



UNIFIED FIRE AUTHORITY BOARD MINUTES

July 16, 2019 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 7:34 a.m.
2. Public Comment
None
3. Approval of Minutes
Council Member Stewart moved to approve the minutes from the June 18, 2019 UFA Board Meeting as submitted
Mayor Silvestrini seconded the motion
All voted in favor
4. Committee Updates
 - Benefits & Compensation Committee
 - No meeting held
 - Governance Committee
 - No meeting held
 - Interlocal Update – CLO Roberts
 - The draft Interlocal has been distributed to the Attorneys for all municipalities
 - CLO Roberts and Chief Petersen have met with the SLCo Mayor's Office and District Attorney's office to capture their input and to make sure they are ready for the next steps
 - The intent is to have a document for Board approval at the August 20, 2019 meeting, however, CLO Roberts feels that September may be a more achievable goal
 - CLO Roberts asked that Board Members please encourage their legal departments to take time to look over the Interlocal and provide any feedback to CLO Roberts
 - Mayor Dahle stated that there should be no reason why the document could not be ready for the Board in August and sent to city councils in September
 - Finance Committee
 - No meeting held
 - Chair Stewart noted that the final budget books have been distributed to all Board Members in attendance
 - Please reach out to CFO Hill with any feedback

5. Consent Agenda
 - a. Review of June Disbursements
Mayor Hale moved to approve the June disbursements as submitted
Mayor Overson seconded the motion
All voted in favor

6. Ambulance Assignments: Station 120/Herriman Peak Load – Chief Petersen
 - Items 6, 7, and 8 are in preparation for a public hearing to consider amendments

 - Chief Petersen revisited the response concerns and informed the Board of his intent to move forward with the peak-load staffing on August 1, 2019
 - Will then pursue continued staffing with Board approval
 - More detail will be provided at the August meeting

7. Municipal Services Emergency Management Planning Specialist FTE and Revenue
- Division Chief Mecham
 - Division Chief Mecham stated that he is currently in discussion with the municipalities and awaiting authorization
 - This is a tool UFA is offering, the sharing of staffing for emergency planning or whatever work is needed by the city to help meet their obligations
 - The goal is to assist the Municipalities with their Emergency Management responsibilities
 - If there is enough interest to staff three positions, a 24/7 emergency response is possible for the municipalities who engage
 - This cost is over and above the Member Fee and is \$18,000 annually for this position 1 day a week
 - This provides the total cost of the employee, including vehicle, uniform, etc...

8. Consider UFA Surplus of Two Type VI Engines for Purchase by Wildland Division – AC Watson
 - UFA Logistics currently has two Type VI Engines preparing for surplus
 - It was suggested to sell them to WL
 - One would be given to the Fuels Crew; this crew stays within UFA response district
 - The other would be purchased for the Hand Crew; they belong to the Great Basin and bring in most of the revenue for the WL program
 - If sold by Firetrucks Unlimited on consignment, they would net between \$15,000-\$25,000 and a 10% fee would be assessed
 - Staff is asking for Board approval to sell them to the WL Division for \$10,000 each
 - Mayor Dahle asked if they are an addition to the inventory or replacing other trucks
 - It was stated that WL operates at a deficiency, they are not operating as efficiently as they could
 - If these would be a useable asset, take advantage of the opportunity
 - Mayor Silvestrini agrees, we could net more money, but if they are of value to our crews, he is in favor
 - Chief Petersen noted that the final decision will be made in the August Board Meeting after the public hearing

9. Consider the Date of August 20, 2019 for a Public Hearing to Receive and Consider Comments on the Proposed Amendments to the 2019-2020 Fiscal Year Budget

Mayor Silvestrini moved to set the date of August 20, 2019 for a Public Hearing to receive and consider comments on the proposed amendments to the 2019-2020 fiscal year budget

Mayor Peterson seconded the motion

All voted in favor

10. Quarterly Financial Report - CFO Hill

- CFO Hill walked through the budget
- Reminded Board Members that this is a preliminary budget, year-end adjustments and the audit are pending
- Mayor Dahle asked if an adjustment to the Fund Balance will take place once the audit has completed
 - CFO Hill stated that in the past UFA has always added to the Fund Balance, but with the improved budget process, it should be very close
- CFO Hill mentioned that monies paid from the State for Wildland takes time, but it appears as though they will receive more revenue than expenditures
- Also worth noting; Logistics did a great job working through the lease (Capital Funds)
- Council Member Snelgrove asked what is done with the rebate from P Card purchases
 - Once the threshold is met, UFA receives rebates, \$36,000 for this year

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

Council Member Stewart seconded the motion

All voted in favor

11. Fire Chief Report

- 4th of July Report on Activities
 - Thanks to Mother Nature, it was much quieter than usual with only 21 fireworks related incidents
 - There continued to be a lot of activity, but no major incidents or problems
 - Chief stated that he does not intend to address anything new in legislation this coming year, but if another bad year presents itself, he will address giving cities/municipalities more control
- Business IT Manager Position Update
 - There were 25 applicants, 8 were invited for final interviews
 - Reminded that Board that this position will oversee the IT contract with Les Olson and ensure software is integrated and also oversee data analytics
 - The top finalist is from Memphis and will be visiting at the end of the month
 - Will provide another update at the August Board Meeting
- Battalion Chief Promotion
 - Captain Wade Russell was promoted to the vacant BC position
 - He is currently deployed and will be introduced at the August meeting
- New Website Introduction – DOC Easton
 - Presented the new UFA Website and the community pages

- Content is in the process of updating
- The focus is community heavy and the goal is to have the individual community pages updated regularly
- Mayor Silvestrini commended the idea to show all that the crews do within the communities and to introduce those living in the neighborhood stations

12. Closed Session

None

13. 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 Mike Peterson
 Mayor Robert Dahle
 Council Member Allan Perry

Council Member Sheldon Stewart
 SLCo Surveyor Reid Demman
 Council Member Richard Snelgrove
 Council Member Trish Hull
 Mayor Robert Hale

BOARD MEMBERS ABSENT:

Mayor Kelly Bush
 Mayor Harris Sondak
 Mayor Tom Westmoreland
 Council Member Kathleen Bailey

Mayor Jenny Wilson
 Council Member Gary Bowen
 Council Member Nicole Martin

STAFF IN ATTENDANCE:

CFO Tony Hill
 Chief Petersen

CLO Roberts
 Cynthia Young, Clerk

OTHER ATTENDEES:

AC Jay Ziolkowski
 AC Mike Watson
 AC Stephen Higgs
 Arriann Woolf
 BC Anderton
 BC Watkins
 Beth Todd, VECC
 Brett Wood, Herriman

Captain Bogenschutz
 Captain Conn
 Captain Park
 Captain Simons
 Dan Knopp, BCC
 Division Chief Burchett
 Division Chief Larson
 Division Chief Rhoades

Division Chief Robinson
 Division Chief Torgersen
 Don Dispain, BCC
 Gordon Haight, Herriman
 Keith Zuspan, BCC
 Mike Reberg
 Nile Easton, DOC
 Rachel Anderson, UFSA