

THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE



UNIFIED FIRE AUTHORITY BOARD AGENDA

February 16, 2021 7:30 a.m.

NOTICE IS HEREBY GIVEN THAT THE UNIFIED FIRE AUTHORITY BOARD OF DIRECTORS SHALL ASSEMBLE FOR AN **ELECTRONIC MEETING ONLY**, DUE TO THE COVID-19 PANDEMIC

THE PUBLIC MAY ATTEND ELECTRONICALLY VIA ZOOM WEBINAR AT:

<https://zoom.us/j/98255960431?pwd=VW9iWk1KQ0JYTi9lSDIxMS96KzZXZz09>

Password: 123911

1. Call to Order – Chair Perry
2. Public Comment
Please limit comments to three minutes each. There are two options for comments during this meeting:
 - a. 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.
 - b. EMAIL: Public comments will be accepted prior to the meeting via email at publiccomment@unifiedfire.org until 7:00 a.m. February 15, 2021. Emailed comments submitted prior to 7:00 a.m. February 15, 2021, 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. Administer Oath of Office for New Board Members – Cyndee Young, Clerk
4. Minutes Approval – Chair Perry
 - a. January 19, 2021
5. Consent Agenda
 - a. Review of January Disbursements – CFO Hill
6. Committee Updates
 - a. Benefits & Compensation Committee (Next meeting 2/18/21) – Chair Dahle
 - b. Governance Committee (No meeting) – Chair Silvestrini
 - c. Finance Committee (Next meeting 4/15/21) – Chair Stewart
7. Consider Proposal for Three Additional FTE’s Within the Wildland Division to Transition to an Interagency Hotshot Crew
– Division Chief Widdison

8. Proposal to Purchase 16 Mobile Data Computers (MDC) with Capital Replacement Fund Balance – AC Burchett
9. Consider the Date of March 16, 2021 for a Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2020-2021 Fiscal Year Budget – CFO Hill
10. Weighted Vote Update – Chief Petersen
11. Fire Chief Report
 - a. Closest Forces Response in SL Valley
 - b. Continuity of Operations
 - c. Legislative Update
12. 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
13. Adjournment – Chair Perry

The next Board meeting will be held March 16, 2021 at 7:30 a.m. electronically only.

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 12th day of February, 2021 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 with the jurisdiction of the public body.

Cynthia Young, UFA Board Clerk



UNIFIED FIRE AUTHORITY BOARD MINUTES

January 19, 2021 7:30 a.m.

Electronically Via ZOOM Webinar Only Due to COVID-19 Pandemic

- Call to Order
Quorum was obtained
Chair Perry called the meeting to order at 7:33 a.m.
- Administer Oath of Office for New Board Members
Board Clerk Young administered the oath to Deputy Mayor Catherine Kanter and Council Member Jared Henderson
- Review of Ethics and Conflict of Interest Policies
CLO Roberts reminded the Board that the Ethics Policy was just recently approved, therefore, there is no need to review it, however, an acknowledgment page will be emailed to all Board Members for signature
- Public Comment
None
Public comment was made available live and with a posted email address
- Approval of Minutes
Mayor Peterson moved to approve the minutes from the December 15, 2020 UFA Board Meeting as submitted
Council Member Bailey seconded the motion
Roll call vote taken

Bailey	Y	Overson	
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
Dahle	Y	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	Snelgrove	
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

- Board Elections
 - Chair
Council Member Stewart moved to recommend Council Member Perry serve as Chair for another year
Mayor Knopp seconded the motion
Council Member Perry accepted

Roll call vote taken

Bailey	Y	Overson	
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
Dahle	Y	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	Snelgrove	
Hull		Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

- Vice Chair

Mayor Silvestrini moved to nominate Mayor Peterson as Vice Chair

Mayor Hale seconded the motion

Mayor Peterson accepted

Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
Dahle	Y	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	Snelgrove	
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

7. Consideration of Board Policy on UFA Sub-Committee Composition

- CLO Roberts presented this policy at the December meeting
- Incorporated the suggested changes referring to the allowance of the Finance Committee approval for certain categories and items without Board approval
- Mayor Peterson noted that although the Finance Committee has certain approval authority, they are still required to report their full actions to the Board

Council Member Stewart moved to approve the UFA Sub-Committee Composition Policy as presented

Mayor Silvestrini seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
Dahle	Y	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	Snelgrove	
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

8. Sub-Committee Member Update

- Chair Perry reviewed Sub-Committee assignments
- Opened the opportunity for Board Members to add themselves to the Governance and Compensation & Benefits Committees
- Deputy Mayor Kanter and Council Member Bowen asked to be added to the Governance Committee

9. Consent Agenda

a. Review of December Disbursements

- CFO Hill stated that the large amount is the lease that was entered into in 2015
- This is the second to last payment
- One more will be made next December, and the apparatus and equipment purchased will be fully paid off

Council Member Stewart moved to approve the December disbursements as submitted

Council Member Hull seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
Dahle	Y	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	Snelgrove	
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

Sam Klemm, SLCo, informed the Board that Council Member Snelgrove will be replaced with Council Member Dea Theodore

10. Committee Updates

- Benefits & Compensation Committee
 - Next meeting 2/18/21
 - Chair Dahle asked if Gallagher will be prepared with health care renewal projections
 - Chief Petersen stated that he anticipates them being prepared with this information and will be the priority of the February 18 meeting
 - Chief also stated that the adjustment for market wage in January takes care of the need going into next fiscal year
 - HR reviewed the wages with our comparable agencies and any adjustments did not impact our summary tables
 - We will need to review the CPI to hold the position going forward, that information is not yet posted but should be available prior to the first Benefits and Compensation meeting
- Governance Committee
 - No meeting held

- Finance Committee
 - Next meeting 4/15/21
 - Chair Stewart stated that this first meeting is the introduction of the budget by Chief Petersen, basically the proposed budget
 - Chief Petersen will present his budget message, Finance will deliver the proposed budget, then the committee members have time to review the full budget in preparation for the May meeting
 - The following meeting in May is where the budget is reviewed and approved before forwarding onto the Board
 - Each of the Divisions will present their plans and provide an opportunity for Finance Committee members to ask questions to help determine the value of the requests

11. Quarterly Financial Report

- CFO Hill reviewed the report
- Noted that we are still awaiting the revenue from SLCo for COVID expenditures
- Mayor Dahle asked if the ambulance revenue excess funding for wage increase is in arrears
 - CFO Hill stated that there is a 6-8-week delay and will be included in the February Budget Amendment (\$8-\$8.7M), this revenue stream is on track as was discussed last meeting
- Deputy Mayor Kanter stated that there is CARES alternative funding still pending
- Mayor Sondak asked as to how UFSA Members contributed the additional funding
 - CFO Hill stated that some UFSA Members provided more funding with the second ask, all participated in the initial funding contribution to help offset COVID costs

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

Mayor Dahle seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
Dahle	Y	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	Snelgrove	
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

12. 2018-2020 Strategic Plan Final Report

- AC Pilgrim reviewed the report wherein a significant number of outcomes were met during the plan
 - UFA is a different organization today thanks to the Strategic Plan and good hard work by both the Board and Staff
 - 40 of the 56 Action Items were completed with the remaining advanced forward
 - Many of these will be picked up in the new Strategic Plan and integrated into its initiatives
 - Some of these were very lofty goals, however, Chief wanted to really identify what we wanted to do and get as far as possible in the first attempt at a formal Strategic Plan

- AC Pilgrim acknowledged the work done by the initial Strategic Plan Committee and AC Ziolkowski in the previous plan

13. Consideration of 2021-2023 Strategic Plan

- AC Pilgrim outlined the 5 Sustaining Goals which are very similar to the six goals from the previous plan
 - These are long term goals that will always be critical to the service provided by the UFA as we strive to meet the Vision and Mission
- The four initiatives for this new plan become the focus of the efforts to get these things done in the three-year plan
 - These all fit into the sustaining goals but will concentrate energy on what was learned from the community meetings
 - This is where we evolve the organization to the vision
 - Division Leaders will build action items in their budget then meet these priorities
 - The expectation is the Board will determine the pace by what can be approved in the budget each of the three years for this plan
- Chair Perry thanked staff and reiterated that this document provides the Board with a clear vision of where UFA is moving
- Mayor Peterson appreciates this plan and has a high level of confidence moving forward
- Council Member Stewart has seen results from the first Strategic Plan and appreciates the receptiveness of feedback, and stated that this setting of priorities is what a true Strategic Plan is
- AC Pilgrim thanks all staff, workgroups, and the communities for their participation

Council Member Stewart moved to approve the Strategic Plan for 2021 to 2023 as presented
 Council Member Bailey seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
Dahle	Y	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	Snelgrove	
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

14. Consider the Date of February 16, 2021 for a Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2020-2021 Fiscal Year Budget

- CFO Hill stated that these amendments will consist of the official wage increase that was approved last month, Cares Funding and COVID, and grants that have been received
- This process takes place three times a year, this will be the second for this fiscal year

Mayor Hale moved to approve the date of February 16, 2021 for a public hearing to receive and consider comments on proposed amendments to the 2020-2021 fiscal year budget
 Mayor Knopp seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y

Bush	Y	Peterson	Y
Dahle	Y	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	Snelgrove	
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

15. Consideration of Ladder Donation from Murphy Ladder Company

- AC Burchett presented a donation offer by the Murphy Ladder Company, \$8,528 value
- These ladders are for use around the stations and not to be used on apparatus

Council Member Stewart moved to approve acceptance of the ladder donation from Murphy Ladder as discussed

Mayor Peterson seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
Dahle	Y	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	Snelgrove	
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

Mayor Silvestrini left meeting for another commitment.

16. Consideration of Vacation Rollover Freeze

- Chief Petersen explained the difficulty members of the Department have encountered in taking vacation time during COVID
 - This was sent to the board for consideration on December 18 of 2020 and Chief received several responses of support for this action
- Chief is asking the Board to formally extend the use-or-lose vacation until December 31, 2021
 - Vacation limits will return to normal following this deadline, people are expected to take vacation during the next 12 months to bring their vacation below the cap
 - The only payouts that may occur above the cap will be for those who retire this year
- Council Member Stewart asked if it wouldn't be more prudent to extend just to the fiscal year
 - Chief stated that the only fiscal impact is for a few who will retire with a few more hours on the books and would rather hold the position for now to end this option by Dec 31
 - If the challenge continues, Chief appreciated that there may be support to extend this time should it be important

Mayor Knopp moved to approve the roll-over of excess vacation hours until December 31, 2021 as outlined in the memo

Council Member Bailey seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
Dahle	Y	Reberg	Y
Hale	Y	Silvestrini	
Henderson		Snelgrove	
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

Mayor Hale took a moment to thank UFA, Murray, and Sandy Fire Departments, on behalf of Midvale, for their work on a major fire in an office building on Sunday morning

Chief Petersen stated that the first arriving crew did a great size-up and realized that the work was to keep fire from the annex, and that there was significant assistance from Mutual Aid partners. The systemic plan with our neighbors worked well and allowed for the continuation of running 9-10 additional calls during the incident. One key challenge with this type of occupancy is no requirement for sprinklers or alarm systems. It was not until someone in the neighborhood smelled smoke, probably when the fire was well advanced. Earlier detection would have helped, sprinkler's might have kept this to a small fire with some water damage that we could have managed in a way to return these businesses to operation quickly.

17. Fire Chief Report

- Continuity of Operations/Staffing/COVID
 - Thus far, 477 personnel have received the first dose, 94.6% of those scheduled took the vaccine
 - This is a significantly higher percentage than most first responder agencies are experiencing across the country
 - January 26, the second doses will begin
 - 136 have yet to take the vaccination either because they were on vacation or within the COVID positive waiting period
 - There were 617 extra 24 hour shifts due to COVID over the last year and we have spent about \$1.6 million over budget to cover staffing and additional PPE
 - The daily average for COVID Vacancies was up in November/December to 5.9 people daily compared to 1.8 a day in September/October
 - The surge in Salt Lake County had a dramatic effect on the UFA as well
 - 20% more OT compared to last year directly due to COVID
 - Sick and Lite Duty is at or below average, most vacancies due to COVID
 - Chief informed the Board that he is requiring day-staff sworn to work 2 shifts in Operations during the week to help maintain our daily staffing and to reduce the need for Mandatory Staffing

- COVID Leave: Use of excess Fund Balance
 - Currently, the estimated total cost directly related to COVID is \$1.6M
 - Some has been PPE, but most is related to OT
 - CARES provided \$718,000 which is a huge assistance in maintaining the budget
 - FY19/20, Chief asked that each Division stop purchasing pending the impact of COVID

- With that stall and the extra Ambulance Revenue, there is a \$3.3M in excess Fund Balance that will help moving forward
 - Chief Petersen proposed to utilize a portion of this excess fund balance to pay the one-time cost of COVID expenses in order to minimize the impact to the Member Fee moving into next fiscal year
 - The additional \$2.5M of excess fund balance can be appropriately allocated during the budget process
 - Chief plans to propose using some of this for some one-time costs and transfer the rest to the Capital Fund
 - Mayor Knopp supports this idea and stated that this is good use of the built-up Fund Balance
 - Deputy Mayor Kanter asked as to consideration of refunding projects that were stalled
 - Chief clarified that he asked Divisions to stall and push everything back six months, so will potentially see these processed through the coming budget process, some of those can be funded using fund balance if they are one-time costs
 - Chief is not willing to present any use of fund balance that adds to the operating costs for the UFA, these one-time costs will be presented as part of the budget process for next fiscal year
- Mobile Data Computers (MDC) in Ambulances
 - These allow the units to communicate with the CAD without the radio
 - Ambulances have never had a dedicated MDC, however, the Engines and Trucks do
 - With the move to Versaterm and with a requirement that the crew update their status in CAD using the MDT makes it important that all front line responding vehicles have a MDC
 - Chief is planning to budget for new MDC's for all apparatus, including ambulances and brush units, for the next fiscal year, however, he would like to speed up the purchase for the Ambulances by considering a budget amendment in the Capital Fund to purchase and install 16 MDCs in ambulances this fiscal year
 - Capital costs would be offset next year, while giving IT the time to select the best device by testing in ambulances before replacing the entire fleet
 - Beginning in February, consideration to allow Capital Funds to purchase them early then complete the purchases for the fleet in the budget process next fiscal year
 - There was no objection from Board Members, staff will present this proposal at the February meeting
- Legislative Update
 - Tracking 35 bills that impact the UFA and UFSA, as a reminder, UFA has a Legislative Committee and Lobbyists Dave and Ashley Spatafore and the UFSA pays for UASD and also uses their lobbyists
 - The Committee has several Board Members and most of the leadership team on the committee
 - Chief welcomes any additional Board Members interested in taking part on the UFA Legislative Committee, those interested will be included in the updates of our position and may be asked to assist with legislation based on the topic
 - Council Member Hull and Deputy Mayor Kanter asked to be added to this group

- 2020 Accomplishments and Wicked Issues
 - Chief presented and reviewed the draft Accomplishments document, and noted that even with COVID, many items were completed
 - This will be reduced to posters and posted in UFA facilities and in the municipalities to help everyone see the progress

18. Closed Session

None

19. Adjournment

Council Member Stewart moved to adjourn the January 19, 2021 meeting

Mayor Knopp seconded the motion

All in favor

None opposed

BOARD MEMBERS IN ATTENDANCE:

Council Member Kathleen Bailey

Mayor Kelly Bush

Council Member Gary Bowen

Mayor Robert Dahle

Council Member Trish Hull

Mayor Robert Hale

Council Member Jared Henderson

Mayor Dan Knopp

Mayor Kristie Overson

Mayor Mike Peterson

Council Member Allan Perry

Deputy Mayor Catherine Kanter

Council Member Sheldon Stewart

Mayor Jeff Silvestrini

Mayor Harris Sondak

Mayor Tom Westmoreland

BOARD MEMBERS ABSENT:

Council Member Richard Snelgrove

STAFF IN ATTENDANCE:

CFO Tony Hill

Chief Petersen

CLO Roberts

Cynthia Young, Clerk

OTHER ATTENDEES:

AC Burchett

AC Pilgrim

AC Higgs

Arriann Woolf

OC Dern

Bill Brass

Brad Patterson, Bond Counsel

Captain Bogenschutz

Captain Conn

Captain Simons

Calogero Ricotta

Captain Greensides

Division Chief Larson

Division Chief Widdison

Division Chief Robinson

Division Chief Torgersen

Erica Langenfass

Johnathan Ward, Zions

J Cody Hill, Midvale

Japheth McGee, Zions

Kiyoshi Young

Kate Turnbaugh

Keith Zuspan, Brighton

Lana Burningham

Larson Wood

Local 1696

Nile Easton, DOC

Nate Rockwood, Midvale

Patrick Costin

Rachel Anderson, UFSA

Ryan Love

Shelli Fowlks

Steve Quinn

Sam Klemm, SLCo

Tim Tingey, CWH

Wendy Thomas

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
JANUARY 2021

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Jan-21	1/8/2021	1	PAYROLL TRANS FOR 12/31/2020 PAY PERIOD	N/A	\$ 1,417,761.24
Jan-21	1/25/2021	2	PAYROLL TRANS FOR 1/15/21 PAY PERIOD	N/A	1,204,062.07
Jan-21	1/7/2021	84396	SELECTHEALTH	1312021	563,944.00
Jan-21	1/8/2021	3	URS ACH PAYMENT - 1/8/21 PAYROLL	N/A	521,109.27
Jan-21	1/25/2021	6	URS ACH PAYMENT - 1/25/21 PAYROLL	N/A	507,416.78
Jan-21	1/11/2021	1	EFTPS - 1/8/21 PAYROLL	N/A	281,233.62
Jan-21	1/29/2021	9	FUNDS TRANSFER FROM FIRE TO EM - SLCO CARES REIMB 01/29/21	N/A	265,584.80
Jan-21	1/26/2021	4	EFTPS - 1/25/21 PAYROLL	N/A	224,344.04
Jan-21	1/6/2021	1062021	WELLS FARGO BUSINESS CARD	Multiple	166,719.58
Jan-21	1/25/2021	5	STATE TAX ACH PAYMENT - 1/25/21 PAYROLL	N/A	158,688.87
Jan-21	1/21/2021	84425	DEPARTMENT OF HEALTH	21H5000673	77,601.97
Jan-21	1/7/2021	84394	PUBLIC EMPLOYEES HEALTH PROGRAM	DECBILL2020	68,046.49
Jan-21	1/28/2021	84468	UTAH LOCAL GOVERNMENTS TRUST	Multiple	66,182.72
Jan-21	1/28/2021	84461	FUEL NETWORK	Multiple	32,440.88
Jan-21	1/14/2021	84410	MOTOROLA SOLUTIONS, INC.	40904	31,439.96
Jan-21	1/28/2021	84458	CUSTOM BENEFIT SOLUTIONS	Multiple	31,252.69
Jan-21	1/7/2021	84386	CUSTOM BENEFIT SOLUTIONS, INC.	1102021	22,551.74
Jan-21	1/28/2021	84445	CUSTOM BENEFIT SOLUTIONS, INC.	1252021	22,194.97
Jan-21	1/28/2021	84466	ROCKY MTN POWER	Multiple	21,603.30
Jan-21	1/7/2021	84385	AFLAC GROUP INSURANCE	12312020	17,546.76
Jan-21	1/28/2021	84457	COMCAST	Multiple	15,784.96
Jan-21	1/14/2021	84417	UNIFIED FIRE SERVICE AREA	Multiple	15,671.76
Jan-21	1/21/2021	84435	UNIFIED FIRE SERVICE AREA	Multiple	15,671.76
Jan-21	1/28/2021	84456	COMCAST	Multiple	15,472.54
Jan-21	1/27/2021	12725	NAPA AUTO PARTS	Multiple	14,586.87
Jan-21	1/28/2021	84465	LARRY H MILLER CHRYSLER JEEP DODGE RAM	439061	13,516.30
Jan-21	1/28/2021	84459	DISCOUNTCELL, INC	OE-24215	12,227.28
Jan-21	1/27/2021	12724	MAYORS FINANCIAL ADMIN	MFA0000747	12,222.39
Jan-21	1/21/2021	84438	VLCM	667819	10,541.00
Jan-21	1/28/2021	84454	WELLS FARGO ADVISOR FBO UFA4064-8710	01252021MM	9,343.20
Jan-21	1/7/2021	84390	LOCAL 1696 - IAFF	1102021	9,326.20
Jan-21	1/28/2021	84447	LOCAL 1696 - IAFF	1252021	9,024.47
Jan-21	1/7/2021	84379	DOMINION ENERGY	Multiple	8,973.61
Jan-21	1/25/2021	7	FUNDS TRANSFER FROM FIRE TO EM - CCTA DRAWDOWN 01/22/21	N/A	8,883.75
Jan-21	1/7/2021	84399	SELECTHEALTH	01312021RET	8,106.60
Jan-21	1/28/2021	84470	LOCAL 1696 - IAFF (REPLACEMENT FOR VOIDED CHECK #83248)	11252019	8,040.82
Jan-21	1/8/2021	2	DECEMBER 2020 UNEMPLOYMENT ACH	N/A	7,717.63
Jan-21	1/27/2021	12722	CDW GOVERNMENT LLC	6353920	7,679.12
Jan-21	1/21/2021	84428	JERRY SEINER	Multiple	6,441.35
Jan-21	1/13/2021	11325	WEIDNER FIRE	Multiple	6,383.90
Jan-21	1/21/2021	84443	ZOLL MEDICAL CORPORATION	Multiple	5,751.60
Jan-21	1/14/2021	84403	DEPARTMENT OF PSYCHIATRY	Multiple	5,641.00
Jan-21	1/28/2021	84462	GALLAGHER BENEFIT SERVICES, INC	219080	4,500.00
Jan-21	1/21/2021	84431	PACIFIC COAST K9	2	4,250.00
Jan-21	1/28/2020	8	TRANSFER FUNDS FOR PATIENT REFUNDS - 01/28/20	N/A	4,191.65
Jan-21	1/21/2021	84432	ROWLAND, GERALD KIM	44166	4,166.67
Jan-21	1/28/2021	84460	DOMINION ENERGY	Multiple	3,835.82
Jan-21	1/14/2021	84404	EAGLE MOUNTAIN CITY	202669	3,455.72
Jan-21	1/7/2021	84387	FIDELITY SECURITY LIFE INSURANCE CO	164572536	3,215.27
Jan-21	1/14/2021	84402	DEPARTMENT OF HEALTH	21EM000154	3,200.00

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

C:\Users\kturnbaugh\AppData\Roaming\Microsoft\Excel\2021-01 Disbursements (v

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
JANUARY 2021

GL Period	Check Date	Ref#	Vendor Name	Invoice#	Check Amount
Jan-21	1/21/2021	84436	UNIVERSITY OF UTAH	UFA-2020-12	3,120.00
Jan-21	1/13/2021	11323	SERVICEMASTER OF SALT LAKE	134345A	2,250.00
Jan-21	1/21/2021	84424	CHAMBERWEST	9301	2,175.00
Jan-21	1/7/2021	84398	FIREFIGHTERS CREDIT UNION	01102021TV	2,133.43
Jan-21	1/7/2021	84393	OFFICE OF RECOVERY SERVICES	1102021	2,116.48
Jan-21	1/21/2021	84422	BLOMQUIST HALE EMPLOYEE ASSISTANCE	JAN21236	2,102.00
Jan-21	1/28/2021	84455	FIREFIGHTERS CREDIT UNION	01252021TV	2,081.18
Jan-21	1/28/2021	84464	KRONOS INCORPORATED	Multiple	2,063.69
Jan-21	1/14/2021	84405	FORMAN, CHAD	1016	2,000.00
Jan-21	1/28/2021	84450	OFFICE OF RECOVERY SERVICES	1252021	1,950.25
Jan-21	1/7/2021	84389	INFOARMOR	12312020	1,949.90
Jan-21	1/21/2021	84426	DOMINION ENERGY	Multiple	1,779.92
Jan-21	1/28/2021	84451	PUBLIC EMPLOYEES LT DISABILITY	1252021	1,773.81
Jan-21	1/7/2021	84381	ENTERPRISE RENT-A-CAR CO OF UT, LLC	Multiple	1,753.18
Jan-21	1/14/2021	84408	KRONOS INCORPORATED	11706507	1,741.71
Jan-21	1/7/2021	84388	FIREFIGHTERS CREDIT UNION	01102021ST	1,692.81
Jan-21	1/7/2021	84380	DOMINION ENERGY	G-ADM 12/20	1,688.24
Jan-21	1/21/2021	84437	UTAH LOCAL GOVERNMENTS TRUST	Multiple	1,687.49
Jan-21	1/28/2021	84446	FIREFIGHTERS CREDIT UNION	01252021SF	1,646.11
Jan-21	1/21/2021	84439	WASATCH FRONT WASTE RECYCLE DIST	Multiple	1,606.00
Jan-21	1/14/2021	84406	FORTRESS ROOFING	431-744	1,500.00
Jan-21	1/14/2021	84409	LIFE-ASSIST, INC	1053355	1,478.52
Jan-21	1/27/2021	12726	WEIDNER FIRE	Multiple	1,308.90
Jan-21	1/21/2021	84421	BIG COTTONWOOD CANYON IMP DIST	1-396	1,188.00
Jan-21	1/14/2021	84418	UTAH COMMUNICATIONS AUTHORITY	INV-675	1,075.53
Jan-21	1/14/2021	84407	JAN-PRO OF UTAH	Multiple	960.00
Jan-21	1/21/2021	84442	XANTIE LLC	1506	939.75
Jan-21	1/14/2021	84420	ZOLL MEDICAL CORPORATION	3120529	930.00
Jan-21	1/7/2021	84384	WELCH, JAIME ALLISON	Multiple	780.00
Jan-21	1/21/2021	84427	HIRERIGHT, LLC	G3081619	771.58
Jan-21	1/14/2021	84411	NELCO	7121430RI	746.00
Jan-21	1/14/2021	84412	PURCELL TIRE CO.	2824769	745.18
Jan-21	1/25/2021	84444	PAYROLL TRANS FOR 1/15/21 PAY PERIOD (MANUAL CHECK)	N/A	629.63
Jan-21	1/7/2021	84397	UTAH STATE TAX COMMISSION	01102021NH	618.49
Jan-21	1/13/2021	11321	APPARATUS EQUIPMENT & SERVICE, INC	Multiple	604.51
Jan-21	1/21/2021	84433	SNOWBIRD RESORT LLC	Multiple	593.81
Jan-21	1/28/2021	84453	UTAH STATE TAX COMMISSION	01252021NH	588.85
Jan-21	1/13/2021	11324	WAXIE SANITARY SUPPLY	79667373	528.35
Jan-21	1/7/2021	84382	PHOENIX REBELLION THERAPY LLC	44181	500.00
Jan-21	1/27/2021	12723	LES OLSON COMPANY	Multiple	498.14
Jan-21	1/14/2021	84400	BOUND TREE MEDICAL, LLC.	83851628	490.00
Jan-21	1/14/2021	84419	VALENCIA, JONATHAN	44207	400.00
Jan-21	1/7/2021	84383	UTAH BROADBAND LLC	Multiple	398.00
Jan-21	1/21/2021	84441	WORKFORCEQA, LLC	19163	285.00
Jan-21	1/21/2021	84423	BRIGANCE, JON M	1190	270.00
Jan-21	1/21/2021	84429	JOHNSON ROBERTS & ASSOCIATES INC	142150	245.00
Jan-21	1/21/2021	84440	WELCH, JAIME ALLISON	78	240.00
Jan-21	1/28/2021	84469	WELCH, JAIME ALLISON	80	240.00
Jan-21	1/28/2021	84463	HONEY BUCKET	551910876	210.00
Jan-21	1/28/2021	84467	UTAH BROADBAND LLC	1024450	199.00

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

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**UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
JANUARY 2021**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Jan-21	1/27/2021	12721	APPARATUS EQUIPMENT & SERVICE, INC	21-IV-4758	186.05
Jan-21	1/7/2021	84392	ND CHILD SUPPORT DIVISION	1102021	179.00
Jan-21	1/28/2021	84449	ND CHILD SUPPORT DIVISION	1252021	179.00
Jan-21	1/21/2021	84434	SYMBOL ARTS, LLC	0365263-IN	165.00
Jan-21	1/7/2021	84395	SALT LAKE VALLEY LAW ENFORCE ASSOC	1102021	152.00
Jan-21	1/28/2021	84452	SALT LAKE VALLEY LAW ENFORCE ASSOC	1252021	152.00
Jan-21	1/14/2021	84416	THE PARTRIDGE GROUP	3946	140.00
Jan-21	1/14/2021	84401	COPPERTON IMPROVEMENT DISTRICT	W-#115 12/20	115.00
Jan-21	1/14/2021	84414	SALT LAKE COUNTY SERVICE AREA #3	W/S-#113 12/20	103.52
Jan-21	1/14/2021	84415	SATCOM GLOBAL INC.	AI01210010	49.64
Jan-21	1/13/2021	11322	GOLD CUP SERVICES INC	863583	45.00
Jan-21	1/21/2021	84430	MT. OLYMPUS IMPROVEMENT DISTRICT	S-#112 2/21B	38.00
Jan-21	1/7/2021	84391	MOUNTAIN AMERICA CREDIT UNION	1102021	27.00
Jan-21	1/28/2021	84448	MOUNTAIN AMERICA CREDIT UNION	1252021	26.00
Jan-21	1/14/2021	84413	ROCKY MOUNTAIN WATER COMPANY	Multiple	21.00
Jan-21	1/28/2021	83248	LOCAL 1696 - IAFF (VOIDED CHECK)	11252019	(8,040.82)
					<u>\$ 6,012,359.82</u>

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 - EMERGENCY MANAGEMENT CHECKING
JANUARY 2021

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Jan-21	1/28/2021	2	EM TRANSFER - 1/8/21 PAYROLL	N/A	\$ 146,437.35
Jan-21	1/28/2021	3	EM TRANSFER - 1/25/21 PAYROLL	N/A	90,065.45
Jan-21	1/27/2021	12727	TRAPWIRE INC	TW100589B	48,472.57
Jan-21	1/13/2021	11336	LES OLSON COMPANY	Multiple	6,142.81
Jan-21	1/21/2021	7569	VOX CREATIVE	1730	4,000.00
Jan-21	1/28/2021	7573	UTAH LOCAL GOVERNMENTS TRUST	1588544C	3,886.55
Jan-21	1/28/2021	7571	FUEL NETWORK	Multiple	3,721.11
Jan-21	1/28/2021	4	FUNDS TRANSFER FROM EM TO FIRE - DECEMBER PCARDS	N/A	3,599.65
Jan-21	1/28/2021	7572	ROCKY MTN POWER	E-EOC 12/20	2,634.23
Jan-21	1/13/2021	11337	SERVICEMASTER OF SALT LAKE	134345BB	1,500.00
Jan-21	1/21/2021	7567	EARTH NETWORKS, INC.	WBB0043488	1,190.00
Jan-21	1/21/2021	7568	SYRINGA NETWORKS LLC	21JAN0207	1,175.00
Jan-21	1/7/2021	7564	DOMINION ENERGY	G-EOC 12/20	1,125.49
Jan-21	1/21/2021	7566	COMPUNET, INC	161613	1,097.25
Jan-21	1/13/2021	11335	GOLD CUP SERVICES INC	Multiple	401.74
Jan-21	1/13/2021	11338	WAXIE SANITARY SUPPLY	Multiple	346.74
Jan-21	1/7/2021	7565	PUBLIC EMPLOYEES HEALTH PROGRAM	12312020EOC	289.42
Jan-21	1/28/2021	1	EM TRANSFER FOR ALLOCATED BENEFITS	N/A	192.69
Jan-21	1/27/2021	12728	WAXIE SANITARY SUPPLY	Multiple	85.41
Jan-21	1/21/2021	7570	WASATCH FRONT WASTE RECYCLE DIST	7906C	50.00
					\$ 316,413.46



UNIFIED FIRE AUTHORITY

MEMORANDUM

TO: UFA Board of Directors
FROM: Division Chief Widdison
DATE: February 16, 2021

SUBJECT: Additional FTE's Within Wildland Division for Hotshot Designation

Request

Board approval for three variable schedule full-time employees in the Wildland Division.

Summary

During the FY20/21 Budget Process, the concept of the Wildland Crew becoming an Interagency Hotshot Crew was described. In the Wildland Budget message, it was outlined that the Division would investigate the value and sustainability of the program and bring the issue to the Board at the end of the 2020 season.

The "Hotshot" designation will provide more deployment opportunities and maintain a more consistent leadership team for the crew year to year. During the 2020 season, the team was placed on "Trainee" status and received more frequent and longer duration fire assignments than a typical Type 2 team. The program will require three new permanent career positions; however, these positions are funded as a variable schedule full-time employee at a total cost of \$43,500 each year for salary and benefits. There is a minimal pay rate increase related to the total cost and these positions will earn overtime during the season. The Wildland Division will require a budget amendment of \$20,695 for this fiscal year. The variable schedule FTE works full-time in the summer and the UFA covers their health benefits year-round. The crew will be classified as a trainee Hotshot crew with the goal of being fully qualified by FY23/24.

We believe this program has value and will provide increased revenue to allow the cost to be fully funded from Wildland revenues. The Wildland Fund Balance has the funds for this fiscal year's amendment and based on the increased future deployments, the Division will be able to sustain the cost going forward.

Background

At the completion of the 2020 wildfire season, the Wildland Division was able to objectively assess the value of continuing to pursue Type 1 Hotshot status. The Division reviewed a ten-year history of Type 1 Hotshot crew versus Type 2 crew deployments and found a consistently higher number of days on fire assignment each year for Hotshot crews. Type 1 Hotshot crews are used nationally for wildfire response and are among the first resources deployed, which accounts for the increased number of days on assignment. The 2020 wildfire season provided sufficient opportunity for our crew to be utilized as a Type 1 trainee crew, which contributed to a higher number of days on assignment and generated revenue

above the projected amount. We believe that continuing to pursue certification as a Type 1 Hotshot crew has value by providing more opportunity for deployment, which will help minimize the financial impact of a slow season.

In order to become a Type 1 Hotshot crew, the hand crew needs to maintain a minimum of seven career positions; these are crew leadership positions and would replace the current seasonal leadership. These positions would meet the minimum standard for certification and would benefit the Wildland Division in multiple ways, most notably in recruitment and retention of qualified and quality personnel. These positions would be classified as variable schedule full-time employees, typically working 16 pay periods during the wildland season, not working for 8 pay periods during the off-season, but will receive benefits year-round. The variable schedule allows flexibility to minimize personnel costs during the off-season, provides opportunity for cost containment in slow fire seasons and maintains a consistent leadership team necessary for a Hotshot crew. These positions will be funded through revenue that is brought in from the hand crew deployments.

We are being thoughtful and conservative in our approach and will continue to evaluate the value, expected outcomes and sustainability of this program. We will closely monitor the associated costs and are willing to make necessary adjustments to ensure the fiscal stability of the Wildland Division Fund.



UNIFIED FIRE AUTHORITY

MEMORANDUM

TO: UFA Board of Directors
FROM: Assistant Chief Burchett
DATE: February 16, 2021

SUBJECT: Mobile Data Computer (MDC) Purchase

Intent

To provide information on the Mobile Data Computer's (MDC's) and to seek Board approval for the purchase of the devices.

Discussion

In the January Board meeting, Chief Petersen presented the idea of purchasing 16 MDC's from the Capital Replacement Fund.

With the move to Versaterm and a requirement that the crews update their status in CAD using the Mobile Device Computer, it makes it critical that all frontline response vehicles have an MDC. Historically, all frontline engines and trucks have had a dedicated MDC, but ambulances have not. With the ability to purchase 16 units with Capital Replacement Funds, all frontline vehicles will be equipped with these devices.

Chief Petersen is planning to propose a budget that includes an MDC replacement plan that will include all responding apparatus as part of next year's budget process. By approving the purchase of these devices in this year's budget, it will offset the Capital purchase next year by 16 units.

The total cost for the 16 ambulance MDC's is \$99,200, which includes all associated hardware and mounting systems. Field testing is currently taking place and will continue until the decision is made identifying which device is the best option. If approved, this request will be included in the March Board meeting's budget amendment.