

THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE



UNIFIED FIRE AUTHORITY BOARD AGENDA

August 20, 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 – Vice Chair Stevenson
2. Public Comment
Please limit comments to three minutes each and be germane to the agenda items or UFA business. 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. August 19, 2024. Emailed comments submitted prior to 7:00 a.m. August 19, 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 – Vice Chair Stevenson
 - a. May 7, 2024 UFA Finance Committee Meeting
 - b. July 16, 2024
4. Consent Agenda – CFO Hill
 - a. Review of July Disbursements
5. Committee Updates
 - a. Benefits & Compensation Committee (No meeting) – Chair Silvestrini
 - b. Governance Committee (No meeting) – Chair Silvestrini
 - c. Finance Committee (No meeting) – Chair Henderson

6. Operations Report – AC Dern
 - a. EMAC Update
 - b. Special Operations Division Update – OC Russell
 - c. 24th of July Update – OC Russell

7. Fire Chief Report
 - a. Special Hiring Update – HRD Day
 - b. Update on Special Enforcement Relocation – AC Robinson
 - c. Potential Kearns Office Space – AC Robinson

8. 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

9. Adjournment – Vice Chair Stevenson

The next UFA Board meeting will be held September 17, 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 19th day of August, 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 FINANCE COMMITTEE MEETING MINUTES

May 7, 2024

Meeting held both electronically via Zoom Webinar/UFA Headquarters

Committee Members Present:

Council Member Hull
Council Member Fotheringham
Council Member Harris
Mayor Silvestrini

Mayor Weichers
Council Member Henderson
Mayor Stevenson

Committee Members Absent:

Council Member Bailey
Council Member Buroker

Staff Present:

CFO Hill
AC Pilgrim
CLO Roberts

Kate Turnbaugh
Cyndee Young

Staff Absent:

Chief Burchett

Guests:

AC Dern
AC Pilgrim
AC Robinson
OC Russell
Aaron Whitehead
Anthony Widdison
Bill Brass
Brad Larsen
Brandon Dodge
Brian Anderton
Brian Case
Calogero Ricotta
Casey Bowden
Catherine Kanter, UFA Board

Chad Simons
Chet Ellis
Cliff Burningham
Courtney Samuel
Embret Fossum
Erica Langenfass
Jay Torgersen
Jon Wilde
Kenneth Aldridge
Kiley Day
Kiyoshi Young
Kristie Overson, UFA Board
Krystal Griffin
Kyle Maurer, Herriman

Mike Greensides
Molly Doyle
Molly McClellan
Nile Easton
Paul Story
Rob Ayres
Scott McNeil
Station 115
Station 118
Steve Prokopis
Tara Behunin
Tua Tho

Meeting called to order by Chair Henderson at 8:01 a.m.

Public Comments

None

Public comment was made available live and with a posted email address

Minutes Approval

Council Member Hull moved to approve the minutes from the April 15, 2024 Finance Committee Meeting as submitted

Mayor Silvestrini seconded the motion

All voted in favor, none opposed

Budget Presentation

- ◆ Introduction and Profile – Chief Burchett/CFO Hill
 - ◆ Chief Burchett is ill and unable to attend the meeting, CFO Hill will present Chief Burchett’s portion
 - ◆ Council Member Hull asked if the 10% stress test is reflected in this budget
 - ◆ CFO Hill explained that not every Division was able to take the full 10%, but that portions taken within the Division budgets are reflected in this budget
 - ◆ There was a total of \$249,000 in savings resulting from the stress test overall
 - ◆ Council Member Fotheringham appreciated the exercise and encouraged staff to not be afraid to prune their budgets in order for a stronger future
 - ◆ CFO Hill stated that there are no changes from Chief Burchett’s original budget message
 - ◆ CFO Hill reviewed the introduction and profile and overview portions of the budget
 - ◆ Council Member Hull asked why, in the weighted vote section, Magna’s proposed Member Fee is higher than that of Kearns
 - CFO Hill explained that this is due to growth in Magna and the two stations vs one in Kearns
- ◆ Finance Budget Message – CFO Hill
 - ◆ This portion includes detailed information regarding the budget
 - ◆ Both Chief Burchett’s budget message and this budget message work hand-in-hand
 - ◆ The largest expenditure continues to be personnel at 81%
 - ◆ Also outlined is the increase of 9 FTE’s and the Fee Schedule which has no changes from last fiscal year
- ◆ Strategic Plan – Assistant Chief Pilgrim
 - ◆ AC Pilgrim explained that this is the third Strategic Plan adopted in January
 - ◆ This provides high level guidance to Divisions as they prepare their budgets
 - ◆ There is one new goal and key initiative added to this version, to enhance and improve both internal and external communication
 - ◆ Every Division budget is tied to this Strategic Plan which is instrumental in ensuring that money is being spent wisely and with direction
 - ◆ No further questions
- ◆ Fund Summaries – CFO Hill
 - ◆ This section is a comprehensive overview of each of the funds
- ◆ Member Fee – CFO Hill
 - ◆ The funding sources are outlined
 - ◆ CFO Hill explained how the proportioning between municipalities is determined
 - ◆ Maps and a member fee breakdown by station and division was provided
 - ◆ CFO Hill also reminded Committee Members that each municipality has access to all UFA resources, but only pays a portion of the cost
- ◆ 911 Emergency Transport – Assistant Finance Director Turnbaugh
 - ◆ The history of the program, staffing, and call volume are addressed in this portion
 - ◆ There has been a 17% increase in transport volume in the past 5-years
 - ◆ The proposed addition of an ambulance in Kearns is reflected in these numbers
 - ◆ The State of Utah has increased the base rate over 37% which has resulted in a 60% increase in gross billing

- ◆ Council Member Henderson asked for the metrics involved when deciding to add a new ambulance
- ◆ AC Dern explained that there has been an increase in volume from Kearns across Battalion 13
 - This has resulted in a deficit with the automatic aid partnership with WVC and West Jordan agencies
 - They are providing more transports in our area due to UFA not having another ambulance
 - UFA is missing 1500 ambulance responses to medical calls over a 3-year period with WVC and 526 with West Jordan
- ◆ Adding this ambulance will help to balance what our neighboring agencies are providing for UFA
- ◆ Council Member Henderson wants the ability to look at a projected estimate of what can be expected in revenue by adding this additional ambulance
- ◆ CFO Hill explained that Chief Burchett works with Fire Chief's from other agencies, and they are comfortable with this global service, but better alignment in Kearns is necessary
- ◆ Council Member Henderson asked about the cost of adding 8 FTE's and what the projected revenue from that extra ambulance will be
- ◆ AC Dern stated that it is difficult to narrow down to specific stations or zones, global comparisons have been done across the organization, but possibly somewhere between \$250,000-\$300,000 in revenue not being collected based on transport numbers
- ◆ AC Dern will work to provide numbers that back up anticipated revenue from the extra ambulance to offset the FTE costs
- ◆ In response to another question regarding the need for 8 FTEs to staff one ambulance, AC Dern explained staffing and hours
- ◆ Office of the Fire Chief – CFO Hill
 - ◆ Information Outreach – Director of Communications Easton
 - DOC Easton explained how 7 items were trimmed from his budget this year, so the budget is basically flat
 - There are a few new requests, mainly an increase to OT, \$5,000
 - IO is seeing a large increase in requests from municipalities for CERT and First Aid Training
 - This OT is necessary for staff to manage these requests
 - A second request is for an infrared drone
 - In answer to Mayor Stevensons question regarding the use of the drone for Operations and IO, DOC Easton stated that Operations has begun requesting a drone on various incidents
 - IO has the only drone pilots in the organization, other than Emergency Management
 - DOC Easton covered a few more requests within his budget
 - Council Member Hull asked if they were cutting back on the swag that is passed out to kids such as the plastic firefighter helmets
 - DOC Easton stated that some cutting back will take place, but IO will still have the basic swag
 - Also discussed was who the intended audience is for podcasts and Question w/Chief
 - Podcasts are basically an internal tool, however, since they are published online, there are some followers
 - Questions with Chief is solely internal, Council Member Hull asked if they could somehow be made available to the Board Members
 - DOC Easton will look into this
- ◆ Administration & Planning – Assistant Chief Pilgrim
 - ◆ Administration – Assistant Chief Pilgrim
 - AC Pilgrim found \$8,100 in reductions due to the stress test
 - Discussed the behavioral health program and management

- Looking to make the grant funded part-time Behavioral Health Coordinator position a permanent part-time position
- As a reminder, the state legislature has continued to add mandates for services, which do have an impact to the budget
- Council Member Hull asked if health insurance covers any behavioral health
 - Work is currently taking place to look into options/offerings through insurance with possible enhancements to coverage
- Earthquake and Flood Insurance costs for \$85M in coverage has increased to over \$500,000
- A Probable Maximum Loss Study was completed, and it shows that if the insurance level is lowered, the stations are still covered and amply insured
 - This study is a scientific catastrophic risk model that projects losses over a period of time
- The Utah Local Government's Trust recommends \$25M in insurance rather than the \$85M
- Work is still being done to ensure stations under bond are covered as per the bond requirements
- Council Member Fotheringham asked if the increase in rates is due to events on our side or globally that have affected premiums
 - AC Pilgrim explained that the earthquake and flood insurance is a global increase
 - UFA has had two significant auto accidents resulting in a totaled ambulance and a totaled mechanics vehicle
- ♦ Fire Prevention – Division Chief Larson
 - Due to the stress test, a savings of \$7,100 was found
 - The budget remains flat and there are no changes to the fee schedule
- ♦ Special Enforcement – Staff Captain Larsen
 - No increase to budget
 - Stress test savings of \$9,190
- ♦ Finance – CFO Hill
 - ♦ The Finance Division was able to work with vendors to tighten professional fees with an overall savings of \$13,950
 - ♦ Increases to ambulance billing and Medicaid Assessment match were presented
 - ♦ There is also one non-budgetary impact request to reclassify a position
- ♦ Human Resources – HR Director Day
 - ♦ HR saved \$22,735 with the implementation of PowerDMS
 - This new software manages and tracks policies and documents which will help in reducing the PT Policy Analyst hours
 - Council Member Fotheringham inquired as to why such an increase in the proposed budget for this year versus last
 - There was a reorganization between Administration and HR
 - Four employees moved from Administration to HR, however, there were no new costs
 - The Committee was also interested in how the PT Policy Analyst feels about the cut in hours
 - HR Director Day stated that the Policy Analyst is getting closer to retirement, so this was an option to ensure UFA had a way to work on and maintain tracking of policies
 - Including other cuts, HR was able to save \$25,085 total from the stress test
- ♦ Emergency Services – Assistant Chief Dern
 - ♦ Emergency Operations – Assistant Chief Dern
 - AC Dern provided an overview of the Division

- The changes to the expenditures were reviewed and consist of the addition of a full-time ambulance in Kearns, an Operations Administrative Coordinator and an increase in dispatch service costs from both VECC and Central Dispatch
 - In answer to Council Member Hull's question regarding where the part-time ambulances are located, Stations 117, 125, 104, 103 in addition to seasonal peak load staffed out of Station 116 to support the canyons during ski season
- ♦ Special Operations – Division Chief Case
 - A stress test savings of \$12,093 was realized with a reduction in cadre overtime for technical training
 - As a reminder, 15% of wages for DC Case are paid by UFA, the remainder is paid by FEMA
 - DC Case clarified that there is no request for an additional FTE, but that there is a reassignment of an FTE for the Special Operations Captain
 - The wage for DC Case, going forward, will be paid 100% by FEMA
- ♦ Fire Training – Battalion Chief Prokopis
 - Provided an overview of the work that takes place at Fire Training
 - There is a proposed 19.3% increase mainly due to the additional recruit camp and associated training cadre costs
 - BC Prokopis noted that while doubling the number of recruit camps, he took a strategic approach to account and utilize only the essential supplies and identified \$9,800 in savings during the stress test
 - In answer to questions, BC Prokopis clarified that his Division is responsible to train recruits and provide ongoing training for sworn employees
 - Council Member Henderson asked that there be some demographics and data on what the workforce looks like now to possibly predict retirements and to help with hiring plans for the future
 - AC Dern stated that on page 318 there is a retention history and that he is happy to get the data on seniority and attrition at each rank as well
 - BC Prokopis also noted that this is an aging department and with the growth of the service area there is a need for increased hiring
 - BC Prokopis also stated that 10-15% of the younger personnel leave within the first 5-years, which is attributed to multiple reasons
 - UFA is trying to slow the process and find what attributes to those who leave before 5-year
 - CFO Hill said that the Benefits & Compensation Committee did review how many sworn individuals are at each step in the plan when discussing market adjustment
 - CFO Hill also clarified that BC Prokopis did ask for an additional two FTEs, but Chief Burchett wanted to wait to see if the need for a second recruit camp would be ongoing
- ♦ Emergency Medical Service – Division Chief Ayres
 - DC Ayres identified \$21,035 during the stress test
 - The focus for the Medical Division is the support for state licensure and certifications and ongoing education for sworn personnel and medical training of new recruits
 - The Division continually works to improve the training for personnel to ensure citizens are receiving the best EMS care
- ♦ Urban Search & Rescue – Division Chief Case
 - DC Case explained that UFA is the sponsoring agency for the task force
 - As discussed above, the USAR Program Manager will focus solely on the management of Utah Task Force I
 - The full wages for the program manager will now be covered by FEMA
- ♦ Wildland and Camp Williams – Division Chief Widdison

- DC Widdison explained that the hand crew is working toward an interagency Hot Shot Crew Certification
- There is also the Camp Williams Contract wherein UFA provides wildfire response and risk reduction
- The WL Division is largely funded with revenue generated from interagency deployments of division resources
 - This source of revenue fluctuates based on the wildfire season, this year the participation agreement amount has decreased \$56,700 from last year
 - In previous years the Board has approved funding that aligned with the participation agreement
 - With this recent participation decrease and if it continues, the fuels crew capacity would need to be reduced which would affect risk reduction and mitigation efforts from municipalities
 - DC Widdison is proposing funding a 10-person fuels crew and supervisor regardless of the participation agreement amount
- ◆ Support Services – Assistant Chief Robinson
 - ◆ Logistics – Division Chief Greensides
 - DC Greensides was able to find a stress test savings of \$142,800
 - DC Greensides provided an update on inflationary increases and the request for an additional mechanic
 - Council Member Henderson stated that the Board is pushing back on additional personnel and asked that DC Greensides provide not only the labor cost, but the savings that another in-house mechanic would provide
 - Currently the national standard for mechanics is 30 to 1, some municipalities and cities are 55-60 to 1, the current ratio for UFA is 120 to 1
 - DC Greensides also stated that currently UFA is not being proactive with preventative maintenance, which results in a domino effect
 - Council Member Henderson is not against an additional mechanic, but wants the data illustrated clearly for the Board, but ongoing personnel costs must be considered
 - DC Greensides will have this information prepared for the Board Meeting
 - ◆ Information Technology – IT Manager Bowden
 - Provided an overview of what IT is working towards, and the improvement in automation and security to this point
 - Planning on changing the name of the Division to Technology Division July 1, 2024
 - This new name is more inclusive of all groups who provide support training to the organization
 - ◆ Emergency Management – Emergency Management Director Behunin
 - EM Director Behunin stated that the budget aligns with that of SLCo
 - The direction this coming year is to build better plans, more staff training and strengthening of external partnerships
- ◆ Capital Replacement – Chief Burchett & CFO Hill
 - CFO Hill pointed out that there are \$87M worth of assets that are tracked in this fund, their lifespan, and a replacement plan (15 year plan)
 - This fund is funded by a transfer from the General Fund, the sale of surplus equipment and revenue from billing for EMAC deployments
 - CFO Hill pointed out that the actual plan is included in the budget book and displays what is currently in and projected for, in the coming budget years
- ◆ Benefits & Compensation; this portion provides a lot of history with regard to wages and benefits, retention, recruitment, and market comparisons
- ◆ Closing – CFO Hill
 - Chief Burchett is proud of all the work done in preparation for this budget

- We are confident that the right decisions have been made
- No further questions

Deliberation – Chair Henderson

- ◆ Council Member Henderson is satisfied with the presentation and with recommending this budget to the Board
- ◆ Committee Members agreed and expressed their thanks to Command Staff and the Divisions for their work

Consensus on Recommendation to Full Board of Directors – Chair Henderson

Mayor Silvestrini moved to recommend submitting the proposed budget as presented to the Board of Directors for consideration

Council Member Fotheringham seconded the motion

All voted in favor, none opposed

Closed Session

- ◆ None

Meeting adjourned, no motion or second



UNIFIED FIRE AUTHORITY BOARD MINUTES

July 16, 2024, 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 Buroker moved to approve the minutes from the June 18, 2024, UFA Board Meeting as submitted
Mayor Overson seconded the motion
All voted in favor, none opposed
4. Consent Agenda
 - Review of June Disbursements
 - No discussion

Council Member Fotheringham moved to approve the June disbursements as submitted
Mayor Knopp seconded the motion
All voted in favor, none opposed
5. Committee Updates
 - Benefits & Compensation Committee – Chair Silvestrini
 - No meeting held
 - Governance Committee – No current Chair
 - No meeting held
 - Finance Committee – Chair Henderson
 - No meeting held
6. Quarterly Report
 - CFO Hill provided a brief update to the preliminary financials for the June 30, years end
 - During the coming months, work will continue for closing out FY23/24
 - The auditors will then complete their work with final numbers and an audit report prepared for the November or December UFA Board Meeting
 - Payroll is reflected in this report through June 25
 - The July 25 payroll will include overtime for Operations personnel
 - The Pcard program totals are through the end of May, June is pending
 - The interest income, currently \$923,000, has been a solid revenue source for the past couple years

- Salary and benefits are under budget
- CFO Hill noted that while there is some over-expend in Operations, all line items will be covered with under-expend
 - These items are continually monitored throughout the year
 - CFO Hill explained that adjustments to reflect the under/over expends have been made for the FY24/25 budget in answer to Council Member Huish's question
- CFO Hill reviewed the remaining funds
- Mayor Weichers inquired as to who administers the Pcard program
 - CFO Hill explained that it is administered by Wells Fargo Bank and there is an incentive that results in approximately \$40,000 in rebate revenue
 - Organizational Pcard purchases are usually up to \$300,000 annually

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

Mayor Overson seconded the motion

All voted in favor, none opposed

7. Operations Report

- AC Dern presented the report from last month
 - There were 3,091 incidents, down 28 from last year
 - 18,310 YTD incidents
- 4th of July Update
 - OC Russell explained that in anticipation for a busy night, eight additional crew members upstaffed three Type III's and a water tender
 - On the 5th of July, some additional upstaffing with one Type III was also done
 - Crews were kept busy and were able to meet all response needs with excellent response times
 - For the 24th of July, upstaffing the additional eight crew members and apparatus will be done once again
 - AC Dern reminded the Board that we are currently in red flag conditions, which also supports the need for upstaffing during the holidays
- American Heart Association Mission: Lifeline Award
 - UFA personnel were recognized for high quality care of patients who are experiencing a heart attack or stroke
 - Our Paramedics and EMT's make a difference between life and death and directly contribute to positive patient outcomes and continuation of quality of life following an incident
 - The Medical Division, responsible for training new and existing personnel, utilizes data to support the development, implementation, and delivery of training to personnel
 - This is the first year receiving the honor, the gold award has a requirement that an agency must have received the award in the past
 - AC Dern is expecting that UFA will receive the gold award next year
- Incident Highlight
 - AC Dern highlighted two incidents and thanked the Board for supporting the full funding of the Wildland Fuels Crew
 - Once the fuels crew arrives on a wildland scene, station crews are able to go back in service faster

8. Fire Chief Report

- Unifiedfireut.gov Domain Change – Technology Manager Bowden
 - Due to the recent law change, there will be three phases of rollout for the new domain names
 - Unifiedfireut.gov
 - Unifiedfireserviceareaut.gov
 - The Technology Division is currently working on the website configuration to allow them both to manage the old and new email addresses
 - Email changes and notifications will be the next phase, employees currently have two emails that are routed through the email server, another will be added with this phase
 - The final phase will be the single sign on for personnel which is accessed via email for personnel and their computers
 - It is anticipated that this complete transition will take 18-24 months
- Special Enforcement Division – DC Larsen
 - Chief Burchett introduced Division Chief Larsen
 - DC Larsen explained that his Division is responsible for all new hire background checks, fire investigations, bomb squad, two K9's trained in explosion and accelerant detection as well as assisting in external events such as the visit from the Vice President and other dignitaries
 - Mayor Weichers discussed a fire in CWH
 - DC Larsen explained that the fire is currently being investigated
- Health & Wellness Update
 - Chief Burchett presented a memo providing an update on his goal to focus on health and wellness within the organization
 - The four pillars of the overall health and wellness are Financial, Social/Cultural, Physical Fitness, and Mental/Behavioral Health
 - Financial and retirement seminars have been offered to personnel to help with the anxiety of preparing to retire and better management of money
 - Hosting the winter banquet and now a summer picnic for families is to build connections away from work
 - Making a greater effort to recognize crews and individuals with lifesaving awards and Chief Coins to honor their accomplishments
 - The development, implementation, and policy for the FPAT (Firefighter Physical Agility Test) to help personnel maintain health/fitness during their career and beyond
 - Mental/Behavioral Health is where we have seen the most improvement
 - With the state grant, a consultant was hired to improve our current program by evaluating and implementing training for the Peer Support Group
 - The Peer Support Group consists of both current and retired employees
 - Chief Burchett wishes to thank the Board of Directors for funding these projects

9. Closed Session
No closed session10. Adjournment

Mayor Knopp moved to adjourn the July 16, 2024 meeting
 Mayor Overson seconded the motion
 All voted in favor, none opposed

Following the UFA Board Meeting, a preview of a new ambulance and engine for Station 125 took place. Notice was posted and the UFA Board took no action.

BOARD MEMBERS IN ATTENDANCE:

Council Member Kathleen Bailey
 Council Member Catherine Harris
 Council Member Paul Fotheringham
 Council Member Trish Hull
 Mayor Tom Westmoreland
 Mayor Marcus Stevenson
 Mayor Dan Knopp

Mayor Kristie Overson
 Mayor Mike Weichers
 Council Member Tyler Huish
 Deputy Mayor Catherine Kanter
 Council Member Tish Buroker

BOARD MEMBERS ABSENT:

Mayor Jeff Silvestrini
 Council Member Chrystal Butterfield
 Council Member Jared Henderson

Mayor Roger Bourke
 Council Member Sheldon Stewart

STAFF IN ATTENDANCE:

Chief Dominic Burchett
 CFO Tony Hill

CLO Brian Roberts
 Cynthia Young, Clerk

OTHER ATTENDEES:

AC Dern
 AC Pilgrim
 AC Robinson
 Anthony Widdison
 Bill Brass
 Brad Larson
 Braden Ellingson
 Bryan Case
 Calogero Ricotta
 Casey Bowden
 Chandler Kingsbury
 Courtney Samuel
 Eric Holmes
 Eric Van Duren
 Erica Langenfass
 Gavin Pate
 John Harris
 Jon Wilde
 Kate Turnbaugh
 Kelli Laing
 Kelly Bird
 Kelly Millard
 Ken Aldridge
 Kiley Day
 Kiyoshi Young
 Krystal Griffin

Laili Couper
 Lana Burningham
 Lee Ascarte
 Mike Greensides
 Mike Swenson
 Molly McClellan
 Molly Swenson
 Nile Easton
 OC Russell
 Paul Larsen
 Rachel Anderson
 Scott McNeil
 Shelli Fowlks
 Station 101
 Steve Quinn
 Tara Behunin
 Tawnee McCay
 Val Greensides

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
JULY 2024

GL Period	Check Date	Ref#	Vendor Name	Invoice#	Check Amount
07/24	7/25/2024	4	PAYROLL TRANS FOR 07/15/24 PAY PERIOD	N/A	\$ 1,890,184.99
07/24	7/10/2024	1	PAYROLL TRANS FOR 06/30/24 PAY PERIOD	N/A	1,771,241.01
07/24	7/15/2024	7	TRANSFER FUNDS FROM FIRE TO EM FOR SLCO PAYMENT	N/A	1,251,578.00
07/24	7/5/2024	70524101	SELECTHEALTH	241690044610	624,397.60
07/24	7/16/2024	71624101	UTAH RETIREMENT SYSTEMS	URS071024	572,562.01
07/24	7/8/2024	70824101	UTAH RETIREMENT SYSTEMS	URS062524	571,116.26
07/24	7/4/2024	87978	SL VALLEY EMERG COMMUNICATION CNTR	348	535,753.50
07/24	7/24/2024	7	FEDERAL & STATE W/H ACH - 07/25/24 PAYROLL	N/A	509,814.84
07/24	7/9/2024	3	FEDERAL & STATE W/H ACH - 07/10/24 PAYROLL	N/A	465,550.18
07/24	7/6/2024	7062024	WELLS FARGO BUSINESS CARD	Multiple	344,018.31
07/24	7/4/2024	87977	SALT LAKE URBAN SEARCH & RESCUE	7/1/2024	69,665.37
07/24	7/25/2024	88018	FUEL NETWORK	F2412E01050	60,661.43
07/24	7/19/2024	8	TRANSFER FUNDS FIRE TO EM - VEHICLE SURPLUS	N/A	45,360.00
07/24	7/25/2024	72524101	STRATOS WEALTH PARTNERS	VEBA072524	38,643.02
07/24	7/31/2024	73124002	GCS BILLING SERVICES	3746	38,278.93
07/24	7/1/2024	70124101	STRATOS WEALTH PARTNERS	VEBA062524	36,787.92
07/24	7/10/2024	71024101	STRATOS WEALTH PARTNERS	VEBA071024	36,643.00
07/24	7/10/2024	71024001	GOLD CROSS SERVICES, INC.	103	32,000.00
07/24	7/11/2024	87997	PEHP GROUP INSURANCE	Multiple	28,955.29
07/24	7/25/2024	88023	CUSTOM BENEFIT SOLUTIONS, INC.	07252024	26,868.03
07/24	7/11/2024	87983	CUSTOM BENEFIT SOLUTIONS, INC.	07102024	26,494.11
07/24	7/18/2024	88012	ROCKY MTN POWER	Multiple	24,932.69
07/24	7/25/2024	88020	ROGUE FITNESS	12667997	23,367.00
07/24	7/11/2024	87992	CLEARGOV INC	2024-15218	23,020.00
07/24	7/11/2024	87990	AFLAC GROUP INSURANCE	6/30/2024	17,654.89
07/24	7/11/2024	88000	UNIFIED FIRE SERVICE AREA	180	15,671.76
07/24	7/31/2024	73124004	MAYORS FINANCIAL ADMIN	MFA0000859	15,244.00
07/24	7/11/2024	87991	CAPSTONE STRATEGIES	7/1/2024	15,000.00
07/24	7/17/2024	71724005	NAPA AUTO PARTS	6/30/2024	12,640.81
07/24	7/25/2024	88021	UTAH RETIREMENT SYSTEMS	7/22/2024	11,813.04
07/24	7/31/2024	73124005	TELEFLEX LLC	Multiple	10,333.90
07/24	7/11/2024	87985	LOCAL 1696 - IAFF	07102024	10,157.76
07/24	7/25/2024	88025	LOCAL 1696 - IAFF	07252024	10,050.43
07/24	7/25/2024	88019	GRAHAM FIRE APPARATUS SALES SERVICE	Multiple	9,932.79
07/24	7/4/2024	87969	APA BENEFITS INC	T4546367	9,317.61
07/24	7/4/2024	87974	LIFE-ASSIST INC	Multiple	7,780.44
07/24	7/18/2024	88016	WEBER STATE UNIVERSITY	75	7,420.70
07/24	7/18/2024	88014	STRATEGIC COMMUNICATIONS SOLUTIONS	Multiple	6,688.02
07/24	7/17/2024	71724006	WEIDNER FIRE	Multiple	6,305.93
07/24	7/22/2024	9	TRANSFER FUNDS FOR PATIENT REFUNDS - JUNE 2024	N/A	6,279.66
07/24	7/31/2024	73124006	WEIDNER FIRE	68985	6,120.00
07/24	7/11/2024	88003	UTAH RETIREMENT SYSTEMS	6/26/2024	5,982.80
07/24	7/3/2024	70324201	DOMINION ENERGY	Multiple	5,520.13
07/24	7/3/2024	70324202	FERRELLGAS	1126485532	5,143.08
07/24	7/4/2024	87981	ZOLL MEDICAL CORPORATION	3921240	4,159.04
07/24	7/10/2024	71024004	WEIDNER FIRE	68962	4,062.50
07/24	7/5/2024	70524102	SELECTHEALTH	241690024968	4,054.30
07/24	7/4/2024	87972	IDENTISYS INC.	672260	3,492.50
07/24	7/11/2024	87993	FIDELITY SECURITY LIFE INSURANCE CO	166311605	3,467.73
07/24	7/11/2024	87998	ROCKY MTN POWER	Multiple	3,324.08

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

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UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
JULY 2024

GL Period	Check Date	Ref#	Vendor Name	Invoice#	Check Amount
07/24	7/11/2024	87996	L.N. CURTIS & SONS	INV836922	3,301.20
07/24	7/1/2024	1	RECORD US MERCHANT FEE - JUNE 2024	N/A	3,291.02
07/24	7/17/2024	71724004	LES OLSON COMPANY	MNS44892	3,119.00
07/24	7/25/2024	88027	PUBLIC EMPLOYEES LT DISABILITY	07252024	2,641.13
07/24	7/9/2024	2	GARNISHMENT 07/10/24 PAYROLL	N/A	2,519.41
07/24	7/10/2024	71024002	SERVICEMASTER OF SALT LAKE	137915	2,494.80
07/24	7/24/2024	5	GARNISHMENT 07/25/24 PAYROLL	N/A	2,253.42
07/24	7/18/2024	88004	BLOMQUIST HALE EMPLOYEE ASSISTANCE	JUL24-5931	2,230.00
07/24	7/11/2024	87995	INFOARMOR	6/30/2024	2,114.30
07/24	7/25/2024	88024	FIREFIGHTERS CREDIT UNION	07252024TV	2,074.00
07/24	7/11/2024	87984	FIREFIGHTERS CREDIT UNION	07102024TV	2,071.00
07/24	7/17/2024	71724001	APPARATUS EQUIPMENT & SERVICE INC	Multiple	2,029.26
07/24	7/18/2024	88007	HENRY SCHEIN INC.	Multiple	1,961.00
07/24	7/18/2024	88009	LIFE-ASSIST INC	Multiple	1,902.80
07/24	7/18/2024	88013	SEA-WESTERN INC	INV33508	1,808.95
07/24	7/25/2024	88030	FIREFIGHTERS CREDIT UNION	07252024SF	1,678.00
07/24	7/11/2024	87989	FIREFIGHTERS CREDIT UNION	07102024SF	1,676.00
07/24	7/4/2024	87976	ROB SCHMIDT BODY & PAINT INC.	RS18701	1,560.00
07/24	7/15/2024	6	FEDERAL & STATE 2024 Q2 TAX ADJUSTMENTS	N/A	1,398.33
07/24	7/15/2024	71524101	UTAH DEPT WORKFORCE SERVICES	DWS06/24	1,379.82
07/24	7/11/2024	5	RECORD CLIENT ANALYSIS FEE FOR JUNE 2024	N/A	1,331.18
07/24	7/11/2024	88001	UNITED STATES TREASURY	5/13/2024	1,299.00
07/24	7/18/2024	88008	JAN-PRO OF UTAH	Multiple	1,280.00
07/24	7/18/2024	88015	SUNCREST COUNSELING	Multiple	1,200.00
07/24	7/11/2024	87994	HUSKIEZ LANDSCAPING INC	M15039	1,177.98
07/24	7/31/2024	73124003	INVICTUS COUNSELING SUPPORT SERVICE	Multiple	1,147.50
07/24	7/17/2024	71724003	INVICTUS COUNSELING SUPPORT SERVICE	Multiple	1,140.00
07/24	7/17/2024	71724201	ACE RECYCLING & DISPOSAL	Multiple	1,018.53
07/24	7/25/2024	88017	EAGLE EYE PROMOTIONS	77430	903.95
07/24	7/17/2024	71724202	DOMINION ENERGY	Multiple	650.22
07/24	7/18/2024	88010	MEANING TO LIVE	Multiple	520.00
07/24	7/18/2024	88011	MONARCH FAMILY COUNSELING	Multiple	489.90
07/24	7/18/2024	88006	GRAHAM FIRE APPARATUS SALES SERVICE	637	448.77
07/24	7/11/2024	88002	UTAH BROADBAND	1157	390.00
07/24	7/3/2024	4	RECORD PAYMENTECH FEE - JUNE 2024	N/A	307.82
07/24	7/5/2024	2	RECORD XPRESS BILL PAY FEE FOR UFA & UFSA JUNE 2024	N/A	234.30
07/24	7/17/2024	71724002	BESTSHRED LLC	6163062524	202.00
07/24	7/4/2024	87979	UTAH BROADBAND	1451668	199.00
07/24	7/10/2024	71024003	SPEED'S POWER EQUIPMENT	112627	180.39
07/24	7/18/2024	88005	COPPERTON IMPROVEMENT DISTRICT	W-#115 6/24	162.50
07/24	7/25/2024	88028	SALT LAKE VALLEY LAW ENFORCE ASSOC	07252024	152.00
07/24	7/11/2024	87988	UTAH RETIREMENT SYSTEMS	07102024	137.03
07/24	7/11/2024	87987	SALT LAKE VALLEY LAW ENFORCE ASSOC	07102024	133.00
07/24	7/4/2024	87980	XANTIE LLC	5100	93.75
07/24	7/25/2024	88029	UTAH RETIREMENT SYSTEMS	07252024	84.16
07/24	7/11/2024	87999	UKG KRONOS SYSTEMS LLC	12264320	74.14
07/24	7/4/2024	87973	L.N. CURTIS & SONS	INV807196	59.00
07/24	7/12/2024	6	RECORD INTELLIPAY FEE JUNE 2024	N/A	58.20
07/24	7/5/2024	3	RECORD AMERICAN EXPRESS FEE JUNE 2024	N/A	54.33
07/24	7/4/2024	87970	EMIGRATION IMPROVEMENT DIST	W-#119 5/24	51.76

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

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**UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
JULY 2024**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
07/24	7/25/2024	88026	MOUNTAIN AMERICA CREDIT UNION	07252024	25.00
07/24	7/11/2024	87986	MOUNTAIN AMERICA CREDIT UNION	1022273	25.00
					\$ 9,324,245.24

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

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**UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - EMERGENCY MANAGEMENT CHECKING
JULY 2024**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
07/24	7/31/2024	73124007	SALT LAKE COUNTY	EFC0000451	\$ 606,399.38
07/24	7/25/2024	8058	SALT LAKE CITY CORPORATION	ARI-00002652	562,476.20
07/24	7/31/2024	4	FUNDS TRANSFER FROM EM TO FIRE - 07/25/24 PAYROLL	N/A	74,822.30
07/24	7/10/2024	2	FUNDS TRANSFER FROM EM TO FIRE - 07/10/24 PAYROLL	N/A	65,450.97
07/24	7/10/2024	1	FUNDS TRANSFER FROM EM TO FIRE - 06/25/24 PAYROLL	N/A	63,658.86
07/24	7/4/2024	8051	ESI ACQUISITIONS INC	INVEST6076	43,393.90
07/24	7/31/2024	5	TRANSFER FUNDS FROM EM WF TO FIRE WF - JUNE 2024 PCARDS	N/A	37,081.87
07/24	7/18/2024	8055	ROCKY MTN POWER	E-EM 6/24	6,225.72
07/24	7/4/2024	8052	HUSKIEZ LANDSCAPING INC	M14797	5,936.87
07/24	7/10/2024	71024005	SERVICEMASTER OF SALT LAKE	137915	2,041.20
07/24	7/25/2024	8057	FUEL NETWORK	F2412E01050	1,576.80
07/24	7/17/2024	71724009	LES OLSON COMPANY	Multiple	1,363.88
07/24	7/11/2024	8054	HUSKIEZ LANDSCAPING INC	M15039	1,308.81
07/24	7/18/2024	8056	SYRINGA NETWORKS LLC	24JUL0168	1,175.00
07/24	7/3/2024	70324203	DOMINION ENERGY	G-EM 5/24	906.20
07/24	7/23/2024	3	TRANSFER FUNDS FROM EM TO FIRE JUNE RETIREE HEALTH PREMIUM	N/A	459.60
07/24	7/10/2024	71024006	WAXIE SANITARY SUPPLY	82544725	212.69
07/24	7/17/2024	71724007	BESTSHRED LLC	6163062524	108.00
07/24	7/4/2024	8050	APA BENEFITS INC	T4546367	107.24
07/24	7/17/2024	71724008	GOLD CUP SERVICES	0208820	65.00
					\$ 1,474,770.49

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - FIRE CAPITAL REPLACEMENT FUND
JULY 2024

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
07/24	7/31/2024	73124001	CDW GOVERNMENT LLC	SD67047	\$ 36,097.80
07/24	7/4/2024	87975	PACIFIC FITNESS PRODUCTS LLC	95097	34,992.00
07/24	7/4/2024	87971	EVANS COMMERCIAL LAUNDRY	119457	12,849.38
					\$ 83,939.18

Note 1: Bank of America escrow funds funded in October 2021; disbursements began 11/2021 and completed 01/2024

Note 2: JP Morgan escrow funds funded October 2022; disbursements began 12/2022

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UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - EM CAPITAL REPLACEMENT FUND
JULY 2024

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
07/24	7/4/2024	8053	LARRY H MILLER CHEVROLET MURRAY	6/20/2024	\$ 41,738.00
					<u>\$ 41,738.00</u>

Operations Report

Calendar YTD Incident Responses

Count of Incidents YTD
22,087

Incident Responses Last Month

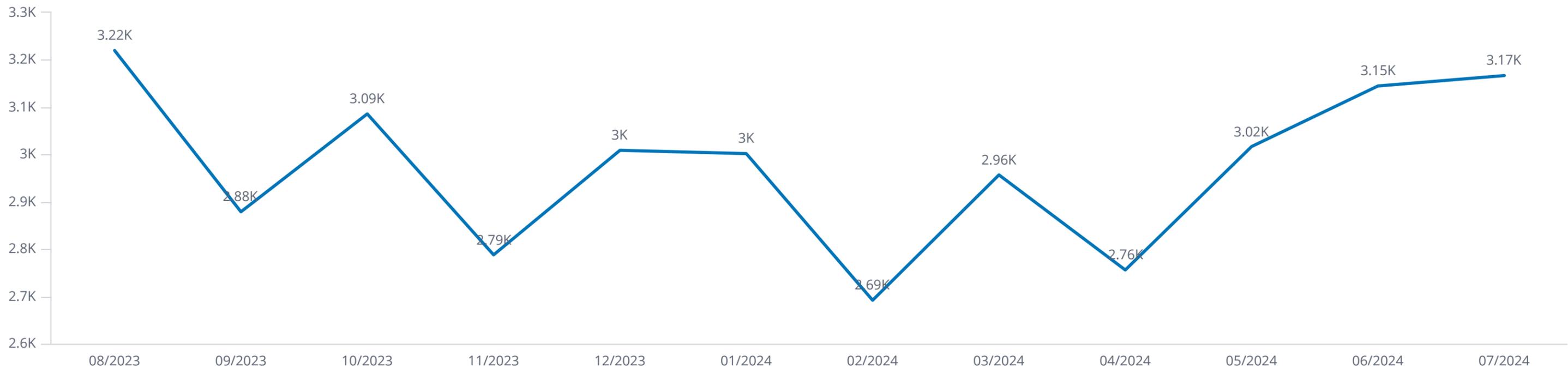
Count of Incidents Last Month
3,167

Difference from last year **-111**

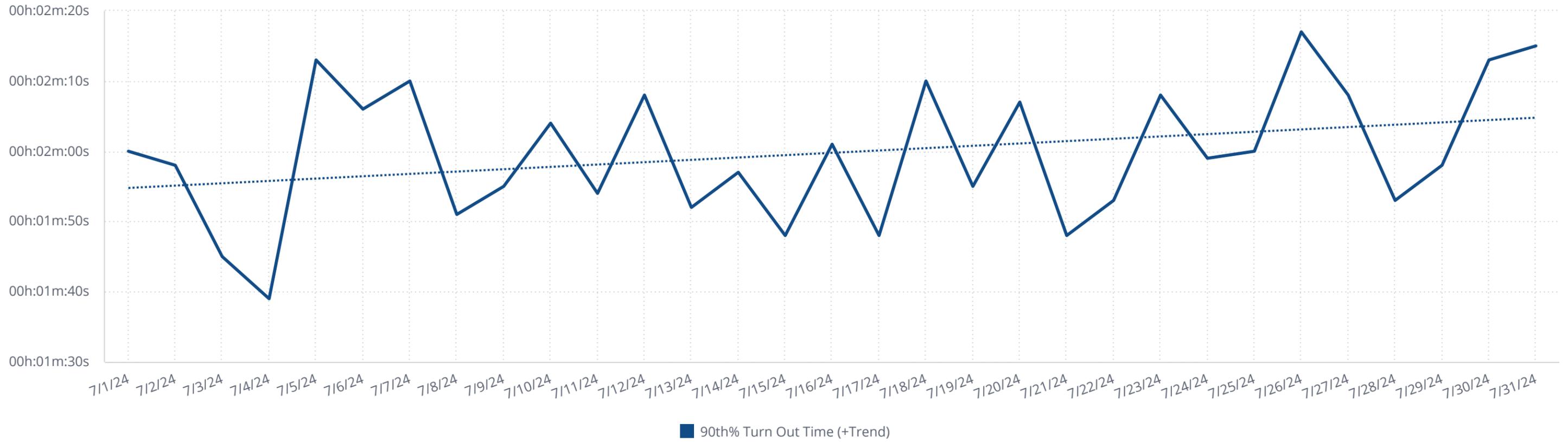
Count of Incident Type Groups

Incident Type Group	Incident Count
100 - Fire	168
200 - Overpressure Rupture, Explosion, Overheat	3
300 - Rescue & EMS	2,056
400 - Hazardous Condition	66
500 - Service Call	148
600 - Good Intent Call	529
700 - False Alarm	192
800 - Severe Weather & Natural Disaster	2
900 - Special Incident	3

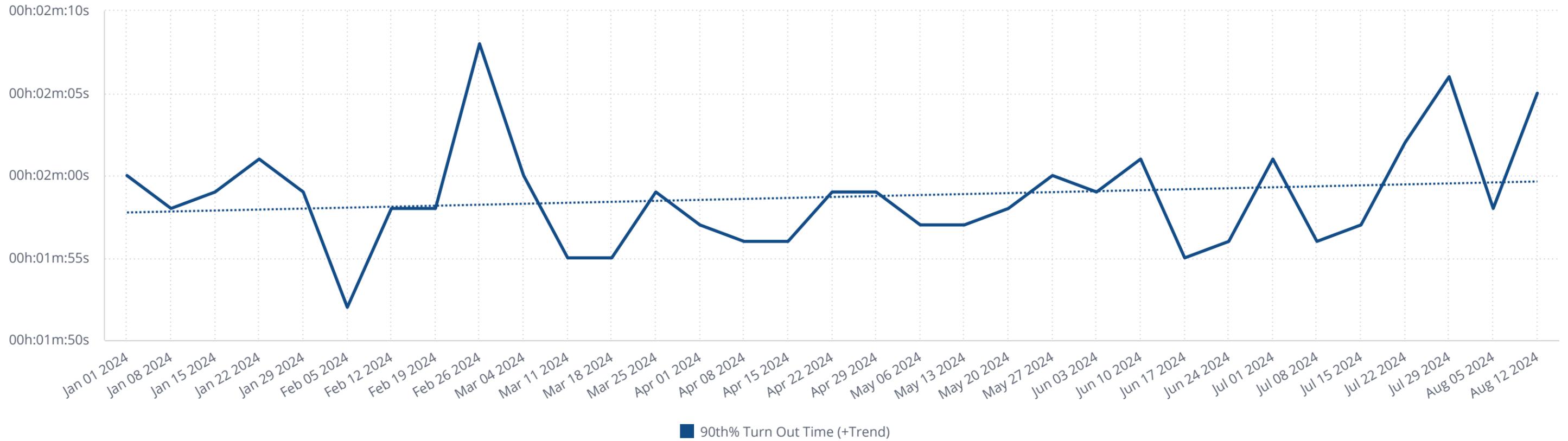
Incident Count by Month YTD



Turn Out Time Last Month



Turn Out Time YTD



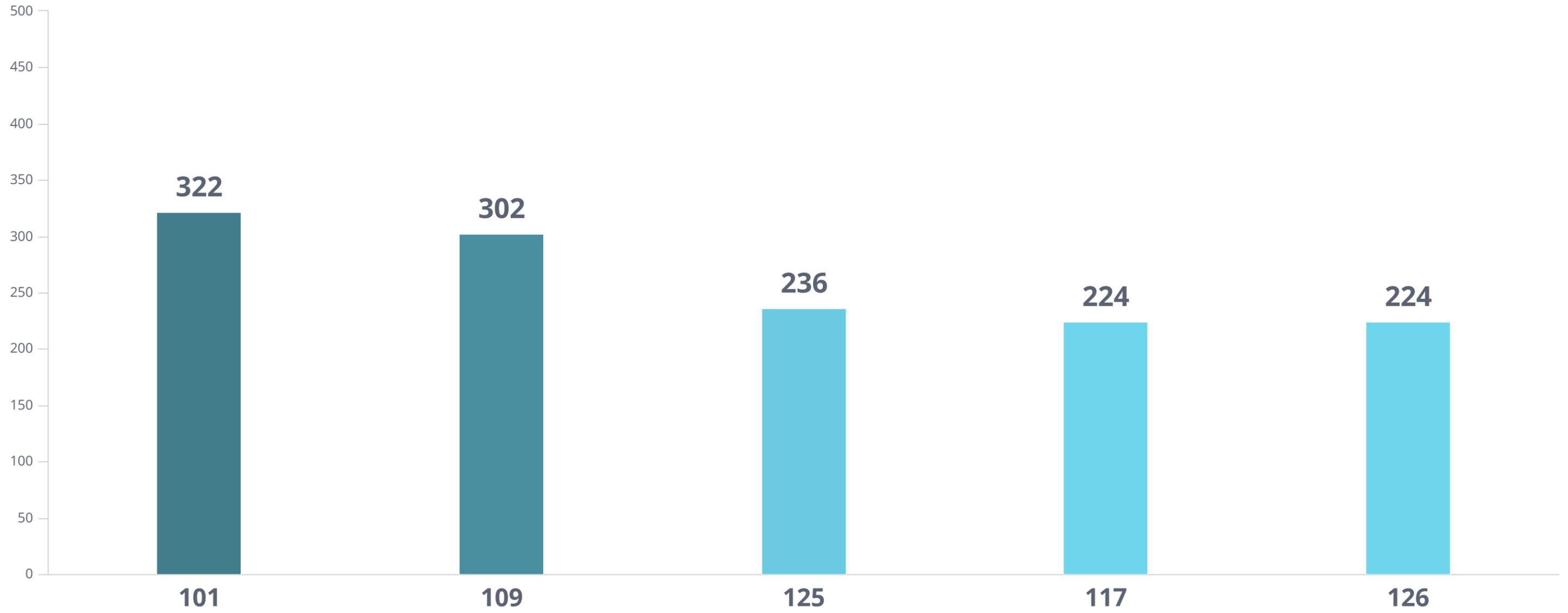
Turn Out Time Last Month

90th% Turn Out Time Last Month
00h:02m:00s

Turn Out Time YTD

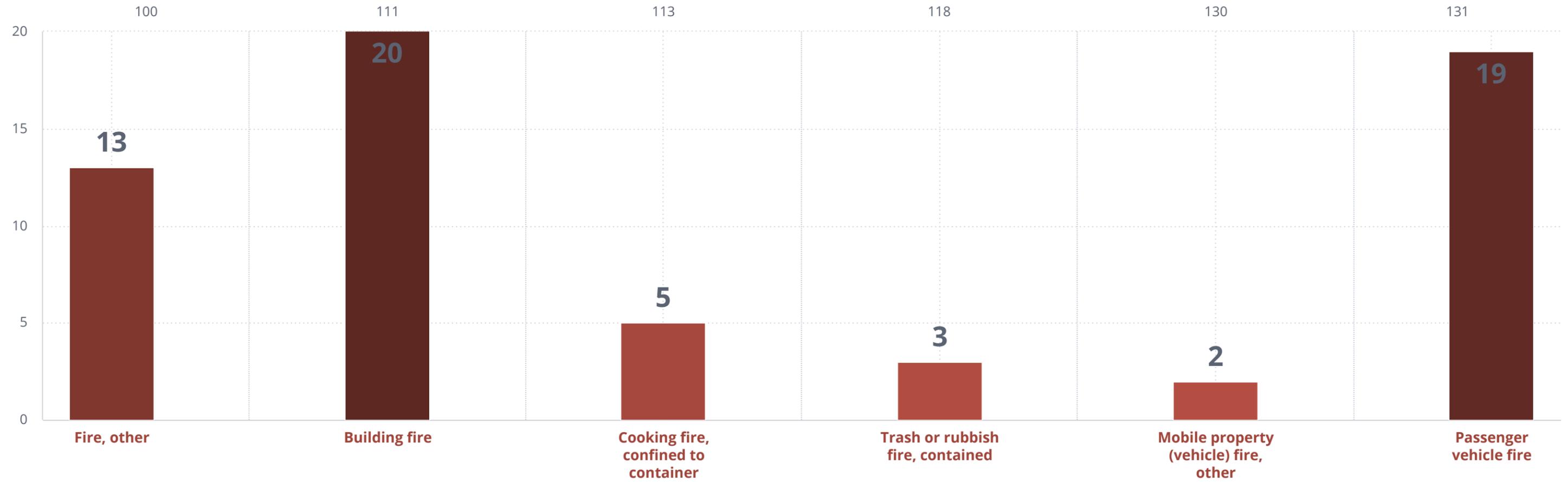
90th% Turn Out Time YTD
00h:01m:59s

Busiest Station Top 5



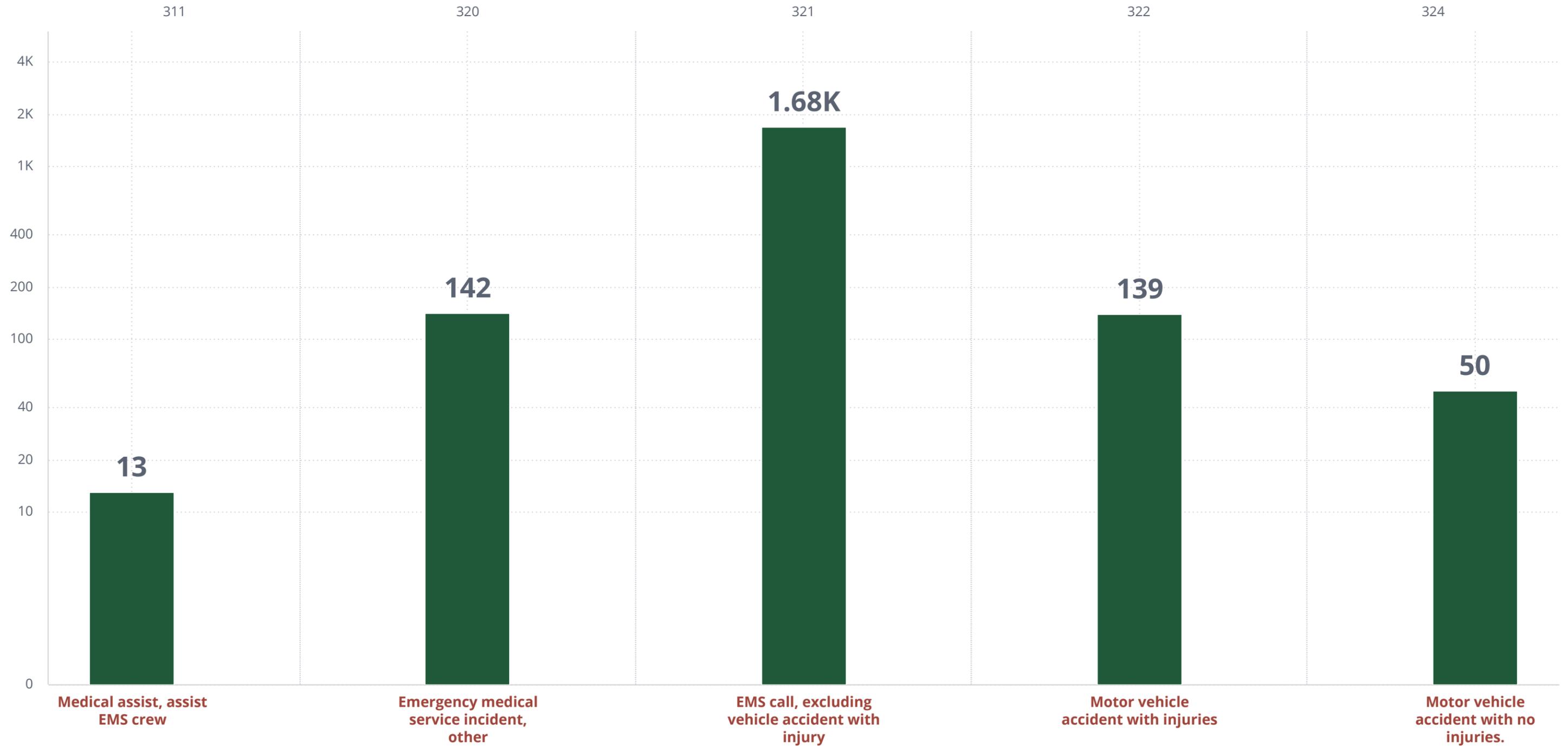
Busiest Stations Top 5

Top 5 Fire Incident Types



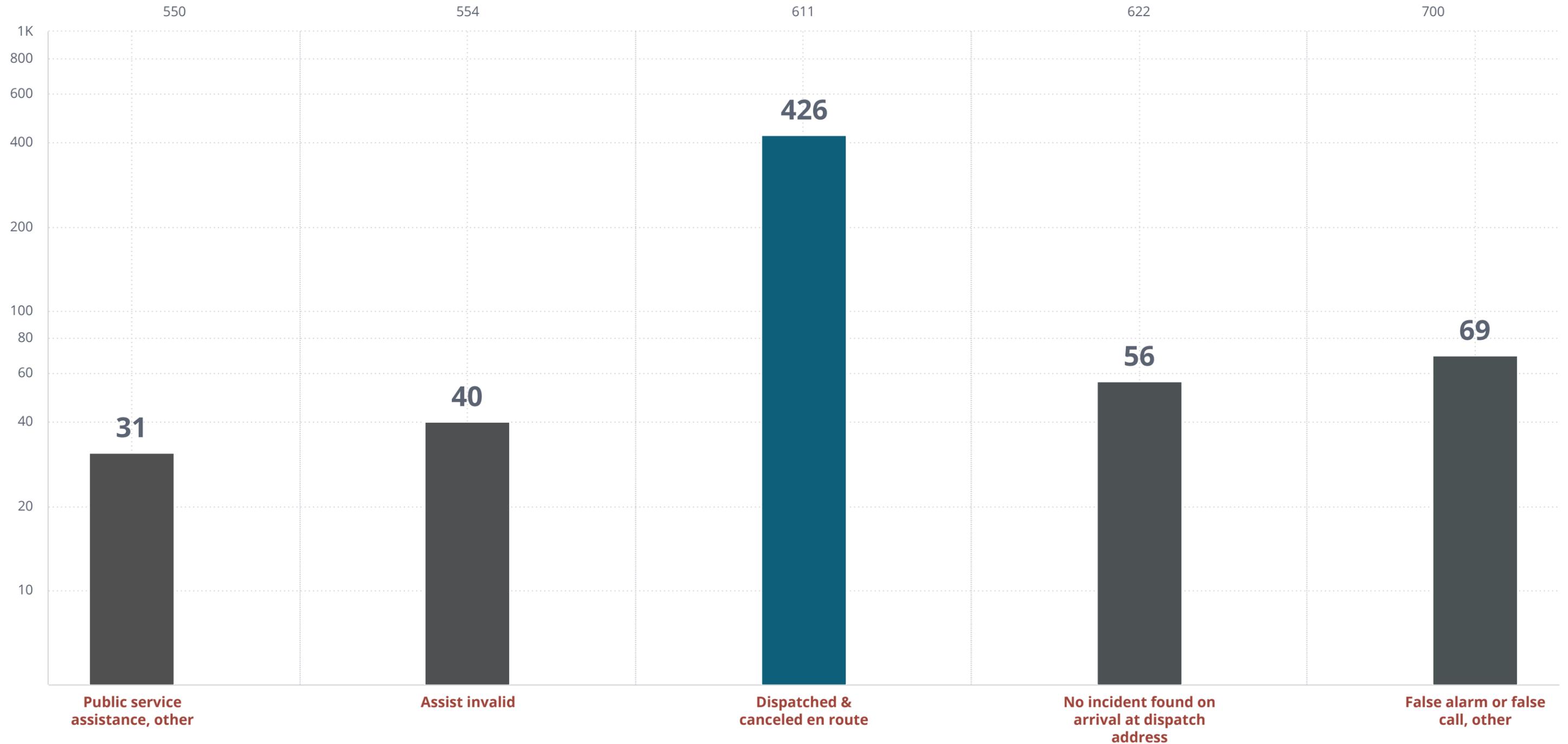
Top 5 Fire Incident Types

Top 5 EMS Incident Types



Top 5 EMS Incident Types

Top 5 Incident Types Other (Neither Fire nor EMS)



Top 5 Incident Types Other