



## UNIFIED FIRE AUTHORITY BOARD MINUTES

December 12, 2022, 7:30 a.m.

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

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1. Call to Order  
Quorum was obtained  
Chair Dahle called the meeting to order at 7:33 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 November 15, 2022, UFA Board Meeting as submitted  
Council Member Perry seconded the motion  
All voted in favor, none opposed
4. Consent Agenda
  - Review of November Disbursements
    - No discussion

Council Member Perry moved to approve the November 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
    - Meeting held 11/30/22
    - A new chair was elected, Council Member Henderson will head the Committee beginning January 1, 2023
    - The audit was reviewed, there were no findings, it was a clean report
    - Council Member Stewart encouraged all Board Members to review the audit
    - Mayor Dahle asked if there would be excess fund balance for the upcoming budget process to be used once the budget is established
      - CFO Hill explained that the starting position will be better than anticipated with increased ambulance revenue and another year of under-expend, which will provide Chief Burchett and the Board more options going forward
    - Chair Stewart thanked the UFA staff for the clean audit report

6. Review/Approve Fiscal Year 21/22 Financial Report and Audit

Council Member Stewart moved to approve the FY21/22 financial report and audit as presented  
 Mayor Overson seconded the motion  
 All voted in favor, none opposed

7. Consider Resolution 12-2022A Approving Proposed Exhibit A to the UFA/UFSA Interlocal Agreement for Services for Calendar Year 2023

- CFO Hill explained that this is the breakdown of charges for UFA staff services for time spent on work for UFSA
- There is an increase due to the compensation increase from the FY22/23 budget
- This is a revenue source for UFA

Council Member Perry moved to approve Resolution 12-2022A approving the proposed Exhibit A to the UFA/UFSA Interlocal Agreement for Services for calendar year 2023  
 Council Member Hull seconded the motion  
 Roll call vote taken

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

8. Approval of the FY223/24 Budget Calendar

- CFO Hill reviewed the proposed budget calendar

Council Member Hull moved to approve the FY23/24 Budget Calendar as presented  
 Mayor Overson seconded the motion  
 All voted in favor, none opposed

9. Approval of 2023 UFA Board Meeting Schedule

- Council Member Stewart suggested that the December meeting be moved up 1-week to accommodate for the Christmas holiday meeting challenges (from December 19 to December 12)
- All Board Members agreed to this change

Council Member Stewart moved to approve the 2023 UFA Board Meeting schedule, with the change for the December meeting to 12/12 as discussed  
 Mayor Stevenson seconded the motion  
 All voted in favor, none opposed

## 10. Fire Chief Report

- Legislative Update – Ashley/Dave Spatafore
  - An update was provided on what bills are expected this upcoming season
  - HB145 WL Urban Interface
    - The intention of this bill is to address wildfire risk in interface areas
    - The state has no plan on how to address this
    - A state-wide definition of WL Urban Interface is needed
    - FFSL is studying how best to move forward
    - UFA and the State Fire Chief's Association has been involved and language is now being drafted that all stakeholders will review
  - Developmental standards for home builders
    - Addressing road width, etc.
  - Grant Funding for Emergency Management
    - Emergency Management/Division Leader Mecham is working on obtaining a grant for small business and homeowners to develop a flexible funding pot
    - This will allow for funding while awaiting insurance claims
  - Retirement
    - Discussion regarding reducing the year separation to 60-days
    - Also working on Tier 2 and backfill
    - Ashley Spatafore explained that currently, anyone retiring from a governmental job must wait 1-year to come back into public service or their retirement benefits cease
    - Dave Spatafore explained the funding and obligations behind the Tier 2 funds and the Tier 1 and Tier 2 issues
    - With retirement changes, it appears that the senate is holding firm, any retirement changes should have an uphill battle
  - Communications
    - A Legislative Committee consisting of UFA staff and some Board Members will be compiled, as has been done in the past
    - This Committee receives communications from the Spatafore's with current bill information and provides feedback on UFA's position
    - This communication document is then given to legislators each week, so they are current on our stance as a board and organization
    - The Spatafore's encouraged all Board Members to keep an ear out and notify them if they hear any talk
- FY23/24 Budget Update
  - The budget kick-off meeting was held with all Division Leaders this past week
  - Chief has asked that all requests fit into his priorities; Health & Wellness, Community Relevancy, Continuous Improvement
  - COLA and market position will be the biggest impact
  - The CPI is high, but will see where it lands
  - Final agency comparison numbers and data are still being collected
  - South Salt Lake and Park City did approve a large wage increase which will have an impact on our position
  - Looking at ways to reduce overtime for personnel
    - In the past, the approach was to over hire
    - Chief Burchett plans to look at a multiplier
      - This would take the total seats, multiply 3.7/3.8 for each position as on average 3.7/3.8 bodies are needed to fill vacancies due to sick and vacation
    - Hiring to a multiplier will drastically reduce the need for OT
    - Current trending is that OT is not as coveted as it was in the past

- Fuel Projections
  - Projections for fuel continue to rise
  - Logistics continues to monitor usage and continues with communication to the field regarding the use of state fuel sites and the savings gained with use
  - Council Member Stewart asked if tax exemption was given when using stations outside of the state fuels sites
  - It was found that when fuel is purchased on the WEX gas card at regular gas stations, the tax is removed from the bill prior to payment
  - Thus far there has been over \$30,000 of savings with the use of state fuel sites
- Mandatory Staffing Update
  - The new policy provides more flexibility and control for personnel for when they work
  - The need for OT is still there, but the current trend is not as much mandatory
  - December 2020 the average sick leave was around 5 per day, this December it is 7.8 per day
  - To help with the Paramedic shortage, a Paramedic Lateral Process was completed, and 21 Firefighters are on the interest list to attend Paramedic school
  - The Paramedic over market has accomplished it's intent and is making the biggest impact on interest in that rank
  - With the new policy and an increase in Paramedic personnel, mandatory staffing should be less of a burden on personnel
- Promotions
  - Chief introduced Dustin Dern as the new Assistant Chief of Operations, AC Higgs is retiring at years end
  - Replacing Dustin Dern as Operations Chief is Battalion Chief Wade Russell who was not available for today's meeting

11. Closed Session  
None

Mayor Dahle thanked the Board Members for their willingness to serve their communities on the UFA Board

- Mayor Weichers will serve as UFA Board Chair for 23/24
- A Vice Chair is needed, and Mayor Dahle asked that all Board Members consider serving in this capacity
- The usual progression would be to take the Board Chair position following Mayor Weichers

12. Adjournment

Council Member Stewart moved to adjourn the December 15, 2022 meeting  
Mayor Silvestrini seconded the motion  
All voted in favor, none opposed

**BOARD MEMBERS IN ATTENDANCE:**

Council Member Kathleen Bailey  
Council Member Chrystal Butterfield  
Mayor Robert Dahle  
Council Member Trish Hull  
Mayor Marcus Stevenson

Mayor Kristie Overson  
Council Member Allan Perry  
Deputy Mayor Catherine Kanter  
Council Member Sheldon Stewart  
Mayor Jeff Silvestrini

Mayor Tom Westmoreland  
Council Member Dea Theodore  
Council Member Jared Henderson

**BOARD MEMBERS ABSENT:**

Mayor Dan Knopp  
Mayor Mike Weichers  
Mayor Roger Bourke  
Council Member Catherine Harris

**STAFF IN ATTENDANCE:**

Chief Dominic Burchett  
CFO Tony Hill

CLO Brian Roberts  
Cynthia Young, Clerk

**OTHER ATTENDEES:**

Aaron Whitehead  
Brandon Dodge  
Calogero Ricotta  
Embret Fossum  
Dustin Dern  
Jay Torgersen  
Jill Tho  
Kenneth Aldridge  
Kate Turnbaugh  
Kiley Day  
Kiyoshi Young  
Krystal Griffin  
Lana Burningham  
Michael Greensides  
Nile Easton  
Rachel Anderson  
Riley Pilgrim  
Shelli Fowlks  
Tim Tingey, CWH  
Zach Robinson