



UNIFIED FIRE AUTHORITY BOARD MINUTES

November 20, 2018 7:30 a.m.

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

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.

- Chair Dahle noted on the safe return of Task Force 1 from California and asked that everyone keep those families in our thoughts and prayers that have lost so much in the California fires.
- BC Dustin Dern provided a recap of the Woolsey fire in California.
 - Woolsey fire destroyed over 96k acres and 1,500 structures with a current loss of \$53 million. Has never seen a fire consume so many structures so quickly.
 - Utah sent four task forces to California. UFA sent (1) task force leader, (1) task force leader trainee and (2) type-3 engines with (4) personnel on each engine.
- Mayor Hale thanked BC Dern and the crews for their service.
- Mayor Dahle asked BC Dern to convey the Boards gratitude to the crews.
- Mayor Silvestrini provided details of a fundraiser happening in Millcreek City to raise funds for the California wildfire victims to occur on Wednesday, November 21, 2018 at 3pm.
- Councilman Snelgrove asked when and/or if these types of fires were to occur in Wasatch, what kind of contingency do we have, considering there is one way in and one way out and should the exit routes be blocked? Is there an emergency plan in place for evacuation?
 - Chief Petersen stated there is a plan in place but it is a challenge. Wildland is preparing a whitepaper for the three canyons to outline some of the risks. Emergency Management has done good work on how to deal with it but further discussions are needed.

2. Public Comment

- Cliff Burningham, IAFF Union President stated that he will not be running for President of the Labor Union Board for next year.
 - Chief Petersen stated that he respects Burningham's decision and that he has been a great partner.

3. Approval of Minutes

Mayor Silvestrini moved to approve the minutes from the October 16, 2018 UFA Board Meeting as submitted.

Mayor Peterson seconded

All in favor

4. Approval of 2019 UFA Board Meeting Schedule

SLCo Surveyor Reid Demman moved to approve the 2019 Board Meeting Schedule as submitted.

Mayor Hale seconded

All in favor

5. Committee Updates

- Benefits and Compensation Committee by Chair Dahle
 - Committee met on November 19, 2018 with Gallagher and was given an update on UFA's current trending through the first 4 months. Trending was positive and below the previous 12 months.
 - Reviewed the Share program offered through Select Health. Labor will be included in future discussions to weigh in.
 - Scheduling another meeting in early 2019 in order to provide further updates at the February 2019 Board meeting.
 - Chief Petersen stated that Labor, Gallagher and Human Resources would meet for further discussions.
 - Cliff Burningham stated that a key concern is to have the least amount of change for members, especially relating to switching providers and for those that utilize a specialist.
 - Chair Dahle stated that firefighters being conscious in how they utilize the health insurance has contributed to the rate remaining low.

- Governance Committee by Chair Silvestrini
 - Committee met on November 6, 2018 to review the Inter-Local agreement. Discussed voting power and presented alternatives to Inter-Local for review. Requested these alternatives be taken back to each of the Boards respective city councils for review and to be prepared for a Board vote at the December 18, 2019 Board meeting.
 - CLO Roberts reviewed the four alternatives memo presented to the Board that came out of the Governance Committee meetings.
 - Chief Petersen recommended eliminating the Board Policy Committee so that Governance would address all Inter-Local and Board policies moving forward.
 - Councilman Stewart requested that any Board policies that are finance based or deals with financial matters, it goes to the Finance Committee first for review.
 - Mayor Silvestrini stated that before anything is adopted it would go to the full Board for review.
 - Mayor Silvestrini made a motion to dissolve the Board Policy Committee and assign policy review to the Governance Committee with the understanding that any policies of a financial nature to the Finance Committee prior to the Governance Committee.
Seconded by Councilmember Stewart
Approved by all
 - Councilmember Snelgrove asked about Brighton representation once they have incorporated.
 - Chief Petersen stated that once Brighton elects a governing body and is established as a municipality they would have a position on the Board. That is expected in January of 2020.
 - CFO Hill has spoken with Salt Lake County regarding the recreation fee and was advised that the current fee will remain in effect for 2019. CFO Hill will work with the County through this next year to address what the recreation area is as well as the funding mechanism for 2020.
 - Chair Dahle asked if there would be any financial impact to UFA for 2019.
 - CFO Hill stated that for the first half of the 2019 fiscal year there should be no change but there may be some impact in the 2nd half of the 2019 fiscal year.
 - Chief Petersen stated that Salt Lake County does not currently have a map that shows what the recreation area is. Staff is building a map to meet what the County's intent is so that the cost to serve that area can be defined.

- Chair Dahle would like to ensure that the Member cities are not charged to take care of the recreational area, that the cost is fully funded from the area that is served. Recommends referring this to the Finance Committee and then place it on the agenda for the Board to discuss any possible budget impacts.
- Finance Committee by Chair Stewart
 - Will be meeting on December 13, 2019 to discuss the audit and Brighton so that updates can be made in the December 18, 2018 Board meeting.
- Board Policy Committee
No meeting

6. Consent Agenda

- Review of October disbursements.

Mayor Hale moved to approve October 2018 consent agenda items as submitted

Mayor Silvestrini seconded

All in favor

7. Fire Chief Report

- Single Medic / Single EMT – Assistant Chief Higgs & BC Wade Watkins
 - AC Higgs provided an overview of the one medic / one EMT process. The implementation will bring an improvement in the service level to the community. Every unit that responds to a call will have a Paramedic on the unit who will stay with that patient once contact has been made. An EMS Study Session is scheduled for November 28, 2019 for all Board members to bring up to speed and answer any questions.
 - Mayor Silvestrini encourage all Board members to watch the video that was emailed out by Chief Petersen.
 - BC Watkins offered to meet with any Board members on a one-on-one basis that are unable to attend the EMS Study Session.
- Part-time Program Recommendation
 - There has been a high dependence on part-time staff to manage staffing for a very long time. There are currently (8) 24- hour part time positions and (6) 12-hour positions every day. Challenge is that it takes (150) people on a roster to maintain the level of staffing that is required. Since January (130) people have been hired due to turnover, only (40) our our part time employees have been here for a full year. Reviewed various options over the last year to deliver ambulance service, with the decision to continue with firefighters on ambulances we need to reduce the dependency on our part time program. Chief proposes to fund (6) new firefighter positions that can be funded with the excess ambulance revenue.. Right now, the goal is to eventually staff the 24-hour ambulances with career staff and peak-load ambulances staff with part-time.
 - Mayor Peterson asked if the ambulance revenue would support this change.
 - Chief Peterson stated that it would support the change
 - Chair Dahle asked how many part-time positions would be reduced.
 - Chief Petersen stated the reduction would be (2) per day/per shift from the (8) 24-hour shifts which will take us down to (6) part time seats on 24-hour shifts.
 - AC Higgs stated that to fill every single seat on a daily basis, we would have to hire and maintain 12 part-time individuals.
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 - Mayor Dahle asked if part-time is reduced by (24), will the fund balance need to be dipped into?

- Chief Petersen stated that the cost is offset by eliminated the the part-time seats. Looking for (6) seats for now because we are in a hiring process and have access to additional recruits. This will be a key part of the upcoming budgeting process to determine the pace we take in replacing part time postions.
 - There is still concern about the URS issue and more time is needed to focus on that before filling more seats. Met with the insurance carrier, their lobbyists and UFA lobbyists with positive results. There is a reasonable chance to find a solution this year Will need a few more months to work through this before more than (6) seats can be filled.
 - Mayor Dahle asked the Board to give approval for Chief Petersen to move forward
 - Mayor Silvestrini approved and appreciates seeking stability with the part-time positions.
 - Mayor Peterson and Councilmember Stewart stated approval to move forward. No one from the Board opposed.
 - Chief Petersen will move forward with (6) full time employees and through the budget process will determine how far we can move forward to find a balance point.
- Information Technology RFP Update – Assistant Chief Watson
 - RFP process brought (9) potential applicants that were narrowed down to (2) finalists. Site visits were made to the (2) which allowed us to narrow it down to our final selection. Current UFA I.T. Director will have the opportunity to compete for the opportunity as well.
- Behavioral Health Grant Request – Captain Greensides
 - At the end of October 2018, a grant application was submitted to specifically target increasing behavioral health resources. The grant is a total of \$464,625 of which the UFA will be asked to submit 10% for the grant. Have yet to hear if we will be awarded the grant. Looking to increase and making available to all members a baseline behavioral health assessment. Moving forward in our current fiscal year request to have a reoccurring baseline behavioral health assessment similar to the baseline physical assessment that is currently being done. Looking at increasing ongoing therapy sessions as well as making them annual assessments to address issues proactively rather than reactively.
- Planning Room Remodel – Assistant Chief Watson
 - Construction is scheduled to begin after the Thanksgiving holiday through the month of December. Lighting, recording system and furniture are some of the items that will be upgraded. It will be a multi-use room. The next Board meeting will be held at Station 126 in Midvale.

8. Closed Session

Mayor Peterson moved to temporarily recess the meeting to convene in a closed session to discuss matters as provided by Utah Code Annotated §52-4-205.

Councilmember Ferguson seconded

All voted in favor:

Councilmember Eric Ferguson
 Councilmember Gary Bowen
 Mayor Robert Dahle
 Mayor Kristie Overson
 Mayor Mike Peterson

Mayor Robert Hale
 Councilmember Kathleen Bailey
 SLCo Surveyor Reid Demman
 Mayor Harris Sondak
 Councilmember Allan Perry

Mayor Jeff Silvestrini
Councilmember Richard Snelgrove

Councilmember Sheldon Stewart
Mayor Tom Westmoreland

Note: Board clerk was not present when motion made and seconded to open meeting back up to the public.

All Board members voted in favor to open meeting back up to public.

9. Executive Employees Performance & Compensation Review

Mayor Dahle stated that the Board would go back into closed session at the December 18, 2018 Board meeting to meet with Chief Petersen's direct reports for further review of Chief Petersen's annual performance.

10. Adjournment at 8:31 a.m.

Mayor Silvestrini moved to adjourn the meeting
Mayor Peterson seconded
All in favor

BOARD MEMBERS IN ATTENDANCE:

Councilmember Eric Ferguson
Mayor Robert Hale
Councilmember Gary Bowen
Councilmember Kathleen Bailey
Mayor Robert Dahle
SLCo Surveyor Reid Demman
Mayor Kristie Overson

Mayor Harris Sondak
Mayor Mike Peterson
Councilmember Allan Perry
Mayor Jeff Silvestrini
Councilmember Sheldon Stewart
Councilmember Richard Snelgrove
Mayor Tom Westmoreland

BOARD MEMBERS ABSENT:

Councilmember Kelly Bush

Councilmember Nicole Martin

OTHER ATTENDEES:

Chief Petersen	AC Higgs	AC Watson
AC Ziolkowski	CFO Tony Hill	CLO Brian Robertson
DOC Nile Easton	GSM Talsan Schulzke	Board Clerk Michelle Roper
Ed Walden	Doug Obert	BC Dusty Dern
Jay Torgensen	BC Zach Robinson	Brett Wood – Herriman City
Captain Mike Greensides	BC Brad Larson	Lana Burningham
Bill Brass	BC Lee Ascarte	Arriann Woolf
Captain Chad Simons	Captain Cliff Burningham	Captain Nate Bogenschutz
BC Brian Anderton	Steven Schmidt	Lisa Hartman – SLCo
BC Wade Watkins	DC Steve Prokopolis	Kiyoshi Young