

THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE



UNIFIED FIRE AUTHORITY BOARD AGENDA

January 17, 2023, 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 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. January 16, 2023. Emailed comments submitted prior to 7:00 a.m. January 16, 2023, 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. Board Elections – CLO Roberts
 - a. Chair Election
 - b. Vice Chair
4. Minutes Approval – Chair
 - a. December 13, 2022
5. Committee Updates
 - a. Review & Update Committee Assignments – CLO Roberts
 - b. Benefits & Compensation Committee (Next meeting 2/15/23) – Chair Dahle
 - c. Governance Committee (No meeting) – Chair Silvestrini
 - d. Finance Committee (Next meeting 4/10/23) – Chair Henderson
6. Consider the Date of February 21, 2023 for a Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2022-2023 Fiscal Year Budget – Chair

7. Fire Chief Report
 - a. 2023 Overview
 - b. Legislative Committee Members
 - c. Strategic Plan Update – AC Pilgrim
 - d. Bluffdale Fire Station 91 Closure
 - e. Crew Highlight

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 – Chair

The next UFA Board meeting will be held February 21, 2023, 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 16th day of January, 2023, 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

December 12, 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 7:33 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

UNIFIED FIRE AUTHORITY SUB-COMMITTEES

GOVERNANCE COMMITTEE - Public Meeting			STAFF
	Kanter	SLCo	Chief Burchett
	Overson	Taylorville	CLO Brian Roberts
Chair	Silvestrini	Millcreek	Cyndee Young, Clerk
	Westmoreland	Eagle Mountain	

FINANCE COMMITTEE - Public Meeting			5 UFSA/4 Direct Members	STAFF
	Bailey	Copperton	UFSA	Chief Burchett
	Dahle	Holladay		CLO Brian Roberts
	Harris	Emigration	UFSA	CFO Tony Hill
Chair	Henderson	Herriman		AC Pilgrim
	Perry	White City	UFSA	Kate Turnbaugh Fin
	Silvestrini	Millcreek	UFSA	Cyndee Young, Clerk
	Stevenson	Midvale	UFSA	
		Riverton		
	Weichers	CWH		

BENEFITS & COMPENSATION COMMITTEE - Public Meeting			STAFF
Chair	Dahle	Holladay	Chief Burchett
	Hull	Magna	CLO Roberts
	Overson	Taylorville	CFO Tony Hill
	Silvestrini	Millcreek	Kiley Day, HR
			Brandon Dodge, IAFF President
			Cyndee Young, Clerk

LEGISLATIVE COMMITTEE	
Bailey	Copperton
Hull	Magna
Kanter	SLCo
Silvestrini	Millcreek