



UNIFIED FIRE AUTHORITY BOARD MINUTES

April 19, 2022, 7:30 a.m.

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

1. Call to Order
Quorum was obtained
Chair Dahle called the meeting to order at 7:31 a.m.

2. Public Comment
None
Public comment was made available live and with a posted email address

3. Approval of Minutes
Mayor Silvestrini moved to approve the minutes from the March 15, 2022, UFA Board Meeting as submitted
Council Member Stewart seconded the motion
All voted in favor, none opposed

4. Consent Agenda
 - a. Review of March Disbursements
 - No discussion

Mayor Silvestrini moved to approve the March disbursements as submitted
Council Member Perry seconded the motion
All voted in favor, none opposed

5. Committee Updates
 - Benefits & Compensation Committee
 - Meeting held 3/30/22
 - Finalized a recommendation on the budget for the Finance Committee
 - Governance Committee
 - No meeting held
 - Finance Committee
 - Meeting held 4/15/22
 - The Committee reviewed Chief Burchett's budget message and received the budget binder
 - Chair Stewart reiterated how the process works and reminded the Board that any questions, please send to CFO Hill prior to the 5/6 meeting
 - The recommendation presented from Benefits & Compensation is for a 5/2 split
 - 5% increase given in July and the remaining 2% in January
 - There was savings in health benefits and increased ambulance revenue
 - All Board Members are welcome to attend the 5/6 meeting
 - A final recommendation for the full Board will be determined at the 5/6 meeting

- All Divisions will present their budget to the Finance Committee
- Chair Stewart mentioned that the 5/6 meeting with the Divisions is a great education on how the budget is developed and evolved

6. Quarterly Report

- CFO Hill reviewed the report for the quarter
- Revenues
 - Ambulance revenue is tracking well and 80% has been collected thus far
 - Intergovernmental revenues of \$1.2M are for EMAC deployments this past year

Mayor Westmoreland arrived

- Mayor Dahle inquired as to why the ambulance revenue has increased
 - CFO Hill stated that July 1, the State of Utah increased fees 5-6% and transports have also increased
 - 1,000 higher than last year for this period
 - Mayor Bourke is interested in why transports have increased
 - OC Dern stated that there seems to be no particular reason, call volume is up 14%, all call types have seen an increase, it cannot be attributed to any one type of event
- Expenditures
 - Salary and benefits tracking well
 - OT a bit higher, but will balance the costs with the savings from vacancies
- Line by Line Expenditures
 - All line expenditures tracking well
 - Mayor Silvestrini asked about the over-expend on computer software
 - CFO Hill explained the work being done to get the software costs in the right line item
 - The over-expend is balanced between the under-expend in Software Maintenance
 - The Board can expect to see a budget amendment for corrections when this is complete

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

Council Member Hull seconded the motion

All voted in favor, none opposed

7. Seismic Retrofit Update

- Division Chief Robinson provided an update to the seismic work
 - 5 Station structural
 - Station 116
 - Structural retrofit has been completed
 - Station 110
 - This project is divided into two pieces
 - The sleeping quarters have been completed
 - The day room side will follow
 - This project is on schedule with a substantial completion date of June 3
 - Stations 107/109/115
 - The RFP recently closed
 - In the process of finalizing the contract
 - The construction kickoff meeting is scheduled for today

- 20 Station non-structural
 - The non-structural retrofits of all 20 stations have been completed
- Emergency Generators
 - Prep work has begun for Station 107
 - Long lead times remain, but the contractor was working to get all prep work completed in preparation for their arrival
- Division Chief Robinson wanted the Board to be aware that as the building permit process has progressed, some changes to some of the projects will have a cost impact
 - The costs on the Herriman changes are still under budget
 - Working with MSD and the contractor to narrow down costs for changes

8. Juneteenth

- HR Director Day presented a memo outlining the request for the Board to approve Juneteenth as a holiday for all civilian and day staff
 - Operations personnel currently receive 144 hours of holiday leave, approximately 9 more hours than civilian and day staff
 - Approval of this holiday would bring them more in-line
 - Research has found that other agencies and jurisdictions are offering this holiday
- Chief Burchett feels this is important for the health and wellbeing of employees
- Mayor Silvestrini stated that the State of Utah has recognized Juneteenth as a state holiday
- Mayor Dahle also stated that most municipalities are addressing it
- Deputy Mayor Kanter agreed that SLCo is recognizing it as well

Mayor Silvestrini moved to recommend a UFA policy change to recognize Juneteenth as an official day off for day staff and to be brought back to the UFA Board for final approval

Deputy Mayor Kanter seconded the motion

All voted in favor, none opposed

9. COVID-19 Expenditure Reimbursement

- April 2021, the Board passed a motion to distribute COVID relief funds in a consistent manner and bill each member accordingly
- At the August 2021 Board meeting, it was decided to invoice members once again as a special assessment for FY22/23
- There remain outstanding invoices that must be closed out
- Staff is asking for direction on how to proceed in order to balance the budget as consistent and fair as possible
- Mayor Silvestrini wants to know who has yet to pay
 - Herriman City, Riverton City, UFSA members; Taylorsville, Copperton, and White City
 - Council Member Stewart stated that Riverton and Herriman have yet to receive their funds from SLCo, but feels that Riverton does intend to pay, he does need to go back to his council for more information
 - Council Member Henderson verified that Herriman has yet to see their funds as well
 - Deputy Director Kanter stated that the statement made that the monies were to be distributed by SLCo is incorrect
 - Deputy Director Kanter will follow up
- Mayor Silvestrini feels that the Board should be informed of the intent to pay

- Mayor Dahle stated that if a municipality doesn't pay, the cost will need to be shared by the balance of members
 - Riverton intends to pay however; Council Member Stewart is unable to commit as the funding was to have been received by Riverton 3 weeks ago
- Mayor Silvestrini asked that Board Members representing the entities with outstanding balances find out the intent to pay with the budget currently pending
 - This is not an unreasonable request, please reach out to CFO Hill prior to the next Board Meeting
- Mayor Westmoreland inquired as to whether further COVID expenditures are possible
 - CFO Hill stated that there will be no need for additional requests from UFA
- Mayor Dahle echoed the request that entities with outstanding balances notify the Board of their intent to pay
- This topic is deferred to the May 17, 2022 UFA Board Meeting

10. Fire Chief Report

- Promotional Processes Update – HR Director Day
 - The AC Process is taking place this week with 4 candidates
 - DC Brian Case
 - OC Dustin Dern
 - BC Embret Fossum
 - DC Zachary Robinson
 - The Captains Process begins next week
 - Almost 10% (45 applicants) of sworn staff submitted interest for this leadership position
- Ambulance Placement Discussion – Operations Chief Dern
 - OC Dern stated that normal practice is to continually review response data and with the decision by UFSA to retain the temporary Station 112 home it was found that a change in this area would be beneficial
 - AVL has been going well, however, there are some areas that could benefit from better coverage with the increase in call volume
 - A proposal is included within the coming budget to help mitigate the response gaps
 - With the retention of the house in Millcreek, response would benefit from moving an ambulance into the home
 - Mayor Silvestrini explained how the home was purchased as a temporary station while the rebuild of 112 was taking place
 - This home borders Millcreek and Holladay and makes sense
 - Chief Burchett mentioned that this same conversation will take place during the UFSA/LBA Board Meeting and that operationally, this is a good move
 - Mayor Silvestrini did inquire as to morale with the separation of the crews
 - OC Dern stated that the crews will continue to share meals with Station 112 crews, also, UFA has experience with this, and it works well, no morale issues
 - Council Member Perry clarified that the home is still considered a temporary option, not permanent
 - OC Dern stated that for the future build of Station 112, eventually crews will need to be relocated temporarily
 - This home is not seismically sound so it cannot be considered a permanent option

- BLM Hotshot Facility Partnership – Division Chief Widdison
 - Chief Burchett prefaced this discussion that staff is looking only for approval to pursue this partnership as there is still much work to be done before a concept is returned to the Board
 - DC Widdison stated that the BLM Hotshot Crew has received \$9M from congress for this project
 - The BLM is looking for a site to build a training/crew supportive building with the funding
 - They have access to land, but are looking for land that is better located and in an urban area that is better situated and more conveniently accessible for their crews
 - The concept is for the BLM to use their funds and UFA property to build a facility that houses both UFA and BLM crews
 - The Magna Training Tower is ideally located and a favored spot by the BLM
 - There is ample room and minimal impact to Fire Training
 - There is much more discussion pending, but this is a great opportunity for both UFA and BLM
 - Mayor Westmoreland mentioned that another option could be out at Camp William
 - Chief Burchett clarified that this is a long-term project and there is much work that must be done before anything progresses
 - Council Member Stewart expressed concern that Riverton must be made aware and included in the conversations for any intention of moving from Station 120 in order to be considered in their long-range planning
 - Deputy Director Kanter reminded the Board that SLCo has a reversionary clause for the property and storage of snow machines is at the tower property as well
 - This is a very preliminary discussion, but UFA will keep SLCo and Riverton in the loop
 - DC Widdison stated that other options are being explored as well, the intent today was an approval to move forward in discussions with the BLM

- Banquet Update – DOC Easton
 - The banquet takes place this Saturday, 7:00 p.m.
 - Attendance is up 20% from past years
 - DOC Easton thanked Board Members for supporting the banquet this year
 - Chief Burchett feels that gatherings and social connections for personnel beyond work is a big part of social wellness for the Department

- 100 Day Plan
 - Chief Burchett has begun meeting with crews, day staff, city councils, and agency partners
 - These are great opportunities to hear perspectives and get a better sense of where UFA lies
 - These meetings also allow Chief to share his vision and direction

11. Closed Session
None

12. Adjournment
Council Member Perry moved to adjourn the April 19, 2022 meeting
Council Member Stewart 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
Mayor Robert Dahle
Council Member Trish Hull
Mayor Marcus Stevenson
Mayor Dan Knopp
Mayor Kristie Overson
Mayor Mike Weichers
Council Member Jared Henderson

Council Member Allan Perry
Deputy Mayor Catherine Kanter
Council Member Sheldon Stewart
Mayor Jeff Silvestrini
Mayor Roger Bourke
Mayor Tom Westmoreland
Council Member Dea Theodore

STAFF IN ATTENDANCE:

CFO Tony Hill
Chief Burchett

CLO Roberts
Cynthia Young, Clerk

OTHER ATTENDEES:

Aaron Lance
Alora Easton
Anthony Widdison
Bill Brass
Brad Larson
Brandon Boshard
Brandon Dodge
Brian Anderton
Brian Case
Calogero Ricotta
Courtney Samuel
David Chipman, public
Debbie Cigarroa
Dustin Dern
Erica Langenfass
Jay Torgersen
Jill Tho

Kate Turnbaugh
Kiyoshi Young
Krystal Griffin
Kylie Day
Lana Burningham
Larsen Wood
Michael Greensides
Nile Easton
Patrick Costin
Rachel Anderson
Riley Pilgrim
Shaunie Marshall
Shelli Fowlks
Station 121
Steve Prokopis
Tua Tho
Zach Robinson