



## UNIFIED FIRE AUTHORITY BOARD MINUTES

October 15, 2019 7:30 a.m.

Emergency Operations Center – 3380 South 900 West SLC, UT 84119

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*Notice: Some Board members may participate by electronic means.*

1. Call to Order

Quorum was obtained

Chair Dahle called the meeting to order at 7:35 a.m.

2. Public Comment

None

3. Approval of Minutes

Minutes for the September 17, 2019 UFA/UFSA Joint Meeting were not approved and will be held until the next UFA/UFSA Joint Board Meeting, date TBD

Mayor Silvestrini moved to approve the minutes from the September 17, 2019 UFA Board Meeting as submitted

Council Member Stewart seconded the motion

All voted in favor

4. Consent Agenda

a. Review of September Disbursements

- CFO reviewed the disbursements
- No questions

Mayor Overson moved to approve the September disbursements as submitted

Mayor Peterson seconded the motion

All voted in favor

5. Quarterly Financial Report

- CFO Hill reviewed the quarterly financial report
- Mayor Dahle asked if there were any real outliers that are of concern
  - CFO Hill stated that the quarter was as expected

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

Council Member Perry seconded the motion

All voted in favor

6. Committee Updates

- Benefits & Compensation Committee
  - No meeting held
  - Mayor Dahle reminded the Board that benefit data will be captured now and presented by the consultants
    - UFA Human Resources Staff will be capturing and analyzing the comparable data on wages this month and next
  - A meeting will be scheduled soon
- Governance Committee
  - No meeting held
  - Mayor Silvestrini deferred ILA discussion to agenda item #7
- Finance Committee
  - Meeting scheduled for 11/6/19, 8:00 a.m. at the EOC
    - Council Member Stewart invited anyone interested to attend the meeting

Mayor Westmoreland arrived

7. Interlocal Agreement (ILA)

- The Board Packets contained a redline version of the ILA
- The piece regarding the weighted voting is on hold for further debate, but the goal is to work toward approval of the ILA at the November meeting
- Chief Petersen reviewed the memo concerning the weighted voting options that was distributed to Board Members on October 14, 2019
  - Chief reviewed that this topic has been in discussion since late 2017
  - In January of 2019 the Board gave consensus to include a population weighted vote in the draft considerations for the revised and restated interlocal agreement
  - The weighted vote would be triggered by two Board Members on budget adoption or amendment issues only
  - In September of 2018 the County expressed its displeasure with the population weighted vote and requested more considerations for the funding they provide to the UFA
  - From those discussions, Chief Petersen presented a memo to the Board on October 2<sup>nd</sup> that provided additional weight for the funding of Emergency Management and the canyon fee by the County, Board Members were asked to contact Chief Petersen for additional conversation
  - From those discussions, two additional options were presented for consideration; one strictly on a breakdown of the member fee and another based on 50% funding, 50% population
  - In these proposals, Salt Lake County retains two seats, however they would split the percentage vote
- Chief Petersen asked that Board Members not take a position as of yet, but listen and consider in preparation for the November Board Meeting
  - Conversation revisited the situations when the weighted voting would be enforced
  - Mayor Peterson asked if Governance has reviewed this option and if they have a recommendation
    - Mayor Silvestrini stated that no, as this was an issue for the whole Board to decide upon
- Board Members expressed support for the Member Fee option or the 50/50 option, some indicated that the 50/50 option appeared to balance the options well
- Chief Petersen asked each Board Member if they could support considering the 50/50 option to be incorporated into the draft Interlocal Agreement, reinforcing that this was not a vote of adoption, only a narrowing of options to consider in the future for adoption

- Chief stressed that all members need to review how it impacts their municipality and the county before being asked to vote on this issue
- Mayor Wilson agreed with the concept of dropping to two members, however, very concerned about reducing representation to one
- The hope is to get approval in November so member agencies can take a document to their governing bodies for final consideration
- CLO Roberts stated he had divided the ILA into two classification:
  1. Asks; items that members had requested, but need Board approval and are of more substance
  2. Clarifications; guidelines, definitions, etc.
- CLO Roberts presented an “ask” that Salt Lake Mayor Wilson would like to appoint a Deputy Mayor to represent her on the Board
  - Mayor Wilson expressed her desire to appoint a Deputy Mayor permanently due to her schedule
  - Mayor Silvestrini agreed that there would be more value in a Deputy Mayor who is engaged and still connected to the Mayor’s office and budget
  - UFSA Counsel Anderson stated that State Statute requires an elected official for the UFSA Board
  - Surveyor Demman stated that the SLCo Council would like to appoint any SLCo elected official
  - Mayor Dahle pointed out he believes that it is important that the representative on the Board be selected by the public, as it is the public’s money being spent
  - Mayor Peterson is in support of having a Deputy Mayor, but also support an elected official or council member as well
  - It was the consensus to allow a Deputy Mayor, Chief Petersen asked the Board to consider Surveyor Demman’s request for any elected official to be qualified to represent the County
    - By consensus, the Board does not support this proposed change and wishes the draft agreement remain an elected official of the governing body
- CLO Roberts presented an “ask” by Cottonwood Heights to appoint an alternate to serve in the absence of the Board Member
  - Mayor Peterson expanded on his request to allow members to appoint a substitute when the appointed official was unavailable
  - Further discussion took place with an agreement that this would only take place in an emergency as not having representation at a meeting was a concern
  - This alternate would be selected on an annual basis and would be an elected official
  - Chief Petersen expressed his appreciation for each community to be represented at all times at the Board Meeting, however, he stressed the difficulty in keeping more than just Board Members up to speed on issues
    - He was concerned about the potential dramatic shift in dialogue at a Policy Level if a number of new faces entered into the conversation, possibly for just one meeting
    - The Chief pointed out that Board Members can attend remotely, particularly with the improved technology in the Board Room, he posed the question of how would the cities run if Council Members could select alternates, which is currently not allowed
  - Mayor Petersen appreciated the Chiefs concerns; however, felt that the cities wish to maintain their right for representation outweighs those concerns
    - The ability to assign an alternate should only be used in emergency situations and it should be the Board Members responsibility to be sure the alternate is educated on the issues and prepared for the discussion

- Mayor Dahle asked that a trigger be defined, but restrict for emergency situations only
- By consensus, the Board was supportive of this option with the restrictions outlined clearly
- CLO Roberts will work on narrowing the circumstances of this ask, Counsel Anderson stressed that this is not an option on the UFSA Board
- Discussion followed addressing terminology regarding SLCo's option to voluntarily determine what the funding may look like in continuation of providing service
  - UFA is not a countywide agency and it is up to the County who they wish to use to provide services
  - CLO Roberts reviewed the original 2004 agreement and believes they have always had this power to determine the level of funding
  - CLO Roberts will flag this section for further discussion next month
- Mayor Dahle asked that CLO Roberts insert the 50/50 language, understanding it is not the blanket agreement, make the suggested and discussed changes and send to all Board Members for review in preparation for the November vote

No motion Taken

8. Decommissioned Radio Request form Midvale City

- Midvale City has requested to take the Motorola radios UFA no longer uses
- Motorola has given UFA the \$500 per radio trade-in credit, as part of the Legacy Trade-In Program, and will allow UFA to transfer them to Midvale City
- Council Member Stewart asked for a clear policy on the granting of surplus equipment to municipalities
  - Chief Petersen mentioned that all municipalities are notified when vehicles are being surplus, and it makes sense to do this with other items as well
  - Mayor Dahle feels that keeping assets internal benefits all members
  - Chief Petersen agreed and will ensure a policy will be created that requires Board notification and a process for distributing such surplus items
    - This will be brought back to the Board when completed

9. Review of Facility Use and Management Policy

- The chart provided displays which stations do allow for public gathering, which can with minor changes, and those that do not
- Chief Petersen feels the best option is to allow the community to decide what level of station availability they wish to provide their community
- A policy will be created defining which stations are available and which are not
  - Mayor Wilson likes the idea of offering a gathering space in the canyons where they are limited on options for the community
  - Recognizing that identifying globally which stations are available will require some research to define delineation
  - Board Members were reminded that if they open their stations for public use, they do not retain the ability to further select who does and does not utilize the space
- UFA Staff will work toward this goal and determine what should be addressed in the policy to reflect the choice of each municipality
  - UFSA Counsel Anderson stated that UFSA will mirror this policy

10. Fire Chief Report

- Special Enforcement Assignment
  - As part of the current log of background investigations due to the New Hire Process, a position has been moved from the field to Special Enforcement temporarily
    - If this becomes part of the normal procedure, it will be addressed in the budget process
- VECC – Agreement to use Versaterm CAD
  - UFA and their work with the valley fire agencies have determined that the Versaterm CAD will meet the needs of the fire service
  - This decision was presented to the VECC Board of Trustees and through a split vote, VECC will expand their agreement with Versaterm, allowing the move to Versaterm to take place without an RFP
  - Currently there is no Versaterm timeline in place, but the hope is to have one soon
- Firefighter Hiring List
  - What began with an Interest List of 600 has been reduced to a register of 81 with the goal of a final hire of about 30 individuals
  - The process, which has been and will continue to be honed, has resulted in a candidate pool that is increasing in depth and richness
- Assistant Chief Selection Process
  - The process will take place November 14-15
  - A meet-and-greet will be hosted for Board Members to meet the candidates on November 14<sup>th</sup> at 4:00 p.m.
    - An invitation will be sent to Board Members
    - Chief Petersen feels there is value in providing this experience to the candidates
  - Once the selection has been made, the incoming AC will have a 1 month overlap with AC Watson

11. Closed Session

None

12. Adjournment

Mayor Silvestrini moved to adjourn meeting  
Council Member Stewart seconded the motion  
All voted in favor

**BOARD MEMBERS IN ATTENDANCE:**

Mayor Jeff Silvestrini  
Mayor Kristie Overson  
Mayor Tom Westmoreland  
Mayor Mike Peterson  
Council Member Gary Bowen  
Mayor Robert Dahle

Council Member Allan Perry  
Council Member Sheldon Stewart  
Mayor Jenny Wilson  
SLCo Surveyor Reid Demman  
Mayor Robert Hale  
Council Member Jared Henderson

**BOARD MEMBERS ABSENT:**

Council Member Richard Snelgrove  
Mayor Harris Sondak  
Council Member Trish Hull

Mayor Kelly Bush  
Council Member Kathleen Bailey

STAFF IN ATTENDANCE:

CFO Tony Hill  
Chief Petersen

CLO Roberts  
Cynthia Young, Clerk

OTHER ATTENDEES:

AC Mike Watson  
AC Stephen Higgs  
Arriann Woolf  
BC Anderton  
BC Dern  
BC Watkins  
Bill Brass  
Brett Wood, Herriman  
Captain Bogenschutz  
Captain Aldridge  
Captain Park

Captain Fossum  
Carolyn Keigley, BCC  
Darren Park  
Dan Knopp, BCC  
District Chief McBride  
District Chief Woolsey  
Division Chief Larson  
Division Chief Mecham  
Division Chief Robinson  
Jenni Petersen, public  
Keith Zuspan, BCC

Kiyoshi Young  
Kate Turnbaugh  
Lana Burningham  
Larson Wood  
Matt McFarland  
Mike Reberg  
Nile Easton, DOC  
Rachel Anderson, UFSA  
Ryan Carter, Riverton CLO  
Steve Quinn  
Tim Tingey, CWH