifiedfire.org, posted on the Utah State Public Notice website <http://www.utah.gov/pmn/index.html> and was emailed to at least one newspaper of general circulation within the jurisdiction of the public body.

Cynthia Young, UFA Board Clerk



UNIFIED FIRE AUTHORITY BOARD MINUTES

December 12 2023, 7:30 a.m.

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

1. Call to Order
Quorum present
Chair Weichers called the meeting to order at 7:32 a.m.
2. Public Comment
None
Public comment was available live and with a posted email address
3. Approval of Minutes
Council Member Stewart moved to approve the minutes from the November 21, 2023, UFA Board Meeting as submitted
Council Member Hull seconded the motion
All voted in favor, none opposed
4. Consent Agenda
 - Review of November Disbursements
 - No discussion

Mayor Overson moved to approve the November disbursements as submitted
Council Member Hull seconded the motion
All voted in favor, none opposed
5. Committee Updates
 - Benefits & Compensation Committee – Chair Dahle
 - Next meeting 2/15/24
 - Mayor Dahle stated that all indications are that this once again will be a challenging budget year
 - A discussion arose last year regarding the Top 3 and the inclusion of Park City in comparisons
 - This is a fair conversation to be had and is something that must be discussed in order for the Board to give direction to staff before budget season begins
 - Mayor Dahle reminded all that the goal of reaching Top 3 began 8-9 years ago, this is not a policy but an aspiration
 - Being forced to align the UFA budget based on other agencies pay should not be binding and should be clarified prior to the February B&C Committee Meeting
 - A meeting in January will be scheduled
 - Governance Committee – Chair Silvestrini
 - No meeting held
 - Finance Committee – Chair Henderson
 - Meeting held 11/29/23
 - The annual audit was reviewed and will be addressed in the following agenda item

- Council Member Henderson stated that the Finance Committee has asked for a discussion on the Top 3 and wants to temper any fears or cuts
- There needs to be a more sustainable policy going forward so future boards are not bound with this Top 3 decision
- The goal is to have a discussion on keeping wages competitive long-term

6. Review/Approval of Fiscal year 22/23 Financial Audit

- Auditor Marcus Arbuckle presented the report
- A clean audit was given
- CFO Hill pointed out pages 18-26 which offer the management analysis and discussion
 - CFO Hill explained that this portion is the opportunity for UFA to provide an overview of the financial position of the organization
 - CFO Hill encourages all Board Member to read through this portion
- Auditor Arbuckle pointed out that state compliance did have a finding for Board Member compliance of Open Meetings Training
 - 3 Board Members did not attend the UFA Open Meetings Training and only 2 received the training elsewhere
 - Staff will put a process in place to ensure this is not a finding in the future
- Council Member Henderson pointed out that the purpose of the audit is not to approve decisions the Board is making, but that the information the Board uses to make decisions is accurate

Council Member Hull moved to approve the Fiscal year 22/23 Financial Audit as submitted

Council Member Perry seconded the motion

All voted in favor, none opposed

7. FY22/23 Insurance Recap

- Michelle Morse from Gallagher provided an update to insurance
- SelectHealth asked for a 6% increase to keep benefits as is
- The underwriting team worked on a solution and the result was the Contingent Funding Plan
- With this plan, UFA is fully insured, but takes more risk with the rate in the end
- The Contingent Funding Plan provides 5% either up or down, depending on plan use throughout the year
- As this year closed, there was a large claim that was outstanding and resulted in a huge swing in where the plan ended
- Gallagher is aware that going forward they will need to be watchful of any claims sitting out in the system that have not been accounted for and communicate with staff and Chief Burchett on what that contingency number looks like throughout the year
- Gallagher thought SelectHealth had taken into account the large claimant, but in fact they hadn't
- The amount is now \$170,000, 2.6% of premiums is owed
- In response to Mayor Silvestrini's question, Chief Burchett explained that 80% of this amount is the responsibility of UFA and 20% will be collected from personnel
 - Chief Burchett stated that working with Labor, it was decided to split the maximum of \$108 from each employee in 3 pay periods
 - The actual individual amounts are determined by which insurance each employee carries
- Council Member Kanter pointed out a lesson learned, while this is the right decision moving forward, work needs to be done to ensure the accounting is followed
 - Michelle Morse explained that Gallagher assumed that as claims came in, they were placed in the SelectHealth bucket, but it is actually where we are in the plan year, not what is sitting out in the system
 - Council Member Kanter asked if the decision UFA and the Board made was the correct one, in which Michelle Morse responded "yes"

- Mayor Dahle reiterated that this resulted in a net savings for UFA personnel and was the right decision
 - All personnel should hold some monies out in case this happens in the coming year
 - In actuality, UFA personnel still received a 2% reduction in costs with this plan and wants to make sure all personnel understand that this was the right decision

8. Insurance Contingency Funding

- This agenda item is a continuation of the previous
- Chief Burchett and CFO Hill explained that UFA will cover 80% of the shortage and personnel will be responsible for 20%
- The fund balance will be used to cover UFA’s portion and is included in the upcoming budget amendments
- UFA personnel are good consumers of the health plan, and this contingent model keeps costs as low as possible for employees
- Chief Burchett explained that employees still realized a savings
- Working with Labor, it was decided to split up the reimbursement from three pay periods in January rather than during the holiday season
- Chief Burchett and Mayor Dahle both recommend that staff set aside funds in the event this happens next year
- Being aware of the tracking that Gallagher does, and the changes being made, the organization can be better prepared and know further ahead if this were to happen again
- Mayor Stevenson asked what options for collection were discussed with Labor
 - Chief Burchett explained that the discussion was more of looking forward and planning if this happened again
 - This will be a discussion in Benefits & Compensation meetings
 - Mayor Stevenson asked if there was a way this could be less impactful, possibly seeing less of an increase at the first of the year
 - Chief Burchett answered that COLA isn’t until July and this is timed with the payment of OT, waiting until July is not an option
- CFO Hill clarified that the maximum responsibility on each employee is \$108.00, depending on their level of coverage

9. Consider Resolution 12-2023A Approving Proposed Exhibit A to the UFA/UFSA Interlocal Agreement for Services for Calendar Year 2024

- CFO Hill explained that this is the work that UFA staff provides to UFSA throughout the year
- The costs have decreased due to the close of the station construction projects and the subsequent decrease in workload these required
- This exhibit has been approved and recommended by the UFA Finance Committee
- No further questions

Mayor Silvestrini moved to approve Resolution 12-2023A approving proposed Exhibit A to the UFA/UFSA Interlocal Agreement for Services for calendar year 2024
 Council Member Stewart seconded the motion
 Roll call vote taken

Bailey	Y	Knopp	-
Bourke	Y	Overson	Y
Buroker	Y	Perry	Y
Butterfield	Y	Silvestrini	Y
Dahle	Y	Stevenson	Y
Harris	Y	Stewart	Y
Henderson	Y	Weichers	Y

Hull	Y	Westmoreland	Y
Kanter	Y		
Hartman	Y		

10. Public Hearing to Receive and Consider Comments on Proposed Amendments to the 23/24 Fiscal year Budget

- CFO Hill reviewed the amendments to the budget
- No questions

Council Member Stewart moved to open the Public Hearing to receive and consider comments on proposed amendments to the 23/24 Fiscal Year Budget

Deputy Mayor Kanter seconded the motion

Roll call vote taken

Bailey	Y	Knopp	-
Bourke	Y	Overson	Y
Buroker	Y	Perry	Y
Butterfield	Y	Silvestrini	Y
Dahle	Y	Stevenson	Y
Harris	Y	Stewart	Y
Henderson	Y	Weichers	Y
Hull	Y	Westmoreland	Y
Kanter	Y		
Hartman	Y		

- In response to a question regarding the placement of IO in a different column than other Salary and Wages, CFO Hill stated that the cost for the staff member providing the service did increase, and this was where it should be, this was not a mistake

Council Member Stewart moved to close the Public Hearing to receive and consider comments on proposed amendments to the 23/24 Fiscal Year Budget

Deputy Mayor Kanter seconded the motion

Roll call vote taken

Bailey	Y	Knopp	-
Bourke	Y	Overson	Y
Buroker	Y	Perry	Y
Butterfield	Y	Silvestrini	Y
Dahle	-	Stevenson	Y
Harris	Y	Stewart	Y
Henderson	Y	Weichers	Y
Hull	Y	Westmoreland	Y
Kanter	Y		
Hartman	Y		

11. Consider Resolution 12-2023B Approving the First Budget Amendments to the 23/24 Fiscal Year Budget

Council Member Stewart moved to approve Resolution 12-2023B approving the first budget amendments to the 23/24 Fiscal Year Budget
 Council Member Perry seconded the motion
 Roll call vote taken

Bailey	Y	Knopp	-
Bourke	Y	Overson	Y
Buroker	Y	Perry	Y
Butterfield	Y	Silvestrini	Y
Dahle	Y	Stevenson	Y
Harris	Y	Stewart	Y
Henderson	Y	Weichers	Y
Hull	Y	Westmoreland	Y
Kanter	Y		
Hartman	Y		

12. 2021-2023 Strategic Plan Final Report

- 2021/2023 Close-Out
 - AC Pilgrim provided an overview of the action items that Division’s have been working through that help accomplish initiatives
 - Reviewed how the goals resulted from input both internally and from the communities UFA serves
 - Almost 90% of the action items have been completed this year and those not completed will be moved into the new Strategic Plan
 - AC Pilgrim provided an overview of the initiatives moving forward
- 2024-2026 Preview
 - 70 internal and external meetings were held in preparation for the new Strategic Plan
 - Thousands of data points and comments were gathered
 - Thank you to Captain Quinn and the Strategic Plan Committee for the work on this plan
 - AC Pilgrim reminded the Board that this plan is critical to the organization and provides guidance, and highlights the importance of accomplishments and goals

13. Approval of 2024 UFA Board Schedule

- The UFA Board Meeting will take place the third Tuesday of every month
- December 17, 2024 was moved to December 10, 2024 to accommodate Board Member holiday schedules

Council Member Hull moved to approve the 2024 UFA Board Meeting Schedule as presented
 Mayor Westmoreland seconded the motion
 All voted in favor, none opposed

14. Operations Report

- Assistant Chief Dern presented the response report for the previous month
- Medical Response Advisory Committee (MRAC) Update
 - The purpose of the committee is to evaluate future response needs and changes in communities and to address future gaps resulting from growth
 - Operations needs to remain proactive to the changing needs in response
 - Concepts discussed were response to low acuity calls, possibly in a smaller vehicle with less personnel

- This would free up heavy apparatus for critical calls
- Many options are being explored by different agencies of similar size
- The topics this committee discusses are an extension of the Standards of Cover
- The committee is currently on pause following the initial six meetings, and will resume again to continue work on future solutions
- AC Dern highlighted the structure fire in Herriman that took place this past week
- Wildland Season
 - Recruitment for the next season is out and closes at the end of December
 - Thus far there are 115 applicants who will begin work May, 1, 2024

15. Fire Chief Report

- Community Risk Reduction
 - Chief Burchett stated that with November being a month with a high incident of cooking fires, Fire Prevention is now collecting data to begin a proactive approach to community risk reduction
 - The tracking of the highest risk will be targeted and communicated out to the community through the Information Outreach Division
 - This will also include partnering with other agencies to begin an all-resource approach to risk reduction
- Legislative Update – Dave Spatafore
 - UFA Lobbyist Dave Spatafore provided an update as the session prepares to begin
 - Work on rule changes on coverage for supplies and medicine on ambulances is being addressed as well as working toward payment certainty for providers
 - Work has begun on appropriating the \$6.5M grant for behavioral health programs
 - Hoping to fund a statewide program for all agencies
 - Foam in fire stations grant has administrative work remaining
 - Fireworks bill to change aerial allowances
 - Retirement bill dealing with retire-rehire time requirements
 - Asking for \$500,000 for statewide Bomb squad equipment
- Mandatory Staffing Update
 - Chief Burchett had stated that he was going to work with labor and return with ideas on how to address and reduce mandatory staffing
 - Reviewing the data, there is an average of .7 mandatory shifts per day with the Paramedic rank being impacted the most
 - Recruit camp begins in February, and they hit the field in June, another process will be held in the fall
 - These hires should address the shortage
 - Administration is working on policies to address hiring options such as the lateral hire approach
 - Chief is committed to filling vacancies and believes that in the coming year the shortage will be addressed with current hiring practices and changes
- Firefighter Physical Ability Test (FPAT)
 - UFA has been working toward a minimum fitness standard
 - A company, Social Sciences, was hired to validate the standard
 - Social Sciences has submitted a 45-page report and Command Staff will now work through how best to implement the recommendations

16. Closed Session
No closed session

17. Adjournment
Council Member Stewart moved to adjourn the December 12, 2023 meeting
Mayor Silvestrini seconded the motion
All voted in favor, none opposed

BOARD MEMBERS IN ATTENDANCE:

Council Member Kathleen Bailey
Council Member Chrystal Butterfield
Council Member Catherine Harris
Mayor Robert Dahle
Council Member Trish Hull
Mayor Marcus Stevenson
Mayor Kristie Overson
Mayor Mike Weichers

Council Member Allan Perry
Deputy Mayor Catherine Kanter
Council Member Tish Buroker
Mayor Jeff Silvestrini
Mayor Roger Bourke
Mayor Tom Westmoreland Council Member
Sheldon Stewart

Council Member Jared Henderson

BOARD MEMBERS ABSENT:

Mayor Dan Knopp

STAFF IN ATTENDANCE:

Chief Dominic Burchett
CFO Tony Hill

CLO Brian Roberts
Cynthia Young, Clerk

OTHER ATTENDEES:

Aaron Whitehead
AC Dern
AC Pilgrim
AC Robinson
Anthony Barker
Anthony Widdison
Bill Brass
Brad Larson
Brian Anderton
Calogero Ricotta
Chad Simons
Chet Ellis
Courtney Samuel
Dan Brown
Dave Spatafore

David Chipman
Debbie Cigarroa
Embret Fossum
Erica Langenfass
Jay Torgersen
Jill Tho
Kate Turnbaugh
Kelly Bird
Kenneth Aldridge
Kiley Day
Kimberly Ruesch
Kiyoshi Young
Krystal Griffin
Kyle Maurer, City of
Herriman

Lana Burningham
Marcus Arbuckle, Auditor
Michelle Morse, Gallagher
Mike Greensides
Rachel Anderson
Rebecca Norfleet, Gallagher
Scott McNeil
Shelli Fowlks
Steve Quinn
Sylvia Cardenas
Tara Behunin
Tim Tingey, CWH
Tyler Lintz

**UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
DECEMBER 2023**

GL Period	Check Date	Ref#	Vendor Name	Invoice#	Check Amount
Dec-23	12/8/2023	1	PAYROLL TRANS FOR 11/30/23 PAY PERIOD	N/A	\$ 1,747,953.52
Dec-23	12/22/2023	2	PAYROLL TRANS FOR 12/15/23 PAY PERIOD	N/A	1,505,665.85
Dec-23	12/11/2023	121123101	UTAH RETIREMENT SYSTEMS	URS121023	576,935.03
Dec-23	12/26/2023	122623101	UTAH RETIREMENT SYSTEMS	URS122523	569,156.47
Dec-23	12/4/2023	120423101	SELECTHEALTH	233200054690	561,971.80
Dec-23	12/21/2023	87500	SL VALLEY EMERG COMMUNICATION CNTR	236	521,878.00
Dec-23	12/11/2023	5	EFTPS - 12/08/23 PAYROLL	N/A	365,660.95
Dec-23	12/26/2023	9	EFTPS - 12/22/23 PAYROLL	N/A	292,603.39
Dec-23	12/6/2023	12062023	WELLS FARGO BUSINESS CARD	Multiple	229,129.78
Dec-23	12/27/2023	10	STATE TAX W/H ACH - DECEMBER 2023 PAYROLL	N/A	190,164.94
Dec-23	12/21/2023	87498	SELECTHEALTH	PBL11082023	170,501.87
Dec-23	12/20/2023	122023003	CDW GOVERNMENT LLC	MS32813	76,279.74
Dec-23	12/22/2023	122223002	UTAH LOCAL GOVERNMENTS TRUST	1610897	68,927.37
Dec-23	12/21/2023	87494	FUEL NETWORK	F2405E00982	55,306.57
Dec-23	12/20/2023	122023004	GCS BILLING SERVICES	3490	44,633.57
Dec-23	12/6/2023	120623003	GCS BILLING SERVICES	3455	44,416.15
Dec-23	12/7/2023	87456	HENRY SCHEIN INC.	Multiple	37,180.44
Dec-23	12/7/2023	120723101	STRATOS WEALTH PARTNERS	VEBA121023	35,629.60
Dec-23	12/21/2023	122123101	STRATOS WEALTH PARTNERS	VEBA122523	35,537.99
Dec-23	12/21/2023	87491	CASELLE INC	129211	29,515.00
Dec-23	12/7/2023	87461	PEHP GROUP INSURANCE	Multiple	29,139.97
Dec-23	12/7/2023	87460	LARRY H. MILLER FORD	Multiple	26,563.54
Dec-23	12/6/2023	120623004	LES OLSON COMPANY	Multiple	25,320.58
Dec-23	12/7/2023	87465	CUSTOM BENEFIT SOLUTIONS, INC.	12082023	23,922.10
Dec-23	12/21/2023	87503	CUSTOM BENEFIT SOLUTIONS, INC.	12222023	23,922.10
Dec-23	12/7/2023	87451	AFLAC GROUP INSURANCE	45260	18,182.15
Dec-23	12/14/2023	87484	RQI PARTNERS LLC	INV22025	16,038.41
Dec-23	12/21/2023	87502	UNIFIED FIRE SERVICE AREA	170	15,671.76
Dec-23	12/14/2023	11	TRANSFER FUNDS FOR PATIENT REFUNDS - NOVEMBER 2023	N/A	13,978.62
Dec-23	12/8/2023	120823001	DOMINION ENERGY	Multiple	13,183.82
Dec-23	12/7/2023	87467	LOCAL 1696 - IAFF	12082023	10,821.07
Dec-23	12/21/2023	87505	LOCAL 1696 - IAFF	12222023	10,724.74
Dec-23	12/14/2023	87485	SKAGGS PUBLIC SAFETY UNIFORM & EQUIP	450_A_201713_1	10,088.00
Dec-23	12/21/2023	87496	HENRY SCHEIN INC.	Multiple	9,210.98
Dec-23	12/21/2023	87495	GRAHAM FIRE APPARATUS SALES SERVICE	Multiple	8,534.30
Dec-23	12/20/2023	122023008	SPEED'S POWER EQUIPMENT	Multiple	6,802.92
Dec-23	12/5/2023	120523101	UTAH DEPT WORKFORCE SERVICES	DWS1123	6,421.14
Dec-23	12/7/2023	87463	UNIVERSITY OF UTAH	UFA-2023-11	6,240.00
Dec-23	12/4/2023	120423102	SELECTHEALTH	233200017583	5,688.30
Dec-23	12/21/2023	87492	COMPUNET INC	241749	5,544.00
Dec-23	12/14/2023	87489	SYMBOL ARTS LLC	Multiple	5,255.00
Dec-23	12/20/2023	122023009	WAXIE SANITARY SUPPLY	82154764	4,573.00
Dec-23	12/20/2023	122023006	NAPA AUTO PARTS	45260	3,806.52
Dec-23	12/7/2023	87454	FIDELITY SECURITY LIFE INSURANCE CO	166007250	3,600.35
Dec-23	12/14/2023	87483	ROCKY MTN POWER	Multiple	3,207.98
Dec-23	12/21/2023	87509	PUBLIC EMPLOYEES LT DISABILITY	12222023	2,978.78
Dec-23	12/21/2023	87493	FIRETRUCKS UNLIMITED LLC	00023926	2,700.65
Dec-23	12/7/2023	87462	TELEFLEX LLC	9507664662	2,500.00
Dec-23	12/7/2023	87455	GRAHAM FIRE APPARATUS SALES SERVICE	Multiple	2,446.25
Dec-23	12/6/2023	120623005	SERVICEMASTER OF SALT LAKE	137511	2,284.15
Dec-23	12/20/2023	122023007	SERVICEMASTER OF SALT LAKE	137570	2,284.15

Note 1: This is a pooled cash account - disbursements listed include those for UFA's Wildland Enterprise fund

Note 2: Payroll totals are for all UFA funds, not just General Fund

X:\Board Docs\2023-12 Disbursements\10

**UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
DECEMBER 2023**

GL Period	Check Date	Ref#	Vendor Name	Invoice#	Check Amount
Dec-23	12/14/2023	87473	BLOMQUIST HALE EMPLOYEE ASSISTANCE	DEC23-3572	2,230.00
Dec-23	12/21/2023	87497	LEVEL SIX INCORPORATED	SI-1027280	2,212.96
Dec-23	12/14/2023	87486	SMITH, ANDREW	45271	2,179.32
Dec-23	12/7/2023	87458	INFOARMOR	45260	2,156.20
Dec-23	12/21/2023	87504	FIREFIGHTERS CREDIT UNION	12222023TV	2,122.00
Dec-23	12/7/2023	87466	FIREFIGHTERS CREDIT UNION	12082023TV	2,108.00
Dec-23	12/14/2023	87477	GRAHAM FIRE APPARATUS SALES SERVICE	357	2,097.03
Dec-23	12/14/2023	87475	DEPT OF HEALTH & HUMAN SERVICES	24EM000114	2,009.25
Dec-23	12/7/2023	87459	KEDDINGTON & CHRISTENSEN LLC	4735	1,990.00
Dec-23	12/7/2023	87453	APA BENEFITS INC	1011319	1,952.00
Dec-23	12/1/2023	1	RECORD US MERCHANT FEE - NOVEMBER 2023	N/A	1,851.08
Dec-23	12/14/2023	87488	SUNCREST COUNSELING	Multiple	1,825.00
Dec-23	12/7/2023	8	FUNDS TRANSFER FROM FIRE TO EM - USAR DEPLOYMENT-RELATED BENEF	N/A	1,785.92
Dec-23	12/21/2023	87511	FIREFIGHTERS CREDIT UNION	12222023SF	1,723.00
Dec-23	12/7/2023	87472	FIREFIGHTERS CREDIT UNION	12082023SF	1,711.00
Dec-23	12/7/2023	87470	OFFICE OF RECOVERY SERVICES	12082023	1,691.30
Dec-23	12/21/2023	87508	OFFICE OF RECOVERY SERVICES	12222023	1,691.30
Dec-23	12/21/2023	87499	SHIELD LAW LLC	45278	1,500.00
Dec-23	12/20/2023	122023001	APPARATUS EQUIPMENT & SERVICE INC	23-IV-9123	1,450.00
Dec-23	12/22/2023	122223001	ACE RECYCLING & DISPOSAL, INC.	Multiple	1,337.63
Dec-23	12/6/2023	120623006	WAXIE SANITARY SUPPLY	82107432	1,240.03
Dec-23	12/7/2023	87457	HUSKIEZ LANDSCAPING INC	M13994	1,177.98
Dec-23	12/11/2023	7	RECORD CLIENT ANALYSIS FEE FOR UFSA & UFA FOR NOVEMBER 2023	N/A	1,110.54
Dec-23	12/14/2023	87481	MONARCH FAMILY COUNSELING	Multiple	1,040.00
Dec-23	12/14/2023	87480	MEANING TO LIVE	Multiple	780.00
Dec-23	12/6/2023	120623001	APPARATUS EQUIPMENT & SERVICE INC	Multiple	727.41
Dec-23	12/14/2023	87487	SNOWBIRD RESORT LLC	2BY5Y7-C113023	666.26
Dec-23	12/5/2023	3	RECORD PAYMENTECH FEE - NOVEMBER 2023	N/A	525.46
Dec-23	12/7/2023	87464	UTAH BROADBAND LLC	1382592	390.00
Dec-23	12/21/2023	87490	APA BENEFITS INC	1011593	330.40
Dec-23	12/20/2023	122023002	BESTSHRED LLC	6163102423	297.00
Dec-23	12/14/2023	87479	INVICTUS COUNSELING SUPPORT SERVICE	Multiple	270.00
Dec-23	12/6/2023	4	RECORD XPRESS BILL PAY FEE FOR UFSA & UFA NOVEMBER 2023	N/A	215.81
Dec-23	12/14/2023	87478	HIRERIGHT LLC	G3809888	209.16
Dec-23	12/6/2023	120623002	BESTSHRED LLC	6163112823	202.00
Dec-23	12/7/2023	87469	ND CHILD SUPPORT DIVISION	12082023	179.00
Dec-23	12/21/2023	87507	ND CHILD SUPPORT DIVISION	12222023	179.00
Dec-23	12/7/2023	87471	SALT LAKE VALLEY LAW ENFORCE ASSOC	12082023	152.00
Dec-23	12/21/2023	87510	SALT LAKE VALLEY LAW ENFORCE ASSOC	12222023	152.00
Dec-23	12/14/2023	87476	FIRST RESPONDERS FIRST	UFA-08	135.00
Dec-23	12/7/2023	87452	AJC ARCHITECTS PC	45264	115.00
Dec-23	12/14/2023	87474	COPPERTON IMPROVEMENT DISTRICT	W-#115 11/23	115.00
Dec-23	12/5/2023	2	RECORD AMERICAN EXPRESS FEE - NOVEMBER 2023	N/A	114.86
Dec-23	12/11/2023	6	RECORD INTELLIPAY FEE FOR NOVEMBER 2023	N/A	51.95
Dec-23	12/20/2023	122023005	LES OLSON COMPANY	MNS38641	47.13
Dec-23	12/8/2023	120823002	EMIGRATION IMPROVEMENT DIST	W-#119 10/23	35.95
Dec-23	12/7/2023	87468	MOUNTAIN AMERICA CREDIT UNION	12082023	25.00
Dec-23	12/21/2023	87506	MOUNTAIN AMERICA CREDIT UNION	12222023	25.00
Dec-23	12/21/2023	87501	UKG KRONOS SYSTEMS LLC	12176978	14.84
Dec-23	12/14/2023	87482	ROCKY MOUNTAIN WATER COMPANY	338575	6.29

Note 1: This is a pooled cash account - disbursements listed include those for UFA's Wildland Enterprise fund

Note 2: Payroll totals are for all UFA funds, not just General Fund

X:\Board Docs\2023-12 Disbursements\10

**UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
DECEMBER 2023**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
					<u>\$ 7,528,836.42</u>

Note 1: This is a pooled cash account - disbursements listed include those for UFA's Wildland Enterprise fund

Note 2: Payroll totals are for all UFA funds, not just General Fund

X:\Board Docs\2023-12 Disbursements\10

**UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - EMERGENCY MANAGEMENT CHECKING
DECEMBER 2023**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Dec-23	12/8/2023	3	FUNDS TRANSFER FROM EM TO FIRE - 12/8/23 PAYROLL	N/A	\$ 50,933.62
Dec-23	12/1/2023	1	FUNDS TRANSFER FROM EM TO FIRE - 11/22/23 PAYROLL	N/A	50,015.41
Dec-23	12/20/2023	122023016	TRAPWIRE INC	TW100676	49,926.75
Dec-23	12/28/2023	5	TRANSFER FUNDS FROM EM TO FIRE NOVEMBER 2023 PCARDS	N/A	12,703.83
Dec-23	12/5/2023	2	TRANSFER FUNDS FROM EM TO FIRE - OCTOBER 2023 PCARDS	N/A	8,306.12
Dec-23	12/20/2023	122023012	JORDAN COMMONS FUNDING LLC	120823	6,786.76
Dec-23	12/21/2023	8009	FUEL NETWORK	F2405E00982	2,008.85
Dec-23	12/6/2023	120623009	SERVICEMASTER OF SALT LAKE	137511	1,868.85
Dec-23	12/20/2023	122023015	SERVICEMASTER OF SALT LAKE	137570	1,868.85
Dec-23	12/7/2023	8007	HUSKIEZ LANDSCAPING INC	M13994	1,333.81
Dec-23	12/20/2023	122023013	LES OLSON COMPANY	EA1345289	1,329.97
Dec-23	12/21/2023	8010	SYRINGA NETWORKS LLC	23DEC0182	1,175.00
Dec-23	12/8/2023	120823003	DOMINION ENERGY	G-EM 10/23	920.57
Dec-23	12/20/2023	4	TRANSFER FUNDS FROM EM TO FIRE - WORKERS COMP DECEMBER 2023	N/A	564.18
Dec-23	12/20/2023	122023011	GOLD CUP SERVICES	0151761	238.24
Dec-23	12/6/2023	120623007	BESTSHRED LLC	6163112823	108.00
Dec-23	12/20/2023	122023010	BESTSHRED LLC	6163102423	108.00
Dec-23	12/7/2023	8008	QUENCH USA INC	INV06649741	105.00
Dec-23	12/20/2023	122023014	MAYORS FINANCIAL ADMIN	FAC0000960	105.00
Dec-23	12/6/2023	120623008	GOLD CUP SERVICES	0147755	65.00
					<u>\$ 190,471.81</u>

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - FIRE CAPITAL REPLACEMENT FUND
DECEMBER 2023

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Dec-23	12/20/2023	21053	BASIN UPFITTING	45259	\$ 71,390.05
Dec-23	12/6/2023	12062023	WELLS FARGO BUSINESS CARD	Multiple	7,122.14
Dec-23	12/4/2023	21052	STRYKER SALES LLC	4177985DM	1,709.87
					\$ 80,222.06

Note 1: Bank of America escrow funds funded in October 2021; disbursements began in November 2021

Note 2: JP Morgan escrow funds funded October 2022; disbursements began in December 2022

X:\Board Docs\2023-12 Disbursements\55

2024 UNIFIED FIRE AUTHORITY SUB-COMMITTEES

GOVERNANCE COMMITTEE - Public Meeting			STAFF
	Kanter	SLCo	Chief Burchett
	Overson	Taylorville	CLO Brian Roberts
Chair	Silvestrini	Millcreek	Cyndee Young, Clerk
	Westmoreland	Eagle Mountain	

FINANCE COMMITTEE - Public Meeting			5 UFSA/4 Direct Members	STAFF
	Bailey	Copperton	UFSA	Chief Burchett
	[Redacted]	Holladay		CLO Brian Roberts
	Harris	Emigration	UFSA	CFO Tony Hill
Chair	Henderson	Herriman		AC Pilgrim
	[Redacted]	White City	UFSA	Kate Turnbaugh Fin
	Silvestrini	Millcreek	UFSA	Cyndee Young, Clerk
	Stevenson	Midvale	UFSA	
	Buroker	Riverton		
	Weichers	CWH		

BENEFITS & COMPENSATION COMMITTEE - Public Meeting			STAFF
Chair	[Redacted]	Holladay	Chief Burchett
	Hull	Magna	CLO Roberts
	Overson	Taylorville	CFO Tony Hill
	Silvestrini	Millcreek	Kiley Day, HR
	Buroker	Riverton	Brandon Dodge, IAFF President
			Cyndee Young, Clerk

updated 1/1/23

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - GENERAL FUND (FIRE)
AS OF DECEMBER 31, 2023**

FIRE REVENUES	Total	Budget	Unearned	% of Budget
Cottonwood Heights	\$ 2,248,784	\$ 4,497,568	\$ 2,248,784	50.0
Unified Fire Service Area	24,276,639	48,553,278	24,276,639	50.0
Herriman	2,631,450	5,262,899	2,631,450	50.0
Holladay	719,395	2,877,579	2,158,184	25.0
Riverton	2,986,530	5,973,061	2,986,531	50.0
MIDA contract	-	58,582	58,582	0.0
MEMBER FEES & SERVICE CONTRACTS	<u>32,862,798</u>	<u>67,222,967</u>	<u>34,360,169</u>	48.9
Ambulance service fees	4,624,241	11,000,000	6,375,759	42.0
Collections revenues	161,416	-	(161,416)	0.0
AMBULANCE OPERATIONS	<u>4,785,657</u>	<u>11,000,000</u>	<u>6,214,343</u>	43.5
SL County canyon recreation area contribution	1,587,857	3,175,713	1,587,856	50.0
Fire and medical report fees	2,049	4,000	1,951	51.2
Hazmat & tank permit fees	165,385	305,100	139,715	54.2
Firewatch	5,398	10,000	4,603	54.0
Fireworks permit fees	3,720	6,500	2,780	57.2
CPR class fees	4,296	8,100	3,804	53.0
EMT school fees	28,248	28,248	-	100.0
Event billings - Information Outreach	2,950	6,000	3,050	49.2
Event billings - Special Enforcement	-	5,000	5,000	0.0
UFA-hosted event revenue	-	-	-	0.0
OTHER FEES	<u>1,799,903</u>	<u>3,548,661</u>	<u>1,748,758</u>	50.7
UFSA management fees	255,801	475,007	219,207	53.9
Miscellaneous intergovernmental	21,176	129,525	108,349	16.3
Municipal EM planner reimbursement	186,414	255,444	69,030	73.0
INTERGOVERNMENTAL REVENUES	<u>463,390</u>	<u>859,976</u>	<u>396,586</u>	53.9
State grants	74,271	280,000	205,729	26.5
Federal grants	-	175,000	175,000	0.0
EMS per capita grant	-	14,342	14,342	0.0
GRANTS AND DONATIONS	<u>74,271</u>	<u>469,342</u>	<u>395,071</u>	15.8
Interest income	454,066	400,000	(54,066)	113.5
Sale of materials	3,562	9,500	5,938	37.5
Rental income	31,632	94,896	63,264	33.3
USAR reimbursements	185,630	852,873	667,243	21.8
USAR reimbursements - deployments	138,847	136,803	(2,044)	101.5
Insurance reimbursements	3,641	35,000	31,359	10.4
Miscellaneous revenues	37,831	41,250	3,419	91.7
MISCELLANEOUS INCOME	<u>855,208</u>	<u>1,570,322</u>	<u>715,114</u>	54.5
Transfer from Emergency Services fund	-	181,854	181,854	0.0
Appropriation of fund balance	-	4,162,030	4,162,030	0.0
OTHER FINANCING SOURCES	<u>-</u>	<u>4,343,884</u>	<u>4,343,884</u>	0.0
TOTAL FIRE REVENUES	<u>\$ 40,841,227</u>	<u>\$ 89,015,152</u>	<u>\$ 48,173,925</u>	45.9

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - GENERAL FUND (FIRE)
AS OF DECEMBER 31, 2023**

FIRE EXPENDITURES	Actual	Encumbrance	Total	Budget	Unexpended	% of Budget
Salaries & wages	19,947,453	-	19,947,453	46,596,180	26,648,727	42.8
Overtime	2,367,497	-	2,367,497	4,687,920	2,320,423	50.5
Benefits	8,445,315	784	8,446,099	19,860,784	11,414,685	42.5
SALARIES & BENEFITS	<u>\$ 30,760,265</u>	<u>\$ 784</u>	<u>\$ 30,761,049</u>	<u>\$ 71,144,884</u>	<u>\$ 40,383,835</u>	<u>43.2</u>
Art & photo services	-	-	-	1,000	1,000	0.0
Awards & banquet	5,584	2,274	7,858	52,000	44,142	15.1
Bank fees	8,133	-	8,133	19,300	11,167	42.1
Community outreach	-	-	-	5,000	5,000	0.0
Honor guard & pipe band	752	-	752	12,000	11,248	6.3
Identification supplies	5,957	9,485	15,442	20,200	4,758	76.4
Office supplies	7,411	-	7,411	24,050	16,639	30.8
Postage	1,305	1,979	3,284	9,350	6,066	35.1
Printing charges	4,824	-	4,824	16,050	11,226	30.1
Subscriptions & memberships	11,538	-	11,538	42,425	30,887	27.2
UFA-hosted event costs	-	-	-	-	-	0.0
GENERAL & ADMINISTRATIVE	<u>\$ 45,504</u>	<u>\$ 13,738</u>	<u>\$ 59,242</u>	<u>\$ 201,375</u>	<u>\$ 142,133</u>	<u>29.4</u>
Bedding & linen	1,150	-	1,150	8,000	6,850	14.4
Books, publications & subscriptions	16,918	-	16,918	50,354	33,436	33.6
Clothing provisions	47,064	210,163	257,227	559,275	302,048	46.0
Dining & kitchen supplies	2,265	-	2,265	7,500	5,235	30.2
Food provisions	8,706	-	8,706	53,100	44,394	16.4
Gasoline, diesel, oil & grease	287,213	6,816	294,029	758,000	463,971	38.8
Janitorial supplies and service	36,284	24,692	60,976	94,000	33,024	64.9
Medical supplies	213,470	76,541	290,011	611,500	321,489	47.4
Physical exams	40,750	124,201	164,951	178,808	13,857	92.3
Training supplies	8,807	-	8,807	27,000	18,193	32.6
Canine expenses	2,185	-	2,185	5,000	2,815	43.7
Expenses to be reimbursed by related organization(s)	18,434	1,894	20,328	48,100	27,772	42.3
OPERATING COSTS	<u>\$ 683,246</u>	<u>\$ 444,307</u>	<u>\$ 1,127,553</u>	<u>\$ 2,400,637</u>	<u>\$ 1,273,084</u>	<u>47.0</u>
Liability insurance & claims	680,685	-	680,685	635,000	(45,685)	107.2
Ambulance - State Medicaid assessment	122,086	-	122,086	491,000	368,914	24.9
Dispatch service contract	1,066,638	36,132	1,102,770	1,102,770	-	100.0
CONTRACTUAL COSTS	<u>\$ 1,869,409</u>	<u>\$ 36,132</u>	<u>\$ 1,905,541</u>	<u>\$ 2,228,770</u>	<u>\$ 323,229</u>	<u>85.5</u>
Auditor	8,990	-	8,990	8,990	-	100.0
Contract hauling	-	-	-	1,000	1,000	0.0
Intergovernmental expenditures	-	-	-	5,700	5,700	0.0
Professional fees	512,674	307,196	819,870	1,132,655	312,785	72.4
Ambulance service fees	170,689	290,595	461,284	495,000	33,716	93.2
PROFESSIONAL SERVICES	<u>\$ 692,353</u>	<u>\$ 597,791</u>	<u>\$ 1,290,144</u>	<u>\$ 1,643,345</u>	<u>\$ 353,201</u>	<u>78.5</u>
GRANT PURCHASES	<u>\$ 11,588</u>	<u>\$ 100,899</u>	<u>\$ 112,487</u>	<u>\$ 185,842</u>	<u>\$ 73,355</u>	<u>60.5</u>
Miscellaneous rental	14,852	5,188	20,040	49,900	29,860	40.2
Rent of buildings	76,220	-	76,220	182,688	106,468	41.7
RENT	<u>\$ 91,072</u>	<u>\$ 5,188</u>	<u>\$ 96,260</u>	<u>\$ 232,588</u>	<u>\$ 136,328</u>	<u>41.4</u>
Maintenance of machinery & equipment	33,576	10,904	44,480	199,700	155,220	22.3
Maintenance of buildings & grounds	73,965	13,974	87,939	238,900	150,961	36.8
Maintenance of office equipment	585	-	585	20,000	19,415	2.9
Software maintenance	134,632	725	135,357	154,330	18,973	87.7
Vehicle maintenance	389,072	208,184	597,256	880,000	282,744	67.9
Vehicle repairs - accident related	-	3,991	3,991	35,000	31,009	11.4
REPAIR & MAINTENANCE	<u>\$ 631,830</u>	<u>\$ 237,778</u>	<u>\$ 869,608</u>	<u>\$ 1,527,930</u>	<u>\$ 658,322</u>	<u>56.9</u>

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - GENERAL FUND (FIRE)
AS OF DECEMBER 31, 2023**

FIRE EXPENDITURES (Continued)	Actual	Encumbrance	Total	Budget	Unexpended	% of Budget
Communications equipment	13,462	-	13,462	92,000	78,538	14.6
Computer equipment	72,929	4,905	77,834	125,000	47,166	62.3
Computer software & software subscriptions	381,509	42,723	424,232	886,600	462,368	47.8
Small equipment noncapital	56,460	55,110	111,570	451,150	339,580	24.7
Small equipment - photography	4,739	-	4,739	5,025	286	94.3
Training props	-	9,660	9,660	-	(9,660)	0.0
Visual & audio aids	731	-	731	5,000	4,269	14.6
SOFTWARE & EQUIPMENT	<u>\$ 529,830</u>	<u>\$ 112,398</u>	<u>\$ 642,228</u>	<u>\$ 1,564,775</u>	<u>\$ 922,547</u>	<u>41.0</u>
Education, training & certifications	115,894	55,521	171,415	436,375	264,960	39.3
Travel & transportation	42,352	-	42,352	147,500	105,148	28.7
Mileage reimbursement	53	-	53	2,000	1,947	2.7
TRAINING & TRAVEL	<u>\$ 158,299</u>	<u>\$ 55,521</u>	<u>\$ 213,820</u>	<u>\$ 585,875</u>	<u>\$ 372,055</u>	<u>36.5</u>
Computer lines	80,555	-	80,555	333,242	252,687	24.2
Heat & fuel	28,628	-	28,628	147,000	118,372	19.5
Light & power	118,568	-	118,568	279,000	160,432	42.5
Sanitation	10,512	-	10,512	30,000	19,488	35.0
Telephone	29,400	-	29,400	71,750	42,350	41.0
Telephone - cellular	53,721	-	53,721	232,000	178,279	23.2
Water & sewer	50,901	-	50,901	87,000	36,099	58.5
UTILITIES	<u>\$ 372,285</u>	<u>\$ -</u>	<u>\$ 372,285</u>	<u>\$ 1,179,992</u>	<u>\$ 807,707</u>	<u>31.5</u>
Capital outlay	25,766	12,045	37,811	80,000	42,189	47.3
Principal payment on related party note payable	66,412	-	66,412	134,164	67,752	49.5
Interest expense	27,618	-	27,618	53,897	26,279	51.2
CAPITAL OUTLAY & LONG-TERM DEBT	<u>\$ 119,796</u>	<u>\$ 12,045</u>	<u>\$ 131,841</u>	<u>\$ 268,061</u>	<u>\$ 136,220</u>	<u>49.2</u>
TRANSFER TO FIRE CAPITAL REPLACEMENT FUND	5,483,081	-	5,483,081	5,483,081	-	100.0
TRANSFER TO EM VEHICLE REPLACEMENT FUND	-	-	-	-	-	0.0
TRANSFER TO WILDLAND	-	-	-	367,997	367,997	0.0
FUND TRANSFERS & CONTRIBUTIONS	<u>\$ 5,483,081</u>	<u>\$ -</u>	<u>\$ 5,483,081</u>	<u>\$ 5,851,078</u>	<u>\$ 367,997</u>	<u>0.0</u>
TOTAL FIRE EXPENDITURES	<u>\$ 41,448,558</u>	<u>\$ 1,616,581</u>	<u>\$ 43,065,139</u>	<u>\$ 89,015,152</u>	<u>\$ 45,950,013</u>	<u>48.4</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>\$ (607,331)</u>		<u>\$ (2,223,912)</u>	<u>\$ -</u>		

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENSES - WILDLAND ENTERPRISE FUND
AS OF DECEMBER 31, 2023**

WILDLAND REVENUES			Total	Budget	Unearned	% of Budget
Wildland reimbursements - Hand crew			1,279,528	1,500,000	220,472	85.3
Wildland reimbursements - Engine 302			92,423	240,000	147,577	38.5
Wildland reimbursements - Engine 301			270,675	350,000	79,325	77.3
Wildland reimbursements - Single resource			476,981	600,000	123,019	79.5
Wildland reimbursements - Fuels crew			19,129	32,000	12,871	59.8
Wildland reimbursements - Camp Williams			46,898	30,000	(16,898)	156.3
Camp Williams contract			344,776	650,153	305,378	53.0
State grants			43,415	25,000	(18,415)	173.7
Federal grants			-	50,000	50,000	0.0
Transfer from General Fund			-	367,997	367,997	0.0
Donations			-	-	-	0.0
Sale of materials			-	-	-	0.0
Appropriation of net assets			-	303,989	303,989	0.0
Disposal of Capital Assets			36,350	-	(36,350)	0.0
TOTAL WILDLAND REVENUES			\$ 2,610,174	\$ 4,149,139	\$ 1,538,965	62.9
WILDLAND EXPENSES	Actual	Encumbrance	Total	Budget	Unexpended	% of Budget
Salaries & benefits	2,052,871	-	2,052,871	3,313,915	1,261,044	61.9
Awards	4,423	-	4,423	6,000	1,577	73.7
Books, publications & subscriptions	-	-	-	580	580	0.0
Capital outlay	-	289,740	289,740	290,000	260	99.9
Clothing provisions	1,053	-	1,053	23,000	21,947	4.6
Communication equipment	80	-	80	1,500	1,420	5.3
Computer equipment	599	-	599	-	(599)	0.0
Computer lines	2,447	-	2,447	5,500	3,053	44.5
Computer software	1,015	-	1,015	3,200	2,185	31.7
Education, training & certifications	-	-	-	2,000	2,000	0.0
Food provisions	152	-	152	1,000	848	15.2
Gasoline, diesel, oil & grease	44,193	-	44,193	60,000	15,807	73.7
Heat & fuel	196	-	196	2,200	2,004	8.9
Janitorial supplies and service	-	-	-	-	-	0.0
Light & power	815	-	815	2,800	1,985	29.1
Maintenance of machinery & equipment	823	-	823	5,000	4,177	16.5
Maintenance of buildings	180	-	180	500	320	36.0
Maintenance of office equipment	-	-	-	1,100	1,100	0.0
Medical supplies	287	-	287	4,000	3,713	7.2
Miscellaneous rental	44,089	-	44,089	82,440	38,351	53.5
Office supplies	185	-	185	2,000	1,815	9.3
Professional fees	-	-	-	1,050	1,050	0.0
Postage	-	-	-	400	400	0.0
Physical exams	-	-	-	2,300	2,300	0.0
Sanitation	100	-	100	850	750	11.8
Small equipment	2,649	14,372	17,021	54,000	36,979	31.5
Subscriptions & memberships	-	-	-	-	-	0.0
Telephone services	2,965	-	2,965	8,300	5,335	35.7
Travel & transportation	176,106	-	176,106	128,500	(47,606)	137.0
Vehicle maintenance	30,858	2,545	33,403	47,000	13,597	71.1
Water & sewer	289	-	289	850	561	34.0
Contribution to Fund Balance	-	-	-	99,154	99,154	0.0
TOTAL WILDLAND EXPENSES	\$ 2,366,375	\$ 306,657	\$ 2,673,032	\$ 4,149,139	\$ 1,476,107	64.4
REVENUES OVER/(UNDER) EXPENDITURES			\$ 243,799	\$ (62,858)	\$ -	

Note: Balances include payroll through 12/22/2023 and pcards through 12/29/23.

UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - EMERGENCY MANAGEMENT SPECIAL REVENUE FUND
AS OF DECEMBER 31, 2023

EMERGENCY MANAGEMENT (EM) REVENUES	<u>Actual</u>	<u>Budget</u>	<u>Unearned</u>	<u>% of Budget</u>
SL County emergency fees	\$ 1,246,385	\$ 2,479,560	\$ 1,233,175	50.3
Federal grants	147,726	605,140	457,414	24.4
Miscellaneous intergovernmental	78,538	87,860	9,322	89.4
Appropriated fund balance	-	94,297	94,297	0.0
Interest income	48,766	40,000	(8,766)	121.9
Miscellaneous revenue	1,427	3,000	1,573	47.6
TOTAL EM REVENUES	<u>\$ 1,522,842</u>	<u>\$ 3,309,857</u>	<u>\$ 1,787,015</u>	<u>46.0</u>

EMERGENCY MANAGEMENT EXPENDITURES	<u>Actual</u>	<u>Encumbrance</u>	<u>Total</u>	<u>Budget</u>	<u>Unexpended</u>	<u>% of Budget</u>
Salaries & benefits	\$ 580,037	\$ -	\$ 580,037	\$ 1,725,704	\$ 1,145,667	33.6
Capital outlay	-	-	-	-	-	0.0
Clothing provisions	614	-	614	3,000	2,386	20.5
Communication equipment	-	-	-	3,000	3,000	0.0
Community outreach	-	-	-	7,000	7,000	0.0
Computer equipment	682	-	682	10,000	9,318	6.8
Computer software & software subscriptions	84,529	51,023	135,552	170,625	35,073	79.4
Education, training & certifications	4,852	-	4,852	10,100	5,248	48.0
Emergency activations	78,538	-	78,538	78,538	-	100.0
Maintenance of building & grounds	16,705	13,862	30,567	57,000	26,433	53.6
Maintenance of machinery & equipment	29,271	1,359	30,630	36,790	6,160	83.3
Maintenance of office equipment	661	2,939	3,600	5,000	1,400	72.0
Food provisions	3,242	-	3,242	10,000	6,758	32.4
Gasoline, diesel, gas & grease	10,924	-	10,924	28,000	17,076	39.0
Grant purchases	(7,861)	7,861	-	493,940	493,940	0.0
Identification supplies	-	-	-	1,500	1,500	0.0
Janitorial supplies and service	11,213	13,213	24,426	32,100	7,674	76.1
Miscellaneous rental	9,935	12,396	22,331	27,000	4,669	82.7
Office supplies	64	-	64	5,000	4,936	1.3
Professional fees	(62,845)	69,216	6,371	43,000	36,629	14.8
Postage	-	-	-	-	-	0.0
Printing charges	-	2,700	2,700	4,000	1,300	67.5
Small equipment	2,703	-	2,703	17,006	14,303	15.9
Software maintenance	-	-	-	9,900	9,900	0.0
Subscriptions & memberships	1,936	-	1,936	7,000	5,064	27.7
Telephone service	1,534	-	1,534	5,000	3,466	30.7
Telephone - cellular	4,186	-	4,186	40,000	35,814	10.5
Travel & transportation	5,311	-	5,311	28,000	22,689	19.0
Utilities	39,054	7,050	46,104	104,800	58,696	44.0
Vehicle maintenance	3,633	157	3,790	15,000	11,210	25.3
Transfer to General fund	-	-	-	181,854	181,854	0.0
Transfer to EOC Vehicle Replacement fund	-	-	-	-	-	0.0
TOTAL EM EXPENDITURES	<u>\$ 818,918</u>	<u>\$ 181,776</u>	<u>\$ 1,000,694</u>	<u>\$ 3,309,857</u>	<u>\$ 2,309,163</u>	<u>30.2</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>\$ 703,924</u>		<u>\$ 522,148</u>	<u>\$ -</u>		

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - CAPITAL REPLACEMENT FUNDS
AS OF DECEMBER 31, 2023**

FIRE CAPITAL REPLACEMENT

REVENUES	<u>Total</u>	<u>Budget</u>	<u>Unearned</u>	<u>% of Budget</u>
Transfer from General fund	\$ 5,483,081	\$ 5,483,081	\$ -	100.0
Interest income	99,573	25,000	(74,573)	398.3
Federal grants	-	-	-	0.0
Miscellaneous intergovernmental	-	-	-	0.0
Sale of capital assets	189,081	75,000	(114,081)	252.1
Loan Proceeds	-	-	-	0.0
Reimbursements	43,573	-	(43,573)	0.0
Miscellaneous revenue	-	-	-	0.0
Appropriation of fund balance	-	465,587	465,587	0.0
TOTAL FIRE VEHICLE REPLACEMENT	<u>\$ 5,815,308</u>	<u>\$ 6,048,668</u>	<u>\$ 233,360</u>	<u>96.1</u>

EXPENDITURES	<u>Actual</u>	<u>Encumbrance</u>	<u>Total</u>	<u>Budget</u>	<u>Unexpended</u>	<u>% of Budget</u>
Capital outlay - light fleet (financed)	\$ 319,228	\$ 57,880	\$ 377,108	\$ 513,000	\$ 135,892	73.5
Capital outlay - light fleet (cash)	-	239,024	239,024	745,000	505,976	32.1
Capital outlay - heavy apparatus (financed)	(2,137,382)	2,137,382	-	-	-	0.0
Capital outlay - communications equipment (financed)	-	-	-	-	-	0.0
Capital outlay - communications equipment (cash)	-	-	-	125,000	125,000	0.0
Capital outlay - computer equipment (financed)	-	-	-	-	-	0.0
Capital outlay - computer equipment (cash)	(5,933)	35,531	29,598	164,695	135,097	18.0
Capital outlay - medical equipment (financed)	(329)	329	-	500,000	500,000	0.0
Capital outlay - station equipment (financed)	(31,262)	31,904	642	-	(642)	0.0
Capital outlay - station equipment (cash)	-	-	-	84,000	84,000	0.0
Capital outlay - building & improvements (financed)	-	-	-	-	-	0.0
Noncapital equipment (financed)	71,163	60,520	131,683	-	(131,683)	0.0
Noncapital equipment (cash)	6,425	273,497	279,922	309,450	29,528	90.5
Bank fees	-	-	-	-	-	0.0
Capital lease payments - principal	3,219,323	-	3,219,323	3,219,324	1	100.0
Capital lease payments - interest	388,200	-	388,200	388,199	(1)	100.0
Debt issuance costs	-	-	-	-	-	0.0
TOTAL FIRE VEHICLE REPLACEMENT	<u>\$ 1,829,433</u>	<u>\$ 2,836,067</u>	<u>\$ 4,665,500</u>	<u>\$ 6,048,668</u>	<u>\$ 1,383,168</u>	<u>77.1</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>\$ 3,985,875</u>	<u>\$ 1,149,808</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.0</u>

EOC CAPITAL REPLACEMENT

REVENUES	<u>Total</u>	<u>Budget</u>	<u>Unearned</u>	<u>% of Budget</u>
Transfer from EOC fund	\$ -	\$ -	\$ -	0.0
Appropriation of fund balance	-	47,000	47,000	0.0
Sale of capital assets	43,560	-	(43,560)	0.0
TOTAL EOC VEHICLE REPLACEMENT	<u>\$ 43,560</u>	<u>\$ 47,000</u>	<u>\$ 3,440</u>	<u>92.7</u>

EXPENDITURES	<u>Actual</u>	<u>Encumbrance</u>	<u>Total</u>	<u>Budget</u>	<u>Unexpended</u>	<u>% of Budget</u>
Capital outlay	\$ -	\$ -	\$ -	\$ 41,000	\$ 41,000	0.0
Noncapital expenditures	-	-	-	6,000	6,000	0.0
Contribution to fund balance	-	-	-	-	-	0.0
TOTAL EOC VEHICLE REPLACEMENT	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 47,000</u>	<u>\$ 47,000</u>	<u>0.0</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 43,560</u>	<u>\$ -</u>	<u>\$ (43,560)</u>	<u>0.0</u>

2024-2026 Strategic Plan

SUSTAINING GOALS

Best Practices

- ◆ Provide exceptional service and value to our communities while making life better for those we serve
- ◆ Make data-informed operational and organizational decisions
- ◆ Foster national, state, and local relationships with stakeholders to improve access to new ideas and best practices
- ◆ Review the Standards of Cover, identify benchmarks for response times, and implement measures to meet the risk tolerance of UFA communities
- ◆ Monitor and anticipate supply chain issues and inflationary costs that impact the UFA through effective budgeting, including capital replacement based on needs and growth

Community and Partner Involvement

- ◆ Engage in meaningful interaction with all UFA communities as their local fire department
- ◆ Work with external stakeholders toward a common goal of reducing community risk
- ◆ Be kind, competent, and professional
- ◆ Effectively share the ‘story’ of UFA and its people

Resilient Culture

- ◆ Reinforce an innovative culture that invests in our people and the community to bolster organizational reliability
- ◆ Prepare UFA communities for impacts from major incidents, catastrophes, or disasters through community education and involvement
- ◆ Take a proactive approach to overall well-being by establishing programs for employees to learn and build resiliency
- ◆ Enhance the ability of UFA to navigate adversity, address change, and pursue continuous improvement

Professional Development

- ◆ Provide leaders intent that promotes access to opportunities for growth and development of all UFA employees
- ◆ Create a solutions-based organization, where ingenuity and creativity are valued
- ◆ Prepare and select the best people possible for all positions
- ◆ Encourage involvement in regional and national training opportunities

Well-Being of Our People

- ♦ Enhance the overall well-being of our people through a proactive, holistic approach to physical, mental, social, and financial wellness.
 - Promote fitness standards, cancer initiatives, and access to health and wellness resources
 - Enhance behavioral health resources including a robust peer support program
 - Continue recognition of work well done, significant accomplishments, and provide opportunities for employees to gather and build relationships
 - Provide access to education on financial planning and retirement

Enhance and Improve Communications

- ♦ Streamline communication within the organization with more efficient and effective sharing between Administration, Divisions, and Operations
- ♦ Identify ways to improve current communication systems and infrastructure
- ♦ Improve external communication and stakeholder relationships

KEY INITIATIVES

Enhanced leadership

- ♦ Focused effort on providing the tools to effectively meet or exceed the expectations of leaders and provide for successful and sustained leadership
 - Establish new programs for the development of personnel for leadership positions
 - Continue existing leadership training, working toward a Mission Driven Culture
 - Establish a formal mentorship and task book program for the positions of Captain and Battalion Chief
 - Identify, mentor, and train your replacement to prepare future leaders of the organization

Improved Emergency Services Delivery

- ♦ Review and act on the initiatives in the Standards of Cover (SOC) to improve delivery of emergency services.
 - Continue to recruit and retain the right employees to effectively manage growth and attrition
 - Evaluate and implement staffing and resource configuration to effectively address performance gaps identified in the SOC
 - Identify and adopt benchmarks for operational performance measures
 - Support Operations personnel with programs, tools, and opportunities that will enhance and improve emergency service delivery
 - Continue to work with partner agencies to enhance regional protocols to improve consistency
 - Increase collaboration with partner agencies

Improved Community Involvement

- ♦ Enhance engagement with our communities as their local fire department
 - Continue to support the Liaisons as representatives of UFA
 - Engage with the public in an effective and proactive manner
 - Foster partnerships with local law enforcement agencies operating in the communities we serve
 - Increase community awareness of the services UFA provides

Improve Behavioral Health

- ♦ Take care of behavioral health and well-being to ensure UFA employees are mentally healthy and resilient throughout a career that often places them in stressful and traumatic situations
 - Set expectations for personal ownership of overall wellness and utilization of resources when needed
 - Emphasize behavioral health resiliency through improved training for all employees
 - Fortify existing employee behavioral health programs for long-term sustainability
 - Enhance training for the Peer Support Program
 - Identify and reduce barriers for employees to seek and receive routine wellness checkups
 - Streamline access for employees to receive treatment for post-traumatic stress, depression, and suicidal ideations
 - Provide education for employees on available resources to assist co-workers' struggling with behavioral health
 - Educate employees on techniques and resources to prevent or overcome substance abuse

Improve Internal and External Communications

- ♦ Expect personnel to remain informed by reading and listening to department communications
- ♦ Expand outreach to diverse populations
- ♦ Strengthen UFA's social media efforts to support and inform the community
- ♦ Identify and address obstacles that interfere with the accuracy and content of messaging within the department
- ♦ Identify and provide training on more effective means of communication throughout a large organization

Operations Report

Calendar YTD Incident Responses

Count of Incidents YTD
986

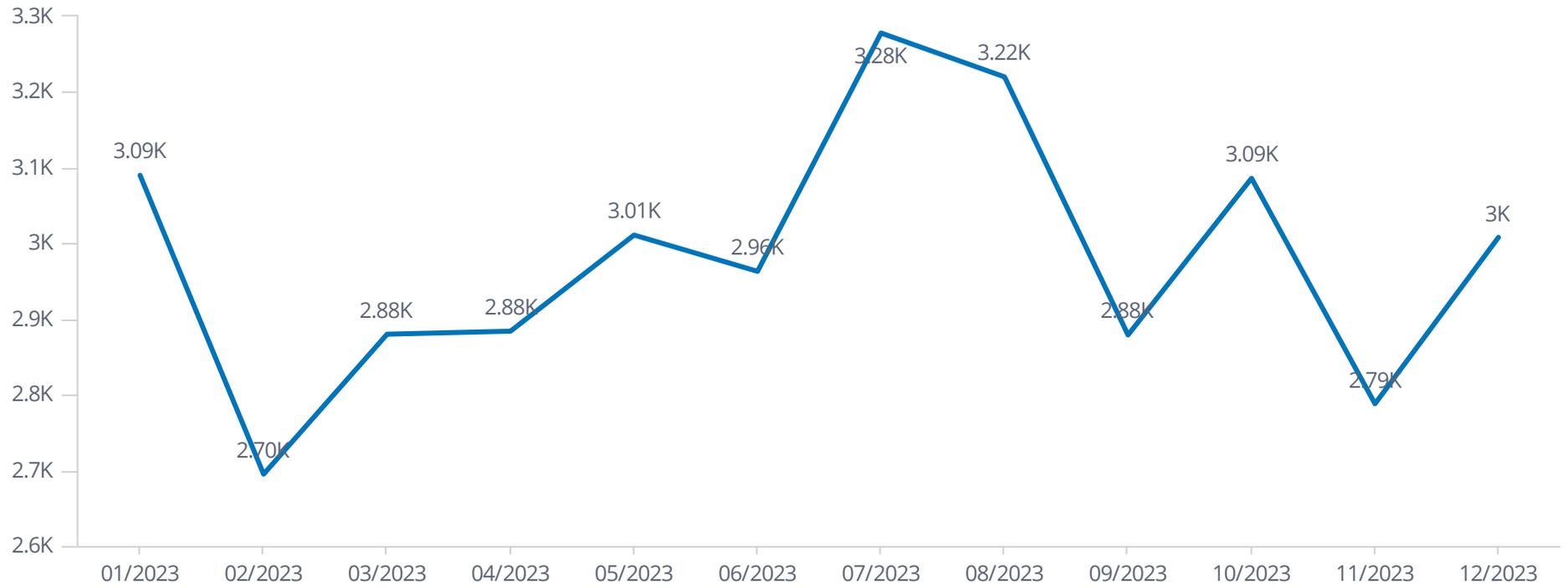
Incident Responses Last Month

Count of Incidents Last Month
3,008
Difference from last year **-158**

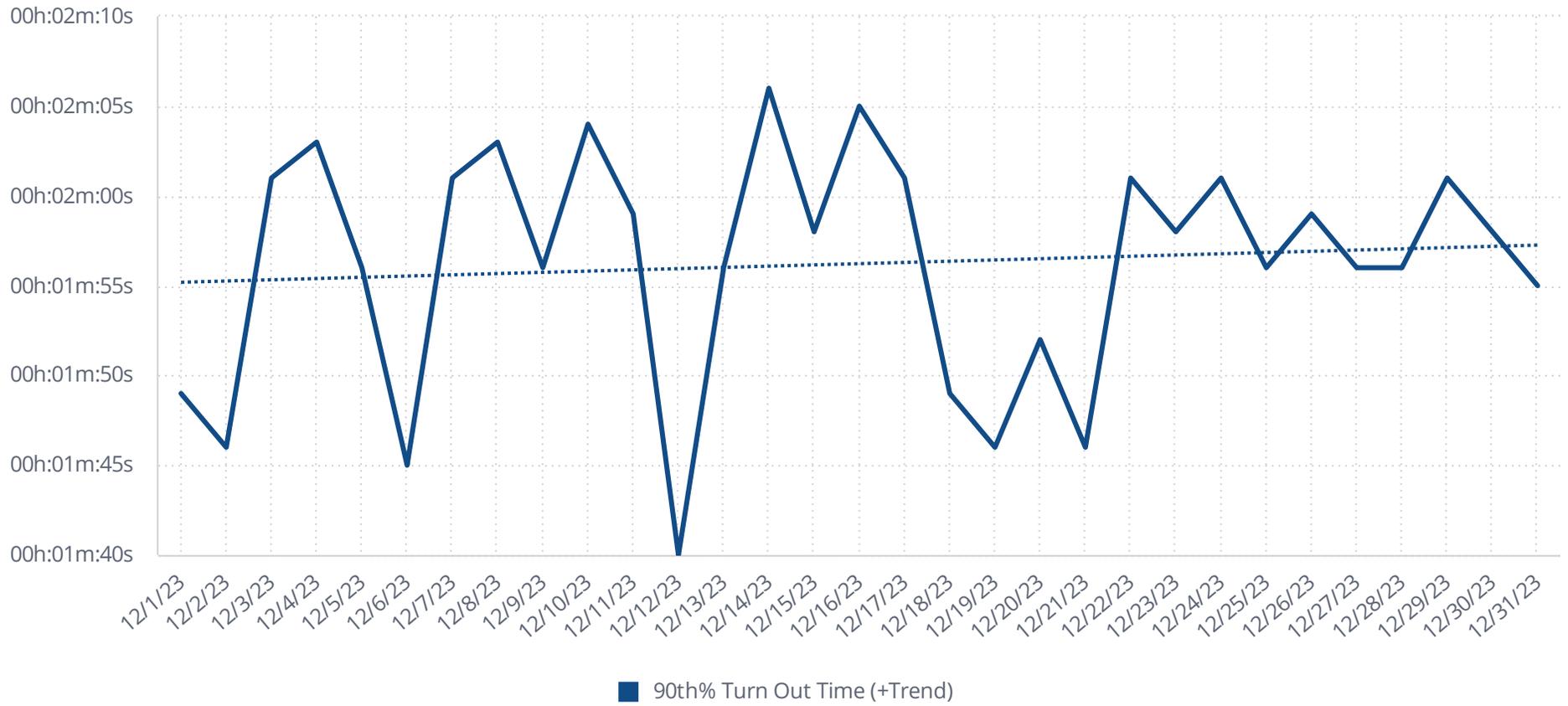
Count of Incident Type Groups

Incident Type Group	Incident Count
100 - Fire	58
300 - Rescue & EMS	2,045
400 - Hazardous Condition	63
500 - Service Call	147
600 - Good Intent Call	464
700 - False Alarm	216
800 - Severe Weather & Natural Disaster	3
900 - Special Incident	12

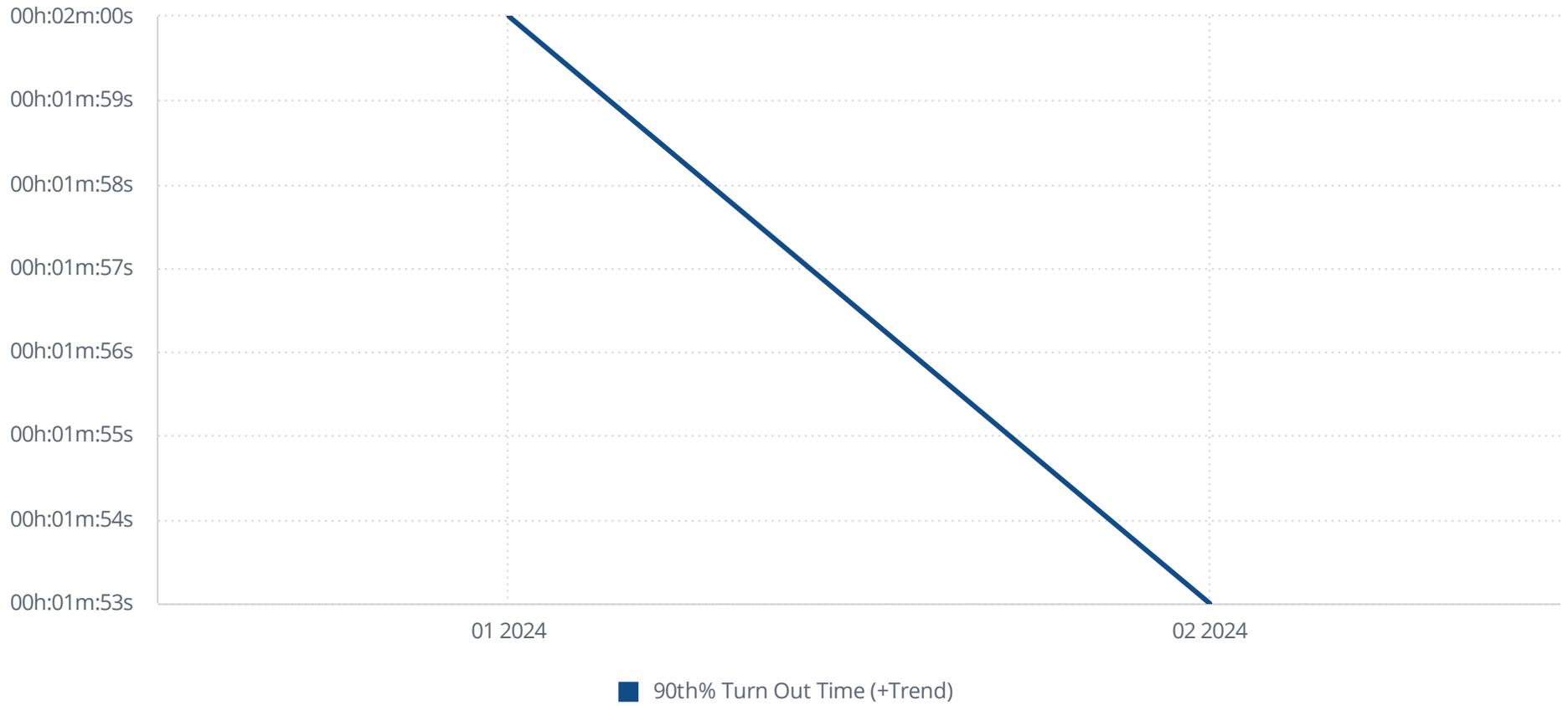
Incident Count by Month YTD



Turn Out Time Last Month



Turn Out Time YTD



Turn Out Time Last Month

90th% Turn Out Time Last Month

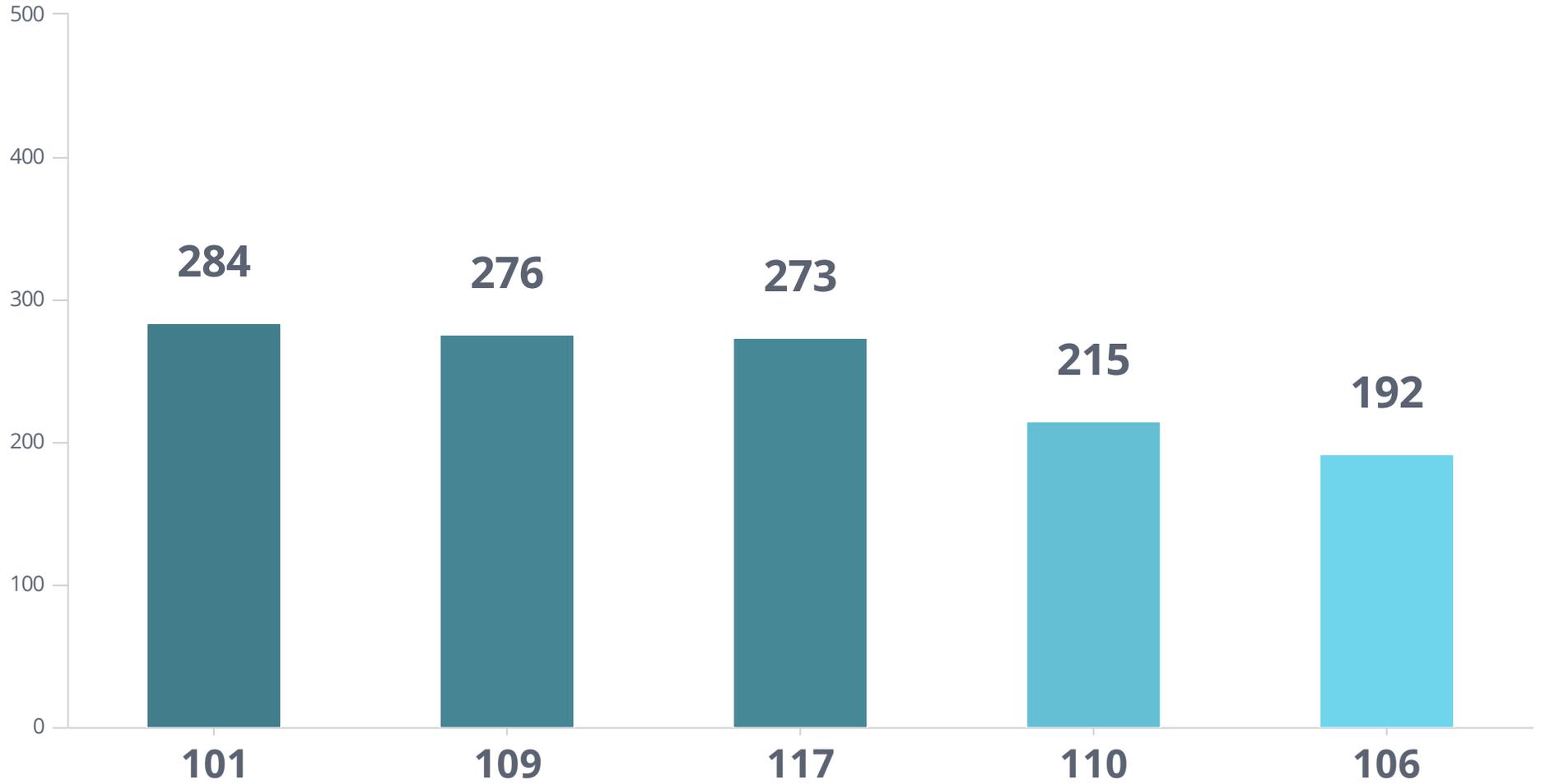
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Turn Out Time YTD

90th% Turn Out Time YTD

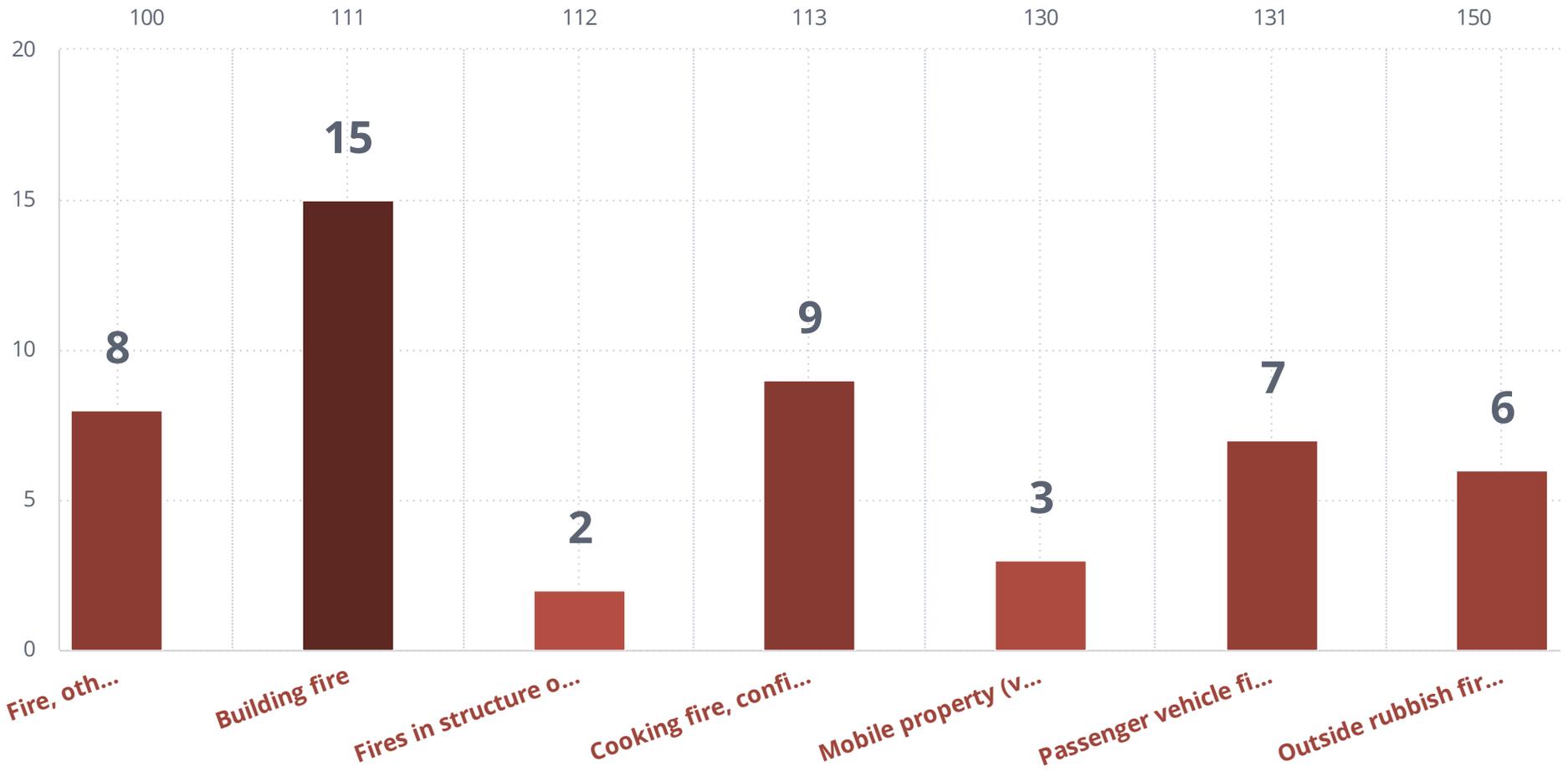
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Busiest Station Top 5



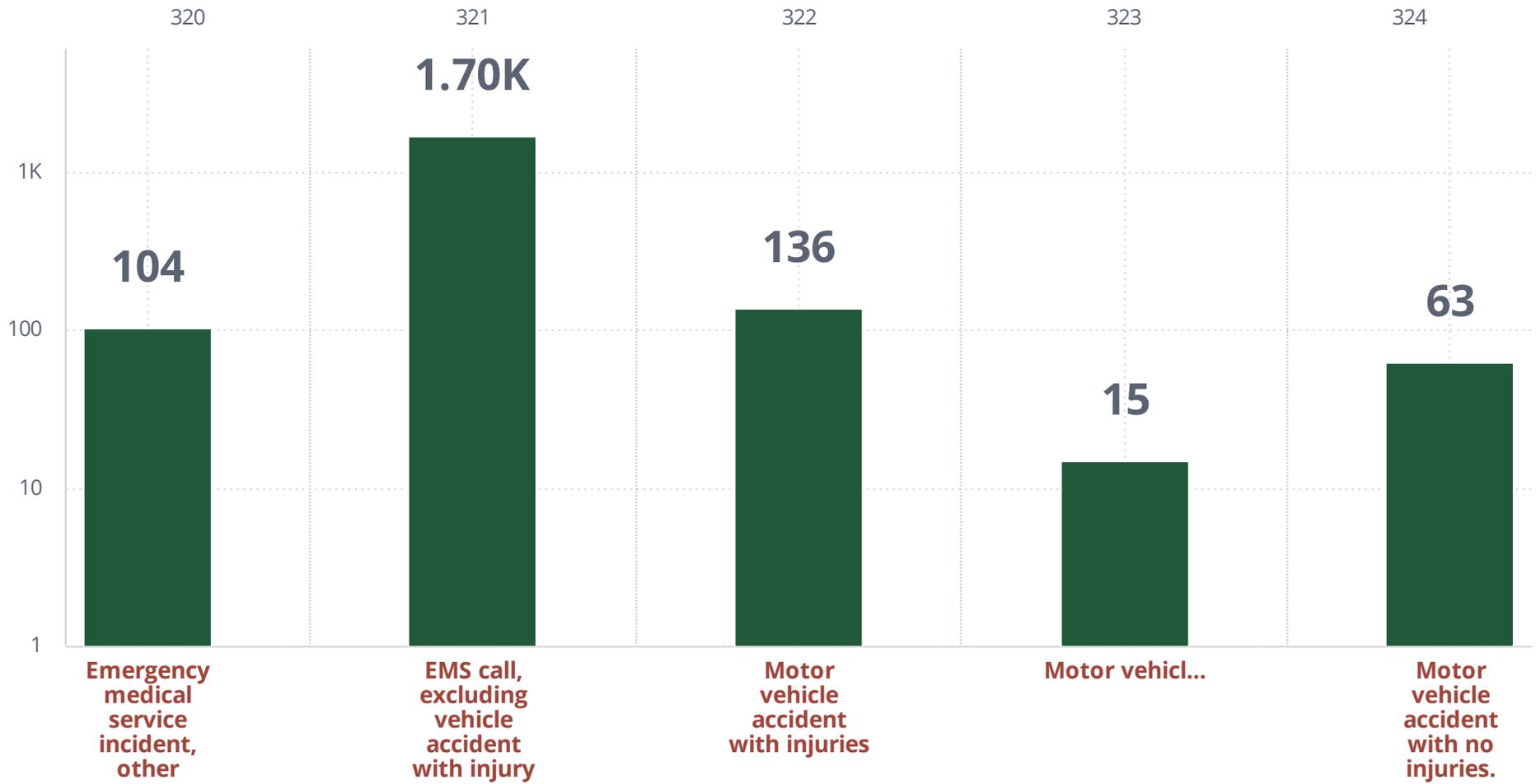
Busiest Stations Top 5

Top 5 Fire Incident Types



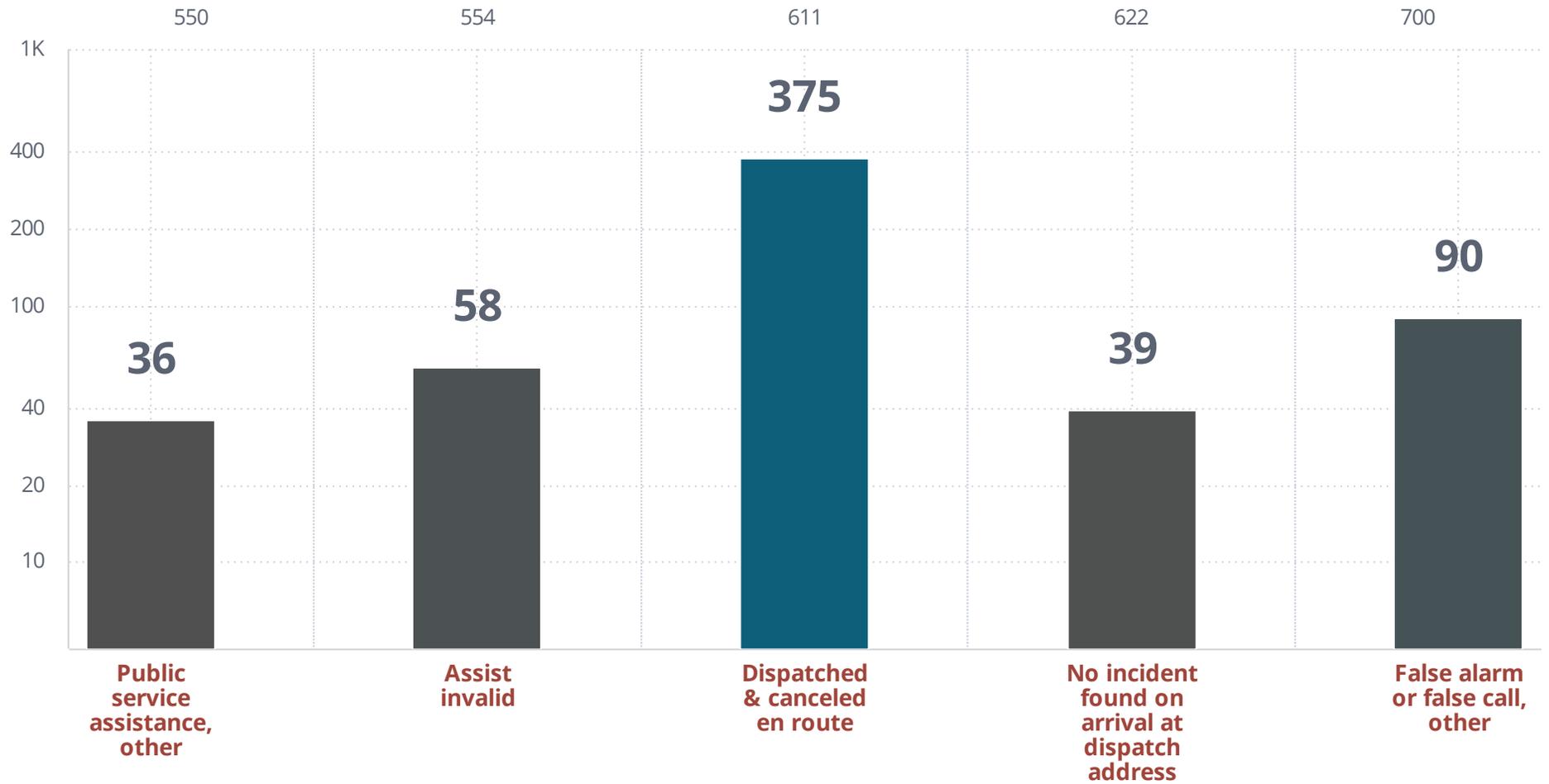
Top 5 Fire Incident Types

Top 5 EMS Incident Types



Top 5 EMS Incident Types

Top 5 Incident Types Other (Neither Fire nor EMS)



Top 5 Incident Types Other