



UNIFIED FIRE AUTHORITY BOARD MINUTES

April 15, 2025, 7:30 a.m.

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

1. Call to Order

Quorum present

Chair Weichers called the meeting to order at 7:31 a.m.

Chair Weichers stated that Open Meetings Training will take place for both the UFA and UFSA Board Members following the UFA Board Meeting

Chair Weichers also noted that following Open Meetings Training, both Boards will have the opportunity to view the new Rehab115 apparatus, this was noticed and neither Board will take any action

2. Public Comment

David Chipman stated that the Standards Of Cover document on the website was difficult to find Mr. Chipman also stated that it is time for an update of the document, however, the document provides a lot of insight

No further comments

3. Approval of Minutes

Mayor Silvestrini asked as to why the Benefits & Compensation Committee Minutes are being approved at the UFA Board Meeting

Clerk Young stated that this is how we have been doing this with all the committee meetings once the final one for the year has been held, this prevents holding draft minutes until the following year when there may be Committee turnover

Mayor Silvestrini moved to approve the minutes from the March 13, 2025 UFA Benefits & Compensation Committee Meeting and the March 18, 2025, UFA Board Meeting as submitted Council Member Stewart seconded the motion
All voted in favor, none opposed

4. Committee Updates

- Benefits & Compensation Committee – Chair Silvestrini
 - No meeting
- Governance Committee – No current chair
 - Next meeting 4/24/25
- Finance Committee – Chair Henderson
 - Meeting held 4/10/24
 - Next Meeting 5/8/25
 - Chair Henderson provided a brief overview of the review of the budget
 - The member fee percentage is 9.81%, but the majority is for UFSA's addition of apparatus and crews

- With the new model of applying the COLA and then follow with the market adjustments, this is a much more sustainable and predictable method for maintaining “Top 3”
- Ambulance revenue and the low-acuity unit in Millcreek were also discussed as were payroll efficiencies and overtime
- During the UFA Finance Committee Meeting 5/8/25, Division Leaders will present their individual budgets for examination and questions by the Committee
- All UFA Board Members are welcome to attend
- In answer to Council Member Hull’s question about the individual members of UFSA percentages, all UFSA members pay the same, 12.41%
- Mayor Weichers encouraged all Board Members to become familiar with the budget booklet that was distributed today, electronic versions are available on the UFA website and the link has been sent to the full Board

5. Consider the Date of June 17, 2025 at 7:30 a.m. for two Public Hearings to Receive and Consider Comments on:

- Proposed Amendments to the 2024/2025 Fiscal Year Budget
- Final Budget for the 2025/2026 Fiscal Year

Mayor Silvestrini moved to set the date of June 17, 2025 for two Public Hearings to receive and consider comments on proposed amendments to the 2024/2025 Fiscal Year Budget and the Final Budget for the 2025/2026 Fiscal Year as presented
Council Member Hull seconded the motion
All voted in favor, none opposed

6. Consider the Date of June 17, 2025 at 6:00 p.m. for a Public Hearing to Receive and Consider Comments on the Fee Schedule for the 2025/2026 Fiscal Year

Council Member Fotheringham moved to set the date of June 17, 2025 for a Public Hearing to receive and consider comments on the Fee Schedule for the 2025/2026 Fiscal Year as presented
Council Member Hull seconded the motion
All voted in favor, none opposed

7. Chief & CLO Compensation

- HR Director Day presented market comparisons for both Chief Burchett and CLO Roberts
 - In order to align market standards for CLO Roberts, staff is recommending a 4.1% market adjustment followed by the 3.6% COLA starting July 2025
 - Council Member Henderson and Mayor Gettel feel that the opposite should be done
 - Apply the COLA first as is being done for sworn and civilian personnel
 - Silvestrini agrees to the increase in order to keep the wage for CLO Roberts competitive
 - The impact to the budget is minimal, per CFO Hill
- When the contract was developed for Chief Burchett, the same market comparisons were used
 - These agencies are of similar complexity and makeup as UFA, however, as a CEO, comparisons are few
 - The contract allows steps of 4% annually, however, the Board has the latitude to adjust beyond the 4%
 - Mayor Bourke noted that rather than using comparisons for agencies in California, with a much higher cost of living, he recommends trying to look at areas with a more comparable cost of living
 - Council Member Henderson stated COLA should be applied to Chief Burchett’s position each year to help keep up with the market
 - What is being proposed this year, is the same pay increase discussed and approved last year
 - Deputy Mayor Kanter agrees to the compensation

- Council Member Stewart asked about the need for a budget adjustment
 - CFO Hill explained that the increase for CLO Roberts will be minimal to the budget
 - There will be no budget impact for Chief as the amount was already considered when building the budget

Deputy Mayor Kanter moved to approve the compensation as discussed

Mayor Silvestrini seconded the motion

All voted in favor, none opposed

8. Support Services Report

- New Apparatus Update
 - Division Chief Greensides provided an overview of the Rehab115 apparatus that will be available to tour following the UFA and UFSA Board Meetings
 - This is a unique apparatus for UFA and the SL valley
 - This unit will allow UFA to expand the capacity to provide support to crews during incidents
 - This unit hosts a 40km generator, breathing air compressor to refill SCBA tanks on fires, and houses 150 sets of turnouts for exchange following incidents (clean-for-dirty program)
 - The cost for the apparatus is about \$710,000

9. Operations Report

- AC Dern presented the report from last month
 - YTD there have been 9,349 incidents
 - 3,182 incidents in March, up 222 from March 2024
 - This is normal as usually there is an increase with the warming weather
 - Work is taking place to find ways to better evaluate calls and better identify call types to help reduce cancellations
 - Mayor Bourke asked which stations see the least amount of calls
 - AC Dern explained that this data would need to be pulled, but Station 119 in Emigration responded to 60 calls last year and Station 115 in Copperton is another one of the lowest in call volume
 - Mayor Bourke also stated that with the high incidents in Millcreek, it would be great to hear what programs are in place to decrease calls and what has worked/not worked
 - AC Dern explained that there is a national turnout standard that UFA hasn't adopted
 - Back in 2023 as part of the Standards Of Cover (SOC), performance was presented, and the goal is toward a 10% improvement over 3-years in turnout times
 - Did we meet the goal and how to improve will also be included in the next SOC
- Incident Highlight
 - AC Dern highlighted an incident this past weekend in LCC and how multiple agencies came together for a successful rescue
 - Agencies included were UFA, SLCo Sheriff's Office, Life Flight, Sandy Fire, SLCo Search & Rescue, and SLCo Public Works
- USAR/IST Deployment
 - Division Leader Case provided an update on sending an individual to help manage three federal response teams in Kentucky for the severe weather in Ohio
 - Nine agencies around the SL valley sent a group of 50 individuals for 4-days of training in Texas
 - Every module of emergency response was included, from mobilization to the logistical components of a deployment
 - This is a great opportunity for our staff to see what a large deployment looks like
 - A member of SLCo Emergency Management also attended
 - Participating in deployments and trainings brings experience and exposure back to our local agencies and the SL valley

- Recruit Camp Update
 - Camp 59 is on week 11 with 33 Firefighters
 - All are progressing well and have completed multi company live fire, technical rescue training and apparatus driver training amongst other things
 - The coming weeks will see state HazMat, wildland, and Firefighter I and II certifications
 - Once all have graduated, those who are EMT's will go to the field while the others will begin 4-weeks of medical training
 - Graduation is 5/14, location pending

10. Fire Chief Report – AC Robinson, Acting Chief

- SB215 Interfacility
 - This senate bill goes into effect 5/7/25
 - Acting Chief Robinson clarified the difference between interfacility and 911 transport
 - UFA holds a license only for 911 transport and is not licensed to be a backup as required in SB215
 - Gold Cross Ambulance holds an interfacility license, as do a number of other fire agencies
 - UFA historically has chosen not to interfacility transport, to do so would require new equipment, ambulances, training and licensure for our Paramedics, and months of preparation
 - In SLCo, there are over 3800 licensed health facilities and 42 in Eagle Mountain
 - Since UFA is not in the position to be a backup for the municipalities, Chief Burchett wanted the municipalities to be aware of this
 - Mayor Silvestrini wondered if this responsibility to find a backup should lie with the Emergency Managers
 - Council Member Fotheringham stated that this isn't an emergency situation
 - Deputy Mayor Kanter asked for a summary of what this bill is triggering
 - For municipalities to identify a backup for interfacility transport other than 911
 - It is the municipalities responsibility to figure this out
 - Mayor Silvestrini feels that a coordination between municipalities is necessary and will ask for help from UFA
 - Deputy Mayor Kanter suggested the League of Cities and Town
 - Mayor Weichers acknowledged that an interfacility license would generate more revenue and wondered if Chief Burchett is considering this in the future
 - Acting Chief Robinson stated that our focus is 911 service, Chief Burchett has opted to remain out of interfacility
 - If the Board would like, Chief Burchett could begin looking into what it looks like for 2028
 - Council Member Hull asked for a list of options
 - Council Member Buroker feels it would be interesting to see what this looks like in the future
 - CLO Roberts responded to Council Member Buroker that there is no enforcement mechanism or sanction in the legislation
 - It is unknown what kind of call volume this would entail
 - CLO Roberts noted that until the administrative rules are released, municipalities will need to coordinate with their city attorneys and have them keep an eye out
- Standards Of Cover (SOC)
 - Throughout the year the process will begin to review and update the SOC
 - The intent is to have an updated document for approval by the Board March 2026
 - The goals to identify gaps and inefficiencies while improving the 90th percentile turnout times by 10% will be ongoing
 - The SOC is a process that identifies and maintains current performance measures while focusing on continuous improvement
 - It helps to make data informed decisions to protect the community and capture a community risk assessment (CRA)

- Both the SOC and CRA provide accountability and transparency while improving strategic planning
- The process also supports accreditation through the Center for Public Safety & Excellence (CPSE)
 - Chief Burchett has asked Acting Chief Robinson to bring this discussion forward
 - As UFA begins the SOC process, the intent is to try for accreditation
 - This means that the SOC must be compiled in a particular fashion that meets the standards set forth by the CPSC
 - The cost is approximately \$40,000 for the 5-year process
 - Only HAFB has accreditation in Utah
 - AC Dern explained that the peer review is done with outside evaluators, however, if we do not get accredited there will still be value from the internal SOC review
 - Council Member Fotheringham asked how Command Staff feels about this accreditation and is there a desire to proceed
 - AC Dern feels there is value, and in talking with other agencies who have done this, there is value in the peer review process
 - Acting Chief Robinson agreed, there is value in having other agencies who have gone through this process help UFA with lessons learned and the application of those lessons
 - Council Member Fotheringham is encouraged by that response and for Command Staff to want to audit the agency for improvement, this speaks highly of leadership
 - In response to Deputy Mayor Kanter, Acting Chief Robinson stated that Chief Burchett is just looking for a “head nod” in support of continuing to research this accreditation further
 - Mayor Gettel stated that with his work in healthcare, accreditation can become burdensome for facilities to keep and if this is overly burdensome, is there a way out before the 5-years
 - AC Dern will look into this
 - Council Member Stewart noted that there are often discounts in insurance or access to equipment for a discount and asks that this be researched as well, see what is gained for the \$40,000
 - The Board is in agreement that Chief Burchett can begin looking into this accreditation process further
- Internal Communications Survey – DOC Easton
 - DOC Easton presented a PowerPoint of responses from the survey
 - The results are still being reviewed further
 - An interesting note is when responses are broken down by rank their answers are varied, but when broken down by years of service, they are very consistent
 - IO is looking at the specific rank replies to find value and realize the tools that work and don't
 - IO will begin station visits to gather qualitative responses, the “why” of what was found in the survey, and to begin developing an action plan for Chief Burchett to review

11. Closed Session
None

12. Adjournment
Mayor Silvestrini moved to adjourn the April 15, 2025 meeting

Mayor Gettel seconded the motion
All voted in favor, none opposed

BOARD MEMBERS IN ATTENDANCE:

Council Member Chrystal Butterfield
Council Member Paul Fotheringham
Council Member Trish Hull
Mayor Dustin Gettel
Mayor Mike Weichers
Mayor Tom Westmoreland
Mayor Roger Bourke
Council Member Sheldon Stewart
Council Member Jared Henderson

Deputy Mayor Catherine Kanter
Council Member Tish Buroker
Mayor Jeff Silvestrini

BOARD MEMBERS ABSENT:

Council Member Catherine Harris
Mayor Kristie Overson
Council Member Tyler Huish

Mayor Dan Knopp
Council Member Kathleen Bailey

STAFF IN ATTENDANCE:

Acting Chief Zachary Robinson
CFO Tony Hill

CLO Brian Roberts
Cynthia Young, Clerk

STAFF ABSENT:

Chief Dominic Burchett

ATTENDEES:

AC Dern
OC Russell
Aaron Whitehead
Adam Park
Anthony Widdison
Bill Brass
Brian Anderton
Brian Case
Calogero Ricotta
Chad Frisby, Siddons Martin
Chris Stavros, SLCo
Courtney Samuel
David Chipman
Debbie Cigarroa
Embret Fossum
Eric Holmes
Erica Langenfass
Jared Gerber
Jay Torgersen
Jill Tho
Jon Wilde
Jubal Perez

Kate Turnbaugh
Kelly Millard
Kenneth Aldridge
Kiley Day
Kiyoshi Young
Michael Conn
Mike Greensides
Molly McClellan
Molly Swenson
Nile Easton
Patrick Costin
Rachel Anderson, UFSA
Richard Rich
Riley Pilgrim
Rob Ayres
Sam Christensen
Scott McNeil
Shelli Fowlks
Steve Prokopis
Steve Quinn
Tara Behunin
Tyler Lintz

DRAFT