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|  | <b>Utah Task Force 1</b>                                                |                        |                             |
|                                                                                   | <b>Date: June 26, 2025</b>                                              | <b>Time: 1000-1100</b> | <b>Meeting:<br/>E-BOARD</b> |
|                                                                                   | <b>Location:</b> ECC Policy Room and/or Zoom (details at end of Agenda) |                        |                             |

## Meeting Minutes

### Attendees:

AC Russell  
Captain Tho

AC Robinson  
OC Kay

AC Dern  
Shauna Roberts

DC Case  
Corina Powell

### 1. Call to Order – DC Case

**We do not have a Quorum.** No agenda item will be voted on in this meeting.

### 2. Public Comment – DC Case

Nobody online. No comment.

### 3. December 2024 Minutes, review and approval– DC Case

No notes or changes in the minutes. No voting.

### 4. UT-TF1 FY2024 Single Audit report – DC Case & Ben Bailey, CPA Keddington Christiansen. LLC

Ben (via Teams/Zoom link): We are grateful to have completed another successful audit. The audit doesn't relieve the board of the oversight of the budget and approvals. The financials reflect fairly. If you turn to page 13 and page 15 you can review the overview of the Single Audit conclusions. There were no findings this year. We had a clean audit/opinion this year. The accounting system in place is found to be a reliable practice for accounting purposes.

Ben: Do you have any questions or concerns?

No questions or concerns.

Case: Just information for the Board. Marcus and Ben will ask staff questions relating to the practices and policies of UT-TF1. I always request the audit team to dig deep and try to find something for our office to improve with either practices or policies as we would like to improve in any way possible. We are proud that the audits come back clean. We appreciate Ben and Marcus and their team completing a thorough audit. They come out to the office for a full week to work but there is still the Form 990 that is outstanding. Lin is out of town and

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when she returns, she and Marcus will get this completed. We would like to thank Ben and his team for their time.

We will complete this item with the Board vote when available, electronically.

## 5. Utah Task Force 1 / FEMA Update- DC Case

- a. US&R System Update
  - i Meetings ongoing (TFR, AO) others suspended
  - ii Funding FY25, FY26
- b. State of Utah / SUSAR Update
- c. Prep for ARE in June/July 2026

Case: Currently the program office is running short staffed. They have asked if tenured members from the 28 System task forces would be willing to “deploy” to the Branch to provide support during deployments. We have members from our team that have expressed interest, the Branch will review these letters of interest. Personnel that function in the support role for the Branch would do so for a short period of time, in essence it would be treated like a deployment for the individual(s).

Dusty Dern: How long would we expect that?

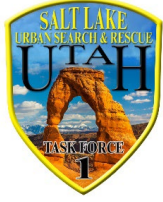
Case: A typical deployment period would be 14 days with the opportunity to extend if needed. They could also return, and a replacement be sent to fill their spot.

Case: FEMA funding may see a boost. Annual System funding may go from approx. \$40M to \$56M – this is pending approval from the House and Senate. We will share more information on funding changes if they occur.

Case: UT-TF1 is set for peak (hurricane) deployment season.

Case: Former FEMA Administrator Cameron Hamilton was dismissed after only a short period. David Richardson is the new acting Administrator, and as of now, FEMA will not undergo changes pending any decisions from the FEMA Review Council. No effect or impact on System task forces.

Case: Some FEMA US&R System meetings have been delayed or pushed off. The TFR meeting did take place this year. Other general meetings have been scaled back for the time being.

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Case: We continue to enjoy a strong relationship with the State of Utah. We continue to use state funds to build out the TYPE IV cache for SUSAR. The state has also helped support us with funds for training.

Case: Our next Administrative Readiness Evaluation (ARE) is currently scheduled for Q2 2026. This could change based on funding, travel and meetings allowed by the Branch. A reminder that triennial audit involves an on-site visit with Branch leadership and peer evaluators in a comprehensive review of finance, logistics, training, and administration functions. I am confident that if they come tomorrow UT-TF1 will pass.

#### 6. **Training Update** – DC Case for Captain K Bevan

- a MRE, ORE
- b Members: 162 deployable
- c SCS, ORE in CY2026
- d SUSAR member development

Case: Captain Bevan is out of town. UT-TF1 has completed our annual Member Readiness Event (MRE) with all 200 +/- members, and an Operational Readiness Exercise (ORE) with approximately 50 UT-TF1 members in February. For the last two years, we have attended ORE in Texas with the IST and other System task forces. We have an open invite to return to TEEX next year if we would like to attend.

Case: Any questions?

No questions.

Case: We currently have 162 members deployable. We have an OOS (Out of Service) feature in the EMOS database now which allows each member to update their availability (deployable) status at any moment which aids rostering.

Case: We will start to plan the activities for next year and consider the need to put on Structure Collapse Specialist (SCS) course along with attending the February 2026 ORE in Texas/TEEX.

Case: Captain Bevan is continuing work to develop/add SUSAR agency membership and the process to identify those members within these agencies. The task force will continue to help train these identified personnel in safety, plans and leadership roles in addition to search and rescue disciplines. As we host these training courses we fortify the Federal and State resources at the same time.

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**7. Finance Update – DC Case for Grants Manager Chen**

- a. FEMA US&R CA grants summary (FY23, FY24)
- b. Supplemental funds spending
- c. Deployment reimbursements
- d. SUSAR grants summary (FY22, FY23, FY24)

Case: Lin Chen is out of town. The board members should have received the financial summaries via email. FY23 has been spent with only a few items remaining which include supplemental and advisory organization funding. We are on track to have those spent by the end of the period of performance.

Case: We are working from the FY24 grant until the FY25 grant comes in. FY25 will start on September 1, 2025. The summary reports that the FY24 CA is approximately 44% spent. As requested, the board was provided with a summary document with any expenses over \$100.00. Please let me know if you have any questions.

Case: Supplemental Funding. We have received additional funding, some of the supplemental funding comes with specific direction on what the funds can be used for.

Case: Deployment Funds. We are still waiting for the Helene/Milton reimbursement. We have only received about 50% of those funds. Reimbursements from other smaller deployments have been coming in, however.

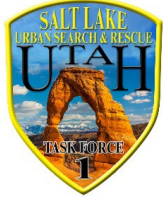
Case: The board was also given report summaries for grants FY22, FY23 for SUSAR. As you can see, to date little spending has occurred out of FY24 (other than contractual and wages) as we are focusing on spending down the FY22 and FY23 SUSAR grants.

**8. Logistics Update – Captain Tho**

- a. Fleet Update
- b. US&R Equipment Subgroup Meeting, Jan 27-30, 2025

Tho: We just completed a \$94k purchase with a few large items which were approved by the Board. The supplemental funding of \$145k has approximately \$31k left. This has helped with replacing the heavy fleet along with the purchase of a UTV and a Telehandler for deployment. FY23 is where these supplemental funds were allocated; we will expend these funds on time.

Case: At this point we have almost replaced all the fleet, both light and heavy.

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Zach: The telehandler will go with you on deployment?

Tua: Yes. It will reduce wear and tear of the lift gates on the dry vans.

Tho: We will be putting these purchases into service, and we are planning to visit the vendor and inspect the (finally) new box truck this week. This was purchased with FY22 Supplemental Funding.

Tho: We are spending SUSAR funds to build up the local/SUSAR cache. We have an updated cache list from the FEMA system, and we will be updating the SUSAR cache accordingly.

Tho: We received \$50k from the State of Utah to purchase new member uniforms. This will help replace some uniforms in preparation for the upcoming hurricane season. We are first on the list for August 2025.

Wade Russell: Are you going to prepare a Roster for August?

Case: We will provide that to you later in the month of July.

Case: As you may have heard, the System suffered an accident during the Hurricane Helene response -- an MVA involving three CA-TF8 members. The MERT has completed the review of the accident and during the recent TFR meeting, the system had the opportunity to report on the completed accident review and findings. With this accident in mind, the primary focus of the Branch is for all to remain safe while enroute to a deployment. The teams that are in the west are often at far higher risk for MVAs owing to a greater travel distance to the more frequent deployments in the Southern and Eastern US. In short, the emphasis on safety should result in a rest period (i.e., 8 hours in a hotel overnight) breaking up lengthy travel times to avoid fatigued driving; this can occur via request from TFL to the Branch or ISTL. Chief Russell can elaborate on this as he was part of the MERT.

Wade: The incident with CA-TF8 will have long term impacts. One individual is still in the hospital and may never walk again. It will be up to the task force leader to report/request rest periods, so the IST is able to accurately calculate arrival times into theatre.

Dern: Will they (FEMA) be sending out resources earlier?

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Russell: The idea is to be proactive, but that is not what happens.

Case: I/we expect to see the more safety minded people making the decisions to deploy task forces sooner for what may be considered as a planned or noticed event such as a hurricane with a forecasted landfall. This will help but it may not always be the case as some events present with more immediate rescue needs in the case of a no-notice event such as an earthquake.

Russell: FEMA has light and heavy response plans for hurricanes; this includes what is needed in terms of the number of Type I and Type III task forces that might be activated for an event.

Zach: How does that impact on our team with us being this far away from most deployments typically? In a hurricane situation they have the time to determine what they might expect and who to send. Maybe they factor in the distance for the teams. A no-notice event like an earthquake or a terrorist attack, it will be a go go go situation. Are they considering that?

Russell: The system did acknowledge that. I believe this will still come up. If the San Andreas fault hits today you're not going to get Florida 2. They will be pulling everyone as close as possible. Part of my response advisory group is working on putting together a matrix for the program managers to look at. This will go through a 21-day review. It is only halfway developed at this point. It will get cross Bryan's desk for his review and input. Unfortunately, it would take several years to have a final product.

Case: If you talk to teams like TX-TF1, over the last 10 years they have been calling their members back. The system needs to acknowledge and understand the burn out on some teams. There isn't a lot they can do with the need in their state but if they were able to get a reprieve because the matrix was set up differently, the system could pull from various parts of the country, not just concentric circles.

## 9. New Business – DC Case

- a. **Continued discussion on proposal to partner with the University of Utah Body Donor Program, and request for approval to conduct this training at the UFA Magna Fire Training Facility.**

Approval was delayed until a later date. Discussion only among Board attendees.

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|                                                                                   |                                                                  |                 |                     |

Case: We brought this up at a previous meeting. I spoke with Chief yesterday in depth about this topic and he is interested in what other board members think about this opportunity. The plan would be to host this training 1-2 times per year. The thermal training alone could be open to crime investigators, K9, police and of course the HR Canines. These agencies rarely get the opportunity to attend such training and this is an area of focus for the HRD canine teams.

Case: Example: UT-TF1 member Cait Clawson has been deployed to three fires with her HRD canine, Swayze. Training such as this would be helpful for the canine to imprint on burned bodies to prepare for these types of deployments before they occur. This is not just a benefit to our agency but to our response partners in Utah and beyond.

Zach: My concern is the homes next to the training facility and the ability to screen the public view from their porch. Would there be option to host somewhere like Camp Williams where it is secure and public would not be able to view any of the training? The training facility is already behind with any type of security fencing with the growth to the west.

Russell: The biggest concern is protecting the public (neighborhood) from being able to view any type of burning the bodies.

Dern: I think if you were able to source the funding and send members to the Body Farm that would be the better option.

Case: There may be opportunities at camp Williams or a location in Tooele that I can further investigate. I would like to continue the discussion to host it at the Magna Training Facility and get everyone's input.

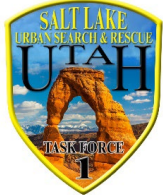
Dern: What will the optics look like? The Sponsoring Agency burns bodies?

Case: This would not be advertised and the University group feels the same. The training could be done with a high level of security to avoid public view or notice. We are continuing the discussion with the University of Utah and as this progresses forward, I will bring you additional information.

**b. Affiliate Pay scale. Update on revisions, discussion and request for approval.**

Approval delayed at this point.



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Case: Affiliates are private individuals not employed by a participating fire agency. We reviewed these positions and their current pay rate. The last review/approval was completed in 2022. We have the number of member categories reduced to six with a modification to the Physicians pay rate which will be aligned with the University of Utah physicians external pay rate of \$300 per hour which is not subject to OT – it's a flat rate. We also reviewed the pay scale for the Structure Engineers and our Veterinarian using the CPIU West for these professionals.

Case: We have taken a veterinarian with us in the past (Colorado Flooding). We would like to get back into requesting this in the future which is why I have added that position for review.

Case: We would like to review all positions every two years. Review their pay across industry standards using the CPIU West region pay scale.

Case: The task force submits a Deployment Cost Estimate every year to FEMA; this estimate includes pay rates for all members including affiliates such as specialists that have a work detail with a commensurate FD position. This estimate is an accurate tool for determining pay rates for these positions in the affiliate pay scale. I would also like to get rid of the 10-step affiliate pay plan. If the members are trained, deployable, and in good standing, then they should receive a fair and accurate rate regardless of tenure.

Wade: Didn't we discuss this (affiliate pay scale) last year?

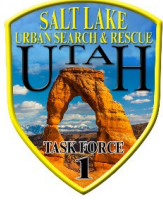
Case: We did. The University of Utah Physicians contract rate change has come into focus since then and CFO Hill had some questions related to a few other specialist and leadership positions; certain positions had pay rates that did not align with similar current FD rates. After discussing this with Tony yesterday, he agreed this seemed much cleaner.

Wade: I didn't like the 10-step measure.

Zach: When you talk about the CPIU West, one thing you might want to consider is maybe aligning it with what we're doing for the UFA. Which are the cities which were selected by the UFA board. This might be something I could see that the Chief would want to consider doing with the West Region to review their pay scales. Maybe review what their seven-year average would be for a comparison.

Case: That is something to think about. I think what we currently have moving forward will work, but I can discuss that more with Tony. Any additional changes can be made by the Chief for his review and input.



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**c. Business Line of Credit (BLOC) for UT-TF1. Discussion and consideration to approve UT-TF1 to secure a \$100 to \$150K line of credit.**

Motion to approve:  
2<sup>nd</sup> the motion:

Approval delayed at this point.

Case: The other item here was to discuss the business line of credit for UT-TF1. Current practice sees UT-TF1 use unrestricted monies which are topped out at approximately \$300k. When we go on large deployments like we did last year, we spend much of these funds to cover fuel, hotels, food, and supplies -- this greatly reduces our liquidity until reimbursed by FEMA. Relatedly, because the task force spends so much during deployments, we are not able to provide the pay for our affiliates and they go without pay until the reimbursement comes in from FEMA which could take some time. A business line of credit it would give us about \$150K which we could use to pay affiliates in a more immediate timeframe. In many cases, affiliates are waiting weeks up to 12 months for pay. This pay hold can result in taxation issues for them as well. Chief Peterson was not supportive of the BLOC and committed that UFA would cover this as the SA. However, this has not been happening and I would like to revisit this topic.

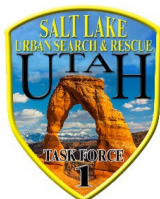
Case: This also has everything to do with last year's deployment also, because our affiliates still have not been paid. For a larger deployment, we may have multiple physicians, structural engineers and a few other affiliates.

**d. Possible need for dissolution of Salt Lake Urban Search & Rescue non-profit. Anticipatory, pending federal agency funding review/status, actionable items, effects at task force and sponsoring agency. Utah Code, equipment, employees, timing and rescission.**

\*Recommend that this item is tabled, pending direction from FEMA

**e. Policy in development. 49 CFR part 382 for commercial motor vehicle operators to be subject to alcohol/drug testing. TF has been working with UFA CLO and HR to get this policy completed – will come before the board for approval when completed.**

Case: This requirement has been in place for some time. 49 CFR Part 382 requires drivers/operators be subject to a drug screening process. We are working on a policy that

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will be presented to the Board for review. I have been working with HR and Legal to get that accomplished. You should expect an email for review and possible approval.

#### 10. Possible Closed Session:

The Board may consider a motion to enter Closed Session. A closed meeting described under Utah Code Section 52-4-205 may be held for specific purposes including, but not limited to:

- a. discussion of the character, professional competence, or physical or mental health of an individual;
- b. strategy sessions to discuss pending or reasonably imminent litigation;
- c. strategy sessions to discuss the purchase, exchange, or lease of real property;
- d. discussion regarding deployment of security personnel, devices, or systems; and
- e. investigative proceedings regarding allegations of criminal misconduct.

A closed meeting may also be held for attorney-client matters that are privileged pursuant to Utah Code § 78B-1-137, and for other lawful purposes that satisfy the pertinent requirements of the Utah Open and Public Meetings Act.

**Adjournment: Everyone in attendance.**

**Next Meeting:**  
**September 18, 2025**  
**ECC: Policy Room**  
**Time: 0800-0900**

#### **Zoom meeting information:**

<https://us06web.zoom.us/j/85712764777?pwd=65ratFzxidmmFhfAD2viPKdQJSbY4o.1>

Meeting ID: 857 1276 4777

Passcode: 457860

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