



UNIFIED FIRE AUTHORITY BOARD MINUTES

July 19, 2022, 7:30 a.m.

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

1. Call to Order

Quorum was obtained

Chair Dahle 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

Council Member Hull thanked UFA crews for the work on the fire in Magna

Mayor Stevenson also expressed his appreciation for crew response

Mayor Dahle stated that with help from UFA, a disaster was averted during a fire in Cottonwood Heights

3. Approval of Minutes

Council Member Stewart moved to approve the minutes from the June 21, 2021, UFA Board Meeting as submitted

Council Member Perry seconded the motion

All voted in favor, none opposed

4. Consent Agenda

a. Review of June Disbursements

- No discussion

Mayor Silvestrini moved to approve the June disbursements as submitted

Council Member Stewart seconded the motion

All voted in favor, none opposed

5. UFA Board Vice Chair Position

- Mayor Dahle explained that with the numerous new Board Members at the first of the year and the pending budget process, the decision was made to wait to vote for the Vice Chair
- Council Member Perry agreed to extend his services as Vice Chair until the budget process had been completed
- Mayor Dahle noted that he had agreed to Chair UFA for the transition from Chief Petersen to Chief Burchett and December 31, 2022 will be the end of his duty as Chair

Council Member Perry nominates Mayor Weichers as Vice Chair for UFA

Council Member Stewart seconded the motion

All voted in favor, none opposed

- Mayor Weichers accepted the Vice Chair position for the remainder of 2022, and will serve as Chair beginning January 2023

Mayor Westmoreland arrived

6. Discussion Regarding Capital Plan Budget Issues

- During the budget process, questions arose regarding the Capital Plan
- The goal of this agenda item is to pass a directive to the Finance Committee to begin work on the questions and concerns posed regarding fund balance and justification of the process
- The budget process begins in December, Chair Dahle asks that the Finance Committee present a resolution for the Board at either the October or November meeting

7. Committee Updates

- Benefits & Compensation Committee
 - No meeting held
- Governance Committee
 - No meeting held
- Finance Committee
 - No meeting held

8. Quarterly Financial Report

- CFO Hill reviewed the report for the quarter
 - Much revenue and expenditures are pending with the arrival of the budget year-end
- Revenues
 - Member Fees are all paid
 - This has been a good year for ambulance revenue
- Expenditures
 - Gas/Diesel line is about \$200,000 above budget as expected
 - Work in Logistics and other Divisions will allow for coverage of this overage within their budgets
 - Council Member Stewart asked as to the under-expend for software and equipment
 - CFO Hill explained that while there are still pending costs on small equipment, there will be some savings within this line item, the \$419,000 will not be all spent
 - The WL fund is awaiting revenue from the state and will be covered when all reimbursement has been received
 - The EM Fund is coming in as expected
 - The last two funds, mainly expenditures in the Capital Replacement, are going well
 - There are supply chain issues, but staff continues to work through them

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

Mayor Westmoreland seconded the motion

All voted in favor, none opposed

9. Fee Schedule Review

- Changes were made on the Fee Schedule, but these changes require a Public Hearing to finalize

- All Divisions worked to cover costs incurred, and feel that the new fees are fair, and will not be a burden for those we provide service to
- Legislation requires a Public Meeting to be held in the evening

10. Consideration of the Date of August 16, 2022 at 6:00 p.m. for a Public Hearing to Receive and Consider Comments on the Unified Fire Authority Fee Schedule

- The meeting will be held both in-person and via Zoom

Mayor Westmoreland moved to set the date of August 16, at 6:00 p.m. for a Public Hearing to receive and consider comments on the Unified Fire Authority Fee Schedule as presented
 Mayor Weichers seconded the motion
 All voted in favor, none opposed

11. Standards of Cover Document

- Chair Dahle stated that the goal is to determine how best to move through the process to approve this document in the coming 7 months in preparation for the next budget season
- BC Fossum has been working on this document for 4-5 years and is now close to completion
- This document outlines how UFA does business and the risk tolerance accepted by communities
 - This large comprehensive document includes data and examples of emergencies that UFA is regularly faced with throughout the communities and then outlines response and risk tolerance
 - This living document is guided by many national standards, but UFA has approached this information realistically with what is actually encountered within our communities
 - The Board will then determine the goals/benchmark statements
- Each section is about 20-25 pages and is unique to each community
- Chief Burchett clarified that UFA is seeking direction with the different challenges and risks within each community, there is budgetary impact, the intent is to balance the risk tolerance with the impact
- Each community Liaison will be provided with their community's section to be presented at a work session or council meeting for review
- Any recommendations from the councils will be brought back and discussed at the Board level to determine where UFA needs to be
- Chair Dahle asked that these be returned to UFA in ample time to be voted on in the February 2023 Board Meeting in order to be included in the budget process
- Chief Burchett stated that much of this is industry standard and is directly tied to the budget and Strategic Plan, this is a living document and can be adjusted as necessary

12. Morocco/International Travel Discussion

- Division Chief Case is beginning to see requests from the National Guard for delivering training for foreign governments
- This was a practice discontinued following the Audit and DC Case is requesting to reengage UFA through the Taskforce to allow personnel to participate in this opportunity
- DC Case stated that this is a valuable recruitment tool and the experience is unique and has genuine leadership skill value for UFA personnel that is not available with day-to-day responses
- DC Case clarified that only those who are qualified will be approved to travel, he will stay in control of the budget and there is no additional cost to UFA

- Council Member Henderson asked for clarification on costs and Mayor Westmoreland asked if there was any downside to participating
- DC Case stated that all costs are paid through the Taskforce, and he was not aware of any downside, other than what was discovered in the Audit
- Mayor Knopp inquired as to how many individuals would travel per request
 - DC Case stated that 1-2 per training, up to 6 per exercise, with a travel time of 1 or more weeks
- Mayor Bourke stated that anytime one entity can observe another doing a similar job, it's a win, unquantifiable, but valuable
- Deputy Mayor Kanter asked for clarification on funding, DC Case stated the National Guard does not pay employee costs, that comes from FEMA out of the Taskforce budget
- Mayor Dahle stated that one request was received and approved by Chief Burchett and himself, however, it was cancelled
 - Requests going forward will allow for more lead time
 - Mayor Dahle feels that legitimate skills are brought back and this is a great opportunity for skill development within UFA and also adds to the prestige of being part of an organization such as ours

13. Fire Chief Report

- Promotions & Hiring
 - The number of promotions in the past couple months has increased due to 14 retirements and 14 resignations
 - This is up from 21 last year
 - The bench is deep and good people have been promoted and filled these positions
 - Recently the new hire process began, 532 have applied for the entry-level FF position and 12 PM Laterals
 - Looking to host about 30 in Recruit Camp in February
- 100-Day Plan Update
 - Chief Burchett continues with station visits and has begun city council visits
 - There have been consistent topics within the stations; Mandatory Staffing and policy and supply chain issues
- Information Outreach Events
 - DOC Easton provided the Board with a recap of summer events thus far
 - The popularity of the Pancake Breakfasts has increased, with 800 attending in Magna to almost 1,000 attending in Kearns
 - Mayor Silvestrini expressed appreciation to crews on behalf of his community, and stressed the value for members to meet their local Firefighters and Paramedics
- July 4th Recap and Staffing for July 24th
 - OC Dern stated that 911 calls on the 4th rose above pre-COVID numbers
 - There were 800 calls for service within the valley from 8:00 p.m. – 1:00 a.m.
 - A patrol was held on the 4th for education and visibility, this will also be done on the 24th
 - OC Dern noted that with the increase in calls, normal dispatch procedure is not followed, instead, Direct Dispatch is used

- There are no tones in the stations as there is not ample time, crews just listen to the radio for response to speed up the process in order to handle so many calls in a short period of time
- Wildland Fire Updates
 - Division Chief Widdison stated that with the recent fires so early in the season, this is an indication of the current situation of dry fuels, drought, and the weather
 - Crews have responded to 95 wildfires compared to 65 last year during the same time period
 - Crews have done a great job in keeping the fires small
 - The Fuels Crews have been working hard on mitigation between callouts for fires
 - Council Member Harris expressed thanks and how impressed she was with crews working in Emigration
 - Emigration Canyon residents will be making a donation to Wildland for use as they see fit
 - Chief Burchett explained how skills and experience have increased and with the recent Mt. Dell fire, was comfortable sending crews into the difficult terrain, at night, to fight the fire
 - The EMAC's and single resource and training for the crews is giving UFA personnel more experience to handle more complex situations
 - The Mt. Dell fire area was not accessible, it was night, there was active fire behavior and a red flag warning for the following day, but was a good example of how the crews work together to keep fires small
- Seismic Update
 - As the work is drawing to a close, this report will transition to the UFSA Board Meeting only
 - The seismic retrofit project has been completed in all non-UFSA owned stations
- Closed Session
None
- Adjournment

Council Member Stewart moved to adjourn the July 19, 2022 meeting
 Council Member Harris seconded the motion
 All voted in favor, none opposed

BOARD MEMBERS IN ATTENDANCE:

Council Member Kathleen Bailey
 Council Member Catherine Harris
 Mayor Robert Dahle
 Council Member Trish Hull
 Mayor Marcus Stevenson
 Mayor Dan Knopp
 Mayor Kristie Overson
 Mayor Mike Weichers
 Council Member Jared Henderson

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

BOARD MEMBERS ABSENT:

Council Member Chrystal Butterfield

STAFF IN ATTENDANCE:

Chief Burchett
CFO Tony Hill

CLO Roberts
Cynthia Young, Clerk

OTHER ATTENDEES:

Amanda Lawrence
Anthony Widdison
Bill Brass
Brad Larson
Brian Case
Calogero Ricotta
Courtney Samuel
David Chipman, Public
Dustin Dern
Embret Fossum
Erica Langenfass
Jacob Erickson

Jay Torgersen
Jill Tho
Kate Turnbaugh
Kimberly Ruesch
Kiyoshi Young
Krystal Griffin
Mike Greensides
Nate Bogenschutz
Nathan Cherpiski,
Herriman
Nile Easton
Patrick Costin

Rachel Anderson
Riley Pilgrim
Rob Ayres
Roger Beckman
Ryan Love
Shelli Fowlks
Stephen Higgs
Steve Ball
Steve Quinn
Tua Tho
Wade Watkins

DRAFT