



## UNIFIED FIRE AUTHORITY BOARD MINUTES

July 21, 2020 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 was obtained

Chair Perry called the meeting to order at 7:32 a.m.

2. Public Comment

- None
- Mayor Silvestrini wished to thank the UFA for their efforts on the Crestwood Fire
- Mayor Westmoreland also expressed appreciation for the work with the fires in Eagle Mountain

Public comment was made available live and with a posted email address

3. Approval of Minutes

Mayor Overson moved to approve the minutes from the June 16, 2020 UFA Board Meeting as submitted

Council Member Stewart seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
Dahle	-	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	Snelgrove	-
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

4. Consent Agenda
- a. Review of June Disbursements
    - No questions

Mayor Silvestrini moved to approve the June disbursements as submitted  
 Mayor Overson seconded the motion  
 Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
<del>Dahle</del>	-	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	<del>Snelgrove</del>	-
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

5. Committee Updates
- Benefits & Compensation Committee
    - No meeting held
  - Governance Committee
    - No meeting held
  - Finance Committee
    - No meeting held
      - Chair Stewart clarified that the recent vehicle purchases are being reimbursed by SLCo, as they are solely Pandemic related
      - These have been reviewed and approved by the Finance Committee via email
6. Quarterly Financial Report
- CFO Hill stated that all Member Fees have been collected
  - Ambulance Revenue is coming in well and is currently over budget
  - Intergovernmental Revenue (EMAC Deployments, Emergency Management Costs, etc.) appears to be short, but will be fully collected
    - CFO Hill reminded the Board that no Member Fees are applied to these services
  - The next couple weeks will see the closing of the fiscal year, the work with the auditors will then begin

Council Member Stewart moved to approve the quarterly financial report including the list of expenditures for the last quarter as presented  
 Mayor Silvestrini seconded the motion  
 Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
<del>Dahle</del>	-	Reberg	Y
Hale	Y	Silvestrini	Y

Henderson	Y	Snelgrove	-
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

### Board Policies

- CLO Roberts presented an update on the status of the policies
- These were paused due to the work being done on the ILA, but have resumed
- A Governance Committee Meeting will be scheduled soon to help move these forward
- Governance will initially review and suggest modifications prior to presentation to the full Board of Directors for consideration

### Board Code of Ethics Policy

- A draft policy was distributed for review
- CLO Roberts asked for feedback on whether to reference the employee code portion in the administrative policy or separate it into its own policy
  - Council Member Stewart asked that it be a stand-alone policy
- Chief Petersen explained the process by which the review will be executed annually by both Board Members and employees
  - Staff will distribute this as an LMS (Learning Management System) assignment requiring all Board Members to review and agree to this policy each year
  - A similar policy will be adopted at the Organizational level with the same requirement for all UFA employees annually
- CLO Roberts asked that any feedback be sent to him for incorporation into the next draft

### 8. COVID-19 Expenditure Reimbursement

- SLCo recommends that UFA, as the local Fire Department, access CARES Funds from the distributions given to the municipalities
- CFO Hill asked if the Board wished to move forward with this recommendation or ask UFA to pursue funding through the FEMA Public Assistance Grant
  - The FEMA Grant would cover 75%, the remaining costs would be distributed amongst the Members in the future
  - Application for the funding cannot be claimed in duplicate, it is either CARES or FEMA
  - The consensus was to use the monies given to the municipalities
- CFO Hill presented two options for payment/receipt of the monies
  - It is estimated, based on the current rate of costs incurred, that the total will be \$630,000 by year end
    - Pay what has been expended thus far, \$315,000 then bill the remaining at a later date
    - Invoice now for the full amount
  - The costs are allocated based on population, which is the same way the CARES Funding was figured
  - Mayor Silvestrini clarified that the above-mentioned vehicle purchases are not included in this funding
    - CFO Hill stated that the CARES Funding for this proposal is for PPE supplies and staffing only
- Both Magna and Kearns stated their willingness to assist other municipalities with their portion
- Mayor Overson asked if staff had considered a procedure to address if the amount is underestimated

- CFO Hill stated that an option would be to come back for available funds or go to SLCo as some funds may have been returned to them
- The Board supported the option to pass their CARES Funding through to UFA consistent with the memo included in the Board Packet
- This divided the total estimated amount of \$630,000 by the population in each municipality and SLCo

Mayor Overson moved to recommend UFA Staff pursue COVID-19 expenditure reimbursement as discussed

Mayor Knopp seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
<del>Dahl</del>	-	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	<del>Snelgrove</del>	-
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

#### 9. Fire Chief Report

- Crestwood Fire Cost: Who Pays for This?
  - OC Dern explained how the Fuels Mitigation Crew that the Board Funded, helps meet thresholds for mitigation
  - This allows UFA to receive funding from the state for wildland suppression
  - There has been no cost compiled to date, aircraft is expensive; ranging from \$1900-\$4500 an hour, and an additional daily rate applied around \$50,000 depending on the aircraft
- Wildland Fire Season Update
  - DC Widdison explained the active fire season both locally and regionally
  - Managing fires within our jurisdiction with cooperation from interagency partners has resulted in receiving resources quickly, which makes a big difference in outcome
  - Have billed \$500,000 to date and have another \$230,000 at the state for reimbursement to UFA
  - Chief Petersen commended DC Widdison on getting his arms around the administrative side of the Wildland Division so quickly
- Logistics Inventory Audit
  - The annual audit was completed June 29
  - Within the Fleet and Supply inventories, they are all accurate with no findings
  - DC Robinson attributes this to software and programs put into place following last year's audit
    - Both a Fleet Management Software and Supply/Ordering process for the stations was implemented
    - The dedicated staff at Logistics works hard to ensure the counts are accurate as well

- Training Center: Ivory Homes
  - Ivory Homes has proposed a land swap at the Magna Training Tower
  - The property is deeded to UFSA
  - AC Burchett explained that the Training Tower is directly related to total UFA service delivery, it is therefore the responsibility of UFA more than the UFSA alone
  - The challenges with residential encroachment and the nature and age of the resources located on the property may allow for a longer-term solution with the new property
    - Next years capital plan includes \$1.5 million for a classroom with another \$500,000 over the next two capital fund cycles
    - This may be a good time to look at an improved resource
  - Board Members expressed a desire for a more in-depth conversation
    - Chief Petersen stated that this would make a shift in the Capital Plan and wants to pause and get an appetite from the Board before further exploration
    - If the Board is interested, Fire Training will write a more formal report for the Board
    - Chief also stated that this may be an opportunity for partnerships in building a greater product with a more regional scope with cost savings
  - Chief Petersen wants a group of those interested in working with AC Burchett on this project
    - Information gathered will be brought back to the Board for more discussion
  - AC Burchett will head up the workgroup consisting of; Council Member Hull, Council Member Stewart, Mayor Silvestrini, Assoc. Mayor Reberg, Council Member Perry

10. Closed Session/Adjournment

- Due to the nature of the semi-electronic meeting, and the inability to hold a closed session, the meeting will be adjourned prior to holding the session
- No action will be taken following the session

Mayor Silvestrini moved to convene in a closed session to discuss matters as provide by Utah Code Annotated §52-4-205 and adjourn the July 21, 2020

Council Member Stewart seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Bush	Y	Peterson	Y
<del>Dahle</del>	-	Reberg	Y
Hale	Y	Silvestrini	Y
Henderson	Y	<del>Snelgrove</del>	-
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

11. Closed Session

Council Member Stewart moved to adjourn the closed session

Mayor Silvestrini seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
<del>Bowen</del>	-	Perry	Y
Bush	Y	Peterson	Y
<del>Dahle</del>	-	Reberg	Y

Hale	Y	Silvestrini	Y
Henderson	Y	<del>Snelgrove</del>	-
Hull	Y	Sondak	Y
Knopp	Y	Stewart	Y
		Westmoreland	Y

**BOARD MEMBERS IN ATTENDANCE:**

*e – Electronic participation*

Mayor Jeff Silvestrini  
 Mayor Kristie Overson  
 Mayor Tom Westmoreland - *e*  
 Mayor Mike Peterson - *e*  
 Council Member Gary Bowen - *e*  
 Council Member Allan Perry  
 Council Member Jared Henderson - *e*

Council Member Sheldon Stewart  
 Associate Deputy Mayor Mike Reberg - *e*  
 Mayor Harris Sondak - *e*  
 Mayor Robert Hale - *e*  
 Mayor Kelly Bush - *e*  
 Council Member Kathleen Bailey - *e*  
 Mayor Dan Knopp - *e*  
 Council Member Trish Hull - *e*

**BOARD MEMBERS ABSENT:**

Mayor Robert Dahle  
 Council Member Richard Snelgrove

**STAFF IN ATTENDANCE:**

CFO Tony Hill  
 Chief Petersen

CLO Roberts  
 Cynthia Young, Clerk - *e*

**OTHER ATTENDEES:**

Ken Aldridge  
 Nate Bogenschutz  
 Bill Brass  
 David Brickey - Riverton  
 Maciej Bukczynski  
 Lana Burningham  
 Matt Call  
 Ryan Carter-Riverton  
 Bryan Case  
 Patrick Costin  
 Dave Cowley  
 Mike DeGering  
 Kamarie DeVogd  
 Micayla Dinkel  
 Nile Easton

Ginger Watts  
 Embret Fossum  
 Ross Fowlks  
 Shelli Fowlks  
 John Guldner-Alta  
 Daniel Haight -Darkhorse  
 M.C. Haik – Alta Public  
 Kevin Hicks-Riverton  
 Travis Hobbs  
 Rob Korzan  
 Erica Langenfass  
 Chris Larsen-CCC  
 Ryan Love  
 Matt McFarland  
 Darren Park

DC Robinson  
 Chad Simons  
 Jordan Terry  
 Jay Torgersen  
 Kate Turnbaugh  
 Claude Wells  
 DC Widdison  
 Brett Wood  
 Larson Wood  
 Arriann Woolf  
 Kiyoshi Young  
 AC Pilgrim  
 AC Burchett  
 OC Dern