



UNIFIED FIRE AUTHORITY BOARD MINUTES

March 17, 2020 7:30 a.m.

UFA Headquarters – 3380 South 900 West SLC, UT 84119

Notice: Some Board members may participate by electronic means.

1. Call to Order
Quorum was obtained
Chair Perry called the meeting to order at 7:33 a.m.
2. Public Comment
None
3. Approval of Minutes
Council Member Stewart moved to approve the minutes from the February 18, 2020 UFA Board Meeting as submitted
Mayor Overson seconded the motion
All voted in favor
4. Notification of the Redirection of the Hagerty Contract – Division Chief Mecham
 - This was item 10 on the agenda, but was moved forward
 - Hagerty is a contractor engaged by UFA to provide a consulting service to generate a comprehensive emergency management plan for SLCo
 - \$140,000 through end of fiscal year for work was appropriated, but with recent events, SLCo asked to accelerate the contract to focus on Continuity of Operations plans, due to COVID-19 expenses, for all of SLCo
 - CFO Hill stated that this will follow with a budget amendment at the appropriate time
 - This funding will come out of the Emergency Management Budget Fund Balance and will not affect UFA Fund Balance
5. Legislative Session Recap – Dave Spatafore, Ashley Spatafore
 - Spatafores thanked UFA for their partnership and teamwork during this last session
 - Highlighted bills
 - SB56 – Retirement Bill
 - A bill that was from the year prior, but has been cleaned up and a death benefit added
 - HB225 – Amendment to phased retirement, aimed to ease the strain on staffing from retirements within UFA
 - Stabilized funding for the Fire & Rescue Academy at UVU
 - UCA Bill – Ensures everything between VECC and UCA moves smoothly and appropriate management is provided
 - HB188 – Emergency Management

- HB389 – Interim, will deal with the type of services that will be funded in rural areas
- HB491 – Task Force Bill, ready for the next session
- SB134 – Property tax exemption for WL mitigation, the intent was appropriate, but there were many concerns and unanswered questions and this bill failed in the house

6. Consent Agenda

a. Review of February Disbursements

Mayor Overson moved to approve the February disbursements as submitted
Council Member Stewart seconded the motion
All voted in favor

7. Committee Updates

- Benefits & Compensation Committee
 - Next meeting takes place 3/30/20
 - Will probably be held electronically
- Governance Committee
 - No meeting held
- Finance Committee
 - Next meeting takes place 4/16/20
 - This next meeting will be the first budget session for the Finance Committee
 - Council Member Stewart updated the Board on the decision to retain the current auditors, but a request was made to have a change in partner

8. Request for Direction to Address Final Execution of ILA – CLO Roberts

- CLO Roberts stated that Copperton has yet to submit a resolution for the ILA
- Council Member Bailey assured the Board that the council believed the resolution was complete, as they had discussed it, but had not voted, it is on the agenda for completion tonight

Medicare Exemption Referendum Request – Arriann Woolf

- Arriann provided background for the request, stating that there are 3 individuals who would be effected
- Employees prior to 1986, did not pay into the Medicare System as most Firefighters had other jobs outside of UFA, to help meet the 40 quarter hour requirement
- The cost to UFA to pay the Medicare portion of the Social Security Tax to the 3 employees would be \$4,400 annually
- If the Board were to agree, this would allow the individuals to begin the process to pursue the tax participation
- All three individuals take part in a blind vote, it is currently unknown how the other 2 individuals feel
 - This is just the request of one individual
- Chief Petersen recommends allowing the individual to pursue the request and leave the decision with the 3 it would effect, the impact to UFA is minimal
 - Mayor Sondak clarified that it is just up to the Board to allow the vote to happen

Council Member Stewart moved to authorize the UFA to allow the Social Security Administration to conduct a referendum of applicable employees for future Medicare tax participation

Mayor Overson seconded the motion

Chair Perry asked that a roll call vote take place since the majority of Board Members are taking part in the meeting electronically

Vote – 10 voted yes

Audio issues, so unable to get votes from those with “?”

Bailey – y

Bowen – y

Bush – ?

Dahle – y

Hale – y

Hull - ?

Knopp – y

Overson – y

Perry – y

Peterson - ?

Silvestrini – y

Snelgrove – ?

Sondak – y

Stewart – y

Westmoreland – ?

9. Approval of the Military Leave and Military Leave Without Pay Policy – Arriann Woolf

- Based on comments and recommendations from the last Board Meeting, changes to the policy were made
- Changes consisted of requiring that orders be required and received by HR prior to pay being
- Another was the increase in the amount of hours granted for Military Leave
- Council Member Stewart appreciated the additions and is happy with the result

Council Member Stewart moved to approve the UFA Military Leave and Military Leave Without Pay Policy as amended

Mayor Overson seconded the motion

Vote – 11 voted yes

Audio issues, so unable to get votes from those with “?”

Bailey – y

Bowen – y

Bush – ?

Dahle – y

Hale – y

Hull - ?

Knopp – y

Overson – y

Perry – y

Peterson - y

Silvestrini – ?

Snelgrove - y

Sondak – y
Stewart – y
Westmoreland – ?

10. Consideration of “Red-Lining” District Chief Positions – Chief Petersen

- As a cost saving measure, Chief has decided to drop from 4 Battalions to 3 and to eliminate the District Chief Positions
- This request is for a deviation from the policy which states that wage drops in conjunction with a drop in rank
- Chief asks that the three District Chiefs be “red-lined” at their current pay until the Battalion Chief rank catches the pay level; 2-3 years
- Steve Quinn, Local 1696 President, expressed his desire that no one be demoted, however, if one rank is “red-lined” then he requested that all those effected by the process should be as well
 - Chief Petersen is concerned for future connotations if the policy is changed, as opposed to an exception, and asks that this be applied to the District Chief’s only at this time
- Council Member Stewart looked to clarify the reality of the numbers who could/would ultimately be effected
 - His concern is the drop from BC to Captain, with the hope that that would be minimized
 - Chief Petersen’s intent was to run heavy and not go below Captain
 - He also asked that this decision be placed on hold until the upcoming AC position is filled
- Council Member Bush asked if this would place an extra burden on the Battalion Chiefs
 - Chief Petersen stated that he was looking to move from 4 BC’s to 3 anyway, the decision is whether or not to keep the DC’s
 - Also, the way the policy is written, demotions and a discrepancy in pay is avoided

Council Member Stewart moved to approve the “red-lining” of the District Chiefs and one Battalion Chief, however, if more than one Battalion Chief is demoted from this, it would be required to be brought to the Finance Committee for review

Mayor Dahle clarified that this “red-line” applies to DCs to BC and 1 BC to Captain; if 2 BCs to Captain, then it would require review by the Finance Committee for approval

Mayor Peterson clarified that it would go to the Finance Committee for review, not approval

Council Member Stewart verified that it would then go to the Board for approval, following the Finance Committees review

Council Member Bowen seconded the motion

Vote – 16 voted yes

Audio issues, so unable to get votes from those with “?”

Bailey – y
Bowen – y
Bush – y
Dahle – y
Demman - y
Hale – y
Hull - y
Knopp – y
Overson – y
Perry – y
Peterson - y
Silvestrini – y

Snelgrove - y
Sondak – y
Stewart – y
Westmoreland – y

11. Managing Overage in Staffing Through a Proposal to Cancel Transfer to Capital Replacement Fund
– Chief Petersen
- Chief reviewed the memo in the packet regarding the overage in overtime
 - Staff has communicated this to the Board over the course of the entire fiscal year
 - This is only the second year with a hard deck on minimum staffing and the cost has been more than anticipated, some of the cost has been covered through vacancies, however not all
 - Operations has formed a Staffing Committee to review the impacts that have been well analyzed by the staffing office
 - Staff will compare the UFA experience with other similar agencies to find a reduction in liability
 - This proposal is to fund the overage by eliminating the transfer of \$1,000,000 to the Capital Fund to help manage OT in order to balance the budget this year and protect the budget process next year via line item
 - Council Member Stewart appreciated the updates and focus on this issue
 - In addition, he verified that this is a one-time transfer and that this will not become a reliable way to deal with future shortages

Council Member Bowen moved to approve the cancellation of the transfer to the Capital Replacement Fund

Mayor Peterson seconded the motion

Vote – 14 voted yes

Audio issues, so unable to get votes from those with “?”

Bailey – y
Bowen – y
Bush – y
Dahle – y
Demman - ?
Hale – y
Hull - y
Knopp – ?
Overson – y
Perry – y
Peterson - y
Silvestrini – y
Snelgrove - y
Sondak – y
Stewart – y
Westmoreland – y

Mayor Peterson left for another meeting

12. Fire Chief Report

- Introduction of new Battalion Chief Embret Fossum and congratulations on receiving the Utah Fire Officer Designation Award from Utah Fire & Rescue Academy
 - Embret was responsible for creating the tracking document used to follow the 126 audit items needing correction
 - This evolved into a remarkably productive and easy to use tool that ensured we met all requirements of the audit
- Presentation on Special Enforcement Bomb/Explosive Program
 - Chief Petersen wants to gauge the interest by the Board as to where this Division sits in priorities and to the possibility of discontinuing this service in order to help reach the 4% target for Member Fee increase
 - Discontinuing the Bomb/Explosion portion of the Special Enforcement Division would save an estimated \$300,000 for the UFA
 - Division Chief Ball distributed documents outlining the service the Bomb/Arson Squad provides and explained incoming support provided by the FBI
 - Elaborated on what falls under their duties and responsibilities
 - Fire/Arson Investigations and Enforcement
 - Bomb Squad
 - Professional Standards Investigations (IA)
 - New Hire Background Investigations
 - Mayor Sondak asked if assistance with avalanche control measures in the canyons is supported
 - Yes, oftentimes calls to retrieve the occasional unexploded explosive are received
 - Council Member Hull asked about the relationship with UPD Bomb Squad and any duplication of duties
 - Ball stated that the UPD does not have a Bomb Squad, we are the Bomb Squad for UPD, and all the police agencies working with the UFA
 - Mayor Knopp asked about what would be lost without the federal funding
 - Mostly equipment, the funding is not for manpower, but for training and equipment only
 - Council Member Stewart felt that this was one resource that should probably not be touched as they provide an essential service and he encouraged Chief Petersen to look elsewhere for cuts
 - Chief Petersen thanked the Board for the feedback, stated that a potential partnership with WVC may help offset costs and provide depth as well
- ECC Activation
 - The ECC is fully activated with all SLCO key players using the building
 - This has allowed Emergency Management, SLCO and UFA great collaboration and communication
 - AC Pilgrim has UFA prepped and ready to march forward as this challenge grows
 - Chief Petersen distributed a flowchart outlining the steps UFA is prepared to use as this evolves
 - Time-and-a-half has been approved for all Operations OT, by Chief Petersen, this will allow greater depth in the picklist as needed

13. Closed Session

None

14. Adjournment

Council Member Stewart moved to adjourn the March 17, 2020 meeting
Mayor Overson seconded the motion
All voted in favor

BOARD MEMBERS IN ATTENDANCE:

(E – Electronic Participation)

Mayor Jeff Silvestrini - E
Mayor Kristie Overson
Mayor Tom Westmoreland – E
Mayor Mike Peterson – E
Council Member Gary Bowen
Mayor Robert Dahle – E
Council Member Allan Perry
Council Member Sheldon Stewart

SLCo Surveyor Reid Demman – E
Council Member Richard Snelgrove – E
Mayor Harris Sondak – E
Mayor Robert Hale – E
Mayor Kelly Bush – E
Council Member Kathleen Bailey – E
Mayor Dan Knopp – E
Council Member Trish Hull – E

BOARD MEMBERS ABSENT:

Mayor Jenny Wilson
Council Member Jared Henderson

STAFF IN ATTENDANCE:

CFO Tony Hill
Chief Petersen

CLO Roberts
Cynthia Young, Clerk

OTHER ATTENDEES:

AC Jay Ziolkowski
AC Riley Pilgrim
Arriann Woolf
Ashley Spatafore – E
BC Dern
BC Fossum
BC Russell
Bill Brass
Brett Wood, Herriman – E

Captain Bogenschutz
Dave Spatafore – E
District Chief Prokopis
District Chief Woolsey
Division Chief Ball
Division Chief Rhoades – E
Division Chief Torgersen
Ifo Pili, UFSA
Kate Turnbaugh – E

Lana Burningham
Nile Easton, DOC
Patrick Costin
Rachel Anderson, UFSA
Ryan Carter, Riverton CLO
Steve Quinn – E
Talsan Schulzke – E