



UNIFIED FIRE AUTHORITY BOARD MINUTES

AUGUST 19, 2025, 7:30 AM

Electronically via Zoom Webinar/UFA Headquarters-3380 South 900 West SLC, UT 84119

- Public Noticing Issue

As the agenda was not posted due to technical issues, there will be no action taken in today's meeting. This meeting will be for informational purposes only. The UFA Board will move all agenda items for discussion and approval to September 16, 2025, regular scheduled meeting.

- Public Comment

None

Public comment was available live and with a posted email address

- Minutes Approval

a. July 15, 2025

Approval of the July 15, 2025 minutes will be moved to the September UFA Board meeting for approval.

- Consent Agenda-CFO Hill

a. Review of July Disbursements

Review and approval of the July Disbursements will be moved to the September UFA Board meeting for approval.

The Board discussed including detailed purchasing card transactions in the monthly disbursements report for future meetings. A final decision on the detailed Pcard summary will be discussed at the September board meeting.

- Committee Updates

a. Benefits and Compensation-Chair election will be in January 2025

No meeting was held

b. Governance Committee-Chair Gettel

No meeting was held

c. Finance Committee-Chair Henderson

No meeting was held

- Initial Approval for Financing Arrangement with JPMorgan Chase Bank for UFA's Lease Purchase Agreement-CFO Hill/Chair Fotheringham

As part of this current budget, UFA will be issuing a new round of financing for apparatus and equipment.

An RFP process was conducted in July, and UFA received seven responses. The committee selected JPMorgan Chase as the financing company. Approval from the Board regarding the financing arrangement with JPMorgan Chase will be moved to the September UFA Board meeting.

- Quarterly Financial Report-CFO Hill

The Quarterly Financial Report will be reviewed and discussed in the September UFA Board Meeting.

- Administration and Planning Report-AC Russell

- a. Municipal WUI Code Update

- AC Russell and FM Watkins addressed the UFA Board, discussing HB48 and the potential impacts the bill will have on the municipalities.
 - To help the municipalities, UFA has created a sample ordinance template for the UFA communities to use in support of the 2006 Wildland Urban Interface Code Adoption. All municipalities will also have to adopt the WUI code as well as an area map.
 - FM Watkins will be available and able to assist the communities in meeting the requirements of HB48, as well as the UFA Liaisons, providing direction and support to the cities to assist in this process.
 - Councilmember Buroker asked FM Watkins about the timeline for UFA to meet with all the cities. FM Watkins stated that the adoption of the WUI code will need to be done by January 2026, and UFA has already begun meeting with all the municipalities.

- b. Behavioral Health Update

- AC Russell gave an update on the peer support program that UFA offers. Over the last seven years, UFA has maintained a very strong, healthy, and effective program. The focus of the program is to help UFA personnel navigate the emotional toll that comes with running fire and medical calls daily.
 - The program operates under the license of UFA's in-house therapist, Captain Layne Hilton. Captain Hilton holds a master's degree in clinical mental health counseling. The program also includes 32 members of personnel who are trained peer support members that represent all ranks in the organization, including some retirees. The program offers early intervention and a safe and stigma-free way to address stress and trauma before it escalates.
 - One of the biggest and most important components of this program is called the Behavioral Health After Action Review (BAAR's). This after-action review is typically conducted the same day when the crews respond to a major event. AC Russell expressed his gratitude to the board members for their continued support of the program.

- Support Services Report-AC Robinson

- a. VMware Update

- VMware is called hypervisor technology. It is one server that can run a lot of virtual servers on top of it. Broadware is increasing the cost of VMware. The IT Division has spent significant time

auditing all of IT and were able to identify significant savings by identifying products that were no longer in use, cancelling services no longer needed, and by implementing an invoice coding system in IT. These savings will help cover the unexpected increases of VMWare.

- Councilmember Buroker thanked IT for a job well done and encouraged audits such as this in all divisions at UFA.

- Operations Report-AC Dern

- a. Operations Report/Holiday Staffing

- UFA has responded to almost 24,000 calls so far this year, 3,600 calls in the month of July.
 - The turnout time data has changed due to an implementation in the CAD that wasn't working as expected, artificially showing incorrect turnout times. UFA is working on correcting the issue, hopefully by the next Board Meeting.
 - Review of the five busiest stations, with Station 101 remaining the busiest.
 - There has been an increase in building fires this month, as UFA responded to 30 building fires instead of the typical 12-15 building fires.
 - Crews responded to almost 2000 EMS incidents.

UFA upstaffed two Type 6 engines, a water tender and had the Fuels Crew to stay on duty on the days of July 24-25. UFA also staffed Prevention and Special Enforcement. There was an increase in calls compared to the holiday last year.

- b. Millcreek Incident

- AC Dern highlighted a fire in the Millcreek area where a vegetation fire spread quickly, impacting several large apartment buildings. Salt Lake County Emergency Management was activated to manage evacuations and coordinate with the Red Cross.
 - UFA investigators were on scene quickly and engaged the ATF to help with the fire investigation.
 - Initially, 79 residents were evacuated and moved to the temporary shelter. There were no civilian injuries. There were three firefighters that received injuries related to heat exhaustion, but they were treated and released right away.
 - The next morning, the apartment buildings were inspected by a Millcreek City building official and the two apartment buildings were found to be unsalvageable and unsafe, displacing residents. UFA is going to work on some public information to help educate the importance of having an emergency go kit in case of evacuations.
 - This fire reinforces the importance of the mitigation work we are doing and how important fuels management is.
 - Council Member Jackson thanks the UFA crews for their hard work and a job well done.

Type VI Staffing Prioritization

- AC Dern informed the Board that when UFA has additional staffing, UFA will be staffing two additional Type 6 Engines to help with the possible threat of wildland fire during the summer months. The engines will be stationed at Station 125 in Midvale and Station 253 in Eagle Mountain.

c. CARES Report

- Division Chief Rob Ayres gave a report on UFA's 2024 Cardiac Arrest Performance. CARES stands for Cardiac Arrest Registry to Save Lives. The purpose of the program is to save more lives from out-of-hospital cardiac arrest through data gathering, analysis, and ultimately identifying best practices.
- The State of Utah EMS Bureau gathers all the data and gives each participating entity a year report as well as posting the data online. UFA's annual performance is consistent with prior years, and the data shows we are performing above the state and national levels in this metric.
- UFA dedicates enormous amounts of time and resources on medical training and education. This performance is a testament to the professionalism, pride and dedication of the individual EMT's and Paramedics at Unified Fire Authority.
- The UFA Board asked that this report be shared with the UFA Liaisons so this data can be shared with all the community councils. The Board also asked for presentations regarding CPR to share with the public as well.

• Fire Chief Report-Chief Burchett

a. Promotional Update

- Chief Burchett highlighted the recent promotional ceremony of 21 people. This year alone, UFA has had 37 sworn promotions compared to last year's total of 28 promotions. There have been promotions in nearly every rank which exciting the see and motivating our people to take the opportunity to grow within the organization. Chief Burchett thanked the Board members that were able to attend the ceremony. There will be one more promotional ceremony during fourth quarter. The date and time will be shared as soon as it is available.

b. VECC Proximity Dispatching

- Chief Burchett discussed the changes that have been made to the CAD (computer-aided dispatch system). VECC wanted to make some improvements in dispatching starting with a new process called Zone First Proximity Dispatching. There is some uncertainty about whether the closest unit is being sent. VECC is working on testing the system.
- The other change to the CAD is called Automatic Statusing. This new change should be using GPS to detect when the apparatus is enroute, capturing the turnout time. However, the system is not detecting the apparatus until it is 500 feet away from the station, adding 30 seconds to every turnout time stats. Since this is not working accurately, VECC has since turned off the Automatic Statusing option.

- UFA will continue to work with VECC to ensure the CAD is capturing correct and accurate data and dispatching the closest unit regardless of jurisdictional boundaries as that is more important.

c. Low Acuity Unit

- Chief Burchett provided an update on the Low Acuity Unit that went into service on August 2, 2025. The unit responds to medical calls Mon-Thur 7am-7pm to handle calls that do not need to full engine company to provide service. The unit responded to 28 calls in the first two weeks in Millcreek, Holladay and Taylorsville. Overall, the unit is working well and allows the heavy apparatus to remain in the station and available for other calls. Chief Burchett will provide a quarterly report on the unit to the board.

- Possible Closed Session

None

- Adjournment

No adjournment needed, as the meeting was for information purposes only.

BOARD MEMBERS IN ATTENDANCE

Mayor Roger Bourke	Mayor Dustin Gettel
Council Member Cheri Jackson	Council Member Tyler Huish
Chair Paul Fotheringham	Council Member Sheldon Stewart
Council Member Tish Buroker	Council Member Catherine Harris
Mayor Kristie Overson	Council Member Trish Hull

BOARD MEMBERS ABSENT

Council Member Jared Henderson	Mayor Tom Westmoreland
Council Member Kathleen Bailey	Council Member Chrystal Butterfield
Mayor Dan Knopp	Deputy Mayor Catherine Kanter

STAFF IN ATTENDANCE

Chief Dominic Burchett	CFO Tony Hill
CLO Brian Roberts	Clerk Micayla Dinkel

ATTENDEES

AC Dern	AC Robinson	Erika Langenfass	DC Ayres
AC Russell	DC Widdison	Bill Brass	
Ben Porter	HR Director Day	DOC Easton	
Courtney Samuel	DC Greensides	IT Casey Bowden	