



UNIFIED FIRE AUTHORITY BOARD MINUTES

April 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 7:32 a.m.

2. Public Comment

None

Mayor Dahle took a moment to congratulate UFA and the Finance Division for receiving the Government Finance Officers Association Budget Award

3. Approval of Minutes

Mayor Silvestrini moved to approve the minutes from the March 19, 2019 UFA Board Meeting as submitted

Councilmember Stewart seconded the motion

All voted in favor

4. Potential Flooding – SLCo Public Works/Division Chief Mecham

- Kade Moncur and Bob Thompson from SLCo Public Works presented a flood data PowerPoint
- There is significant snowpack, currently at 150-200% above normal
- SLCo is holding regular meetings with Emergency Management, includes SLC as well
- Monitoring the precipitation patterns, but won't know the runoff reality until about May 15th
- Mayor Dahle asked for updated information as it becomes available, Division Chief Mecham will forward information as it is updated, to all Board Members
- Councilmember Stewart is unhappy about the flooding in the west side creeks
 - SLCo does not manage those creeks
 - EM is trying to mitigate issues outside of flood controls purview
- Currently have 6,000 sandbags on pallets and ready to go, 600 tons of rock for erosion control, h20 barriers on contract, ready to activate public messaging, and ready to begin staging for filling sand bags if needed
 - Note that SLCo has a sandbag filling machine that can be requested by the municipalities, must be scheduled as crew members are required to help with the machine
 - This does the work of 25 people
- Chief Higgs discussed UFA's preparedness for swift h20
 - Personnel are trained and ready to respond
 - Stressed that stream safety is all about prevention
 - Just remember, that once in the water, everything is against you

- IO will be addressing water/stream safety to the public

Councilmember Snelgrove and Councilmember Bowen arrived

5. Committee Updates

- Benefits & Compensation Committee
 - Meeting: March 27, 2019
 - Recommendations are currently in the Finance Committee
- Governance Committee
 - No Meeting
- Finance Committee
 - Meeting April 15, 2019
 - Mayor Dahle commended UFA employees for controlling their health insurance, allowing this money to be applied to pay
 - In addition to the support services results, the Board has great options for review which puts them in a great position to make some significant steps
 - It will be good for UFA regardless of where it lands
 - The budget was presented yesterday
 - The main focus was to discuss pay level adjustments
 - Looking at Options 1c, 3a, 3c
 - Options 1c, 3c are the main focus and will be reviewed again at the next meeting on May 7, 2019
 - The Committee requested Chief Petersen draft a memo clarifying the options
 - The Committee is considering a more strategic deferred cost vs a burden for next year

6. Discussion of Interlocal Agreement Draft #5 – CLO Roberts

- The redline was sent out for preview to the Board
- The SLCo vote split was clarified
- New member feasibility study
 - Changes make admittance more flexible, but it depends on the feasibility study
 - Chief Petersen will work with CLO Roberts on the language concerning incorporation of a city's fire department
 - Mayor Silvestrini commented that he did not want discussions with new board members taking place without consent of the Board
 - Understands that some conversation must take place initially, but a balance must be found
 - Chief Petersen stated that he wants the Fire Chief and Board Chair to have the ability to hold conversations with other communities before coming to the Board
 - It is important for a community searching for information be able to count on a quiet discussion prior to broadening the discussion
 - Chief agrees that prior to any public conversation; the Board Chair and full Board should be notified
 - Councilmember Stewart stated he did not like the conversations taking place outside the Board as had happened with the last administration
 - Chief Petersen does not want the standards of his predecessor applied to him or the current administration

- Agrees that the Board Chair must be notified, but won't proceed any further without the full Board being aware
 - Mayor Peterson stated that the notification of the Chair is the critical ingredient as the Chair represents the Board
 - Clarified withdrawal notification and their continued representation on the Board, but omission from Chair, Vice, Committee Chair, and closed sessions when dealing with the withdrawal
 - Chief Petersen asked that CLO Roberts frame what directly applies to the withdrawal, search for the right solution
 - Mayor Silvestrini agrees
 - Discussion was had regarding the removal of the stipend verbiage
 - Councilmember Stewart requested the option remain
 - The decision to change the wording to “may receive” leaves the Board options
 - Mayor Silvestrini stated that the Governance Committee unanimously did not like the stipend idea and felt it was the entities option to compensate their board members
 - Feel it's part of the job, and looks bad to compensate
 - A straw poll was taken approving that the language regarding a stipend remain, but be changed to “may” with the option for entities to compensate their board members:
 - CLO Roberts will incorporate all conversations/ideas into draft #6 and bring back to the Board for approval
 - Mayor Dahle asked that Roberts distribute #6 to the Board when ready and any changes can be addressed prior to the next meeting
 - The goal is to take all input from entities and vote on the new ILA in July
 - No Governance Committee Meeting is needed, if issues arise, Mayor Silvestrini and CLO Roberts will get one scheduled

7. Resolution 04-2019A Approving and Entering into an Amended and Restated Agreement Creating the Utah Local Governments Trust – CLO Roberts

- This is the entity who provides Workers Comp
- They did not have a signed copy of the Interlocal agreement
- UFA has been a part of this for quite a while, this is just outstanding paperwork

Mayor Silvestrini moved to approve Resolution 04-2019A approving and entering into an amended and restated agreement creating the Utah Local Governments Trust

Mayor Westmoreland seconded the motion

All voted in favor

8. Consent Agenda – CFO Hill

Councilmember Stewart moved to approve the March Disbursements as submitted

Mayor Peterson seconded the motion

All voted in favor

Quarterly Financial Report – CFO Hill

- This is the 3rd quarter, 75% of the fiscal year is on this report
- On target
- Monitoring the Salary/Benefits line
 - OT is coming in over budget, as expected, but with vacancy savings, should land within budget for the salary line item

Mayor Silvestrini moved to approve the quarterly financial report as presented
Councilmember Stewart seconded the motion
All voted in favor

8. Set the Date of June 18, 2019 for a Public Hearing to Receive and Consider Comments on:
a. Proposed Amendments to the 2018-2019 Fiscal year Budget
b. Final Budget for the 2019-2020 Fiscal Year

Councilmember Stewart moved to move to set the date of June 18, 2019 for a Public Hearing to receive and consider comments on the proposed amendments to the 2018-2019 fiscal year budget and final budget for the 2019-2020 fiscal year
Mayor Hale seconded the motion
All voted in favor

9. Chief Finance Officer Pay Plan – Chief Petersen

- a. Consider assigning to civilian pay grade for the CFO
- This is due to the restructuring of the Chief Officers and pay plans, and eliminating promises made by previous administrations
 - Proposing moving CFO position into the civilian pay plan and also had HR complete a comparison review of other agencies budgets of similar size
 - The UFA CFO position is responsible for both UFA and UFSA budgets
 - Due to the complexities of his job, he will fall between Sandy City and Murray's CFO
 - \$130 million budget together, however, UFSA offsets his pay
 - CFO Hills position is unique and the size and complexity is hard to define and therefore compare
 - Suggest moving him into the civilian pay grade of 42 with a 5% increase now
 - He will receive merit increases for the next four years prior to reaching the top step

Mayor Peterson moved to move to assign the CFO to the civilian pay grade as presented
Councilmember Stewart seconded the motion
All voted in favor

Councilmember Perry left the meeting

10. Fire Chief Report

- a. IT Transition to Les Olson Update
- Introduced Troy Olson
 - The contract was signed the end of last week
 - May 1 will be full implementation of the contract
 - Chief Petersen commended the 3+ months of work they have given us so far
 - UFA will see an expanded capacity and a \$250,000 savings with this contract
 - Five areas of focus:
 - Establish a performance driven metrics program
 - Create documents of the UFA system- learn what they don't know
 - Define a disaster and recovery point
 - Establish policies/procedures that outline use of government systems
 - Establish and maintain 3-5 year overall strategy plan
 - Chief Petersen thanked Jarin Blackham for staying committed from the beginning of the RFP process through the transition, presented Jarin with a Chief's Coin
- b. Battalion Chief Promotional Process Update – AC Ziolkowski

- 17 current UFA Captains took part in the promotional process that occurred last week
 - Included both written and oral testing, problem solving, fire problems, and incident management
 - This was modeled by the recent successful Captain Promotional Process
 - Panel members were outside raters to ensure no biases
 - Should have a rank order list ready for Chief Petersen next week
 - This will be a 2 year registry, whenever an opening occurs, the top 3 are given a subjective review in determining who is promoted
 - The promotional processes are returning to something that is trusted throughout the organization
- c. Board Room Update – AC Watson
- Recording, amplification, and video streaming capabilities are being pursued
 - The Board Room must have the ability to integrate in the event of an EOC activation
 - Costs are coming in closer to \$105,000
 - Funds are from Emergency Management and Capital Funds
 - Does the Board see value in this pursuit?
 - Mayor Silvestrini feels it is reasonable
 - Mayor Peterson feels it is the right direction
- d. Hexagon/Versaterm Conversation
- Chief Petersen has invited all city managers to multiple conference calls with metro agencies using one or the other systems
 - UPD is taking part as well

11. Closed Session

None

12. Adjournment

Councilmember Stewart moved to adjourn meeting
 Mayor Silvestrini seconded the motion
 All voted in favor

BOARD MEMBERS IN ATTENDANCE:

Mayor Jeff Silvestrini
 Mayor Kristie Overson
 Mayor Tom Westmoreland
 Mayor Mike Peterson
 Councilmember Gary Bowen
 Mayor Robert Dahle

Councilmember Richard Snelgrove
 Councilmember Allan Perry
 Surveyor Demman
 Councilmember Sheldon Stewart
 Mayor Harris Sondak
 Mayor Robert Hale

BOARD MEMBERS ABSENT:

Mayor Kelly Bush
 Councilmember Kathleen Bailey
 Councilmember Eric Ferguson
 Councilmember Nicole Martin

STAFF IN ATTENDANCE:

CFO Tony Hill

Chief Petersen
CLO Roberts
Cynthia Young

OTHER ATTENDEES:

AC Jay Ziolkowski
AC Mike Watson
AC Stephen Higgs
Arriann Woolf
BC Dusty Dern
Beth Farmer
Bill Brass
Bob Thompson - SLCo
Captain Holmes
Captain Bogenschutz
Captain Park

DC McBride
Division Chief Ball
Division Chief Burchett
Division Chief Mecham
Division Chief Rhoades
Division Chief Robinson
Division Chief Torgersen
Fire Marshal Larson
Ifo Pili – UFSA District
Administrator
Jarín Blackham
Kade Moncur – SLCo

Kate Turnbaugh
Keith Zuspan– Brighton CC
Lana Burningham
DOC Easton
Rachel Anderson – UFSA
Counsel
Steve Quinn
SDM Schulzke
Tim Tingey - CWH
Troy Olson – Les Olson