



## UNIFIED FIRE AUTHORITY BOARD MINUTES

June 18, 2019 7:30 a.m.

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

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*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
3. Approval of Minutes  
Council Member Perry moved to approve the minutes from the May 21, 2019 UFA Board Meeting as submitted  
Mayor Overson seconded the motion  
All voted in favor
4. Committee Updates
  - Benefits & Compensation Committee
    - No meeting held
  - Governance Committee
    - No meeting held
  - Finance Committee
    - No meeting held
5. Consent Agenda
  - a. Review of May Disbursements  
  
Mayor Peterson moved to approve the May disbursements as submitted  
Council Member Bailey seconded the motion  
All voted in favor
6. Les Olson Contract; Sole Source Procurement
  - AC Watson learned that in many cases, Les Olson can make purchases at a better rate than state contract
  - The request is to allow UFA to use Les Olson as a sole source when their purchase price is better than the state contract rates
  - AC Watson noted that this will not be the default option, costs will always be compared to state contract, and the lesser priced option will be selected

- The goal to maximize our money is enhanced in some situations and the purchase amounts will be enough that UFA wants to ensure no one on the Board has any concerns
- There were no questions or concerns from the Board

7. Request Approval of the Bureau of Alcohol, Tobacco, Firearms, and Explosives Donation of Surplus Arson/Bomb Apparatus

- Division Chief Ball has been offered an ATF surplus truck
- There is no cost, they will turn over the titles
- The value is estimated at \$100,000
- This is an asset to us as currently Investigations uses a trailer, this trailer would then be added to the Logistics pool for use by another Division
- Mayor Dahle stated that although this is free, there is a cost to adding it to the fleet and questioned if there was a tangible benefit to UFA
- Chief Petersen stated that while there will be an impact for maintenance of the truck, the trailer, if not needed in another Division, will be surplus

Council Member Snelgrove moved to approve donation of the surplus arson/bomb apparatus

Council Member Bush seconded the motion

All voted in favor

8. Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2018-2019 Fiscal Year Budget

- Mayor Peterson questioned the donation of the ATF vehicle, why was it an amendment if not a cash item
- CFO Hill clarified that it must be brought into the system as a new asset, thereby accounting for it from here forward

Mayor Wilson moved to open the Public Hearing to receive and consider comments on Proposed Amendments to the 2018-2019 Fiscal Year Budget

Council Member Snelgrove seconded the motion

All voted in favor

Council Member Snelgrove moved to close the Public Hearing on Proposed Amendments to the 2018-2019 Fiscal Year Budget

Mayor Peterson seconded the motion

All voted in favor

9. Consider Resolution 06-2019A to Approve a Budget Amendment for the 2018-2019 Fiscal Year

Mayor Wilson moved to approve resolution 06-2019A approving a budget amendment for the 2018-2019 fiscal year

Council Member Bush seconded the motion

All voted in favor

10. Public Hearing to Receive and Consider Comments on the Final Budget for the 2019-2020 Fiscal Year

Council Member Stewart moved to open the Public Hearing to receive and consider comments on the final budget for the 2019-2020 Fiscal Year  
Mayor Wilson seconded the motion  
All voted in favor

Mayor Wilson moved to close the Public Hearing on the final budget for the 2019-2020 Fiscal Year  
Council Member Stewart seconded the motion  
All voted in favor

11. Consider Resolution 06-2019B to Adopt the Final Budget for the 2019-2020 Fiscal Year

- Mayor Wilson having just joined the Board, voted “no” as she had not ample time to review the budget and therefore chose not to support it at this time
- Mayor Peterson and Mayor Dahle commended staff and Chief Petersen on the transparency, dialogue, and the process as a whole
  - Due to the effort, work and preparation by UFA staff, the outcome was improved
  - This process resulted in a good balance of the interests of the tax payer and Board Members with the interests of UFA personnel
  - The Board voted on Option 1c which will increase the wage line item by 10.7%, and should now position UFA into the “Top 3” position
  - This was a very rewarding process for all involved

Council Member Stewart moved to approve resolution 06-2019B adopting the final budget for the 2019-2020 Fiscal Year  
Mayor Peterson seconded the motion  
All but Mayor Wilson voted in favor

12. Fire Chief Report

- Riverton/Herriman Ambulance Coverage
  - Chief reviewed the increased response times in the 18 months post Station 120 closure of 90 seconds, this issue was discussed at the May Board Meeting
  - Staff is considering moving an ambulance from Station 121 to Station 120 to help with coverage and increased response times due to the closing of Station 120
  - In addition, adding a Peak Demand Ambulance at 123 to assist with response times for the ambulance in Herriman
    - We anticipate pulling one ambulance farther away from Stations 123 and 103 will delay the second medic on scene during busier periods of the day
  - The move of the 24 hour ambulance would be no appreciable cost, however, the staffing of a new peak demand ambulance will cost \$160,000
  - Staff is meeting with Riverton City on June 28<sup>th</sup> and will prepare a proposal for the Board at the July 16, 2019 Board Meeting after reviewing all options with city officials.
- Professional Development Plan (PDP)
  - The Professional Development Plan is in its final draft form after approximately 18 months of work by AC Ziolkowski, the professional development committee, labor, and the organization

- This draft will be out for 30 days to allow comments to be made directly to Administration prior to drafting the final policies
- The Board can expect to see several Board Policies that will be presented for consideration to the Governance Committee after the 30 day comment period is over
  - Council Member Snelgrove inquired as to the degree requirements; is there a certain fire-related degree or are all degrees accepted
    - Chief Petersen stated that the group felt any degree provided the well-rounded experience that is valued, UFA is able to educate the employee on the technical aspects of the fire service
  - Council Member Stewart asked how a higher degree factors in for various ranks and how the requirement could exclude candidates
    - Chief Petersen explained that the key factor is, if a person desires a certain rank, they demonstrate the skills for the job itself, but then their ability to lead is examined subjectively
    - The proposed plan allows for people with an AS Degree to test in 7 years for Captain, but must wait for 11 years with no AS Degree
      - The Battalion Chief position requires 9 years' experience with a BS Degree and 13 years experience with only an AS Degree
    - The belief is that an individual with a higher level of education will have the ability to better deal with the non-technical aspects of the job
    - Council Member Bailey pointed out that with this document, it is clear to see the requirements if an individual desires a higher rank
  - Mayor Peterson questioned the transferring of credit from other departments
    - Chief Petersen stated that the intent currently is to not recruit laterally
    - Growing our own employees and leaders while keeping them broad in thought is the intent
    - Once stealing from other agencies begins, pay bouncing is perpetuated and becomes a problem
    - The focus is on entry-level employees, the idea of lateral transfers would become dialogue if UFA was unable to fill positions within
    - Mayor Peterson expressed concern at the amount of time required to advance to supervisory position may "turn people off"
    - Feels previous time should be counted and individuals should have the opportunity to promote earlier in their career
  - The PDP will be emailed to all Board Members for input
- Hexagon Agreement terminated for convenience with mutually acceptable terms
  - UFA can now move ahead to upgrade the software and will pursue with other agencies the goal to all be on a single CAD system
- JATC Fire Science Program Request
  - Jordan Advanced Technical College has requested the donation of surplus and used equipment from UFA
  - The value new was \$98,000, current value \$9,800
  - Turnouts and old nozzles make up the majority
  - The turnouts have expired and UFA is unable to sell them
  - Nothing is required of the Board, this is just so that they are aware of this donation, which is within policy

13. Closed Session  
None

14. Adjournment  
Council Member Stewart moved to adjourn meeting  
Mayor Wilson seconded the motion  
All voted in favor

**BOARD MEMBERS IN ATTENDANCE:**

Mayor Kristie Overson  
Mayor Tom Westmoreland  
Mayor Mike Peterson  
Council Member Gary Bowen  
Mayor Robert Dahle  
Council Member Allan Perry

Council Member Sheldon Stewart  
Mayor Jenny Wilson  
Mayor Kelly Bush  
SLCo Surveyor Reid Demman  
Council Member Richard Snelgrove  
Council Member Kathleen Bailey

**BOARD MEMBERS ABSENT:**

Mayor Jeff Silvestrini  
Mayor Robert Hale  
Council Member Nicole Martin

Mayor Harris Sondak

**STAFF IN ATTENDANCE:**

CFO Tony Hill  
Chief Petersen

CLO Roberts  
Cynthia Young, Clerk

**OTHER ATTENDEES:**

AC Mike Watson  
AC Stephen Higgs  
Arriann Woolf  
Barbara Cameron, BCC  
Beth Farmer  
Bill Brass  
Brett Wood, Herriman City  
Captain Simons  
Captain Conn  
Captain Bogenschutz  
Catherine Kanter, SLCo

Dan Knopp, BCC  
District Chief Prokopis  
Division Chief Ball  
Division Chief Burchett  
Division Chief Case  
Division Chief Mecham  
Division Chief Rhoades  
Division Chief Robinson  
Division Chief Torgersen  
Eric Biggart, SLCo  
Ifo Pili

John Guldner, Alta  
Kate Turnbaugh  
Keith Zuspan, BCC  
Lana Burningham  
Nile Easton  
Paul Glover, Midvale  
Steve Quinn  
Steve Schmidt