



## UNIFIED FIRE AUTHORITY BOARD MINUTES

November 16, 2021, 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 7:31 a.m.
  
2. Public Comment  
None  
Public comment was made available live and with a posted email address
  
3. Approval of Minutes  
Council Member Stewart moved to approve the minutes from the October 19, 2021, UFA Board Meeting as submitted  
Council Member Hull seconded the motion  
All voted in favor, none opposed
  
4. Consent Agenda
  - a. Review of October Disbursements
    - No discussion

Mayor Silvestrini moved to approve the October disbursements as submitted  
Mayor Overson 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
    - Meeting date pending
  
6. Fire Chief Ad Hoc Committee Update
  - The Committee Members and staff met 11/4
  - The timeline, mission, and philosophy of the committee was discussed and their role in presenting the best candidate to the Board
  - The next meeting is scheduled for 12/17 wherein the contract will be reviewed, and the timeline will be set in preparation to present to the Board 12/21

7. Consider Date of December 21, 2021, for a Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2021-2022 Fiscal Year Budget
- CFO Hill stated that this is normal process/timeline to present amendments to the budget
  - No questions

Mayor Silvestrini moved to set the date of December 21, 2021, for a Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2021-2022 Fiscal Year Budget  
Council Member Stewart seconded the motion  
All voted in favor, none opposed

8. Approval of 2022 UFA Board Meeting Schedule
- Council Member Stewart proposed moving the 12/20/22 meeting to the week prior, 12/13/22
  - This will help with holiday conflicts and those traveling for Christmas

Council Member Stewart moved to approve the 2022 UFA Board Meeting Schedule with the date for the December meeting moved to the week prior  
Mayor Silvestrini seconded the motion  
All voted in favor, none opposed

9. Seismic Retrofit Update
- 5 Structural Retrofits
    - Station's 110/116
      - Projects on hold as work continues on cost share agreement with SLCo
      - The RFP for general contractor has closed, the notice of award for these two stations has not been issued
    - Station's 107/109/115
      - Projects are still in the design phase
      - Expecting 90% design set in early December
      - Still targeting early January for posting General Contractor RFP
  - 20 Non-Structural Retrofits
    - Work is under way
    - Coleman Seismic has completed non-structural upgrades at
      - 108 Brighton, 113 Snowbird, 119 Emigration Canyon, 106 Millcreek, 104 Holladay
    - 111 Magna is scheduled to begin this week
    - Anticipate completion of non-structural retrofits by the end of 2021
  - 3 Emergency Generators
    - Station's 103/107
      - Have received permits from Herriman and West Jordan
      - Generators and transfer switches have been ordered for both stations
    - Station 113
      - Currently in the permit review process with MSD
      - Generator order will be placed once the permit application is approved

10. Fire Chief Report

- 5 Year Progress Poster
  - Acting Chief Pilgrim presented the draft poster asking for any suggestions from the Board
  - This poster will be distributed at years end rather than the Accomplishments/Wicked Issues poster
  - Mayor Silvestrini thinks the poster is great and is amazed at the progress since the audit
    - This is a credit to the membership, Command Staff, and the UFA Board
  - Council Member Stewart suggested the addition of overcoming the inability of upward communication, this is one area that great strides were made
  - Council Member Hull also mentioned a cultural shift that went beyond communication and felt this should be a separate item
  - Mayor Sondak agreed, there is now a presence of organizational culture and psychological safety
- Preliminary FF Wage Survey Results/Impact
  - The market survey will be completely updated and prepared for the Benefits & Compensation meeting in February
  - Meeting market wages alone results in a 1.25% impact to the Member Fee
  - The CPI currently is 5.4% from September 2020-2021, this will be a massive impact on the Member Fee, resulting in a 4.22% increase
  - Chief Petersen is considering options such as a 3% CPI, but will continue to refine options as the wage surveys are reviewed
  - Acting Chief Pilgrim reminded the Board that these are very preliminary numbers
  - Chief Petersen is anticipating a 5.5% increase to meet wages, critical issues, and the inflationary impacts the organization is experiencing
    - Keeping an eye on fuel costs, maintaining the Capital Fund Transfer, FTE's, and the unknown with Health Insurance
  - There will not be much room in the budget on asks and extra items this year

Mayor Peterson joined the meeting

- Captain Bone Funeral
  - UFA appreciated the support given for the funeral last week
  - Chair Perry thanked the members who organized this event
- New Hire Statistics
  - 16 final offers have been made thus far
  - 45 individuals going through background checks currently
    - 11 of these individuals have PM certification
  - 4 Lateral Paramedics begin an abbreviated camp this week
  - Chief Petersen currently projects the hiring of 29 for camp at the beginning of next year

11. Closed Session

Mayor Silvestrini moved to temporarily recess the meeting to convene in a closes session to discuss matters as provide by Utah Code Annotated a§52-4-205

Mayor Hale seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Butterfield	Y	Peterson	Y

Dahle	Y	Silvestrini	Y
Hale	Y	Sondak	Y
Henderson	Y	Stewart	Y
Hull	Y	Theodore	Y
Kanter	-	Westmoreland	Y
Knopp	-		

Mayor Silvestrini moved to re-open the meeting to the public  
Council Member Stewart seconded the motion  
Roll call vote taken

Bailey	Y	Overson	Y
Bowen	Y	Perry	Y
Butterfield	Y	Peterson	Y
Dahle	Y	Silvestrini	Y
Hale	Y	Sondak	Y
Henderson	Y	Stewart	Y
Hull	Y	Theodore	-
Kanter	-	Westmoreland	Y
Knopp	-		

12. Discussion on Performance for the Fire Chief and Chief Legal Officer

- The Board is pleased with the performance and accomplishments of Chief Petersen
  - Recognizing his role in getting the organization where it is today
- The Board is also pleased with the performance of CLO Roberts

13. Consideration of Compensation for the Fire Chief and Chief Legal Officer

- Chief Petersen requested that his compensation not be adjusted and that it be applied to establish an appropriate comparison for the incoming Fire Chief
- Mayor Dahle clarified that CLO Roberts works directly for the Board, but as he works with Chief Petersen and those who report directly to Chief, input was also gathered on behalf of his performance
  - Mayor Dahle recommends a 7.5% increase to the base pay for CLO Roberts, consistent with the language in his contract as to the effective date
  - Mayor Silvestrini stated that in the 5 years CLO Roberts has been with UFA, there has not been a market adjustment other than CPI's
    - Mayor Silvestrini believes the wage for CLO Roberts should be in the Top 3 as well
    - This will provide the incentive to continue to provide a valuable service to UFA and help with the upcoming transition for Chief

Mayor Dahle moved to approve compensation as discussed for CLO Roberts  
Mayor Silvestrini seconded the motion  
All voted in favor, none opposed

14. Adjournment

Council Member Stewart moved to adjourn the November 16, 2021, meeting  
Council Member Hill seconded the motion  
All voted in favor, none opposed

BOARD MEMBERS IN ATTENDANCE:

Council Member Kathleen Bailey  
Council Member Chrystal Butterfield  
Council Member Gary Bowen  
Mayor Robert Dahle  
Council Member Trish Hull  
Mayor Robert Hale  
Mayor Dan Knopp  
Mayor Kristie Overson  
Council Member Jared Henderson

Mayor Mike Peterson  
Council Member Allan Perry  
Mayor Tom Westmoreland  
Council Member Sheldon Stewart  
Mayor Jeff Silvestrini  
Mayor Harris Sondak  
Council Member Dea Theodore

BOARD MEMBERS ABSENT: Deputy Mayor Catherine Kanter

STAFF IN ATTENDANCE:

AC Pilgrim – Acting Chief  
CFO Tony Hill

CLO Roberts  
Cynthia Young, Clerk

STAFF ABSENT:

Chief Petersen

OTHER ATTENDEES:

AC Higgs  
Anthony Widdison  
Bill Brass  
Brad Larson  
Clint Mecham  
Darran Park  
David Chipman, public  
Dustin Dern  
Dustin Dern  
Embret Fossum  
Erica Langenfass  
Jay Torgersen  
Kate Turnbaugh  
Kiley Day  
Kiyoshi Young  
Krystal Griffin  
Lana Burningham  
Lana Burningham

Larson Wood  
Linda Price  
Michael Conn  
Nathan Cherpeski - Herriman  
Nile Easton  
Nyla Benedict  
Patrick Costin  
Paul Fotheringham  
Rachel Anderson  
Richard Rich  
Rob Ayres  
Ryan Love  
Steve Quinn  
Tim Tingey, CWH  
Tua Tho  
Wade Russell  
Zach Robinson