



UNIFIED FIRE AUTHORITY BOARD MINUTES

October 18, 2022, 7:30 a.m.

Electronically Via ZOOM Webinar/UFA Headquarters – 3380 South 900 West SLC, UT 84119

1. Call to Order
Quorum was obtained
Chair Dahle called the meeting to order at 7:31 a.m.
2. Public Comment
None
Public comment was made available live and with a posted email address
3. Approval of Minutes
Mayor Knopp moved to approve the minutes from the September 20, 2022, UFA Board Meeting as submitted
Mayor Weichers seconded the motion
All voted in favor, none opposed
4. Consent Agenda
 - Review of September Disbursements
 - Mayor Dahle asked as to what the Wells Fargo Business Card line contained
 - CFO Hill explained that this is all purchasing cards for the Department, an individual, itemized list is not included in the report due to the size, but is available
 - There are approximately 120 cards assigned to personnel

Mayor Silvestrini moved to approve the September disbursements as submitted
Council Member Perry seconded the motion
All voted in favor, none opposed
5. Committee Updates
 - Benefits & Compensation Committee
 - No meeting held
 - Governance Committee
 - No meeting held
 - Finance Committee
 - Next meeting 11/30/22
 - The Board was reminded that the upcoming meeting will address the ongoing discussion regarding the Capital Improvements Budget
 - Mayor Silvestrini encourages all Board Members to attend with any questions and concerns so that when this issue is before the board in November, everyone is on the same page
6. Quarterly Report
 - CFO Hill reviewed the report for the first quarter of the year
 - Revenues
 - All member fees are up to date, ambulance revenue is normal
 - Expenditures

- No issues
- Monitoring OT closely
- Fuel costs are still a concern, however, the budget was increased in that line item
- Mayor Dahle asked as to why some of the fees are more than 25% spent
 - CFO Hill explained that the costs include encumbered funds, they have not yet been spent, but show in the report as such
- CFO Hill also explained that the radio replacements are already factored into the Capital Replacement Budget in response to Mayor Weichers question concerning the upcoming purchase
- Mayor Weichers also asked if with the rising interest rates, UFA was looking at ways to earn more interest
 - UFA uses the PTIF account, Wells Fargo earnings are swept into the PTIF with earnings of 2-2.5%
 - This is continually monitored by the Finance Division, but the Board can discuss and consider a more aggressive approach if they desire
 - CFO Hill stated that the PTIF is a safer account that does well, but is conservative as UFA does not want to risk taxpayer dollars
 - This can be reviewed by the Finance Committee if the Board wishes they do so
 - There are rules for investing of public monies, but diversification is a consideration
 - Mayor Silvestrini supports using the PTIF, and with where UFA came from, he doesn't want any questions related to investments
 - Mayor Silvestrini also asked as if the deficit in the Capital Replacement Fund will be addressed
 - CFO Hill stated that it was just a timing issue; and it is actually an overage
 - The third lease payment will be made this next week and will tie up the entire transfer of \$3.5M

Mayor Westmoreland Arrived

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

Council Member Bailey seconded the motion

All voted in favor, none opposed

7. Consider Resolution 10-2022A Approving Execution of Agreement with the Unified Fire Service Area for Conduit Financing

- CLO Roberts explained that this is similar to what has been done in the past with the lease finance arrangement
- UFA is the primary borrower but is not qualified as an entity eligible for tax free leasing
- UFSA becomes the primary lessor and UFA is responsible for the payments
- The current rate is 3.651%, last year it was .8497%
- Mayor Silvestrini added that this strategy allows for UFA to borrow at a lower rate using the credit of UFSA and this practice does not impair UFSA's credit
- Mayor Weichers asked if rates were to drop, is refinancing an option
 - CFO Hill stated that inside this percentage there is a .070% portion of payment to prepay and refinance if rates drop
- The Board agreed to retain the ability to refinance if able

Mayor Silvestrini moved to adopt Resolution 10-2022A, approving the execution of agreement with the Unified fire Service Area for conduit financing as discussed

Mayor Weichers seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bourke	-	Perry	Y
Butterfield	Y	Silvestrini	Y
Dahle	Y	Stevenson	Y
Harris	Y	Stewart	-
Henderson	Y	Theodore	-
Hull	Y	Weichers	Y
Kanter	-	Westmoreland	Y
Knopp	Y		

8. Consider the Date of November 15, 2022 for a Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2022/2023 Fiscal Year Budget

- This is a routine meeting to address amendments to the budget

Mayor Silvestrini moved to set the date of November 15, 2022 for a Public Hearing to receive and consider comments on the proposed amendments to the 2022/2023 Fiscal Year Budget
Council Member Perry seconded the motion
All voted in favor, none opposed

8. Fire Chief Report

- Staffing & Overtime
 - Chief explained how Mandatory Staffing continues to be the main topic at his station visits, which have now concluded
 - Work on the Mandatory Staffing Policy with Local 1696 continues
 - Chief Burchett stated that he intends to hire 36 recruits and also anticipates conducting a lateral Firefighter recruitment in the spring and fall of 2023
 - Mayor Dahle is curious to know of the possibility of a mass exodus due to retirements is expected
 - Chief Burchett stated that there are many who are in this position currently and is mainly focusing on depth within each rank to combat challenges that may arise
 - Mayor Dahle asked that Benefits & Compensation Committee continue looking at how retirements can affect staffing and any other options for preparation
- Upcoming Budget Process
 - Chief Burchett stated that he has asked the Division Leaders to begin sending him their “Big Asks” for the upcoming budget season
 - Human Resources has almost completed the market wage data
 - The next Benefits & Compensation Committee Meeting at the first of the year will review insurance information, COLA, wage comparisons, etc. in preparation for a recommendation to the Finance committee in March/April
 - All this information will come before the Board in May for review and acceptance
- Promotional Process
 - Assistant Chief Higgs has announced that he will retire the end of the year
 - This opening will create much movement within the Officer ranks
 - The process will begin soon, Chief Burchett plans on having all effected positions filled by the end of the year
 - Any Board Members wanting to take part in the process, scheduled for November 16, please reach out to Cyndee with your interest
 - Mayor Stevenson and Mayor Dahle have agreed to take part
- Fire Training – BC Watkins

- BC Watkins shared the role and his vision for Fire Training, and the important role to prepare recruits and continue crew training for Operations and serving the communities
- An overview of Recruit Camp was provided
- Mayor Weichers asked if it is common and also why some recruits do not complete camp
 - BC Watkins stated that there varying reasons for not completing camp, however, the graduation rate is 89.1%
- Addressing the question of over-hiring, with the expectation that some will not finish camp, Chief Burchett stated that 36 is the maximum attendance for camp, that is why he is considering a lateral hiring process
 - To also address the over-hiring, Chief does not want either the recruits or the training cadre to approach camp knowing that some must be dropped
 - Chief would rather hire those we want, and do whatever can be done to keep them
- BC Watkins also explained the ratio of cadre to recruit and also the value in using front-line personnel as cadre members who come in to lead and train the recruits
- It was also explained that those hired in a lateral process come in with related pay, but not seniority, which effects their bids, and somewhat effects promotions

9. Closed Session
None

10. Adjournment
Mayor Silvestrini moved to adjourn the October 18, 2022 meeting
Mayor Knopp seconded the motion
All voted in favor, none opposed

BOARD MEMBERS IN ATTENDANCE:

Council Member Kathleen Bailey	Mayor Kristie Overson
Council Member Chrystal Butterfield	Mayor Mike Weichers
Council Member Catherine Harris	Council Member Allan Perry
Mayor Robert Dahle	Mayor Jeff Silvestrini
Mayor Marcus Stevenson	Council Member Dea Theodore
Mayor Dan Knopp	
Mayor Tom Westmoreland	
Council Member Jared Henderson	

BOARD MEMBERS ABSENT:

Deputy Mayor Catherine Kanter	Council Member Trish Hull
Council Member Sheldon Stewart	Mayor Roger Bourke

STAFF IN ATTENDANCE:

Chief Dominic Burchett	CLO Brian Roberts
CFO Tony Hill	Cynthia Young, Clerk

OTHER ATTENDEES:

Aaron Whitehead	Courtney Samuel
Anthony Widdison	Erica Langenfass
Bill Brass	Jill Tho
Brad Larson	John Guldner, Alta
Chad frisbee, Siddons Martin	Kate Turnbaugh

Kelly Bird
Kiley Day
Kiyoshi Young
Krystal Griffin
Kyle Maurer, Herriman
Lana Burningham
Mike Greensides
Nate Bogenschutz
Nile Easton

Riley Pilgrim
Rob Ayres
Ryan Love
Shelli Fowlks
Steve Ball
Tim Tingey, CWH
Wade Watkins
Zachary Robinson