



## UNIFIED FIRE AUTHORITY BOARD MINUTES

September 19, 2023, 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 present  
Chair Weichers called the meeting to order at 7:31 a.m.
2. Public Comment  
None  
Public comment was available live and with a posted email address
3. Approval of Minutes  
Mayor Knopp moved to approve the minutes from the August 15, 2023, UFA Board Meeting as submitted  
Council Member Stewart seconded the motion  
All voted in favor, none opposed
4. Consent Agenda
  - Review of August Disbursements
    - No discussion

Council Member Stewart moved to approve the August disbursements as submitted  
Council Member Hull seconded the motion  
All voted in favor, none opposed
5. Committee Updates
  - Benefits & Compensation Committee – Chair Dahle
    - No meeting held
  - Governance Committee – Chair Silvestrini
    - No meeting held
  - Finance Committee – Chair Henderson
    - No meeting held
6. Fire Safety Trailer/Fire Prevention Week
  - DOC Easton explained that 2-years ago, IO requested budget for a new trailer
    - This was a custom built, state of the art trailer with many features
    - The goal is to have this available this coming month for use at community events
    - DOC Easton reminded Board Members that they will need to reach out to reserve the trailer
    - As the trailer is quite technical, staff will also need to be available to staff it
    - Following the UFA Board Meeting, members of both UFA and the UFSA Boards will be given the opportunity to tour the trailer
      - This preview was noticed and neither Board will take any action
  - Fire Prevention Week October 8-14, 2023
    - Fire Marshal Larson stated that most fires start in the kitchen, and this is the theme for the week

- Information will be distributed to all municipalities for posting on their social media pages
- Fire Prevention is also planning on distributing safety information to multi-family residential units for distribution to residents

#### 7. Operations Report

- Assistant Chief Dern will present this report each meeting going forward
- If any Board Members wish to see different data included on the report, please reach out to AC Dern
- This report is a result of feedback during the SWOC (Strengths, Weaknesses, Opportunities, Challenges) meetings for the Strategic Plan
  - The feedback express interest in knowing what the crews do day-to-day
- AC Dern provided data on turnout times, number of calls, types of calls, etc.
  - Chief Burchett noted that a 10% improvement in turnout time was identified in the last Standard of Cover
    - Time has improved by 6 seconds
- Crew Recognition
  - Crew recognition was given for a motor vehicle accident in CWH
  - Many crews and specialties were necessary and all who participated did an excellent job which resulted in a positive outcome
  - The crews will also be recognized at an upcoming CWH Council Meeting

#### 8. Fire Chief Report

- Autistic Kit Donation
  - This donation is from the Autism Council of Utah
  - This is a first of this type of collaboration and donation and we are happy to accept and support this
  - Sensory bags were donated that will help when crews are responding on an autistic patient
  - There are many sensory items, such as noise cancelling headphones
  - This will help crews provide better care
  - Training is pending for crews on how to use the kits
  - The donation was accepted as it falls below the \$5,000 Board approval donation limit
- Fairfield Discussion Update
  - A meeting is scheduled next week to present the Community Risk Assessment
- Insurance Update
  - At the August meeting, the contingent funding insurance amount showed a large increase of \$250,000-300,000
  - An updated amount has been provided and has shown a drastic decline to \$21,000
  - As a reminder, UFA is responsible for 80% and personnel 20%
  - Staff feels that this is still the best way to manage insurance as personnel does a great job with their health care use
  - Chief Burchett and CFO Hill feel that this total cost can be covered with vacancy savings in the insurance line item
  - It is surmised that the amount of claims at years-end readjusted following a spike, to account for the swing in cost
- Strategic Plan – Captain Quinn
  - Captain Quinn plans to host a zoom meeting for many who were unable to attend the in-person meetings held throughout the service area in the past weeks
  - The data is 60% processed and is showing some great trends

- A Strategic Plan Process will take place at the October Board Meeting for both UFA and UFSA

9. Closed Session

None

10. Adjournment

Council Member Stewart moved to adjourn the September 19, 2023 meeting

Council Member Hull seconded the motion

All voted in favor, none opposed

BOARD MEMBERS IN ATTENDANCE:

Council Member Chrystal Butterfield

Council Member Catherine Harris

Mayor Robert Dahle

Council Member Trish Hull

Mayor Marcus Stevenson

Mayor Dan Knopp

Mayor Tom Westmoreland

Council Member Jared Henderson

Mayor Kristie Overson

Mayor Mike Weichers

Council Member Allan Perry

Deputy Mayor Catherine Kanter

Mayor Jeff Silvestrini

Council Member Sheldon Stewart

BOARD MEMBERS ABSENT:

Council Member Kathleen Bailey

Council Member Tish Buroker

Mayor Roger Bourke

STAFF IN ATTENDANCE:

Chief Dominic Burchett

CFO Tony Hill

CLO Brian Roberts

Cynthia Young, Clerk

OTHER ATTENDEES:

Calogero Ricotta

Tara Behunin

Bryan Case

Tim Tingey

Kate Turnbaugh

Jill Tho

Kiyoshi Young

Krystal Griffin

Chad Simons

Eric Holmes

Kiley Day

Shelli Fowlks

Lana Burningham

Jay Torgersen