

THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE



## UNIFIED FIRE AUTHORITY BOARD AGENDA

March 19, 2024, 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

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1. Call to Order – Vice Chair Stevenson
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](mailto:publiccomment@unifiedfire.org) until 7:00 a.m. March 18, 2024. Emailed comments submitted prior to 7:00 a.m. March 18, 2024, 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. Minutes Approval – Vice Chair Stevenson
  - a. February 20, 2024
4. Consent Agenda – CFO Hill
  - a. Review of February Disbursements
5. Committee Updates
  - a. Benefits & Compensation Committee (Next meeting 3/28/24) – Chair Silvestrini
  - b. Governance Committee (No meeting) – Chair
  - c. Finance Committee (Next meeting 4/15/24) – Chair Henderson
6. Emergency Management Update – EM Manager Behunin
  - a. Municipal Planner
  - b. Spring Runoff Update

7. Operations Report – AC Dern
  - a. Good Intent Call Data
  
8. Fire Chief Report
  - a. Legislative Close-Out – Dave Spatafore/Ashley Mirabelli
  - b. Fire School & Banquet Reminder
  - c. Promotion Update
  - d. Over-Hire
  - e. Strategic Plan Communications Update – DOC Easton

9. 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.

Conclusion of Closed Meeting – Vice Chair Stevenson

Open and Public Meeting Training will take place following the April 16, 2024, UFA Board Meeting for both the UFA and UFSA Board Members

**The next UFA Board meeting will be held April 16, 2024, 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 18<sup>th</sup> day of March, 2024, on the UFA bulletin boards, the UFA website [www.unifiedfire.org](http://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

February 20, 2024, 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 present  
Vice Chair Stevenson called the meeting to order at 7:31 a.m.
2. Public Comment  
Council Member Hull thanked UFA Crews and Staff for the Magna Station 102 Grand Opening event  
Public comment was available live and with a posted email address
3. Approval of Minutes  
Mayor Knopp moved to approve the minutes from the January 16, 2024, UFA Board Meeting as submitted  
Mayor Silvestrini seconded the motion  
All voted in favor, none opposed
4. Administer Oath of Office for New Board Members  
Clerk Young swore in Council Member Tyler Huish from White City and Council Member Paul Fotheringham from Holladay City
5. Annual Board Member Requirements
  - CLO Roberts reminded Board Members to review the Code of Ethics and sign the acknowledgment
  - The Conflict-of-Interest Policy was reviewed
6. Consent Agenda
  - Review of January Disbursements
    - No discussion

Mayor Silvestrini moved to approve the January disbursements as submitted  
Council Member Stewart seconded the motion  
All voted in favor, none opposed
7. Committee Updates
  - Benefits & Compensation Committee – Chair Silvestrini
    - Meeting held 2/15/24
    - Next meeting 3/28/24
    - The Committee reviewed wages and proposed insurance from SelectHealth
    - The direction given to Gallagher is to ask SelectHealth for their best rate and if they do not adjust their proposed 9.4%, UFA will go out to market
    - UFA has not gone to market for 10-years and the Committee felt that a policy should be developed and that going to market should be done more frequently

- Much discussion was had regarding maintaining wage position and not allowing wages to slip too much
- It was decided to retain Park City in the comparisons, but take a 1% reduction below the Top 3 across all ranks for sworn
  - The goal of Top 3 will remain, but it will not be met this year
- The civilian market was reviewed and 26 positions were recommended for reclassification to a higher pay
  - A 3% COLA was also initially recommended by the Committee
- Governance Committee – Chair Silvestrini
  - Mayor Silvestrini has stepped down as Chair
  - A new Chair will be selected at a future meeting
  - No meeting held
- Finance Committee – Chair Henderson
  - Next meeting 4/15/24

#### 8. Consideration of 2024-2026 Strategic Plan

- AC Pilgrim provided an overview of the newly completed plan
- In response to Council Member Fotheringham’s question regarding the tracking and evaluation of the progress, AC Pilgrim explained that some items have parameters and easily tracked performance measures, others are more subjective in nature
- Council Member Buroker suggested that in the example of behavioral health measures; possibly require Firefighters to attend a certain number of behavioral health trainings per year
  - This would provide tracking of utilization and exposure to the resources offered by UFA for behavioral health

Council Member Hull moved to approve the Strategic Plan for 2024 – 2026 as presented

Council Member Stewart seconded the motion

All voted in favor, none opposed

#### 9. Operations Report

- AC Dern provided the report from last month
  - AC Dern explained that the number of apparatus cancelled enroute is due to various scenarios such as faulty medical alarms, false alarms and calls that come in that are not actually an incident or patient
  - Good Intent calls were also explained as moving of a patient into their home, changing smoke detector batteries, basically responding for assistance rather than an emergent call
    - Council Member Buroker asked that data on the number of personnel/manpower responding to the Good Intent calls be provided to the Board
    - AC Dern will get this information for the meeting next month
- An incident from December was highlighted
  - The incident took place in the canyons and was a great example of interagency cooperation
- Hiring of the seasonal wildland Firefighters is taking place
- Recruit Camp began this month, there are currently 27 recruits

#### 10. Fire Chief Report

- 2023 Accomplishments Poster – AC Pilgrim
  - AC Pilgrim presented the year-in-review accomplishments poster
  - This poster is distributed and displayed in all UFA facilities

- Legislative Update – AC Pilgrim
  - An update was provided on current bills on the UFA Legislative Committee watchlist and those on the valley-wide Fire Chief watchlist
  - 883 bills have been introduced thus far
  - Some bills on the watchlist:
    - HB84 School safety amendments- ensuring the measures implemented do not affect egress and fire safety, and also communication for Firefighters within those buildings during an incident
    - HB155 Discharge of firework amendments, opposed
    - HB428 Allowing the use of firecrackers and Class C fireworks
    - HB251 Post retirement reemployment requirements
    - HB378 First responder mental health amendment, extending the reach of providing mental health resources
- FY22/23 Health Insurance Contingent Premium Settlement
  - UFA paid the invoice last month and began the first deduction from employees to cover the contingent funding shortage
  - Gallagher continued to work with SelectHealth on the calculations they applied to the contingent funding
  - SelectHealth decided to change their internal policies on calculating the contingent funding
  - This resulted in a reimbursement for UFA of \$149,000
  - The intent was to have employees pay their portion, which was dependent on their level of insurance, in three separate pay periods
  - With this current change, the first employee payments will be partially reimbursed
  - This was the first year for this model, this process going forward should be smoother
  - Thanks again to Gallagher and all their work
- Fire School Update
  - Fire School will be held on 4/12 at the UFA Training Tower
  - This is sponsored by Local 1696 Union
  - A flyer will be sent to all Board Members, please forward to any council members or elected officials within your jurisdiction who may be interested in participating
  - The event can accommodate 12 attendees, each with a host assigned to them
  - This is a great way to see the day-to-day work that UFA crews do within your communities

11. Closed Session  
No closed session

12. Adjournment  
Council Member Stewart moved to adjourn the February 20, 2024, meeting  
Council Member Fotheringham seconded the motion  
All voted in favor, none opposed

**BOARD MEMBERS IN ATTENDANCE:**

Council Member Kathleen Bailey  
Council Member Chrystal Butterfield  
Council Member Catherine Harris  
Council Member Paul Fotheringham

Council Member Trish Hull  
Mayor Marcus Stevenson  
Mayor Dan Knopp  
Mayor Kristie Overson

Council Member Tyler Huish  
Council Member Tish Buroker  
Mayor Jeff Silvestrini  
Council Member Jared Henderson

Council Member Sheldon Stewart

BOARD MEMBERS ABSENT:

Mayor Mike Weichers  
Deputy Mayor Catherine Kanter

Mayor Roger Bourke  
Mayor Tom Westmoreland

STAFF IN ATTENDANCE:

Chief Dominic Burchett  
CFO Tony Hill

CLO Brian Roberts  
Cynthia Young, Clerk

OTHER ATTENDEES:

Aaron Whitehead  
AC Dern  
AC Pilgrim  
AC Robinson  
Amanda Lawrence  
Andrew Ridd  
Battalion 13  
Ben Porter  
Bill Brass  
Brad Larson  
Brandon Dodge  
Bryan Case  
Calogero Ricotta  
Courtney Samuel  
David Chipman, public

Eric Holmes  
Eric Van Duren  
Erica Langenfass  
Jay Torgersen  
Jill Tho  
Justun Edwards  
Kate Turnbaugh  
Kelly Bird  
Kiley Day  
Kiyoshi Young  
Krystal Griffin  
Kyle Maurer, Herriman  
Lana Burningham  
Mike Bagley  
Mike Greensides

Nate Bogenschutz  
Nile Easton  
OC Russell  
Paul Story  
Rachel Anderson, UFSA  
Richard Rich  
Rob Ayres  
Scott McNeil  
Shelli Fowlks  
Steve Ball  
Steve Quinn  
Tara Behunin  
Tim Tingey, CWH

**UNIFIED FIRE AUTHORITY**  
**CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING**  
**FEBRUARY 2024**

GL Period	Check Date	Ref#	Vendor Name	Invoice#	Check Amount
Feb-24	2/14/2024	1	PAYROLL TRANS FOR 1/31/24 PAY PERIOD	N/A	\$ 1,531,278.68
Feb-24	2/23/2024	2	PAYROLL TRANS FOR 02/15/24 PAY PERIOD	N/A	1,384,187.45
Feb-24	2/12/2024	21224101	UTAH RETIREMENT SYSTEMS	URS021024	577,397.22
Feb-24	2/26/2024	22624101	UTAH RETIREMENT SYSTEMS	URS022524	568,324.95
Feb-24	2/5/2024	20524101	SELECTHEALTH	240170001607	562,607.20
Feb-24	2/12/2024	7	EFTPS - 02/09/24 PAYROLL	N/A	291,806.51
Feb-24	2/6/2024	2062024	WELLS FARGO BUSINESS CARD	Multiple	261,424.11
Feb-24	2/26/2024	8	EFTPS - 02/23/24 PAYROLL	N/A	248,949.13
Feb-24	2/23/2024	9	STATE TAX W/H ACH - FEBRUARY 2024 PAYROLL	N/A	168,039.85
Feb-24	2/8/2024	87613	DEPT OF HEALTH & HUMAN SERVICES	24H5000246	118,916.28
Feb-24	2/23/2024	22324002	UTAH LOCAL GOVERNMENTS TRUST	Multiple	68,728.75
Feb-24	2/2/2024	20224002	UTAH LOCAL GOVERNMENTS TRUST	Multiple	67,671.19
Feb-24	2/15/2024	87637	FUEL NETWORK	F2407E00953	47,731.88
Feb-24	2/9/2024	20924002	DOMINION ENERGY	Multiple	44,306.57
Feb-24	2/1/2024	87609	UNIVERSITY MEDICAL BILLING	45293	41,744.00
Feb-24	2/22/2024	22224101	STRATOS WEALTH PARTNERS	VEBA022524	36,290.77
Feb-24	2/9/2024	20924101	STRATOS WEALTH PARTNERS	VEBA021024	35,164.74
Feb-24	2/8/2024	87623	PEHP GROUP INSURANCE	Multiple	29,036.00
Feb-24	2/22/2024	87662	CUSTOM BENEFIT SOLUTIONS, INC.	02232024	24,247.52
Feb-24	2/15/2024	87625	CUSTOM BENEFIT SOLUTIONS, INC.	02092024	24,109.60
Feb-24	2/22/2024	87660	ROCKY MTN POWER	Multiple	23,028.26
Feb-24	2/7/2024	20724005	WEIDNER & ASSOCIATES INC	Multiple	21,316.44
Feb-24	2/6/2024	20624101	UTAH DEPT WORKFORCE SERVICES	DWS0124	21,129.47
Feb-24	2/8/2024	87611	AFLAC GROUP INSURANCE	45322	18,204.31
Feb-24	2/14/2024	21424001	APPARATUS EQUIPMENT & SERVICE INC	Multiple	16,865.25
Feb-24	2/7/2024	20724001	APPARATUS EQUIPMENT & SERVICE INC	Multiple	16,168.89
Feb-24	2/22/2024	87657	L.N. CURTIS & SONS	Multiple	16,058.00
Feb-24	2/28/2024	22824002	MAYORS FINANCIAL ADMIN	MFA0000840	15,244.00
Feb-24	2/15/2024	87635	COREY & STEWART	Multiple	12,600.00
Feb-24	2/15/2024	87652	UTAH VALLEY UNIVERSITY	J0199398	11,991.00
Feb-24	2/1/2024	87601	APA BENEFITS INC	Multiple	11,315.61
Feb-24	2/8/2024	87612	BOUND TREE MEDICAL LLC	Multiple	11,013.90
Feb-24	2/15/2024	87627	LOCAL 1696 - IAFF	02092024	10,596.30
Feb-24	2/22/2024	87664	LOCAL 1696 - IAFF	02232024	10,499.97
Feb-24	2/14/2024	21424004	NAPA AUTO PARTS	45322	10,070.59
Feb-24	2/8/2024	87622	PACIFIC FITNESS PRODUCTS LLC	Multiple	9,836.00
Feb-24	2/8/2024	87615	GRAHAM FIRE APPARATUS SALES SERVICE	Multiple	6,882.33
Feb-24	2/15/2024	87650	UNIVERSITY OF UTAH	UFA-2024-01	6,428.00
Feb-24	2/5/2024	20524102	SELECTHEALTH	240170007444	6,196.10
Feb-24	2/8/2024	87624	UKG KRONOS SYSTEMS LLC	12194649	4,575.00
Feb-24	2/21/2024	22124001	APPARATUS EQUIPMENT & SERVICE INC	23-IV-9185	4,367.92
Feb-24	2/21/2024	22124003	LES OLSON COMPANY	EA1357477	4,020.31
Feb-24	2/15/2024	87646	ROCKY MTN POWER	Multiple	4,004.29
Feb-24	2/8/2024	87617	HENRY SCHEIN INC.	Multiple	3,697.24
Feb-24	2/8/2024	87614	FIDELITY SECURITY LIFE INSURANCE CO	166093615	3,638.41
Feb-24	2/22/2024	87661	TELEFLEX LLC	9507995609	3,300.00
Feb-24	2/28/2024	22824004	WEIDNER & ASSOCIATES INC	Multiple	2,880.00
Feb-24	2/29/2024	87674	LIFE-ASSIST INC	1407392	2,849.22
Feb-24	2/1/2024	1	RECORD US MERCHANT FEE - JANUARY 2024	N/A	2,765.44
Feb-24	2/22/2024	87668	PUBLIC EMPLOYEES LT DISABILITY	02232024	2,667.62

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

**UNIFIED FIRE AUTHORITY**  
**CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING**  
**FEBRUARY 2024**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Feb-24	2/29/2024	87680	UKG KRONOS SYSTEMS LLC	12204084	2,413.53
Feb-24	2/9/2024	20924004	FERRELLGAS	2036100543	2,211.14
Feb-24	2/1/2024	87603	INFOARMOR	04302022	2,177.35
Feb-24	2/8/2024	87618	INFOARMOR	45322	2,147.25
Feb-24	2/15/2024	87626	FIREFIGHTERS CREDIT UNION	02092024TV	2,094.00
Feb-24	2/22/2024	87663	FIREFIGHTERS CREDIT UNION	02232024TV	2,076.00
Feb-24	2/15/2024	87630	OFFICE OF RECOVERY SERVICES	02092024	1,691.30
Feb-24	2/15/2024	87632	FIREFIGHTERS CREDIT UNION	02092024SF	1,691.00
Feb-24	2/22/2024	87670	FIREFIGHTERS CREDIT UNION	02232024SF	1,676.00
Feb-24	2/22/2024	87667	OFFICE OF RECOVERY SERVICES	02232024	1,609.55
Feb-24	2/15/2024	87644	POWERDMS INC	INV-47622	1,256.84
Feb-24	2/7/2024	20724004	SPEED'S POWER EQUIPMENT	Multiple	1,227.08
Feb-24	2/1/2024	87602	EAGLE EYE PROMOTIONS	76421	1,225.60
Feb-24	2/8/2024	87621	MONARCH FAMILY COUNSELING	Multiple	1,170.00
Feb-24	2/12/2024	6	RECORD CLIENT ANALYSIS FEE FOR UFA & UFSA FOR JANUARY 2024	N/A	1,118.47
Feb-24	2/29/2024	87679	SUNCREST COUNSELING	Multiple	1,050.00
Feb-24	2/21/2024	22124005	WAXIE SANITARY SUPPLY	82254542	929.10
Feb-24	2/15/2024	87639	JAN-PRO OF UTAH	340542	921.00
Feb-24	2/15/2024	87649	SUNCREST COUNSELING	Multiple	750.00
Feb-24	2/9/2024	20924001	ACE DISPOSAL INC	Multiple	738.00
Feb-24	2/14/2024	21424003	MOUNTAIN ALARM	4288510	734.10
Feb-24	2/1/2024	87606	MONARCH FAMILY COUNSELING	Multiple	650.00
Feb-24	2/15/2024	87641	MEANING TO LIVE	Multiple	650.00
Feb-24	2/15/2024	87647	RQI PARTNERS LLC	INV19562	625.00
Feb-24	2/29/2024	87677	PITNEY BOWES BANK INC	POSTAGE 1/24	620.99
Feb-24	2/7/2024	20724003	INVICTUS COUNSELING SUPPORT SERVICE	Multiple	607.50
Feb-24	2/1/2024	87607	SUNCREST COUNSELING	Multiple	600.00
Feb-24	2/15/2024	87633	AHLSTROM ELECTRICAL SERVICES INC.	6296	600.00
Feb-24	2/28/2024	22824001	INVICTUS COUNSELING SUPPORT SERVICE	Multiple	540.00
Feb-24	2/22/2024	87658	MONARCH FAMILY COUNSELING	Multiple	535.00
Feb-24	2/8/2024	87620	LIFE-ASSIST INC	1401019	511.50
Feb-24	2/29/2024	87678	SNOWBIRD RESORT LLC	2BY5Y7-C13124	452.30
Feb-24	2/29/2024	87676	MONARCH FAMILY COUNSELING	Multiple	435.00
Feb-24	2/15/2024	87636	FIRST RESPONDERS FIRST	UFA-10	405.00
Feb-24	2/15/2024	87642	MONARCH FAMILY COUNSELING	Multiple	405.00
Feb-24	2/29/2024	87672	CARLISLE, BOBBIE	34	400.00
Feb-24	2/15/2024	87651	UTAH BROADBAND LLC	1403375	390.00
Feb-24	2/29/2024	87675	MEANING TO LIVE	Multiple	390.00
Feb-24	2/1/2024	87604	JAN-PRO OF UTAH	340543	359.00
Feb-24	2/21/2024	22124002	INVICTUS COUNSELING SUPPORT SERVICE	Multiple	337.50
Feb-24	2/22/2024	87654	APA BENEFITS INC	1013881	329.00
Feb-24	2/23/2024	22324001	ACE DISPOSAL INC	0002930276	285.69
Feb-24	2/1/2024	87610	UTAH VALLEY UNIVERSITY	A28791	280.00
Feb-24	2/1/2024	87605	MEANING TO LIVE	Multiple	260.00
Feb-24	2/22/2024	87655	HONEY BUCKET	0553995442	253.00
Feb-24	2/22/2024	87656	INTERSTATE BILLING SERVICE INC	3035741512	238.50
Feb-24	2/6/2024	4	RECORD XPRESS BILL PAY FEE FOR UFA & UFSA FEBRUARY 2024	N/A	218.01
Feb-24	2/14/2024	21424002	INVICTUS COUNSELING SUPPORT SERVICE	740	202.50
Feb-24	2/7/2024	20724002	BESTSHRED LLC	6162012324	202.00
Feb-24	2/29/2024	87681	UTAH BROADBAND LLC	1409970	199.00

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Note 2: Payroll totals are for all UFA funds, not just General Fund

X:\Board Docs\2024-02 Disbursements\10



**UNIFIED FIRE AUTHORITY**  
**CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING**  
**FEBRUARY 2024**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Feb-24	2/28/2024	22824003	SPEED'S POWER EQUIPMENT	Multiple	186.78
Feb-24	2/15/2024	87629	ND CHILD SUPPORT DIVISION	02092024	179.00
Feb-24	2/22/2024	87666	ND CHILD SUPPORT DIVISION	02232024	179.00
Feb-24	2/5/2024	3	RECORD PAYMENTECH FEE - JANUARY 2024	N/A	176.62
Feb-24	2/9/2024	20924003	EMIGRATION IMPROVEMENT DIST	Multiple	166.45
Feb-24	2/15/2024	87653	INTERSTATE BILLING SERVICE INC	Multiple	160.00
Feb-24	2/8/2024	87616	GRAINGER	Multiple	155.60
Feb-24	2/15/2024	87631	SALT LAKE VALLEY LAW ENFORCE ASSOC	02092024	152.00
Feb-24	2/22/2024	87669	SALT LAKE VALLEY LAW ENFORCE ASSOC	02232024	152.00
Feb-24	2/15/2024	87634	COPPERTON IMPROVEMENT DISTRICT	W-#115 1/24	115.00
Feb-24	2/5/2024	2	RECORD AMERICAN EXPRESS FEE JANUARY 2024	N/A	87.01
Feb-24	2/15/2024	87645	PUBLIC WORKS ENGINEERING	PWO0002599	72.00
Feb-24	2/12/2024	5	RECORD INTELLIPAY FEE FOR JANUARY 2024	N/A	60.90
Feb-24	2/29/2024	87673	EMIGRATION IMPROVEMENT DIST	W-#119 1/24	41.44
Feb-24	2/15/2024	87628	MOUNTAIN AMERICA CREDIT UNION	02092024	25.00
Feb-24	2/22/2024	87665	MOUNTAIN AMERICA CREDIT UNION	02232024	25.00
Feb-24	2/1/2024	87608	UKG KRONOS SYSTEMS LLC	12192600	21.40
Feb-24	2/1/2024	85855	INFOARMOR (VOIDED CHECK)	04302022	(2,177.35)
					<b><u>\$ 6,468,838.92</u></b>

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X:\Board Docs\2024-02 Disbursements\10

**UNIFIED FIRE AUTHORITY  
CASH DISBURSEMENTS - EMERGENCY MANAGEMENT CHECKING  
FEBRUARY 2024**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Feb-24	2/14/2024	4	FUNDS TRANSFER FROM EM TO FIRE - 02/10/24 PAYROLL	N/A	\$ 63,330.63
Feb-24	2/28/2024	5	FUNDS TRANSFER FROM EM TO FIRE - 02/23/24 PAYROLL	N/A	56,886.47
Feb-24	2/12/2024	3	TRANSFER FUNDS FROM EM WF TO FIRE WF - DECEMBER 2023 PCARDS	N/A	5,222.27
Feb-24	2/22/2024	8022	ROCKY MTN POWER	E-EM 1/24	3,860.23
Feb-24	2/9/2024	20924005	DOMINION ENERGY	G-EM 12/23	1,837.82
Feb-24	2/7/2024	20724008	LES OLSON COMPANY	EA1368304	1,232.38
Feb-24	2/15/2024	8020	SYRINGA NETWORKS LLC	24FEB0198	1,175.00
Feb-24	2/15/2024	8019	FUEL NETWORK	F2407E00953	1,048.68
Feb-24	2/6/2024	1	XFER FUNDS FROM EM TO FIRE - DEC/JAN RETIREE HEALTH PREMIUM	N/A	874.24
Feb-24	2/14/2024	21424005	GOLD CUP SERVICES	0167116	518.77
Feb-24	2/8/2024	2	TRANSFER FUNDS FROM EM TO FIRE - FEB RETIREE HEALTH PREMIUM	N/A	437.12
Feb-24	2/14/2024	21424006	MAYORS FINANCIAL ADMIN	Multiple	262.05
Feb-24	2/22/2024	8021	QUENCH USA INC	INV06920225	126.33
Feb-24	2/7/2024	20724006	BESTSHRED LLC	6162012324	108.00
Feb-24	2/14/2024	21424007	NAPA AUTO PARTS	45322	107.39
Feb-24	2/7/2024	20724007	GOLD CUP SERVICES	0164996	65.00
					<b><u>\$ 137,092.38</u></b>

**UNIFIED FIRE AUTHORITY**  
**CASH DISBURSEMENTS - FIRE CAPITAL REPLACEMENT FUND**  
**FEBRUARY 2024**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Feb-24	2/15/2024	87640	KENWORTH SALES COMPANY	DE-03034	\$ 189,706.00
Feb-24	2/15/2024	87643	MOTOROLA SOLUTIONS INC	8281809961	65,043.00
Feb-24	2/22/2024	87659	MOTOROLA SOLUTIONS INC	8281812057	19,800.00
Feb-24	2/8/2024	87619	L.N. CURTIS & SONS	INV777090	15,592.72
Feb-24	2/21/2024	22124004	SPEED'S POWER EQUIPMENT	105048	11,559.92
Feb-24	2/14/2024	22022	AHLSTROM ELECTRICAL SERVICES INC.	Multiple	10,379.92
Feb-24	2/15/2024	87638	GRAINGER	9975202822	2,228.19
Feb-24	2/8/2024	87616	GRAINGER	Multiple	1,397.71
					<b>\$ 315,707.46</b>

*Note 1: Bank of America escrow funds funded in October 2021; disbursements began 11/2021 and completed 01/2024*

*Note 2: JP Morgan escrow funds funded October 2022; disbursements began 12/2022*

X:\Board Docs\2024-02 Disbursements\55



# Operations Report

Calendar YTD Incident Responses

Count of Incidents YTD  
**6,832**

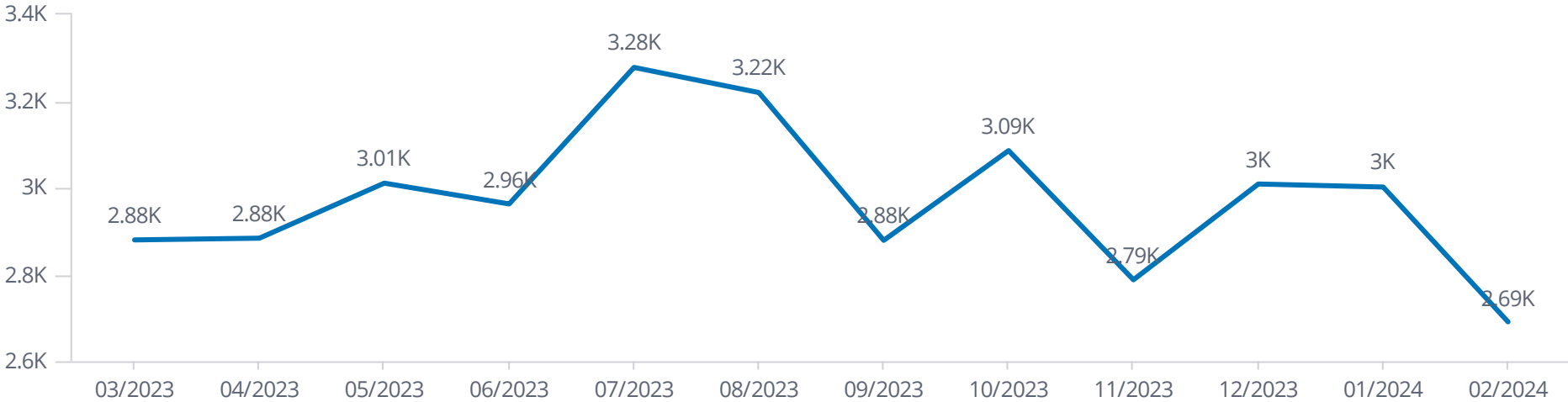
Incident Responses Last Month

Count of Incidents L...  
**2,691**  
Difference from last year -4

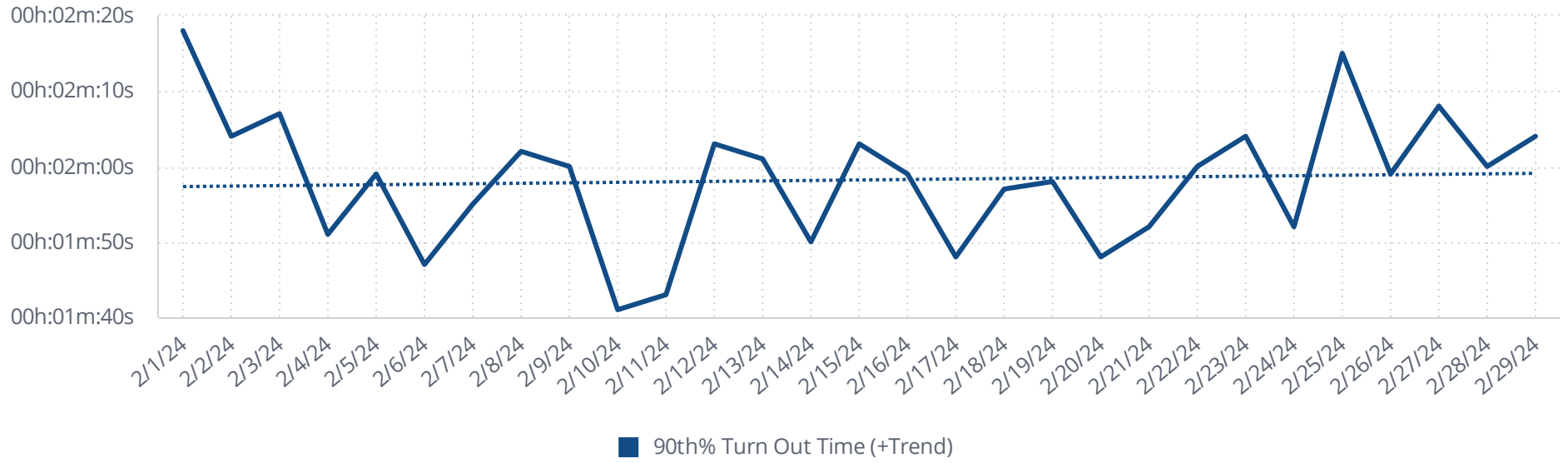
Count of Incident Type Groups

Incident Type Group	Incident Count
100 - Fire	36
200 - Overpressure Rupture, Explosion, Overheat	2
300 - Rescue & EMS	1,921
400 - Hazardous Condition	58
500 - Service Call	103
600 - Good Intent Call	397
700 - False Alarm	168
900 - Special Incident	6

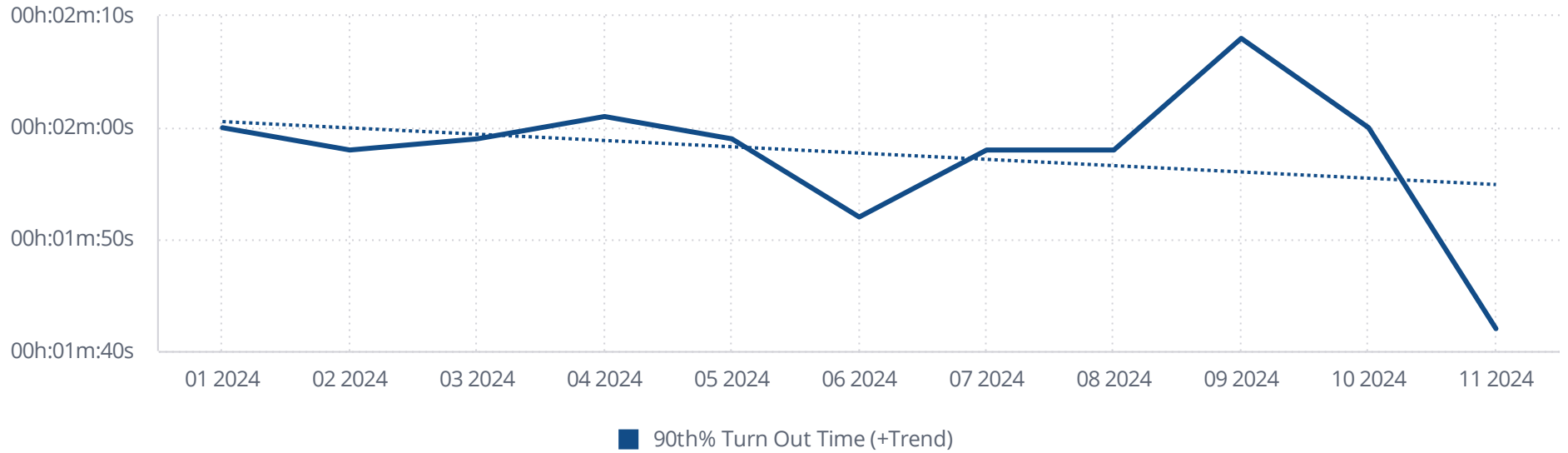
Incident Count by Month YTD



Turn Out Time Last Month



Turn Out Time YTD



Turn Out Time Last Month

90th% Turn Out Time Last Month

00h:01m:59s

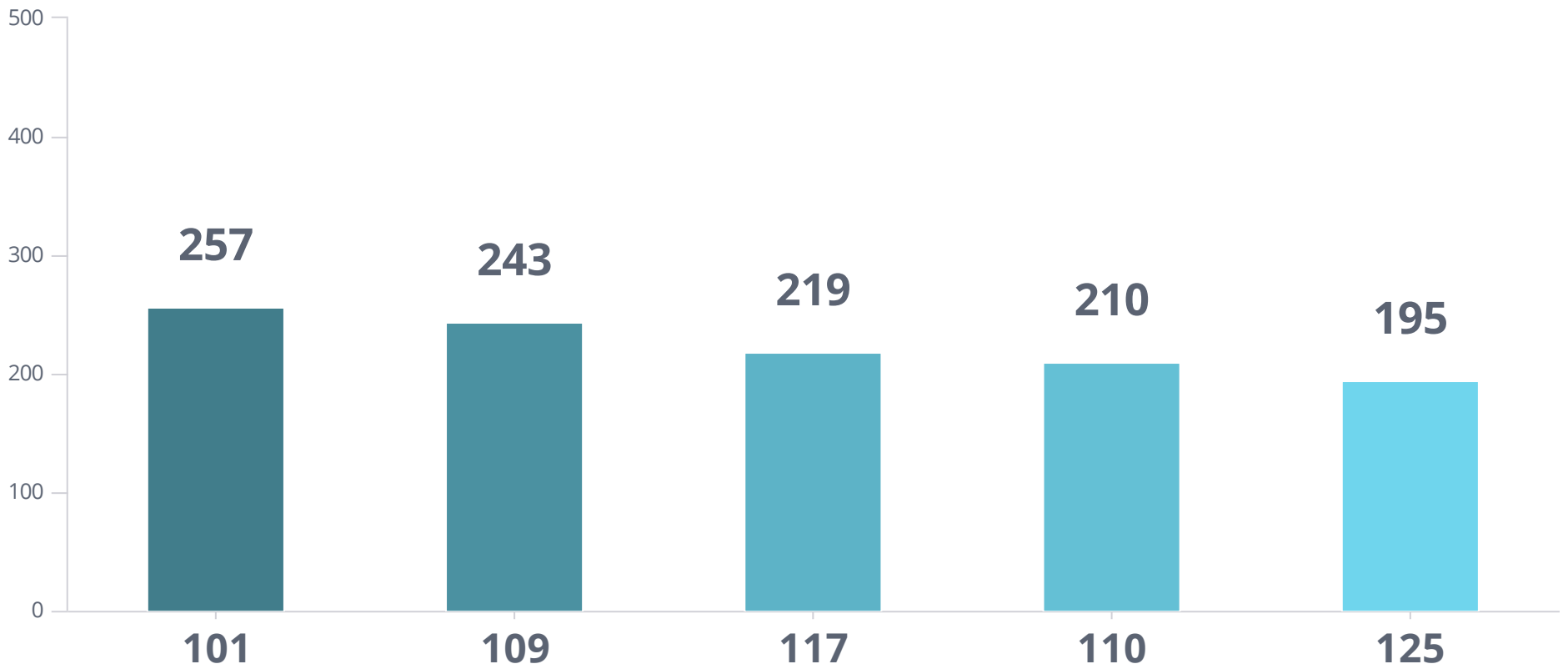
Turn Out Time YTD

90th% Turn Out Time YTD

00h:01m:59s

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Busiest Station Top 5

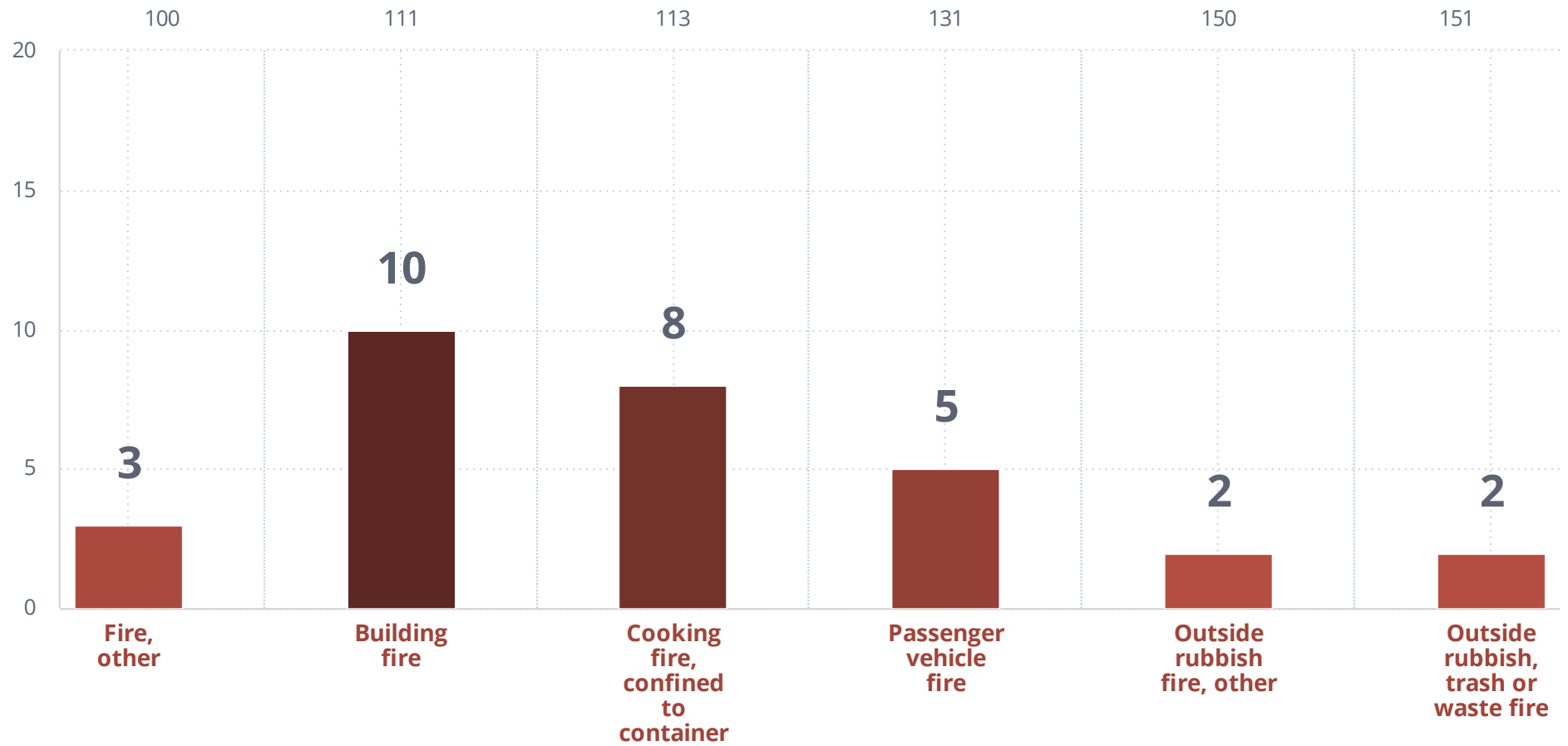


Busiest Stations Top 5

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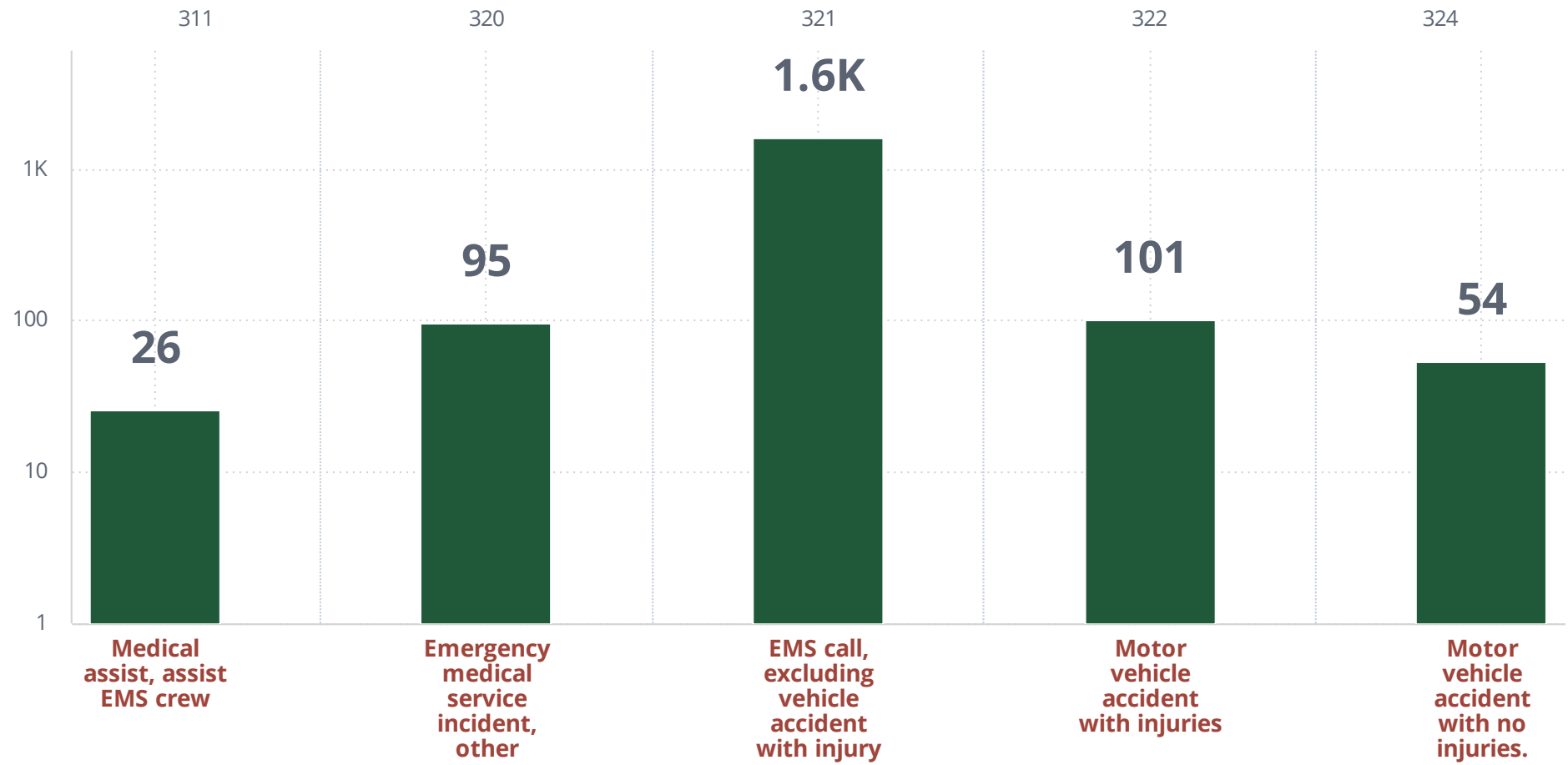


Top 5 Fire Incident Types



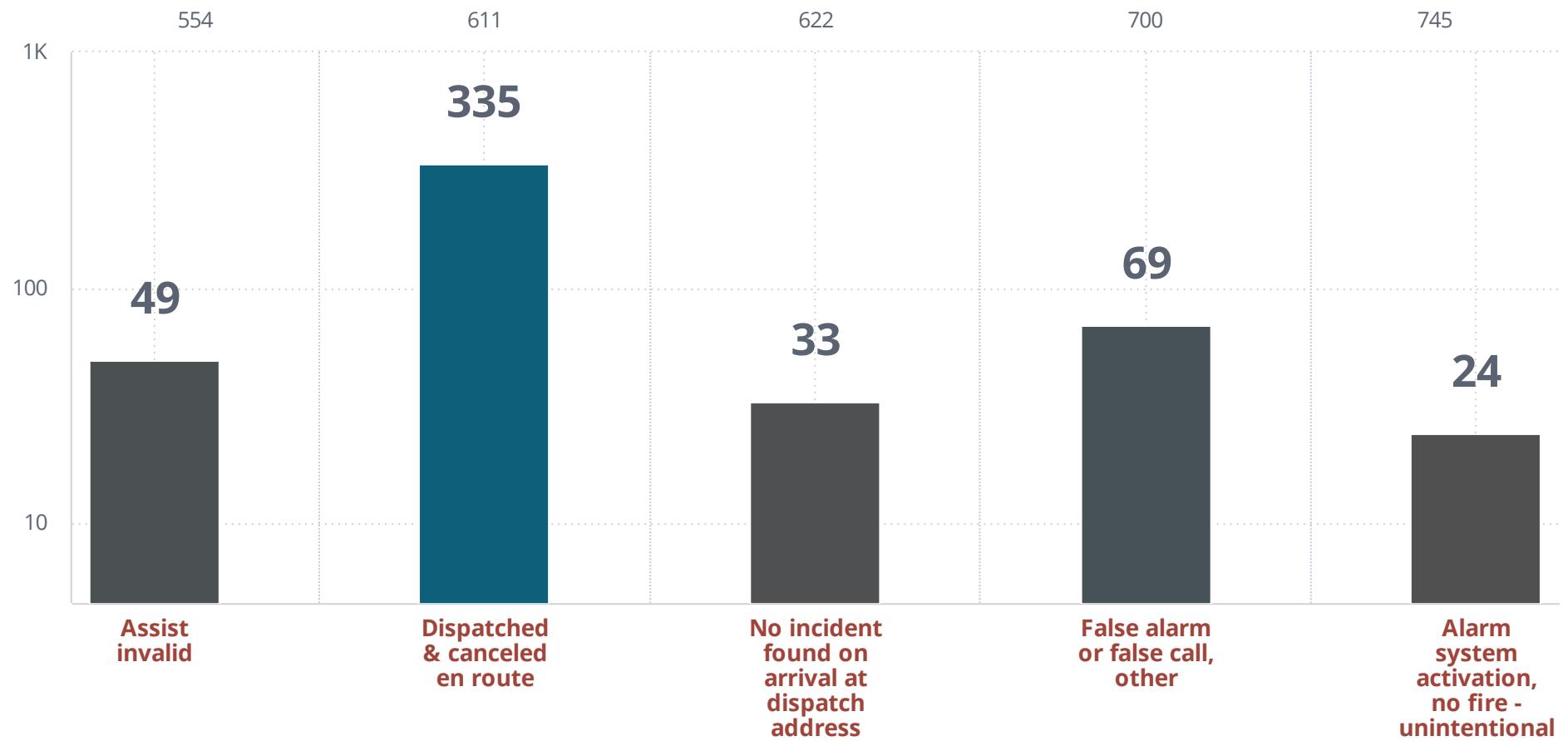
Top 5 Fire Incident Types

Top 5 EMS Incident Types



Top 5 EMS Incident Types

Top 5 Incident Types Other (Neither Fire nor EMS)



Top 5 Incident Types Other



# National Fire Incident Reporting System (NFIRS) Incident Code Guide

## 100 Series (Fire)

- (11) Structure Fire**
  - (111) Building Fire
  - (112) Fires in structures other than in a building
  - (113) Cooking fire, confined to container
  - (114) Chimney or flue fire, confined to chimney or flue
  - (115) Incinerator overload or malfunction, fire confined
  - (116) Fuel burner/boiler malfunction, fire confined
  - (117) Commercial compactor fire, confined to rubbish
  - (118) Trash, or rubbish fire in a structure, no flame damage
- (12) Fire in mobile property used as a fixed structure**
  - (121) Fire in mobile home used as a fixed residence
  - (122) Fire in motor home, camper, recreational vehicle
  - (123) Fire in portable building, fixed location
- (13) Mobile property (vehicle) fire**
  - (131) Passenger vehicle fire
  - (132) Road freight or transport vehicle fire
  - (133) Rail vehicle fire
  - (134) Water vehicle fire
  - (135) Aircraft vehicle fire
  - (136) Self-propelled motor home or recreational vehicle fire
  - (137) Camper or recreational vehicle
  - (138) Off-road vehicle or heavy equipment fire
- (14) Natural vegetation fire**
  - (141) Forest, woods, or wildland fire
  - (142) Brush, or brush and grass mixture fire
  - (143) Grass fire, includes fire confined to area.
- (15) Outside rubbish fire**
  - (151) Outside rubbish, trash, or waste fire
  - (152) Garbage dump or sanitary landfill fire
  - (153) Construction or demolition landfill fire
  - (154) Dumpster or other outside trash receptacle fire
  - (155) Outside stationary compactor/compacted trash fire
- (16) Special outside fire**
  - (161) Outside storage fire on residential or commercial/ industrial property
  - (162) Outside equipment fire
  - (163) Outside gas or vapor combustion explosion
  - (164) Outside mailbox fire
- (17) Cultivated vegetation, crop fire**
  - (171) Cultivated grain or crop fire
  - (172) Cultivated orchard or vineyard fire
  - (173) Cultivated trees or nursery stock fire

## 200 Series (Overpressure Explosion, Overheat - No Fire)

- (21) Overpressure rupture from steam (no ensuing fire)**
  - (211) Overpressure rupture of steam pipe or pipeline
  - (212) Overpressure rupture of steam boiler
  - (213) Steam rupture of pressure or process vessel
- (22) Overpressure rupture from air or gas - no fire**
  - (221) Overpressure rupture of air or gas pipe/pipeline
  - (222) Overpressure rupture of boiler from air or gas
  - (223) Air or gas rupture of pressure or process vessel
- (23) Overpressure rupture, chemical reaction - no fire**
  - (231) Chemical reaction rupture of pressure or process vessel
- (24) Explosion (no fire)**
  - (241) Munitions or bomb explosions (no fire)
  - (242) Blasting agent explosion (no fire)
  - (243) Fireworks explosion (no fire), all classes of fireworks
- (25) Excessive heat, scorch burns with no ignition**
  - (251) Excessive heat, scorch burns with no ignition

## 300 Series (Rescue & EMS Incidents)

- (31) Medical assist**
  - (311) Medical assist, assist EMS crew
- (32) Emergency medical service (EMS) incident**
  - (321) EMS call, excluding vehicle accident with injury
  - (322) Vehicle accident with injuries
  - (323) Motor vehicle/pedestrian accident (MV Ped)
  - (324) Motor vehicle accident with no injuries
- (33) Lock-in**
  - (331) Lock-in, includes vehicles (if lock-out, use 511)
- (34) Search for lost person**
  - (341) Search for person on land
  - (342) Search for person in water
  - (343) Search for person underground
- (35) Extrication, rescue**
  - (351) Extrication of victim(s) from building/structure
  - (352) Extrication of victim(s) from vehicle
  - (353) Removal of victim(s) from stalled elevator
  - (354) Trench/below grade rescue
  - (355) Confined space rescue
  - (356) High angle rescue
  - (357) Extrication of victim(s) from machinery
- (36) Water or ice-related rescue**
  - (361) Swimming/recreational water areas rescue
  - (362) Ice rescue
  - (363) Swift water rescue
  - (364) Surf rescue
  - (365) Watercraft rescue
- (37) Electrical rescue**
  - (371) Electrocution or potential electrocution
  - (372) Trapped by power lines
- (38) Rescue or EMS standby**
  - (381) Rescue or EMS standby; hazardous conditions

## 400 Series (Hazardous Conditions - No Fire)

- (41) Combustible/flammable spills & leaks**
  - (411) Gasoline or other flammable liquid spill, Class I
  - (412) Gas leak (natural gas or LPG)
  - (413) Oil or other combustible liquid spill, Class II or III
- (42) Chemical release, reaction or toxic condition**
  - (421) Chemical hazard (no spill or leak)
  - (422) Chemical spill or leak
  - (423) Refrigeration leak
  - (424) Carbon monoxide incident
- (43) Radioactive condition**
  - (431) Radiation leak, radioactive material
- (44) Electrical wiring/equipment problem**
  - (441) Heat from short circuit (wiring), defective/worn insulation
  - (442) Overheated motor or wiring
  - (443) Breakdown of light ballast
  - (444) Power line down
  - (445) Arcing, shorted electrical equipment
- (45) Biological hazard**
  - (451) Biological hazard, confirmed or suspected
- (46) Accident, potential accident**
  - (461) Building or structure weakened or collapsed
  - (462) Aircraft standby
  - (463) Vehicle accident, general cleanup
- (47) Explosive, bomb removal**
  - (471) Explosive, bomb removal (for bomb scare, use 721)
- (48) Attempted burning, illegal action**
  - (481) Attempt to burn
  - (482) Threat to burn

## 500 Series (Service Call)

- (51) Person in distress**
  - (511) Lock-out
  - (512) Ring or jewelry removal, no transport to hospital
- (52) Water problem**
  - (521) Water (not people) evacuation
  - (522) Water or steam leak, includes open hydrants
- (53) Smoke problem**
  - (531) Smoke or odor removal
- (54) Animal problem or rescue**
  - (541) Animal problem
  - (542) Animal rescue
- (55) Public service assistance**
  - (551) Assist police or other governmental agency
  - (552) Police matter
  - (553) Public service, not government agencies
  - (554) Assist invalid
  - (555) Defective elevator, no occupants
- (56) Unauthorized burning**
  - (561) Unauthorized burning
- (57) Cover assignment, standby at fire station, move-up**
  - (571) Cover assignment, standby, moveup

## 600 Series (Good Intent Calls)

- (61) Dispatched and canceled enroute**
  - (611) Dispatched & canceled enroute
- (62) Wrong location, no emergency found**
  - (621) Wrong location
  - (622) No incident found at dispatch address
- (63) Controlled burning**
  - (631) Authorized controlled burning
  - (632) Prescribed fire (with prior written, approved fire plan)
- (64) Vicinity alarm**
  - (641) Vicinity alarm (incident in other location)
- (65) Steam, other gas mistaken for smoke**
  - (651) Smoke scare, odor of smoke, not steam
  - (652) Steam, vapor, fog or dust thought to be smoke
  - (653) Smoke from barbecue, tar kettle (not hostile fire)
- (66) EMS call where party has been transported**
  - (661) EMS call, party transported by non-fire agency
- (67) Hazmat release investigation w/ no hazmat**
  - (671) Hazmat release investigation w/ no hazmat found
  - (672) Biological hazard, none found

## 700 Series (False Alarms & False Calls)

- (71) Malicious, mischievous false alarm**
  - (711) Municipal alarm system, malicious false alarm
  - (712) Direct tie to FD, malicious/false alarm
  - (713) Telephone, malicious false alarm
  - (714) Central station, malicious false alarm
  - (715) Local alarm system, malicious false alarm
- (72) Bomb scare**
  - (721) Bomb scare - no bomb
- (73) System or detector malfunction**
  - (731) Sprinkler activation due to system malfunction or failure
  - (732) Extinguishing system activation due to malfunction
  - (733) Smoke detector activation due to malfunction
  - (734) Heat detector activation due to malfunction
  - (735) Alarm system activation due to malfunction
  - (736) CO detector activation due to malfunction
- (74) Unintentional system/detector operation - no fire**
  - (741) Sprinkler activation, no fire - unintentional
  - (742) Extinguishing system activation
  - (743) Smoke detector activation, no fire - unintentional
  - (744) Detector activation, no fire - unintentional
  - (745) Alarm system activation, no fire - unintentional
  - (746) Carbon monoxide detector activation, no CO
- (75) Biological hazard**
  - (751) Biological hazard, malicious false report

## 800 Series (Severe Weather & Natural Disaster)

- (81) Severe Weather & Natural Disaster**
  - (811) Earthquake assessment, not rescue/other service
  - (812) Flood assessment, not water rescue
  - (813) Wind storm, tornado/hurricane assessment
  - (814) Lightning strike (no fire), includes investigation
  - (815) Severe weather or natural disaster standby

## 900 Series (Special Incident Type)

- (91) Citizen compliant**
  - (911) Citizen complaint, includes code violations

# INCIDENT REPORTING PROCESS

