



## UNIFIED FIRE AUTHORITY BOARD MINUTES

February 21, 2023, 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 7:31 a.m.
2. Public Comment  
None  
Public comment was made available live and with a posted email address
3. Approval of Minutes  
Council Member Stewart moved to approve the minutes from the January 17, 2023, UFA Board Meeting as submitted  
Mayor Knopp seconded the motion  
All voted in favor, none opposed
4. Administer Oath of Office for New Board Members
  - Both Council Member Buroker representing Riverton City, and Council Member Stewart representing SLCo were sworn in
5. Annual Board Member Requirements
  - CLO Roberts asked that Board Members please review the ethics policy and prepare to sign the acknowledgment at the March 21, 2023 meeting
  - The conflict-of-interest policy and act were reviewed, and the form was provided for completion by Board Members if necessary
  - As a reminder, the Utah State Auditor training must be completed every 4-years by Board Members
6. Consent Agenda
  - CFO Hill reviewed both the December and January Disbursements
  - There were no questions or discussion

Mayor Silvestrini moved to approve the December and January disbursements as submitted  
Council Member Hull seconded the motion  
All voted in favor, none opposed
7. Committee Updates
  - Benefits & Compensation Committee – Chair Dahle
    - Meeting held 2/17/23
    - Chair Dahle asked that new Board Members consider attending as the topics discussed at this and the upcoming meeting (3/30/23) are a large part of the budgeting process
    - Gallagher will work with SelectHealth to lower the proposed health insurance increase
    - UFA employees have always been conscientious with healthcare and have traditionally trended below normal utilization of the insurance

- Chair Dahle does feel that while inflation remains escalated, it is on a downward tick and municipalities will have difficulty asking for more taxes to cover the inflationary costs
- More discussion will be taking place at the upcoming meeting regarding benefits and potential increases to the member fee
- A realistic recommendation will be determined in preparation for presentation to the UFA Finance Committee for their meetings beginning 4/10/23
- Chair Dahle asked that all Board Members gather information on what they are seeing as they work to prepare their municipality budgets in order to provide a target/guidance for UFA that Board Members can support
- Governance Committee – Chair Silvestrini
  - No meeting held
- Finance Committee – Chair Henderson
  - Next meeting 4/10/23

#### 8. Quarterly Report

- CFO Hill reviewed the report for the quarter
- Revenues
  - Ambulance revenue is tracking well, \$3.9M was collected as of 12/31/22
  - CFO Hill reminded all, that revenue collection lags 6-8 weeks
  - Interest income is doing well this year, exceeding the budget
  - All funds were reviewed
    - The Wildland Fund has collected \$2.5M to date with a spend of \$2.2M
    - Reminded the Board that the EM Fund comes in twice a year and looks good
    - Much activity in the Capital Replacement Fund with the spending down of the two leases
    - ECC/EM Capital Replacement Fund looks good as well

Council Member Stewart moved to approve the quarterly financial report including the list of expenditures for the last quarter as presented

Council Member Perry seconded the motion

All voted in favor, none opposed

#### 9. Public Hearing to Receive and Consider Comments on Proposed Amendments To the 22/23 Fiscal Year Budget

- CFO Hill gave a brief overview of the amendments
- Mayor Dahle inquired as to which stations are being changed from 3 to 4-person staffing
  - Brighton Station 108, Snowbird Station 113, and Eagle Mountain 251
  - Deputy Associate Mayor Hartman asked if this amendment could be postponed while discussions regarding the canyons contribution continues and is finalized
  - The concern is that this creates a further financing gap
  - Chief Burchett clarified that this is not a UFA decision, UFSA has already voted to move the staffing to 4-handed at those stations
  - This was also discussed before the SLCo Council
  - Mayor Silvestrini stated that the amendment today allows for the budget to address this decision that was made by UFSA
  - CFO Hill agreed that these changes were already approved for the UFSA 2023 budget, the UFA Board must approve as this is where the expenditures take place
  - Chief Burchett explained that part of the conversation addressed UFA's ability to absorb the additional staff if these changes do not take place
  - Deputy Associate Mayor Hartman is uncomfortable voting for this amendment and clarified that work on this funding issue is taking place
  - Chief Burchett explained that UFSA has approved the funding, and the training of the additional personnel is taking place

Mayor Silvestrini moved to open the Public Hearing to receive and consider comments on proposed amendments to the 22/23 Fiscal Year Budget

Mayor Westmoreland seconded the motion

Roll call vote taken

Bailey	Y	Knopp	Y
Bourke	-	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		

No further comments

Mayor Silvestrini moved to close the Public Hearing to receive and consider comments on proposed amendments to the 22/23 Fiscal Year Budget

Mayor Dahle seconded the motion

Roll call vote taken

Bailey	Y	Knopp	Y
Bourke	-	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. Consider Resolution 02-2023A Approving Budget Amendments to the 22/23 Fiscal Year Budget

Mayor Silvestrini moved to approve Resolution 02-2023A approving budget amendments to the 22/23 Fiscal Year Budget as presented

Council Member Stewart seconded the motion

Roll call vote taken

Bailey	Y	Knopp	Y
Bourke	-	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		

11. Consider Resolution 02-2023B Amending the UFA Board Policy on Overtime and Compensatory Time

Chief Burchett presented a memo that was recommended for Board consideration by the Benefits & Compensation Committee with his intent to change the Board Policy when calculating overtime

- Chief Burchett explained how time was calculated prior to COVID and then a policy change was made to encourage those with sick family or feeling ill themselves to stay home
- This proposed change will not allow certain types of leave to be counted as time worked, therefore, any additional time worked during the FSLA period will no longer be paid at time-and-a-half
- This has become a burden to the budget and Chief is requesting that all time, with the exception of Holiday and Vacation, not be considered time worked
- Chief believes this current policy over-incentivizes the use of sick leave
  - Sick Leave should be considered a safety net to protect personnel in the event of an injury, illness, or childbirth
- Budgetarily; the impact is increasing our demand for Mandatory Staffing and Overtime
- Before COVID the average sick calls were 3.8 per day, in 2022 the average was 7 per day
- Changing this policy will save approximately \$12,000 per month
- This change is supported by Local 1696; they too feel it is the right thing to do
- Local President Dodge knows employees may look at this as a withdrawal of a benefit, however, it is important to protect sick leave build up

Council Member Stewart moved to approve Resolution 02-2023B amending the UFA Board Policy on Overtime and Compensatory Time

Mayor Overson seconded the motion

Roll call vote taken

Bailey	Y	Knopp	Y
Bourke	-	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. Fire Chief Report

- 2022 Accomplishments
  - AC Pilgrim presented the 2022 Accomplishments poster for review
  - This poster is an overview of completed items within the Strategic Plan
  - Most all items have been completed, those outstanding will be included in the next Strategic Plan
- Legislative Update
  - AC Pilgrim provided a brief update to legislation affecting the fire service
  - Bills addressing behavioral health, retirement, fireworks, and micro-enterprises are being tracked
  - UFA is actively involved with monitoring and providing feedback when bills are proposed
  - Chief Burchett thanked the UFA Legislative Committee for their ongoing commitment to ensure concerns are addressed and the position of UFA is communicated

- Standards of Cover (SOC)
  - BC Fossum has completed the Standards of Cover and it has now been presented to all councils
  - Next month the SOC should be coming before the board for acceptance
  - A link to a closed web document will be distributed to all Board Members who can then access and download the whole document or just their municipality pages
  - This risk assessment document is valuable in outlining the UFA baseline timestamps, benchmark goals, and how best to achieve safety and deliver service within the communities served
  - Any questions, Board Members may contact BC Fossum
- BC Promotions
  - AC Dern announced two new Battalion Chiefs; Jay Torgersen, Station 118B, Battalion 13, and Ken Aldridge, Station 121B, Battalion 12
- Local 1696 Fire School
  - Local President Dodge announced that Fire School will take place April 14 at the Fire Training Facility in Magna
  - This will be a full day of demonstrations, presentations, and trials to give attendees a hands-on idea of what the fire service is about
  - An official announcement is pending
- Larger Fire Agency Round Table
  - UFA Hosted SLC, Lexington, Clackamas, and Boise for a round table
  - This was a 2-day conference to discuss successes, failures, wicked issues, and out of the box ideas
  - The goal is to develop relationships and find best practices that will ensure UFA is not operating in a bubble
  - Most agencies are facing the same challenges with staffing, data collection, etc.
- Bluffdale Station 91 Update
  - Station 91 is now staffed with an ambulance which has helped
  - This is being tracked closely and Chief Burchett is not concerned for now, UFA is giving a bit more than receiving
  - Chief clarified that when a fire erupts, many agencies respond, but these responses are tracked and discussed monthly at the Fire Chief level
  - If this becomes unbalanced, options are to potentially change how UFA is dispatched in the Bluffdale area, but with the drop border response within the valley, the goal is to stay away from that final move
    - Chief Burchett reminded the Board that drop border response is what is best for the community in that it sends the closest unit

13. Closed Session  
None

14. Adjournment

Council Member Stewart moved to adjourn the February 21, 2023 meeting

Mayor Overson 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 Dan Knopp

Mayor Kristie Overson

Council Member Jared Henderson

Mayor Mike Weichers

Council Member Allan Perry

Council Member Tish Buroker

Mayor Jeff Silvestrini

Mayor Tom Westmoreland

Council Member Sheldon Stewart

Assoc. Dep. Mayor Lisa Hartman, SLCo Alternate

**BOARD MEMBERS ABSENT:**

Mayor Roger Bourke

Deputy Mayor Catherine Kanter

**STAFF IN ATTENDANCE:**

Chief Dominic Burchett

CFO Tony Hill

CLO Brian Roberts

Cynthia Young, Clerk

**OTHER ATTENDEES:**

Amanda Lawrence

Anthony Widdison

Armen Jacobs

Bill Brass

Brad Larson

Brandon Dodge

Brian Anderton

Bryan Case

Calogero Ricotta

Chad Simons

Courtney Samuel

David Chipman, public

Debbi Cigarroa

Zach Robinson

Embret Fossum

Jay Torgersen

Jill Tho

Kate Turnbaugh

Kelly Bird

Kiley Day

Krystal Griffin

Lana Burningham

Lee Ascarte

Local 1696

Michael Greensides

Nate Bogenschutz

Nile Easton

Patrick Costin

Rachel Anderson

Riley Pilgrim

Ryan Love

Sam Earl Garfield

Shelli Fowlks

Steve Prokopis

Steve Quinn

Tim Tingey, CWH

Tyler Lintz

Val Greensides

Wade Russell