



UNIFIED FIRE AUTHORITY BOARD MINUTES

July 20, 2021 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 Perry called the meeting to order at 7:30 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 June 15, 2021 UFA Board Meeting as submitted
Mayor Peterson seconded the motion
All voted in favor, none opposed
4. Fraud Risk Assessment/Signing Ethical Behavior Statement Annually
 - State Auditor Dougall explained that the intent of the risk assessment is to initiate conversation within companies and their boards addressing their strengths and weaknesses within their organizations
 - Mr. Dougall shared that UFA has made great changes and demonstrates the ethics that he is trying to get all entities to embrace
 - He met with Chief Petersen and is very comfortable UFA has this not only as a priority, but the action at the top along with the accountability of the personnel has made a significant difference
 - Chief explained how the oath is taken upon hiring and promotions within UFA and how ethics are always at the forefront of the organization
 - Chief also gave his support for implementing an ethics training program every 3 years and feels this would offer more value to the organization, if the Board was interested in something such as this
 - He does not want the oath reduced to a checkbox
 - Labor President Steve Quinn expressed his view that the UFA is in a very good place today, the oath is meaningful and every time someone dons their uniform, they are reminded of what they are sworn to do
 - Mr. Quinn also asked that the ethics policy not be reduced to a checkbox, that would cheapen the work that has been done
 - Auditor Dougall has asked Chief Petersen for suggestions to better address a focus on ethical behavior within organizations, and reiterated that the intent of the audit item allows for an organization to approach this target in a way that works best for them

- Council Member Stewart expressed his support of the discussion and was appreciative that staff and Board supported this critical issue
 - Council Member Stewart was the chair during the challenging times with the previous Chief and wants to be sure we never return to that situation
 - He expressed his support for a program that all employees and Board complete every three years
 - He also expressed hope that Auditor Dougal would be agreeable to change the form

5. Consent Agenda

a. Review of June Disbursements

- Council Member Stewart asked for a clarification on the unemployment
- CFO Hill stated that there are two WL employees who we pay unemployment for

Mayor Silvestrini moved to approve the June disbursements as submitted

Mayor Overson seconded the motion

All voted in favor

6. Committee Updates

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

7. Quarterly Financial Report

- CFO Hill provided an overview of the report
 - Ambulance revenue is on a 6-7 week lag, but there will be no problem meeting budget
 - Mayor Peterson asked as to the status of the Mental Health & Wellness Grant
 - Due to COVID, an extension was granted through 2021
 - The program will begin ramping up and the program will continue
 - Mayor Sondak asked as to the Canyon Recreation Fee from SLCo
 - SLCo has completed all payments
 - Deputy Mayor Kanter stated that SLCo is working to restore the cuts made during COVID
 - CFO Hill also pointed out in the report that the savings in vacancies will more than cover the OT expenses

Council Member Stewart 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. Merit System Coordinator

- Chief Petersen explained that the ILA requests the Fire Chief to nominate a Merit Systems Coordinator to the Board for the purpose of maintaining the merit and classification plan system
- This individual works immediately under the direction of the Board

- Historically the HR Director has served in this capacity and Chief Petersen suggests that Kylie Day, the new HR Director be appointed as such

Mayor Hale moved to nominate HR Director Kiley Day as Merit System Coordinator

Mayor Dahle seconded the motion

All voted in favor, none opposed

9. Use of Cloud for UFA Data Storage

- In a previous meeting, Council Member Stewart had inquired as to what use UFA was making of the Cloud
- IT Manager Watts stated that UFA is continuing to reduce the footprint and dependency on hardware, but some systems will remain on-site
- The IT Division has a plan for systems and hardware and an ongoing evaluation of options for security and data storage
- Council Member Stewart expressed his appreciation for the review and the plan to move more of the storage needs to a secure cloud storage system

10. Apartment Fire Analysis

- Fire Prevention has been working to compile data on apartment fires, causes, costs, etc. for the past 5 years
- The intent is to reach out to apartment managers and owners to educate them and help them be successful in providing a safe living environment
- Working with Information Outreach, Fire Prevention is developing brochures and materials for distribution to tenants regarding awareness of behaviors that could lead to fires in apartment type housing
- Board Members ask questions related to code requirements and legislation and asked for more information to distribute to property owners and tenants
 - Fire Marshal Larson stated that Fire Prevention is working on compiling information for distribution and will send it to Board Members once complete

11. Fire Chief Report

- Millcreek Apartment Fire Investigation – DC Ball/BATF Agent in Charge Mike Minichino
 - DC Ball introduced Agent Mike Minichino to provide an overview of the incident
 - No final report has been issued regarding the cause/origin, but it is not believed to have been intentionally set
 - This was a complex investigation and due to size and in order to complete the investigation quickly, the ATF National Response Team was brought in
 - This team consists of experts in all subject matters the investigation may need/want
 - It took 8 days of systematic work by 60 individuals excavating the scene
 - 100 interviews were conducted, and thousands of cell phone videos were reviewed
 - Mayor Silvestrini thanked all for the work and stated that the building has been surrendered to the owners who are in the process of clean-up and resuming construction
- Firework Education, Enforcement, and Response
 - OC Dern outlined the additional staffing and apparatus used over the July 4th weekend
 - 2 additional Chief Officer and 2 resources were staffed
 - 3 additional Type VI and a Water Tender
 - Extended peak-load ambulances until midnight to help with the burden on fire resources
 - Responded to 33 total fires from July 3-5

- 14 were firework related, 1 in a restricted area
 - Many dumpster fires
- Not overly busy this holiday
- Had extra staff from Emergency Management, Fire Prevention, Investigations, and some day staff out patrolling on both July 3 and 4
 - 285 citizen contacts by this patrol
- Working to mitigate any overlapping patrol contact with UPD for the 24th
 - 226 complaint calls July 2-5
- Chief Petersen recommended that going forward, we continue to look at 900 E. in Millcreek and 1300 E. south of Millcreek as historical boundaries for a cleaner message for the public
 - Will get some traction with the Governor to define a point where municipalities can ban fireworks when hazardous conditions exist, such as drought
- Community Events
 - PIO Love stated that there are currently over 240 events calendared for Information Outreach and crews, this is over 100 more than normal
 - Staff emphasized that UFA loves the opportunity engage with the communities and appreciates how included they are in the programs, thanks was given to the Board for the two additional staff members during peak season and the Fire Chief for providing additional assistance of personnel who are on light duty
 - The number and the scope of the events has increased from 2-3 personnel to 8-10 needed and requires more planning
 - Whenever we can plan early for limited resources, including coordinating our overall community events, UFA can be even more successful in being present in the community
- UFA Response to Surfside Building Collapse
 - Division Chief Case provided an overview of the collapse and response
 - UFA sent Battalion Chief Russell, who was assigned as a Safety Officer AND Retired BC Ulibarri who served as an Ops Section Chief
- Wildland Fuels Mitigation
 - Division Chief Widdison explained how Emigration Canyon residents pooled funds for further mitigation work in a 5-acre area behind Station 119
 - This is in addition to what mitigation work is normally offered
 - Chief pointed out that this is a great option if a municipality desires additional professional help with fuels mitigation
- Firefighter Hiring Update
 - HR Director Day provided an update to the current hiring process
- EMAC Deployment - Oregon
 - Chief informed the Board of the current EMAC deployment to Bend Oregon
 - There are 6 employees from the field and 6 from day staff
- Red Lodge FF
 - UFA personnel and Honor Guard supported the Fire Chief and family of the Red Lodge Firefighter who was caught in a burn over
 - The Firefighter may be at the Burn Center here in Salt Lake for the next 6-10 months

12. Closed Session
None

13. Adjournment
Mayor Silvestrini moved to adjourn the July 20, 2021 meeting

Council Member Stewart seconded the motion
All voted in favor, none opposed

BOARD MEMBERS IN ATTENDANCE:

Council Member Kathleen Bailey
Council Member Chrystal Butterfield
Council Member Gary Bowen
Mayor Robert Dahle
Council Member Trish Hull
Mayor Robert Hale
Mayor Dan Knopp
Council Member Jared Henderson
Mayor Harris Sondak
Mayor Tom Westmoreland

Mayor Kristie Overson
Mayor Mike Peterson
Council Member Allan Perry
Deputy Mayor Catherine Kanter
Council Member Sheldon Stewart
Mayor Jeff Silvestrini
Council Member Dea Theodore

STAFF IN ATTENDANCE:

CFO Tony Hill
Chief Petersen

CLO Roberts
Cynthia Young, Clerk

OTHER ATTENDEES:

AC Burchett
AC Pilgrim
AC Higgs
Arriann Woolf
Aaron Lance
Aaron Whitehead
BC Lynn
BC Fossum
OC Dern
Bill Brass
Captain Beckman
Captain Ayres
Chris Hygon
Calogero Ricotta
Captain Greensides

David Chipman (public)
Division Chief Case
Division Chief Larson
Division Chief Widdison
Division Chief Ball
Division Chief Robinson
Division Chief Mecham
Division Chief Torgersen
Edward Walden
Erica Langenfass
Ginger Watts
Jill Tho
John Guldner, Alta
Justin Watters
John Dougall, State Auditor

Kamarie DeVoogd
Kate Turnbaugh
Kiley Day
Lana Burningham
Larson Wood
Mike Minichino, ATF
Matt McFarland
Patrick Costin
Rachel Anderson, UFSA
Reid Demman, Surveyor
Ryan Love
Shelli Fowlks
Steve Quinn
Tim Tingey, CWH
Tua Tho