



UNIFIED FIRE AUTHORITY BOARD MINUTES

November 21, 2023, 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 7:31 a.m.
2. Public Comment
None
Public comment was available live and with a posted email address
3. Approval of Minutes
Due to the absence of Chair Weichers and Vice Chair Stevenson at the October 17, 2023 meeting, no motions took place.

Council Member Stewart moved to approve the minutes from April 18, 2023 Open Meetings Training, September 19, 2023 Board Meeting, October 17, 2023 Board Meeting, as submitted
Mayor Silvestrini seconded the motion
All voted in favor, none opposed
4. Consent Agenda
Due to the absence of Chair Weichers and Vice Chair Stevenson at the October 17, 2023 meeting, no motions took place.
 - Review of September and October Disbursements
 - No discussion
Council Member Perry moved to approve the September and October disbursements as submitted
Council Member Hull seconded the motion
All voted in favor, none opposed
5. Committee Updates
 - Benefits & Compensation Committee – Chair Dahle
 - Next meeting 2/15/24
 - This will be the initial insurance renewal presentation and wage and benefit discussion
 - Governance Committee – Chair Silvestrini
 - No meeting held
 - Finance Committee – Chair Henderson
 - Next meeting 11/29/23
6. Consider the Date of December 12, 2023 for a Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2023/2024 Fiscal Year Budget
 - At the December Board Meeting the mid-year budget amendments will be brought before the Board for approval

Council Member Stewart moved to set the date of December 12, 2023 for a Public Hearing to receive and consider comments on proposed amendments to the 2023/2024 Fiscal Year Budget as presented

Mayro Knopp seconded the motion

All voted in favor, none opposed

7. Quarterly Report

- CFO Hill reviewed the report for the first quarter
- Revenues
 - All member fees are up to date, ambulance revenue is tracking well
- In response to Council Member Stewart's question as to whether or not UFA has accounted for the 3% cut from SLCo, CFO Hill stated that UFA will be prepared to react once the decision from SLCo has been made
- Expenditures
 - Expenditures look good, there are no notable items
 - OT is looking good for now and will continue to be monitored
 - An increase in insurance costs with the new stations has been seen, but this can be balanced within the Administrative Budget
- WL and Emergency Management Funds
 - The Wildland Enterprise Fund is seeing extra expenditures and revenue from fire season, no concern now as this will balance out
 - The EM Fund has 6 months of revenue and 3 months of expenditures, but this too will balance out
- Capital Funds
 - There is plenty of spend down financing activity for both FY21/22 and FY22/23

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

Council Member Stewart seconded the motion

All voted in favor, none opposed

8. Approval of FY24/25 Budget Calendar

- CFO Hill reviewed the calendar
 - Invites will be sent for these meetings
- CFO Hill also explained that Chief Burchett has asked for a 10% stress test within each Division
 - This is a new ask this year and will provide an additional tool for him to prioritize budget items
 - This will help reevaluate spending of Member Fees to ensure they are being used the best possible way, as there are always needs, but they need to be balanced with revenue

Council Member Hull moved to approve the FY24/25 Budget Calendar as presented

Mayor Overson seconded the motion

All voted in favor, none opposed

9. Approval of Resolution 11-2023A Authorizing Execution of Multi-Jurisdictional Mutual Aid, Fire, Training, Emergency Medical, and Other Services Agreements

- Chief Burchett explained that an agreement has been in place with neighboring fire agencies for many years
- This agreement was historically just an agreement between the Fire Chief's, but going forward, this agreement will require approval by the governing bodies
- This agreement outlines how sharing of personnel and equipment/resources is accounted for

- This also creates a local incident management team to help during large-scale incidents within the valley when they occur
- CLO Roberts explained that a similar agreement is being created that will be used for Utah County
 - The Board is being asked to approve both agreements as they are almost identical

Mayor Silvestrini moved to approve Resolution 11-2023A authorizing execution of Multi-Jurisdictional Mutual Aid, Fire, Training, Emergency Medical, and Other Services Agreements

Council Member Stewart seconded the motion

Roll call vote taken

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

10. Operations Report

- Assistant Chief Dern presented the report from last month
- State of Utah Cooperator of the Year Award
 - UFA has received this award sponsored by Forestry Fire & State Lands
 - Recognition is for organization that go above and beyond during fire season
- Herriman PD Chief Carr presented Medals of Valor to Division Chief Ball, PM Eric Benson, and Aaron Cook for their acts of courage during an incident in Herriman
- Wildland Season Close-Out
 - DC Widdison provided an overview of the fire season
 - A mild summer and the timing of moisture in August contributed to a mild wildfire season
 - Regionally there was a decrease in out of state deployments, only 65 for this season
 - Wildland and fuels crews have been able to focus on mitigation
 - DC Widdison explained what is done during mitigation projects
 - Coordination between UFA, SLC Public Utilities and the Forest Service is now the standard approach on a landscape scale, rather than each agency focusing on their individual areas

11. Fire Chief Report

- Fire Station Lease Agreements
 - For many years UFA has been wanting to get leases in place with station owners
 - Recently we are seeing inconsistencies on how maintenance and capital projects are interpreted
 - These are commonly based on cost, maintenance is anything under \$5,000, capital projects anything over, but Chief Burchett feels there are instances where this is not so
 - Having lease agreements will clarify and consistently address building issues in the future
 - CLO Roberts will use the agreement for the Emergency Coordination Center (ECC) between UFA and SLCo as a beginning template
 - CLO Roberts will then work with station owners and their counsel to fine tune the agreements
 - Chief Burchett is asking that Board Members help in pushing these agreements forward

- This will take some time, but Chief Burchett would like these in place sooner than later
- Larger Agency Roundtable Boise
 - Chief Burchett and members of the Executive Team attended a roundtable sponsored by Boise Fire
 - These annual events (hosted by UFA in 2022) helps foster relationships with 5-6 agencies of similar size
 - Agencies share their successes, challenges, new ideas, etc.
 - At this roundtable, it became apparent that all agencies are facing challenges with mandatory staffing
 - There were some ideas that Chief Burchett is considering and possibly some solutions that he will bring before the Board in the coming months

12. Closed Session and Adjournment

Council Member Stewart moved to temporarily recess the meeting to convene in a closed session to discuss matters as provided by Utah Code Annotated §52-4-205 and, at the conclusion of the closed session, to adjourn this meeting

Council Member Hull seconded the motion

Roll call vote taken

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

Mayor Silvestrini moved to conclude the closed meeting and adjourn the November 21, 2023 UFA Board meeting

Council Member Hull seconded the motion

Roll call vote taken

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

BOARD MEMBERS IN ATTENDANCE:

Council Member Chrystal Butterfield
Council Member Catherine Harris
Mayor Robert Dahle
Council Member Trish Hull
Mayor Marcus Stevenson
Mayor Dan Knopp
Council Member Jared Henderson

Mayor Kristie Overson
Mayor Mike Weichers
Council Member Allan Perry
Mayor Jeff Silvestrini
Council Member Sheldon Stewart

BOARD MEMBERS ABSENT:

Council Member Kathleen Bailey
Deputy Mayor Catherine Kanter
Council Member Tish Buroker
Mayor Roger Bourke
Mayor Tom Westmoreland

STAFF IN ATTENDANCE:

Chief Dominic Burchett
CFO Tony Hill

CLO Brian Roberts
Cynthia Young, Clerk

OTHER ATTENDEES:

AC Dern
AC Pilgrim
AC Robinson
Aaron Cook
Aaron Whitehead
Amanda Lawrence
BC Bogenschutz
Bill Brass
Bryan Case
Calogero Ricotta
Captain Quinn
Chad Frisbee, Siddons Martin
Chad Simons
Courtney Samuel
Daniel Donlevy
Dave Biddison
David Chipman
DC Ayres
DC Ball
DC Greensides
DC Widdison
Erica Langenfass
FM Larson
Commander Adams, Herriman
Commander Adamson, Herriman
DC Stromburg, Herriman
Police Chief Carr, Herriman
Jill Tho

Jonathan Larsen
Kelly Bird
Kimberly Ruesch, Eagle Mtn.
Kiyoshi Young
Krystal Griffin
Kyle Maurer, Herriman
Lana Burningham
OC Russell
PM Eric Benson
Rachel Anderson, UFSA
Ryan Love
Scott McNeil
Shelli Fowlks
Tim Tingey, CWH
Val Greensides