

THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE



UNIFIED FIRE AUTHORITY BOARD AGENDA

June 18, 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

1. Call to Order – Chair Weichers
2. Public Comment
Please limit comments to three minutes each and be germane to the agenda items or UFA business. 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 until 7:00 a.m. June 17, 2024. Emailed comments submitted prior to 7:00 a.m. June 17, 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 – Chair Weichers
 - a. May 21, 2024
4. Consent Agenda – CFO Hill
 - a. Review of May Disbursements
5. Committee Updates
 - a. Benefits & Compensation Committee (No meeting) – Chair Silvestrini
 - b. Governance Committee (No meeting) – Chair Silvestrini
 - c. Finance Committee (No meeting) – Chair Henderson
6. Consider Resolution 06-2024A to Authorize Designation of URS Savings Plan Contributions for Tier 2 Employees Authorization of Employer Pick Up of Employee Contribution – HR Director Day

7. Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2023/2024 Fiscal Year Budget – CFO Hill
8. Consider Resolution 06-2024B to Approve a Budget Amendment for the 2023/2024 Fiscal Year – CFO Hill
9. Public Hearing to Receive and Consider Comments on the Final Budget for the 2024/2025 Fiscal Year – CFO Hill

[Click Here to View FY24-25 Proposed Budget](#)

10. Consider Resolution 06-2024C to Adopt the Final Budget for the 2024/2025 Fiscal Year – CFO Hill
11. Operations Report – AC Dern
 - a. Structural Collapse Training Update – DC Case
 - b. WL Division Update – DC Widdison
12. Fire Chief Report
 - a. Fireworks Update
 - b. Local 1696
 - c. Staffing Update
13. 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.

Re-Open the Meeting

14. Adjournment – Chair Weichers

The next UFA Board meeting will be held July 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 17th day of June, 2024, on the UFA bulletin boards, the UFA website 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

May 21, 2024, 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 7:32 a.m.

2. Public Comment

Public comment was available live and with a posted email address

- Mayor Silvestrini stated that Board Members received a letter, as did Chief Burchett, stating that Local President Dodge was stepping down
 - Local President Dodge felt that there was slippage by the Board Members on wages and his relationship with Chief Burchett was also a challenge
 - Mayor Silvestrini felt that Local President Dodge was effective in his role as president and with interactions with Board Members
 - Mayor Silvestrini discussed the Board Members' position on balancing the needs of UFA with taxpayer consideration
 - The Board and Command Staff have worked hard to balance wages, needs of the department, and accountability to the taxpayers
 - This budget accomplishes putting funding aside toward apparatus and equipment and also includes a sizable pay increase, "this isn't nothing" Mayor Silvestrini stressed
 - The Mayor hopes that the members of 1696 appreciate this fact and explained that accountability to the taxpayers is necessary and sometimes hard decisions and compromises must be made
- Mayor Weichers understands Local President Dodge, but publicly wants to support Chief Burchett and his role in balancing the needs of personnel and the needs of the Board
 - The Mayor supports Chief Burchett and feels he is doing a great job
- Council Member Hull thanked UFA Information Outreach for the banquet Saturday, 5/18/24
- Holladay Mayor Dahle and Holladay District 5 Representative Emily Gray
 - Mayor Dahle expressed his thanks to AC Dern and AC Pilgrim for their leadership during an incident in Holladay City
 - He is thankful and recognizes the value of UPD and UFA in this unique situation
 - Emily Gray offered thanks and appreciation from Holladay for being the beneficiary of a deep bench of resources
 - Feedback she has received is that there is overwhelming respect for UFA from those affected and they feel the work done was a heroic effort

3. Approval of Minutes

Council Member Huish noted a correction in attendance, he was present, not Council Member Alan Perry

Council Member Huish moved to approve the minutes from the April 16, 2024, UFA Board Meeting and the April 16, 2024 Open and Public Meetings Training with the correction

Council Member Hull seconded the motion

All voted in favor, none opposed

4. Consent Agenda

- Review of April Disbursements
 - No discussion

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

5. Committee Updates

- Benefits & Compensation Committee – Chair Silvestrini
 - No meeting held
- Governance Committee – No current Chair
 - No meeting held
- Finance Committee – Chair Henderson
 - Meeting held 5/7/24
 - Council Member Henderson provided an update of what took place at the meeting
 - All Divisions presented their budgets and were prepared for questions
 - Council Member Henderson stressed that the intent of the questions and pushback from the Committee and Board Members is not to be taken offense to
 - The main focus of the Board is stewardship and oversight of tax dollars and asking questions and understanding the complexities and scrutinizing the UFA budget is their duty
 - Council Member Henderson also pointed out that labor is the majority of the budget and noted that this number is compounding with increases on top of increases last year
 - This compounding problem keeps going back to taxpayers
 - The Finance Committee is recommending approval of this budget as presented
 - Mayor Silvestrini thanked all staff for their work and that Committee Members had to make some tough decisions but feel that this is a budget that will work for the coming year

6. Discussion and Approval of the 2024-2025 Tentative Budget

- No further questions

Mayor Silvestrini moved to approve the 2024-2025 Tentative Budget as presented
 Council Member Fotheringham seconded the motion
 Roll call vote taken

Bailey	Y	Knopp	-
Bourke	Y	Overson	Y
Buroker	Y	Silvestrini	Y
Butterfield	Y	Stevenson	Y
Fotheringham	Y	Stewart	Y
Harris	Y	Weichers	Y
Henderson	Y	Westmoreland	Y
Huish	Y		
Hull	Y		
Kanter	Y		

7. Consider the Date of June 18, 2024 for Two Public Hearings to Receive and Consider Comments on:
- Proposed Amendments to the 2023/2024 Fiscal Year Budget
 - Final Budget for the 2024/2025 Fiscal Year

Council Member Stewart moved to set the date of June 18, 2024 for two Public Hearings to receive and consider comments on proposed amendments to the 2023/2024 Fiscal Year Budget and the Final Budget for the 2024/2025 Fiscal Year as presented
Mayor Silvestrini seconded the motion
All voted in favor, none opposed

8. Fraud Risk Assessment

- CFO Hill reminded Board Members that this is a State Auditor tool that is reviewed annually to help predict and protect the organization from fraud
- Command Staff has reviewed this report, and the Finance Division is satisfied with the separation of duties
- The score is 355 and considered low risk, most all areas received full points
- Separation of duties is mitigated in other ways due to the small size of the Finance Division
- There were no points, as has been the case in past years, for an annual commitment to ethical behavioral
 - CFO Hill reminded Board Members that the organization feels that the initial swearing in and additional commitment to ethical behavior during promotions is ample commitment
 - Adding a requirement to sign an ethical agreement each year would cheapen the oath taken when hired or promoting, UFA already has a culture of compliance to the Mission, Vision, and Values of UFA
 - Also noted was that UFA hasn't a formal internal auditor, however, internal audits through the Finance Division are conducted
- Council Member Fotheringham expressed that the annual ethics signature is the norm and would like the decision to not require it annually be reevaluated periodically
 - CFO Hill agreed to include a reevaluation at a future board meeting

Mayor Silvestrini moved to approve the Fraud Risk Assessment as presented
Council Member Stewart seconded the motion
All voted in favor, none opposed

9. Operations Report

- AC Dern presented the report from last month
 - AC Dern provided data on turnout times, number of calls, types of calls, etc.
 - UFA is almost to 13,000 calls, year to date
- Eagle Mountain House Fires – OC Russell
 - OC Russell provided a recap of the fire incident in Eagle Mountain
 - Initial attack was on the fire and searching for any occupants, once this was done and no victims were found, an offensive stance was taken
 - The goal was to ensure that the wind driven fire didn't spread to the other homes which were 8' apart
 - The gas meter from the first home was compromised and it took Dominion Energy time to arrive to turn the gas off
 - This wait time is not the norm, OC Russell explained in response to a question; the meters normally don't catch fire and crews are usually able to turn the gas off, but due to the compromised meter, they were unable to do so
 - Crews remained on scene to ensure there was no rekindling
 - Lehi and Saratoga Springs crews and additional UFA crews were on scene
 - Crews did a great job in not letting the fire spread in the high winds

- Fire Prevention Division Update – FM Larsen
 - Fire Marshal Larson provided an update as to what Fire Prevention Division does to ensure citizens remain safe and to mitigate dangerous conditions residentially and commercially
 - Staff consists of 13, 2 civilians and 11 Inspectors
 - Ten of the eleven inspectors have their national certifications for Fire Inspector I and II
 - Mayor Weichers stated that these reports provide the Board Members with great insight into the Divisions and what they do

10. Fire Chief Report

- Mayor Weichers explained that Chief Burchett is out sick, and AC Dern is Acting Chief
- Civilian Tier II URS Contribution – HR Director Day
 - HR Director Day explained that the Tier 2 employees who are on the Hybrid Option will now be required, to pay the 0.7% beginning July 2024
 - UFA continues to contribute an additional 3% to a 401(k) for Tier 2 Public Employees
 - URS does not allow UFA to pick up the 0.7% per legislation
 - As a reminder, contribution rates are re-evaluated yearly
- Completion of Station 112 & Seismic Upgrade Grant – AC Robinson
 - AC Robinson stated that the Seismic Upgrade Grant work that began in 2021 has been completed
 - This grant allowed for completion of structural retrofits on 6 stations, upgraded non-structural retrofits on 20 stations, and purchased 3 emergency generators for stations that did not have one
 - 25 of the 26 fire stations now meet seismic construction requirement
 - Mayor Silvestrini stated that Millcreek was successful in securing a partial FEMA grant to build a retention basin to help mitigate the flood plain
 - Recruit Graduation
 - Mayor Weichers and Mayor Silvestrini both attended the recent recruit graduation and was impressed with the ceremony and the quality of individuals that have joined UFA

11. Closed Session

Mayor Silvestrini moved to temporarily recess the meeting to convene in a closed session to discuss matters as provided by Utah Code Annotated §52-4-205 and, at the conclusion of the closed session, to adjourn this meeting

Council Member Hull seconded the motion

Roll call vote taken

Bailey	Y	Knopp	-
Bourke	Y	Overson	Y
Buroker	Y	Silvestrini	Y
Butterfield	Y	Stevenson	Y
Fotheringham	Y	Stewart	Y
Harris	Y	Weichers	Y
Henderson	Y	Westmoreland	Y
Huish	Y		
Hull	Y		
Kanter	-		

Conclusion of Closed Session and Adjournment of Meeting

Mayor Silvestrini moved to conclude the closed meeting and adjourn the May 21, 2024 UFA Board Council Member Stewart seconded the motion

Roll call vote taken

Bailey	-	Knopp	-
Bourke	Y	Overson	Y
Buroker	Y	Silvestrini	Y
Butterfield	Y	Stevenson	Y
Fotheringham	Y	Stewart	Y
Harris	Y	Weichers	Y
Henderson	-	Westmoreland	Y
Huish	Y		
Hull	Y		
Kanter	Y		

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 Kristie Overson
Mayor Mike Weichers
Council Member Jared Henderson

Council Member Tyler Huish
Deputy Mayor Catherine Kanter
Council Member Tish Buroker
Mayor Jeff Silvestrini
Mayor Roger Bourke
Council Member Sheldon Stewart
Mayor Tom Westmoreland

BOARD MEMBERS ABSENT: Mayor Dan Knopp

STAFF IN ATTENDANCE:

Acting Chief Dustin Dern
Chief Dominic Burchett
CFO Tony Hill

CLO Brian Roberts
Cynthia Young, Clerk

OTHER ATTENDEES:

AC Zach Robinson
AC Pilgrim
OC Wade Russell
Amanda Lawrence
Anthony Widdison
Bill Brass
Brad Larson
Bryan Case
Calogero Ricotta
Casey Bowden
Chad Frisbee, Siddons Martin
Courtney Samuel
Earl Garfield
Embret Fossum

Emily Gray, Holladay City
Council
Erica Langenfass
Jay Torgersen
Kate Turnbaugh
Kelly Bird
Ken Aldridge
Kiley Day
Krystal Griffin
Lana Burningham
Lianne Pengra
Mike Greensides
Nile Easton
Paul Story

Rachel Anderson
Rob Ayres
Rob Dahle, Mayor Holladay
City
Shelli Fowlks
Steve Quinn
Tara Behunin
Val Greensides