

THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE



## **UNIFIED FIRE AUTHORITY BOARD FINANCE COMMITTEE AGENDA**

Thursday, May 6, 2021 at 8:00 a.m.

NOTICE IS HEREBY GIVEN THAT THE UNIFIED FIRE AUTHORITY FINANCE COMMITTEE SHALL ASSEMBLE BOTH ELECTRONICALLY VIA THE LINK BELOW AND IN-PERSON AT:  
3380 S. 900 W., SLC 84119

THE PUBLIC MAY ATTEND IN-PERSON OR ELECTRONICALLY VIA ZOOM WEBINAR AT:  
<https://zoom.us/j/91681046879?pwd=MEtoVmtwRG95ZFYrV0J3TUZtZUNBdz09>

Webinar ID: 916 8104 6879  
Passcode: 8675309

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1. Call to Order - Chair Stewart
2. Public Comments  
Please limit comments to three minutes each.  
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 que 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 5:00 p.m. May 5, 2021. Emailed comments submitted prior to 5:00 p.m. May 5, 2021, will be read or summarized into the record, comments received after the deadline will be forwarded to the UFA Finance Committee, but not read into the meeting record or addressed during the meeting.
3. Minutes Approval - Chair Stewart
  - A. April 15, 2021
4. Budget Message and Proposed Amendment – Chief Petersen

5. Budget Presentation

- A. Introduction and Profile – Chief Petersen
- B. Finance Budget Message – CFO Hill
- C. Strategic Plan – Assistant Chief Pilgrim
- D. Member Fee – Chief Petersen and CFO Hill
- E. Emergency Transport – Kate Turnbaugh
- F. Office of the Fire Chief – Chief Petersen
  - a. Information Outreach – DOC Easton
  - b. Emergency Management – Division Chief Mecham
- G. Administration & Planning – Assistant Chief Pilgrim
  - a. Administration – Assistant Chief Pilgrim
  - b. Human Resources – HR Director Woolf
- H. Finance – CFO Hill
- I. Emergency Services – Assistant Chief Higgs
  - a. Emergency Operations – Assistant Chief Higgs
  - b. Special Operations – Division Chief Case
  - c. Fire Training – Division Chief Watkins
  - d. Emergency Medical Service – Division Chief Torgersen
  - e. Urban Search & Rescue – Division Chief Case
  - f. Wildland and Camp Williams – Division Chief Widdison
- J. Support Services – Division Chief Burchett
  - a. Logistics – Division Chief Robinson
  - b. Information Technology – Ginger Watts
  - c. Fire Prevention – Division Chief Larson
  - d. Special Enforcement – Division Chief Ball
- K. Capital Replacement – Chief Petersen and CFO Hill
- L. Closing – Chief Petersen

6. Deliberation – Chair Stewart

7. Consensus on Recommendation to Full Board of Directors – Chair Stewart

8. Possible Closed Session

The Board may consider a motion to enter into 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-Opening the Meeting

9. Adjournment

**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 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 5<sup>th</sup> Day of May, 2021 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 with the jurisdiction of the public body.

Cyndee Young, UFA Board Clerk















Civilian employees will appreciate this issue being addressed now, and the ability to increase the capacity to conduct the Civilian market reviews with the budget proposal for an additional HR Analyst in FY21/22.

Sworn employees received a mid-year increase in January 2021 (which brings a carryover cost to the FY21/22 budget of \$617,533), I felt it would be reasonable to delay the increase for Sworn to January 2022 and allow UFA to achieve some other goals such as the additional Fire Inspector, HR Analyst, and the full-time Firefighter ambulance in Eagle Mountain.

The Benefits and Compensation Committee was given the opportunity to review this request via email and the four members who responded supported the adjustment, as of yet there is no opposition.