

THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE



UNIFIED FIRE AUTHORITY BOARD AGENDA

September 20, 2022, 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 Dahle
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 que 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. September 19, 2022. Emailed comments submitted prior to 7:00 a.m. September 19, 2022, 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 Dahle
 - a. August 16, 2022
 - b. August 16, 2022 Special Board Meeting
4. Consent Agenda
 - a. Review of August Disbursements – CFO Hill
5. Committee Updates
 - a. Benefits & Compensation Committee (No meeting) – Chair Dahle
 - b. Governance Committee (No meeting) – Chair Silvestrini
 - c. Finance Committee (Meeting held 08/29/22) – Chair Stewart
 - i. Capital Replacement Plan
6. BLM/UFA Fire Training Project – DC Widdison
7. Upgrade Safety Officer Position/Organizational Chart – Chief Burchett

8. IT Plan/Update – Business Technology Manager Bowden
9. Merit Commission – HR Director Day
10. Fire Chief Report
 - a. Strategic Plan Update – AC Pilgrim
 - b. Policy Change Program – Policy Analyst Brass
 - c. Expired Helmets – AC Robinson
 - d. ECC Lease – CLO Roberts
 - e. WL Crew Donation from Emigration Canyon Residents
 - f. Parley’s Canyon Fire
 - g. GFOA Distinguished Budget Presentation Award

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 Dahle

The next UFA Board meeting will be held October 18, 2022, 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 may be held telephonically/electronically to allow a member 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 September, 2022, 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

August 16, 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
3. Approval of Minutes
Council Member Stewart moved to approve the minutes from the July 19, 2022, UFA Board Meeting as submitted
Council Member Hull seconded the motion
All voted in favor, none opposed
4. Consent Agenda
 - Review of July Disbursements
 - CFO Hill reminded the Board that July is the first month of the fiscal year
 - Council Member Stewart asked that a 10-year snapshot of VECC expenses be provided
 - CFO Hill will complete this request

Mayor Weichers moved to approve the July disbursements as submitted
Mayor Overson seconded the motion
All voted in favor, none opposed
5. Committee Updates
 - Benefits & Compensation Committee
 - No meeting held
 - Governance Committee
 - No meeting held
 - Finance Committee
 - Next meeting 8/29/22
6. Reminder for the Public Hearing 6:00 p.m. August 16, 2022, to Receive and Consider Comments on Proposed Fee Schedule
 - Mayor Dahle reminded the Board of the meeting this evening

8. Fire Chief Report

- FF/PM Alex Kluger
 - Chief Burchett addressed the passing of FF/PM Alex Kluger
 - FF/PM Kluger was with UFA for 22 years and had just recently retired
 - Funeral services will be held August 20, at 1:00 p.m. at Larkin Mortuary in Riverton
- Mandatory Staffing
 - During the visits with the crews, Chief Burchett compiled a list of issues he wishes to address
 - The most critical has been identified as Mandatory Staffing
 - Chief Burchett has devised a plan to move forward which will include policy changes and staffing software upgrades
 - The unpredictability of Mandatory Staffing is causing stress for personnel and their families and Chief Burchett’s goal is to find a solution that is fair and consistent
 - Chief stated that this is his #1 priority now and he is determined to find a path forward

Mayor Stevenson Arrived

- Crew Highlights
 - Arson & Bomb Investigator Steve Bowen was honored for his quick response in stopping a wrong way driver entering the freeway
 - During his fireworks patrol on the 4th of July, Steve encountered a wrong-way driver entering the freeway and was able to detain him until PD arrived
 - There is no doubt, his actions saved lives
 - Wildland Specialist Sam Nelson was honored for his actions on July 11th during a wildland fire
 - Sam was off-duty and responded to a fire threatening 3 residential structures
 - His response significantly influenced the successful outcome of no damage to any structures

9. Closed Session

Council Member Stewart move to temporarily recess the meeting to convene in a closed session to discuss matters as provided by Utah Code Annotated §52-4-205 and to adjourn the meeting upon the close of the session

Mayor Weichers seconded the motion

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

Council Member Hull moved to re-open the meeting to the public and adjourn the August 16, 2022,
 UFA Board Meeting
 Mayor Knopp seconded the motion
 All voted in favor

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

BOARD MEMBERS IN ATTENDANCE:

Council Member Kathleen Bailey	Mayor Mike Weichers
Council Member Chrystal Butterfield	Council Member Allan Perry
Council Member Catherine Harris	Deputy Mayor Catherine Kanter
Mayor Robert Dahle	Council Member Sheldon Stewart
Council Member Trish Hull	Mayor Jeff Silvestrini
Mayor Marcus Stevenson	Council Member Dea Theodore
Mayor Dan Knopp	
Mayor Kristie Overson	
Mayor Tom Westmoreland	
Council Member Jared Henderson	

BOARD MEMBERS ABSENT: Mayor Roger Bourke

STAFF IN ATTENDANCE:

Chief Dominic Burchett	CLO Brian Roberts
CFO Tony Hill	Cynthia Young, Clerk

OTHER ATTENDEES:

AC Higgs	Keith Zuspan, Brighton	Richard Rich
AC Pilgrim	Kelly Bird	Rob Ayres
AC Robinson	Kiyoshi Young	Ryan Love
Aaron Lance	Krystal Griffin	Shelli Fowlks
Anthony Widdison	Kyle Maurer, Herriman	Steve Ball
Bryan Case	Lana Burningham	Steve Bowen
Calogero Ricotta	Mike Greensides	Steve Quinn
Courtney Samuel	Nate Bogenschutz	Tim Tingey, CWH
David Chipman, public	Nile Easton	Wade Russell
Embret Fossum	Patrick Costin	
Kate Turnbaugh	Rachel Anderson	



UNIFIED FIRE AUTHORITY SPECIAL BOARD MEETING MINUTES

August 16, 2022, 6:00 p.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 6:05 p.m.

2. Public Comment

None

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

3. Approval of Minutes

No minutes, this was a special meeting to discuss fee increases

4. Public Hearing to Receive and Consider Comments on Proposed Fee Schedule

Council Member Hull moved to open the Public Hearing to receive and consider comments on the proposed Fee Schedule

Mayor Knopp seconded the motion

Roll call vote taken

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

No public comment

Mayor Knopp moved to close the Public Hearing to receive and consider comments on the proposed Fee Schedule

Council Member Stewart seconded the motion

Roll call vote taken

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

5. Resolution 08-2022A Approving the Proposed Fee Schedule

Council Member Perry moved to approve Resolution 08-2022A approving the proposed fee schedule as presented

Mayor Knopp seconded the motion

Roll call vote taken

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

8. Closed Session

None

9. Adjournment

Council Member Stewart moved to adjourn the August 16, 2022, special meeting

Mayor Knopp seconded the motion

All voted in favor, none opposed

BOARD MEMBERS IN ATTENDANCE:

Council Member Kathleen Bailey
Mayor Robert Dahle
Council Member Trish Hull
Mayor Dan Knopp
Mayor Kristie Overson
Mayor Tom Westmoreland

Council Member Allan Perry
Deputy Mayor Catherine Kanter
Council Member Sheldon Stewart

BOARD MEMBERS ABSENT:

Mayor Jeff Silvestrini
Mayor Roger Bourke
Council Member Dea Theodore
Council Member Chrystal Butterfield

Mayor Mike Weichers
Council Member Jared Henderson
Mayor Marcus Stevenson
Council Member Catherine Harris

STAFF IN ATTENDANCE:

Chief Burchett
CFO Tony Hill

CLO Roberts
Cynthia Young, Clerk

OTHER ATTENDEES:

Courtney Samuel
AC Robinson
Lana Burningham

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
AUGUST 2022

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Aug-22	8/10/2022	1	PAYROLL TRANS FOR 7/31/22 PAY PERIOD	N/A	\$ 1,709,657.36
Aug-22	8/25/2022	2	PAYROLL TRANS FOR 8/15/22 PAY PERIOD	N/A	1,392,427.99
Aug-22	8/10/2022	81022101	UTAH RETIREMENT SYSTEMS	Multiple	558,605.17
Aug-22	8/2/2022	80222101	SELECTHEALTH	Multiple	553,424.80
Aug-22	8/26/2022	82622102	UTAH RETIREMENT SYSTEMS	Multiple	530,481.95
Aug-22	8/11/2022	5	EFTPS - 08/10/22 PAYROLL	N/A	364,465.31
Aug-22	8/6/2022	8062022	WELLS FARGO BUSINESS CARD	Multiple	324,694.51
Aug-22	8/26/2022	8	EFTPS - 08/25/22 PAYROLL	N/A	273,117.30
Aug-22	8/25/2022	9	STATE TAX W/H ACH - AUGUST 2022 PAYROLL	N/A	186,550.18
Aug-22	8/4/2022	86081	UTAH LOCAL GOVERNMENTS TRUST	1601051	75,568.42
Aug-22	8/25/2022	86136	UTAH LOCAL GOVERNMENTS TRUST	1601758	73,313.99
Aug-22	8/18/2022	86114	PUBLIC EMPLOYEES HEALTH PROGRAM	44773	67,828.43
Aug-22	8/18/2022	86111	FUEL NETWORK	F2301E00984	64,987.29
Aug-22	8/24/2022	82422002	GCS BILLING SERVICES	Multiple	59,438.24
Aug-22	8/31/2022	83122001	LES OLSON COMPANY	Multiple	56,700.88
Aug-22	8/17/2022	81722002	LES OLSON COMPANY	Multiple	49,465.16
Aug-22	8/26/2022	82622101	STRATOS WEALTH PARTNERS	Multiple	33,298.72
Aug-22	8/9/2022	80922101	STRATOS WEALTH PARTNERS	Multiple	33,151.37
Aug-22	8/25/2022	86124	CENTERPOINT LEADERSHIP SVCS	2202	27,736.00
Aug-22	8/18/2022	86116	ROCKY MTN POWER	Multiple	27,356.80
Aug-22	8/25/2022	86137	CUSTOM BENEFIT SOLUTIONS, INC.	8252022	21,735.08
Aug-22	8/11/2022	86096	CUSTOM BENEFIT SOLUTIONS, INC.	8102022	21,598.72
Aug-22	8/18/2022	86106	AFLAC GROUP INSURANCE	44773	18,833.06
Aug-22	8/25/2022	86123	APA BENEFITS INC	Multiple	18,067.39
Aug-22	8/4/2022	86079	UNIFIED FIRE SERVICE AREA	149	15,671.76
Aug-22	8/18/2022	86119	UNIFIED FIRE SERVICE AREA	150	15,671.76
Aug-22	8/18/2022	86108	COMCAST	151956593	15,601.48
Aug-22	8/17/2022	81722003	NAPA AUTO PARTS	44773	13,238.65
Aug-22	8/11/2022	86093	UNIVERSITY MEDICAL BILLING	44773	12,723.00
Aug-22	8/18/2022	86118	SYMBOL ARTS LLC	0436559-IN	12,716.00
Aug-22	8/24/2022	82422003	MAYORS FINANCIAL ADMIN	MFA0000797	12,222.39
Aug-22	8/25/2022	86139	LOCAL 1696 - IAFF	8252022	10,086.57
Aug-22	8/24/2022	82422004	WHEELER MACHINERY CO	RS0000216148	10,000.00
Aug-22	8/11/2022	86098	LOCAL 1696 - IAFF	8102022	9,189.05
Aug-22	8/11/2022	86089	ENTERPRISE RENT-A-CAR CO OF UT, LLC	Multiple	8,760.20
Aug-22	8/25/2022	86130	LARRYHMILLER CHRYSLER JEEP DODGE RAM	Multiple	7,445.48
Aug-22	8/11/2022	86094	UNIVERSITY OF UTAH	UFA-2022-7	6,240.00
Aug-22	8/25/2022	86126	FIRE & POLICE SELECTION INC	20374	5,905.75
Aug-22	8/25/2022	86127	KRONOS INCORPORATED	Multiple	4,281.18
Aug-22	8/25/2022	86134	TELEFLEX LLC	Multiple	3,599.00
Aug-22	8/24/2022	82422001	APPARATUS EQUIPMENT & SERVICE INC	Multiple	3,598.92
Aug-22	8/11/2022	86090	FIDELITY SECURITY LIFE INSURANCE CO	44773	3,443.94
Aug-22	8/25/2022	86129	LARRY H. MILLER FORD	Multiple	3,249.83
Aug-22	8/10/2022	81022002	WEIDNER & ASSOCIATES INC	Multiple	2,889.68
Aug-22	8/18/2022	86115	PURCELL TIRE CO.	280017133	2,659.23
Aug-22	8/11/2022	86091	INFOARMOR	44773	2,344.55
Aug-22	8/31/2022	83122002	SERVICEMASTER OF SALT LAKE	136294	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\2022-08 Disbursements\10

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
AUGUST 2022

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Aug-22	8/18/2022	86110	FORMAN, CHAD	1019	2,250.00
Aug-22	8/11/2022	86085	BLOMQUIST HALE CONSULTING GROUP INC	AUG22579	2,230.00
Aug-22	8/25/2022	86145	FIREFIGHTERS CREDIT UNION	08252022TV	2,141.00
Aug-22	8/11/2022	86103	FIREFIGHTERS CREDIT UNION	08102022TV	2,137.00
Aug-22	8/3/2022	80322002	SERVICEMASTER OF SALT LAKE	136186	2,124.65
Aug-22	8/1/2022	2	RECORD US MERCHANT FEE JULY 2022	N/A	1,807.94
Aug-22	8/25/2022	86143	PUBLIC EMPLOYEES LT DISABILITY	8252022	1,738.61
Aug-22	8/25/2022	86138	FIREFIGHTERS CREDIT UNION	08252022SF	1,707.00
Aug-22	8/11/2022	86097	FIREFIGHTERS CREDIT UNION	08102022SF	1,703.00
Aug-22	8/18/2022	86104	A TO Z LANDSCAPING INC	Multiple	1,531.44
Aug-22	8/18/2022	86113	PARTS AUTHORITY LLC	44773	1,530.51
Aug-22	8/25/2022	86122	ADAMS, HAYLEY	Multiple	1,440.00
Aug-22	8/18/2022	86112	LIFE-ASSIST INC	1236541	1,264.14
Aug-22	8/11/2022	86086	COOKIE JAR DEVELOPMENT	20210040	1,250.00
Aug-22	8/11/2022	86101	OFFICE OF RECOVERY SERVICES	8102022	1,243.93
Aug-22	8/25/2022	86142	OFFICE OF RECOVERY SERVICES	8252022	1,243.93
Aug-22	8/25/2022	86128	L.N. CURTIS AND SONS	INV614536	1,215.68
Aug-22	8/25/2022	86133	SALT LAKE COUNTY SURVEYOR'S OFFICE	W08212013303	1,215.00
Aug-22	8/17/2022	81722001	APPARATUS EQUIPMENT & SERVICE INC	Multiple	1,199.84
Aug-22	8/18/2022	86120	UTAH COMMUNICATIONS AUTHORITY	Multiple	1,140.06
Aug-22	8/4/2022	86077	JAN-PRO OF UTAH	Multiple	1,110.00
Aug-22	8/11/2022	86082	A TO Z LANDSCAPING INC	29053	765.72
Aug-22	8/3/2022	80322001	MOUNTAIN ALARM	2958197	734.70
Aug-22	8/25/2022	86132	POWERED CONTROL SYSTEMS	Multiple	690.00
Aug-22	8/11/2022	86083	A WARRIOR'S LIGHT	Multiple	600.00
Aug-22	8/4/2022	86075	DOMINION ENERGY	G-ADM 7/22	574.61
Aug-22	8/11/2022	86095	UTAH RETIREMENT SYSTEMS	Multiple	475.36
Aug-22	8/4/2022	86074	DOMINION ENERGY	Multiple	431.92
Aug-22	8/18/2022	86117	SNOWBIRD RESORT LLC	2BY5Y7-C73122	411.34
Aug-22	8/4/2022	86078	MEANING TO LIVE	44757	360.00
Aug-22	8/18/2022	86105	A WARRIOR'S LIGHT	Multiple	360.00
Aug-22	8/4/2022	86076	INTERSTATE BILLING SERVICE INC	3028243873	337.90
Aug-22	8/18/2022	86107	APA BENEFITS INC	53464	329.70
Aug-22	8/3/2022	4	RECORD PAYMENTECH FEE JULY 2022	N/A	264.12
Aug-22	8/25/2022	86125	DOMINION ENERGY	Multiple	259.44
Aug-22	8/11/2022	86088	DOMINION ENERGY	Multiple	242.24
Aug-22	8/25/2022	86131	LIFE-ASSIST INC	1236755	214.50
Aug-22	8/17/2022	81722004	VEHICLE LIGHTING SOLUTIONS INC	11208	204.14
Aug-22	8/10/2022	81022001	BESTSHRED, LLC	6163072922	202.00
Aug-22	8/4/2022	86080	UTAH BROADBAND LLC	1216451	199.00
Aug-22	8/25/2022	86135	UTAH BROADBAND LLC	1223157	199.00
Aug-22	8/25/2022	86121	A WARRIOR'S LIGHT	243	180.00
Aug-22	8/11/2022	86100	ND CHILD SUPPORT DIVISION	8102022	179.00
Aug-22	8/25/2022	86141	ND CHILD SUPPORT DIVISION	8252022	179.00
Aug-22	8/5/2022	3	RECORD XPRESS BILL PAY FEE FOR UFSA & UFA JULY 2022	N/A	167.66
Aug-22	8/11/2022	86102	SALT LAKE VALLEY LAW ENFORCE ASSOC	8102022	152.00
Aug-22	8/25/2022	86144	SALT LAKE VALLEY LAW ENFORCE ASSOC	8252022	152.00

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\2022-08 Disbursements\10

**UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
AUGUST 2022**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Aug-22	8/11/2022	86084	APA BENEFITS INC	52931	150.00
Aug-22	8/18/2022	86109	DOMINION ENERGY	Multiple	147.20
Aug-22	8/11/2022	86092	SALT LAKE COUNTY SERVICE AREA #3	W/S-#113 7/22	119.05
Aug-22	8/11/2022	86087	COPPERTON IMPROVEMENT DISTRICT	W-#115 7/22	118.00
Aug-22	8/5/2022	1	RECORD AMERICAN EXPRESS FEE JULY 2022	N/A	111.51
Aug-22	8/15/2022	7	RECORD INTELLIPAY FEE JULY 2022	N/A	53.20
Aug-22	8/11/2022	6	RECORD CLIENT ANALYSIS FEE JULY 2022	N/A	42.57
Aug-22	8/11/2022	86099	MOUNTAIN AMERICA CREDIT UNION	8102022	26.00
Aug-22	8/25/2022	86140	MOUNTAIN AMERICA CREDIT UNION	8252022	26.00
					\$ 6,769,209.30

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X:\Board Docs\2022-08 Disbursements\10

**UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - EMERGENCY MANAGEMENT CHECKING
AUGUST 2022**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Aug-22	8/1/2022	1	FUNDS TRANSFER FROM EM TO FIRE - 7/25/22 PAYROLL	N/A	\$ 76,535.64
Aug-22	8/15/2022	2	FUNDS TRANSFER FROM EM TO FIRE - 8/10/22 PAYROLL	N/A	59,146.21
Aug-22	8/30/2022	4	FUNDS TRANSFER FROM EM TO FIRE - 8/25/22 PAYROLL	N/A	57,609.96
Aug-22	8/30/2022	3	FUNDS TRANSFER FROM EM TO FIRE - JULY 2022 PCARDS	N/A	19,572.44
Aug-22	8/18/2022	7813	COMPUNET INC	202165	16,376.65
Aug-22	8/31/2022	83122003	JORDAN COMMONS FUNDING LLC	2022-2023	6,572.71
Aug-22	8/18/2022	7816	ROCKY MTN POWER	E-ECC 7/22	5,959.12
Aug-22	8/24/2022	82422005	MAYORS FINANCIAL ADMIN	FAC0000826	4,781.70
Aug-22	8/18/2022	7814	FUEL NETWORK	F2301E00984	4,065.88
Aug-22	8/10/2022	81022005	LES OLSON COMPANY	Multiple	3,720.94
Aug-22	8/31/2022	83122005	SERVICEMASTER OF SALT LAKE	136294	1,868.85
Aug-22	8/3/2022	80322003	SERVICEMASTER OF SALT LAKE	136186	1,738.35
Aug-22	8/18/2022	7812	A TO Z LANDSCAPING INC	Multiple	1,253.00
Aug-22	8/18/2022	7817	SYRINGA NETWORKS LLC	22AUG0189	1,175.00
Aug-22	8/25/2022	7818	APA BENEFITS INC	TRUST608	911.22
Aug-22	8/11/2022	7811	A TO Z LANDSCAPING INC	29053	626.50
Aug-22	8/4/2022	7810	UTAH LOCAL GOVERNMENTS TRUST	1601051	554.56
Aug-22	8/4/2022	7809	DOMINION ENERGY	G-ECC 7/22	470.14
Aug-22	8/31/2022	83122004	LES OLSON COMPANY	Multiple	395.89
Aug-22	8/25/2022	7820	UTAH LOCAL GOVERNMENTS TRUST	1601758	353.41
Aug-22	8/18/2022	7815	PUBLIC EMPLOYEES HEALTH PROGRAM	44773	309.96
Aug-22	8/10/2022	81022003	BESTSHRED, LLC	6163072922	108.00
Aug-22	8/25/2022	7819	QUENCH USA INC	INV04197739	105.00
Aug-22	8/10/2022	81022004	GOLD CUP SERVICES INC	13496	65.00
					<u>\$ 264,276.13</u>

**UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - FIRE CAPITAL REPLACEMENT FUND
AUGUST 2022**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Aug-22	8/17/2022	81722002	LES OLSON COMPANY	Multiple	\$ 64,454.78
Aug-22	8/24/2022	21022	SAFEWARE INC	3994573	19,840.41
Aug-22	8/10/2022	21019	STRATEGIC COMMUNICATIONS SOLUTIONS	22SCS-1350	16,475.41
Aug-22	8/10/2022	21020	CDW GOVERNMENT LLC	BW82535	14,908.53
Aug-22	8/16/2022	21021	LES OLSON COMPANY	MIT206997.1	3,632.64
Aug-22	8/6/2022	8062022	WELLS FARGO BUSINESS CARD	Multiple	1,119.63
Aug-22	8/10/2022	21018	FIRETRUCKS UNLIMITED	2530	432.00
					\$ 120,863.40

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

**UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - EM CAPITAL REPLACEMENT FUND
AUGUST 2022**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Aug-22	8/25/2022	7821	YOUNG CHEVROLET	3S4391	49,883.00
					<u>\$ 49,883.00</u>



UNIFIED FIRE AUTHORITY

MEMORANDUM

TO: UFA Board of Directors
 FROM: Fire Chief Dominic Burchett and CFO Tony Hill
 DATE: September 20, 2022
 SUBJECT: Capital Replacement Fund Review

Background

The Capital Replacement Plan identifies all apparatus and equipment, its current cost, estimated life span, and the anticipated replacement over the next ten to fifteen years. Most of the purchases in the plan are accomplished through three rotating financing arrangements for those items with a life span equal to or greater than the term of the financing. All other purchases are required to use the cash available in the fund balance. Beginning in FY21/22, the debt service payments for these capital purchases are funded by a transfer from the General Fund to the Capital Replacement Fund.

The Plan, in its current state, was part of a multi-year process to accomplish three main goals:

- Identify all critical capital items, frontline vs. reserves
- Plan for replacement, cost and timing
- Smooth annual member fee increases to accomplish these purchases

It is necessary to always be preparing for upcoming debt issuances. The FY25/26 amount is currently projected to be \$2,878,696, which is \$2,066,201 more than the note it will be replacing. In anticipation of this increase, \$300,000 to \$400,000 a year has been added to the member fee contribution transferred to the Capital Replacement Fund. In FY 22/23 this additional transfer was not approved as part of the budget process.

CAPITAL REPLACEMENT FUND FUNDING

	FY19/20	FY20/21	FY21/22	FY22/23 Budget
Member Fee Contribution (Transfer from General Fund)			\$3,671,303	\$3,679,385
Sale of Surplus Equipment	\$447,578	\$183,760	\$96,151	\$75,000
Billing for Apparatus during EMAC Deployments	\$28,416	\$374,173	\$231,193	\$0
General Fund Excess Fund Balance (Greater than 8.5%) ⁽¹⁾	\$0	\$894,244	\$847,077	\$1,063,697

⁽¹⁾ \$1,165,896 was budgeted in FY19/20 but was cancelled due to the Covid-19 pandemic

CAPITAL REPLACEMENT FUND USES

DEBT SERVICE:

Engines, Trucks, Ambulances, other apparatus, staff vehicles, ATV's, UTV's, trailers, SCBA equipment, breathing air compressors, extrication equipment, stretchers, radios, and all equipment with at least a six-year useful life.

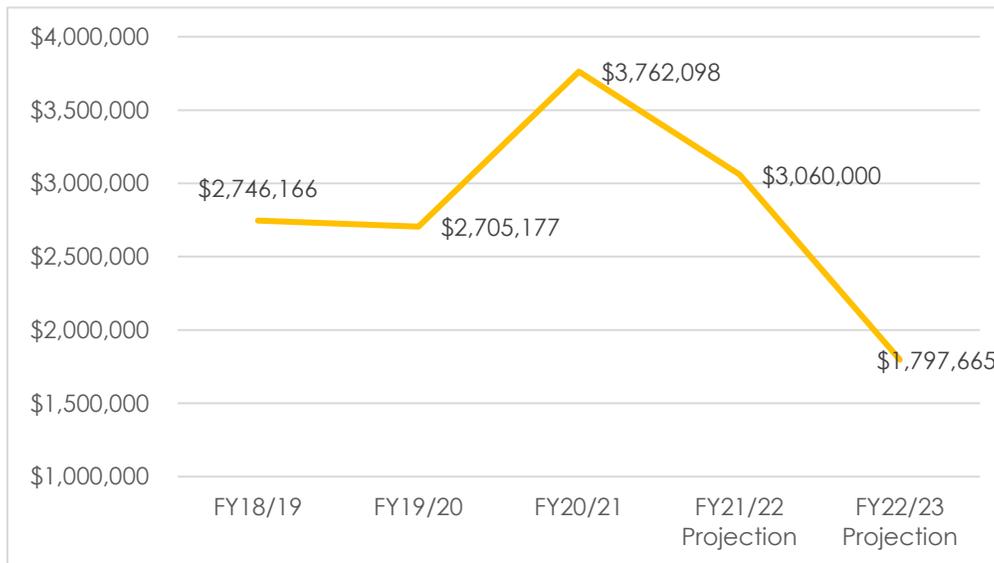
- \$812,495 – through September 2024
- \$1,583,544 – through October 2027
- \$1,251,278 (estimate) – New for FY22/23

CASH PURCHASES:

Battalion/Operation Chief vehicles, Facilities service vehicles, ZOLL monitors, mobile data terminals, computer equipment, and other equipment with a useful life of less than six years:

- FY19/20 - \$392,938
- FY20/21 - \$388,277
- FY21/22 - \$1,068,438
- FY22/23 Budget - \$1,943,100
- FY23/24 Projection - \$1,726,408

ENDING FUND BALANCE



Discussion

The Board of Directors directed the Finance Committee to determine a target for the ending fund balance. All debt obligation, cash for non-financeable items, and cash surplus must be included.

Three methodologies have been identified for the ending fund balance amount:

- A percentage of the total replacement cost

		10%	5%	2.5%
Total Replacement Cost	\$71,838,815	\$7,183,882	\$3,591,941	\$1,795,970

- One year of debt service payments

One Year Debt Service Payment	\$3,647,317
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- Emergency replacement of an engine or ladder

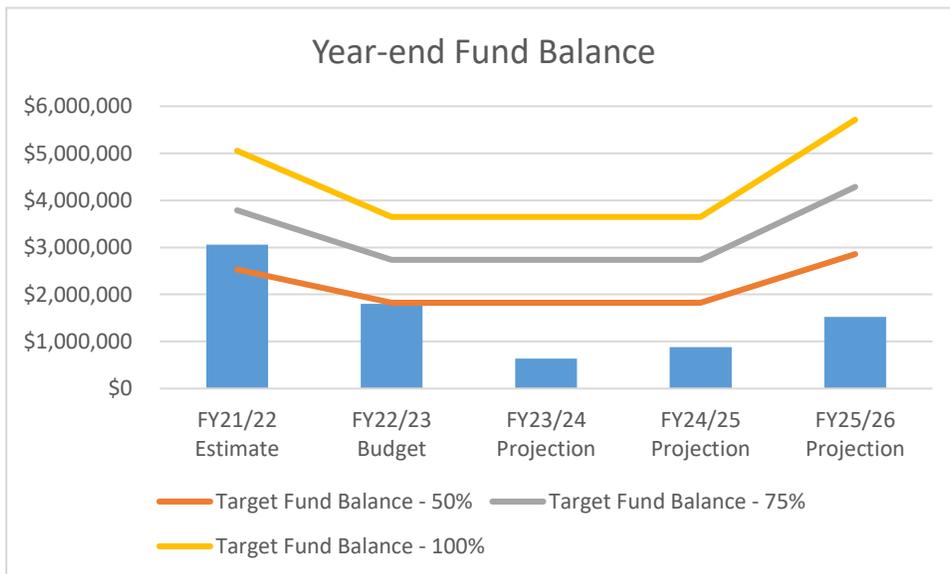
Ladder	\$1,550,000
Type 1 Engine	\$830,000

One or a combination of these methodologies can be used to determine a target for the ending fund balance in the Capital Replacement Plan.

With direction from the Board of Directors on an ending fund balance amount, staff will include recommendations during the budget presentations and create a plan based on the number of years needed to accomplish the directed goals.

Follow-up

The three options above were discussed at the August 29, 2022 Finance Committee meeting. The committee preferred the idea of using the annual debt service payment as a target for the ending fund balance but wanted to see what 6 months (50%), 9 months (75%), and 1 year (100%) would look like. The chart below shows the ending fund balance projection, compared with the 3 target balances suggested by the committee.





UNIFIED FIRE AUTHORITY

MEMORANDUM

TO: UFA Board of Directors
FROM: Assistant Chief Higgs
DATE: September 20, 2022

SUBJECT: Proposed Partnership with BLM-Utah

Background

As has been discussed, the Bureau of Land Management, Utah (BLM), has presented a concept of partnering with UFA/UFSA to construct a joint Hotshot facility for housing the BLM Bonneville Interagency Hotshot Crew (IHC) and UFA Wildland Division resources.

The essence of the partnership involves the UFSA providing the ground and BLM having the funds to construct the shared facility.

The process is at a point where BLM is ready to move forward and develop a lease agreement between UFSA and BLM for property located at the UFA Fire Training Facility in Magna. BLM will receive funds to build the facility beginning in FY2023.

Request

For the UFA Board to consider the request from BLM to build this joint facility under a shared use agreement, UFSA would provide the ground and BLM would construct the facility for utilization by both agencies.

CLO Roberts and District Administrator Anderson have reached out to Salt Lake County and see no concerns with the land use agreement that currently exists between Salt Lake County and UFSA. The proposed lease agreement between UFSA and BLM is not prohibited in the current agreement.

The next phase of this partnership is to draft the lease agreement. Once the lease agreement is established, work can begin on a site plan and architectural design.

BLM has provided a letter (attached) of their anticipated funding and detailing their desire to partner with UFA.



United States Department of the Interior



BUREAU OF LAND MANAGEMENT
Utah State Office
440 West 200 South, Suite 500
Salt Lake City, UT 84101-1434

September 14, 2022

In Reply Refer To:
9211 (UT914)

Unified Fire Authority Board of Directors
Unified Fire Service Area Board of Trustees
3380 South 900 West
Salt Lake City, Utah. 84119

Re: Combined Interagency Hotshot Fire Facility

The Bureau of Land Management, Utah (BLM) is sending this letter of intent to express our interest in partnering with the Unified Fire Authority, Wildland Division (UFA) to construct a combined Hotshot fire facility to house both the BLM's Bonneville Interagency Hotshot Crew (IHC) and UFA's Salt Lake Crew #1.

The BLM expects to receive \$9 million dollars to construct a facility to house the Bonneville IHC over the next few years. These funds will be received in two phases. The first phase of \$1 million dollars is expected to be funded in Federal fiscal year (Oct. 1 through Sept. 30) 2023 (FY23). The second phase of \$8 million is expected to be funded in FY25. The money in phase one would be used to secure a lease with the Unified Fire Service Area (UFSA) and develop engineering and designs plans for the shared facility. Phase two would be used for the construction of the shared facility.

The BLM and UFA/UFSA have discussed the concept of a shared facility that would benefit both agencies and highlight the Federal/Municipality partnership opportunity that exists. I understand the UFA and UFSA have identified a parcel of land at the Magna Fire Training Facility that would meet the needs of both the BLM and UFA.

The BLM is committed to this important relationship and exciting opportunity. If the Board has any questions regarding the BLM's intent, please contact BLM State Fire Management Officer, Chris Delaney at 801-539-4277 or cdelaney@blm.gov.

Respectfully,

Gregory Sheehan
State Director

INTERIOR REGION 7 • UPPER COLORADO BASIN

COLORADO, NEW MEXICO, UTAH, WYOMING



UNIFIED FIRE AUTHORITY

MEMORANDUM

TO: UFA Board of Directors
FROM: Chief Burchett
DATE: September 20, 2022

SUBJECT: Safety Officer Upgrade and Organizational Chart

Intent

With the 100-day plan complete, the next phase of the plan was to prioritize and act on the information that was gathered during the station and division visits.

I have made conceptual changes to the organizational structure and those are reflected on the attached chart. I believe these changes will allow the organization to grow in a few key areas. My intent is to make these administrative changes effective January 2023, with any costs generated by these changes identified as part of the FY23/24 budget process.

Discussion

One of the main areas of focus is on the health and wellbeing of our employees. The new organizational structure will allow staff to focus more on this critical topic.

One adjustment is to upgrade the Health and Safety Officer position. This position was previously held by a Captain and has since been vacated. The proposal is to upgrade this position to Battalion Chief. This reflects the importance of this position and the new organizational leadership/management role expected as described below.

Staff has evaluated the job description and I have identified deficiencies in the health and wellbeing of our personnel. With this in mind, the responsibilities of the Battalion Chief over Health and Wellness are as follows:

- Long term planning and oversight for Health and Wellness Program
- Coordination and advancement of the Peer Support Program
- Chair and oversight of the Health and Safety Committee
- Budget management of Health and Wellness items
- Oversight of the Annual Minimum Fitness Standard
- Coordination of mental health resources
- Coordination of physical health resources
- Development and oversight of financial education
- Cancer prevention initiatives

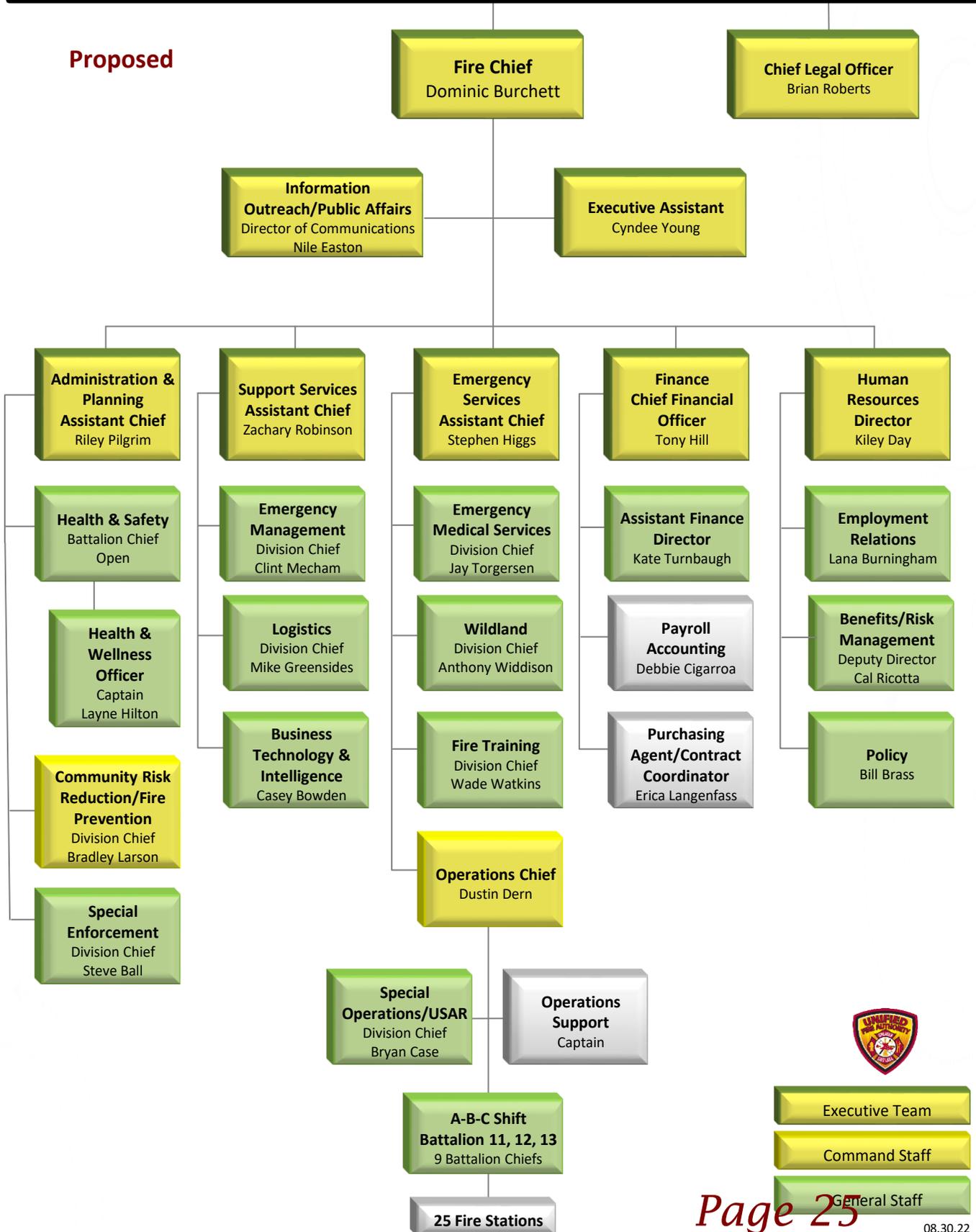
The cost of this upgrade can be managed within the current Administration and Planning Budget for FY22/23; however, it will require a \$26,000 increase in the FY23/24 budget.

With your support I can begin the process of filling this position now with the goal to have the person up and running by January. If you think more vetting is necessary, I can take this proposal to the Benefits and Compensation Committee.

Unified Fire Authority Board

17 Elected Officials from 15 Municipalities and Salt Lake County

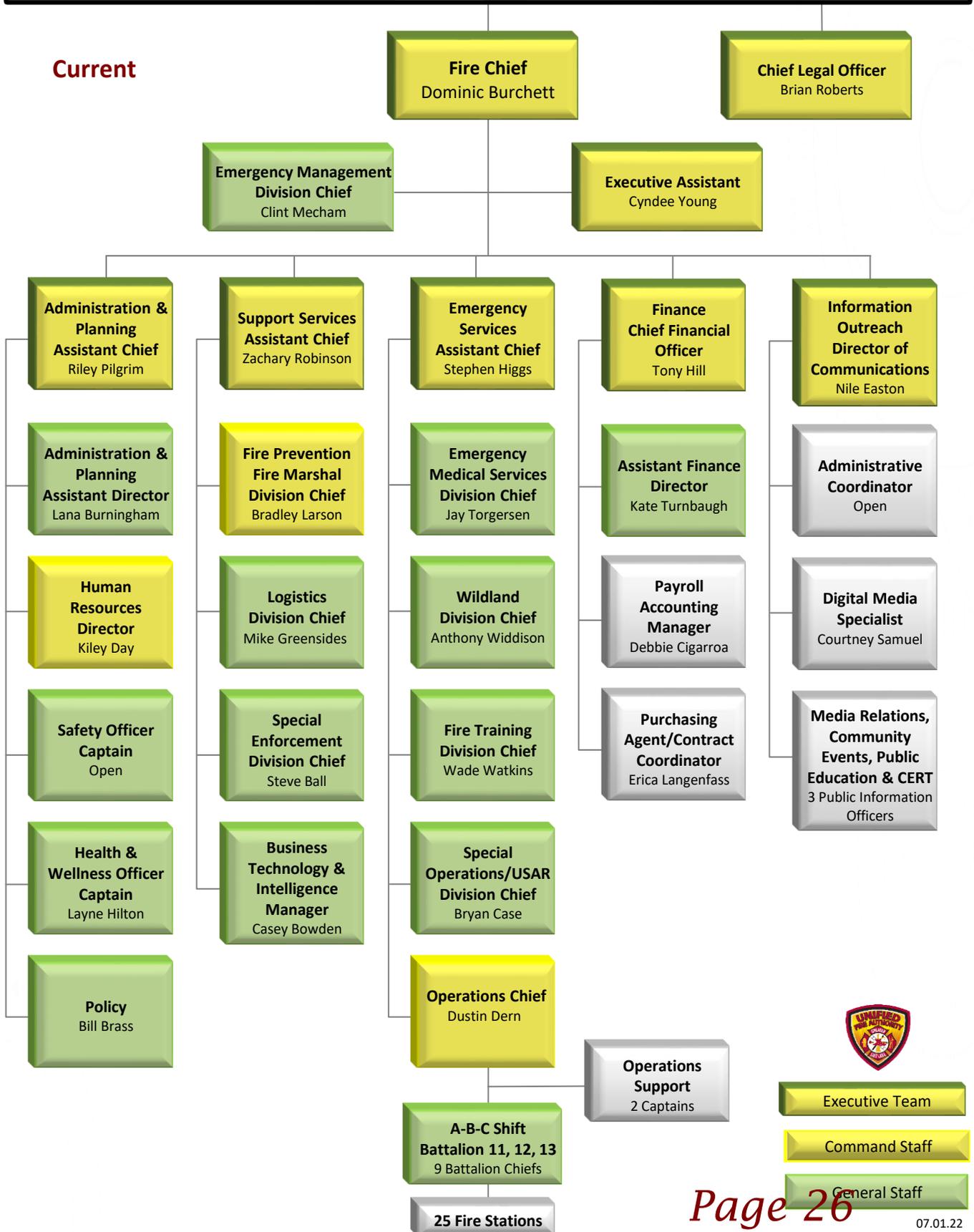
Proposed



Unified Fire Authority Board

17 Elected Officials from 15 Municipalities and Salt Lake County

Current



Unified Fire Authority Strategic Plan 2021-2023

Progress Report June 30, 2022

The 2021-2023 Strategic Plan follows the first Strategic Plan that covered 2018-2020 for the Unified Fire Authority. Both plans were developed with input from our employees, external partners, and the communities we serve. The plan guides the organization to achieve the Vision and Mission and plays a pivotal role in developing the budget each year. Each division has developed action items that align with the services our communities value. Our divisions have direct ownership of the Strategic Plan and take great pride when action items are completed.

We are proud to share our year-to-date 2022 Strategic Plan accomplishments.

SUSTAINABLE GOALS

These are the goals that will remain in focus beyond just this strategic plan. This is how we strive toward our vision and accomplish our mission. Staff will build specific initiatives and action items to accomplish these goals.

Goal 1-Best Practices: *Provide exceptional service and value to our communities with the goal of making life better:*

- Started the program of providing focused driver training to increase awareness and reduce accidents (A-5)
- Updated the UFA Record Retention schedule with the State General Retention Schedule and conducted the annual records destruction of the records that met retention (A-17 & A-7)
- Emergency Management conducted an annual catastrophic incident/emergency exercise (EM-3)
- In the process of redesigning Emergency Management's Website to include information on preparing for emergencies (EM-3)
- Continue working on reducing the complexity of the Emergency Management systems, such as the WebEOC processes, defining workflows and processes for Salt Lake County (EM-5)
- The Standards of Cover (SOC) is progressing. In June, Chief Burchett and Battalion Chief Fossum presented the current status and outlined the future direction. Meetings are scheduled with community liaisons to brief them on the SOC. Those liaisons will be meeting with their individual communities to review the SOC CRA (community risk assessment) in the coming months (EO-1)
- Pediatric specific Quality Assurance topics covered by Dr. Brant-Zawadzki and Primary Children's Medical Center staff related to the biannual Pediatric Advanced Life Support (PALS) training (EMS-2)
- Updated Protocols: Cardiac Arrest, Medication References: Epinephrine, and EMS Guidelines: Transfer of Care Patient Report (EMS-3)
- Hired a new Controlled Substance Manager to facilitate the tracking and accountability of the narcotics (EMS-5)
- Centralized real property records and documents (F-12)

Unified Fire Authority Strategic Plan 2021-2023

Progress Report June 30, 2022

- Fire Prevention contacted 145 Apartment complexes with a 2nd safety message. Digital data and contact information gathered from all the complexes (FP-1)
- A total of 40 apartment complex inspections were completed. Several life safety issues have been discovered and are in the process of being corrected (FP-1)
- All high hazard occupancies have been identified, and a plan is in place to inspect annually (FP-1)
- The high hazard occupancies have been identified, and the information gathered has been transferred into the UFA's new Fire prevention program, Life Safety Inspection Vault (LIV). This will provide us with powerful analytics and real-time data. Furthermore, it gives us the ability to track inspection performance (FP-2 & FP-3)
- An additional 66 new hazmat permits captured this year (FP-4)
- Reviewed 61 civilian job classifications resulting in 31 positions receiving a 3%-6% increase (HR-11)
- Through the Request for Proposal (RFP) process, selected a new provider for the Firefighter New Hire Written test and the drug and alcohol testing/MRO service. In addition, updated the drug and alcohol policy to reflect the change (HR-3)
- Completed a wage comparison study for all sworn firefighters and submitted it for the 2022/2023 budget (HR-7)
- Participated in station inspections to identify exterior improvements needed (L-11)
- Reduced fire apparatus out of service time-Current snapshot 100% of apparatus within scheduled service interval (L-8)
- Trained interested personnel in Heavy Rescue disciplines to create a pipeline of promotable Heavy Rescue Specialists (SO-1)
- Firefighter crews utilized Hazmat Wednesdays and Heavy Rescue Fridays to train internally on evaluation-based training among special operations (SO-2)
- Sustained hazmat awareness and operations training throughout UFA by utilizing UFA Hazmat crews (SO-3)
- During recruit school, new firefighters were introduced and learned about UFA Special Operation programs and US&R (SO-5)
- As a component of the Heavy Rescue (HR) school, personnel are creating essential content for the HR library in UFA's Learning Management System (LMS) (SO-8)
- The Wildland Division identified capital replacement needs and is working to reinforce the fund balance to support future purchases (WL-5)
- The final leadership positions for the Wildland hand crew were filled in March 2022, which aligns with the certification process. The crew is currently working to finalize some training requirements to move the process forward. We anticipate starting the peer review process during the latter part of fire season 2022 (WL-6 & WL-8)

Unified Fire Authority Strategic Plan 2021-2023

Progress Report June 30, 2022

Goal 2-Community and Partner Involvement: *Provide meaningful interaction with all UFA communities and ensure UFA acts and is perceived as their local Fire Department:*

- UFA and Utah National Guard continue to cooperate and train to prevent and suppress wildfires on the military Installation. Several joint trainings have been completed, and others are planned during the remainder of the 2022 wildfire season. (CW-1)
- Emergency Management completed the functional Regional Operation Concept exercise (EM-1)
- Special Enforcement continues to support all public safety agencies served by UFA (SE-3)
- Facilitated a Heavy Rescue (HR) company training event with PETZL. A Liquefied Natural Gas (LNG) plant response planning and training in Magna with the UFA Hazmat (HM) and mutual aid partners (SO-7)
- Wildland Division and Forestry, Fire and State Lands (FFSL) reviewed and completed Community Wildfire Protection Plan (CWPP) and made updates as needed. The CWPP's were used to secure mitigation funding for several communities (W-3)
- UFA continues to work with FFSL to review and complete CWPP's and identify mitigation projects that require additional funding (WL-4)

Goal 3-Resilient Culture: *Reinforce a culture that invests in our people, the community and innovation to ensure a highly reliable and resilient organization:*

- Completed a successful spring Paramedic Lateral process by hiring two paramedics (HR-5)
- Kicked off the process for the entry-level firefighter and lateral paramedic on 5/15/2022 (HR-5)

Goal 4-Professional Development: *Provide leaders intent to guide exceptional performance and deliver growth opportunities for UFA Staff:*

- The tuition Assistance program was revamped in May 2022. It now includes an increase from \$3000 to \$4000 annually with a cap of \$20,000 per degree. The revamp includes 100% reimbursement on pre-approved paramedic prerequisites with a passing grade (A-13)
- Training and certification requirements for wildland fire operations were completed during critical training in May 2022 (CW-2)
- Establish an EMS training equipment manager position within the training cadre. Defined roles and responsibilities (EMS-7)
- All members of the Fire Prevention Division have completed 40 code training hours for the year (FP-6)
- Implemented our Emergency Vehicle Technician (EVT) certification program. Providing an opportunity for all fleet mechanics to obtain Level I, II, and III Fire

Unified Fire Authority Strategic Plan 2021-2023

Progress Report June 30, 2022

Apparatus and Ambulance EVT certifications. Two mechanics nearing completion of Level I certification (L-2)

- Heavy Rescue (HR) specialists have developed a curriculum and provided instruction for the 2022 HR School (SO-9)

Goal 5-Well-being of our People: *Enhance the behavioral health and physical well-being of our people:*

- Provided several educational opportunities (e.g., podcasts, webinars, seminars) to help employees better understand and utilize their benefits, including those, like the VEBA program, retirement benefit education, and financial planning, that help them prepare for a successful retirement (HR-10)
- Designed and implemented a Clean Turnout Program to meet NFPA 1851 and reduce firefighter exposure to harmful contaminants. Turnout laundry room RFP awarded and now waiting on construction to begin (L-1)

KEY INITIATIVES

UFA has identified the following initiatives where there is both need and opportunity to improve service to our communities. These initiatives will be in sharp focus with the pace of improvement determined by the time and resources provided over the course of the three-year strategic plan.

Initiative 1-Enhanced Leadership: *Focused effort on providing the tools to effectively meet or exceed the expectations of leaders to provide for effective and sustained leadership:*

- Provide leadership training for our supervisors to include "Leading with Compassion," "Situational Leadership," and "Crucial Conversations" (A-11)
- Launched the newly revised Employee Performance and Development process (A-4)
- Completed the Salt Lake County Policy Group annual exercise (EM-10)
- Completed the Salt Lake County Complex Coordinated Terrorist Attach (CCTA) exercise and Final Functional Exercise (EM-10)
- Human Resource Director held monthly meetings with the Assistant Chiefs, Operations Chief, Assistant Director for Administration and Planning, and the HR Division for a successful Captain promotional process (HR-9)
- The Wildland Division provided training opportunities to Operations personnel on local wildfire responses. Several members have been deployed on large interagency fire management teams in training roles and have completed task books for certification (WL-1)
- The Wildland Division Chief represents UFA on the Utah Wildland Training Committee and continues to help guide training and certifications related to wildland fire operations (WL-7)

Unified Fire Authority Strategic Plan 2021-2023

Progress Report June 30, 2022

Initiative 2-Improved Emergency Services Delivery: Review and act on the initiatives in the Standards of Cover (SOC) to improve the delivery of emergency services:

- Continued to update and write policies, 26 completed in the last six months and six archived as no longer needed (A-14)
- Conducted in-person HIPAA training for 472 employees and assigned a HIPAA LMS assignment for those unable to attend (A-18)
- There are no current plans to adjust staffing or response configurations within the Standards of Cover (SOC) process. The 2022/2023 FY budget funded 12 additional firefighter positions to help reduce the amount of overtime and reduce the need for a mandatory callback. Staffing in the SOC deals with our ability to position and respond quickly, within established guidelines. Other factors involve our ability to develop an effective response force for dealing with structure fires. Another aspect we are evaluating is positioning the response apparatus to close gaps and improve response times. All of these issues will be ongoing and evolving (EO-2)
- The process to replace the existing RMS/ePCR data platform has been completed. ESO went online on the first of July 2022. The ESO platform will improve our ability to measure our performance, establish dashboards, and create meaningful metrics of performance moving forward (EO-3)
- Standard Operational Guidelines (SOG): The OPS Work Group continues to review and release OPS SOG's to help guide our response and actions. Four SOG's have been released in the second quarter of 2022 (EO-4)
- Regional Fire and Medical Protocols: UFA is actively engaged in developing regional fire and medical protocols. Standing medical protocols are in place and are reviewed and revised by medical managers and emergency physicians through established processes. Fire-based SOG's are developed by the Valley Training Alliance, reviewed by the Valley Operations Chiefs Board, and then forwarded to the Valley Chiefs Alliance for final approval. This is an ongoing process of review of existing SOG's and developing new SOG's (EO-5)
- Conducted hands-on Pediatric Advanced Life Support (PALS) refresher/pediatric resuscitation training (EMS-1)
- Re-tooled and updated airway management course with cadaver lab (EMS-1)
- Finance Division has the infrastructure in place for staff to work from home if desired and still meet the needs of our division (F-4)
- Completed the Installation of Mobile Data Terminals ((IT-1)
- Completed the Installation of the Cradlepoint modems to enable MDT connectivity and Automatic Vehicle Location (AVL)(IT-2)
- Small engine and equipment maintenance location and repair information is being updated on an ongoing basis (L-10)
- Fire Station seismic upgrade project: Non-structural retrofits completed at 20 Stations. Structural retrofits were completed at 3 Stations; a 4th Station is underway (L-3)

Unified Fire Authority Strategic Plan 2021-2023

Progress Report June 30, 2022

- Site prep work completed at Station 103 and 107. Generators ordered awaiting arrival for Installation (L-4)
- Construction at Stations 102, 125, 251, and 253 is in progress. Station 112 rebuild is on hold due to FEMA floodplain issues (L-6)
- Attended Tactical Bomb tech sustainment and crisis response. Provided ongoing training to partner agencies for SWAT and active killing responses (SE-5)
- Conducted local Weapons of Mass Destruction (WMD) response training and Field Training Exercise with national asset teams (SE-6)
- The Fuels Crew has been busy with project work and Chipper Days this year. Mitigation work will continue through the wildfire season. The Fuels Crew has responded to multiple local wildfires to assist with suppression (WL-2)

Initiative 3-Improved Community Involvement: *Enhance engagement with our communities as their local fire department through the support and administration of community events and activities:*

- Continued to work with Information Outreach (IO) to recruit for external positions through all platforms on social media (HR-1)
- Working with Taylorsville PD on support model; fully integrated Riverton and Herriman into the SWAT Paramedic program (SE-4)

Initiative 4 Improve Behavioral Health: *Taking care of our 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:*

- All employees received information from Blomquist Hale Consulting on mental health seminars (HR-4)

Divisions

A-	Administration and Planning
CW-	Camp Williams
EM-	Emergency Management
EMS-	Emergency Medical Services
EO-	Emergency Operations
F-	Finance
FP-	Fire Prevention
FT-	Fire Training
HR-	Human Resources
IO-	Information Outreach
IT-	Information Technology
L-	Logistics
SE-	Special Enforcement
SO-	Special Operations
US&R	Urban Search and Rescue
WL-	Wildland



UNIFIED FIRE AUTHORITY

MEMORANDUM

TO: UFA Board of Directors
FROM: Assistant Chief Robinson
DATE: September 20, 2022

SUBJECT: Expired Firefighter Helmets

Logistics Division recently began a department-wide replacement of Firefighter helmets. This project involves upgrading current helmets to a new, standardized UFA-issued helmet. This resulted in an influx of used helmets into Logistics. The majority of these helmets have service life remaining, and will continue to be utilized for recruit training, lateral hire training, and events such as Fire School 101.

However, fifty-nine of these helmets can no longer be utilized as part of any operations due to age. These expired helmets have no remaining value and have been deemed as scrap that would otherwise be thrown away.

Since the project began, multiple requests have been received from individuals asking to keep their expired helmets as keepsakes. Consistent with UFA Surplus policy, we plan to allow them to keep these expired helmets rather than disposing of them.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Unified Fire Authority
Utah**

For the Fiscal Year Beginning

July 01, 2022

Christopher P. Morill

Executive Director