



UNIFIED FIRE AUTHORITY BOARD MINUTES

December 18, 2018 7:30 a.m.

UFA Fire Station 126 – 607 E 7200 S, SLC, UT 84047

Notice: Some Board members may participate by electronic means.

1. Call to Order
Quorum was obtained. Chair Dahle called the meeting to order at 7:31 a.m.
2. Public Comment
Captain Cliff Burningham, President Local 1696, introduced Steve Quinn 2019 President Elect
3. Approval of Minutes
Mayor Silvestrini moved to approve the minutes from the November 20, 2018 UFA Board Meeting as submitted
Councilmember Stewart seconded the motion
All voted in favor
4. Committee Updates
 - Benefits and Compensation Committee
 - No meeting
 - Governance Committee
 - No meeting
 - Finance Committee
 - Reviewed UFA Audit findings
 - Findings revealed a need for improved inventory controls at Logistics
 - Recommendations were given to strengthen the controls and reconciliations of inventory
 - Approving time card signatures by both the supervisors and employees are periodically missing
 - Solutions to correct both issues are currently being applied and will be presented at the January UFA Board Meeting
 - Discussion of Support Services Study
 - An outline detailing various Support Services that had been vetted for cost savings was presented
 - The Finance Committee requested that these efforts be presented in context during the upcoming budget process
 - These efforts will validate the relationship between cost and services
 - The Finance Committee commended all Divisions on their work to focus funding on service delivery

5. Review and Approval of FY 17/18 Financial Audit

Mayor Sondak moved to approve FY 17/18 Financial Audit
Mayor Westmoreland seconded the motion
All voted in favor

6. Interlocal Agreement

- Discussion of Governance of Authority
 - A request for feedback from the Board concerning the voting options was made and will be taken back to the Governance Committee
 - Copperton submitted a letter requesting the Board consider 1 vote per entity
 - Although a smaller community, they need a voice and feel the other options do not address this need
 - Mayor Sondak agrees Option #1 is the only acceptable choice as all members of the valley utilize the canyons
 - Smaller entities have their own challenges that need to be addressed
 - Councilmember Stewart feels there could potentially be a shift of funding if smaller communities banded together and impacted the larger majority for the benefit of the minority
 - It was discussed to possibly create a budgetary or financial measure that activates different voting rules (weighted voting)
 - Possibly a hybrid between options 1 and 4, each has a vote, but circumstances may arise where a weighted vote is necessary
 - Councilmember Bowen suggested the MSD model on weighted voting be studied further
 - The Board must be protected against the rare budget impact situation that may arise in the future
 - Mayor Silvestrini has asked that more discussion take place
 - Weighted voting isn't perfect and every member of the Board makes a contribution
 - All Board Members need to compromise, consider a compromise that protects all members
 - CLO Roberts will research options and triggers for weighted voting
 - The findings will be taken to the Governance Committee
 - It was suggested that the Governance Committee interview all Board Members as to their position

7. Set the Date of January 15, 2019 for a Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2018-2019 Fiscal Year Budget

Mayor Silvestrini moved to set the date of January 15, 2019 for a Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2018-2019 Fiscal Year Budget
Councilmember Martin seconded the motion
All voted in favor

8. Consent Agenda
- Review of November Disbursements

Councilmember Stewart moved to approve consent agenda items as submitted
Mayor Hale seconded the motion
All voted in favor

9. Legislative Update
- Ashley Spatafore provided an update on the items preparing for legislation
 - Premium Tax Shortfall - \$5M
 - Need to have a Legislative change, the Tax Commission changed their software and statute is not being followed
 - This is ready to run, the language needs to be clarified so the money will be deposited into the correct account each year
 - A meeting will be held in the Governor's office to relate the findings, the history, and simplify the statute
 - Retirement Issue
 - Working with URS on drafting a bill to allow for a planned retirement for public safety employees in order for administration to prepare for the vacancies
 - This would be a planning tool, not an incentive
 - Tier 2 Retirement
 - Meeting called to discuss Tier 2 with Senator Harper
 - Late in the session, but good conversations happening
 - Potentially adjusting retiree hire, increasing the multiplier from 1.5 back to 2%
 - Further discussions are needed on how this may be funded, local or state
 - As things progress, Spatafore's will relate progress
 - Chief Petersen stated that all members of the Legislative Committee will have in-hand, the status of the bills, if any member of the Board wishes to be included, please reach out

10. Consider Resolution 12-2018A Approving Proposed Exhibit A to the UFA/UFSA Interlocal Agreement for Services for Calendar Year 2019
- Provided a breakdown of administrative services, minor increase
 - Reviewed by the Finance Committee on December 13, 2018
 - Revenue for UFA, from UFSA

Mayor Silvestrini moved to approve Proposed Exhibit A to the UFA/UFSA Interlocal Agreement for Services for Calendar Year 2019
Councilmember Martin seconded
All voted in favor

11. Leadership Cohort
- AC Ziolkowski asked the Board to consider funding an additional Leadership Cohort for this fiscal year
 - Four sessions have been completed, want to keep the focus on the existing leaders
 - Individuals receive personalized training to work through their development and adapt their leadership styles in order to move the organization forward
 - Allows a collective improvement for leaders of UFA and the value is recognized as this has been well received

- Currently have funding for two more, requesting an additional two at \$47,500, requesting the use of unassigned fund balance
- AC Ziolkowski will build a measure to track/support the value of this training
- No decision needs to be made now, this will be presented in January as an Action Item for approval and amendment by the Board

Mayor Hale moved to approve additional funding for two additional Leadership Cohort for this fiscal year

Councilmember Martin seconded the motion

All voted in favor

12. Fire Chief Report

- Brighton Incorporation Meeting
 - Attended a meeting with all potential elected officials to discuss canyon funding
 - January 22, 2019, 2:00-5:00 a UFA orientation will take place at the EOC to help educate the Brighton candidates
 - Asked that candidates recognize that currently there is no one who can speak on behalf of Brighton and please be mindful of this
- Steve Ball has accepted the position of Special Enforcement Division Chief
- Firefighter Hiring Process
 - Filling 27 allocations currently, 22 conditional offers have been accepted
 - Great pool of candidates
- 2018 Accomplishments – AC Ziolkowski
 - The 1st draft of accomplishments was distributed and work is being done to forecast the upcoming Action Items
 - All work has been done within the Strategic Plan and budgeting process
 - Statistics are not complete, but will be included in the final poster
 - Any feedback or ideas are welcome, please contact AC Ziolkowski
- Part-Time Paramedics – AC Higgs
 - To strengthen continuity of delivery of service we will staff Peak-Load ambulances with Part-Time Paramedic/Part-Time EMTs
 - In order to staff all ambulances with ALS capabilities, there is a need to hire 5-6 more Paramedics
 - Asking to adjust the hourly rate for Paramedics from an average of \$13 to \$18
 - This can be done within the current budget and are requesting the approval to begin preparing for the implementation in February
 - This new rate will be incorporated in the budget process for FY 19/20
- Overtime Trial Period Analysis – AC Higgs
 - The analysis of the June-September 2018 OT Trial period was successful in helping with the pick-list shortage, but initial sick leave increased for the first couple months
 - Of the \$150,000 implementation cost, \$40,000 was to pay time and a half when sick leave was also used
 - The recommendation is to not pay OT time and a half when sick leave is also taken
 - May also consider targeting a time period of implementing time and a half pay when there is more stress on staffing
 - The cost was also exasperated by the volume of vacancies due to retirements, the planned retirement solution may help with this additional burden

- Currently the minimum staffing OT line item is 79.8% spent with only 41.7% of the pay periods elapsed, however, the overall personnel expenditures is on target due to the open allocations. Staff is watching this closely, it is possible the Board will see a request for a transfer of ending fund balance near the end of the fiscal year.

13. Closed Session

Mayor Silvestrini moved to enter into a Closed Session to discuss matters as provided by Utah Code Annotated §52-4-205

Mayor Westmoreland seconded the motion

All voted in favor:

Councilmember Demman

Mayor Hale

Mayor Sondak

Mayor Westmoreland

Mayor Overson

Mayor Peterson

Councilmember Bailey

Mayor Silvestrini

Mayor Dahle

Councilmember Martin

Councilmember Perry

Councilmember Stewart

Councilmember Snelgrove

Councilmember Bowen

Councilmember Martin left during closed session

Mayor Silvestrini moved to re-open the meeting to the public

Councilmember Perry seconded the motion

All voted in favor:

Councilmember Demman

Mayor Hale

Mayor Sondak

Mayor Westmoreland

Mayor Overson

Mayor Peterson

Councilmember Bailey

Mayor Silvestrini

Mayor Dahle

Councilmember Perry

Councilmember Stewart

Councilmember Snelgrove

Councilmember Bowen

14. Fire Chief Petersen Annual Review

- Reviewed both recommendations and commendations with Chief Petersen
- The Board extended appreciation for all of his work and leadership

Councilmember Stewart moved to approve continuation of the Employment Agreement and grant the 2.5% COLA increase effective on the contract date (January)

Mayor Silvestrini seconded the motion

All voted in favor

15. CFO Brian Roberts Agreement/Wage Increase

Mayor Silvestrini moved to approve continuation of the Employment Agreement and grant the 2.5% COLA increase retroactive to the contract date (November)

Councilmember Stewart seconded the motion

All voted in favor

16. Adjournment

Councilmember Bailey moved to adjourn the meeting

Councilmember Stewart seconded the motion

All voted in favor

BOARD MEMBERS IN ATTENDANCE:

Mayor Mike Peterson

Mayor Robert Hale

Councilmember Kathleen Bailey

Mayor Robert Dahle

SLCo Surveyor Reid Demman

Mayor Kristie Overson

Councilmember Allan Perry

Mayor Harris Sondak

Mayor Jeff Silvestrini

Councilmember Sheldon Stewart

Councilmember Nicole Martin

Mayor Tom Westmoreland

Councilmember Richard Snelgrove

Councilmember Gary Bowen

BOARD MEMBERS ABSENT:

Councilmember Eric Ferguson

Mayor Kelly Bush

OTHER ATTENDEES:

Ashley Spatafore-Lobbyist

Arriann Woolf

Assistant Chief Watson

Assistant Chief Higgs

Assistant Chief Ziolkowski

Barbara Cameron-BCC CC

Bob Cameron-BCC CC

Bill Brass

Battalion Chief Anderton

Beth Todd-VECC

Brett Wood-Herriman

Captain Bogenschutz

Captain Simons

Captain Burningham

CFO Tony Hill

Chief Petersen

CLO Brian Roberts

Cyndee Young

Darren Park

Deputy Chief Prokopis

Division Chief Case

Division Chief Larson

Division Chief Pilgrim

Division Chief Rhoades

Division Chief Watkins

DOC Nile Easton

Jarin Blackham

Kate Turnbaugh

Lana Burningham

Matt McFarland

Michelle Roper

Steve Quinn

Talsan Schulzke