

North View Fire District  
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North Ogden, UT 84414  
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North View Fire District Board Meeting Minutes  
December 21, 2021

The North View Fire District Trustees convened in a Fire Board Meeting session on December 21, 2021, at 6:00 p.m., at the North View Fire Station. Notice of time, place, and agenda of the meeting was electronically mailed to each Trustee, to the Utah Public Meeting Notice Site, Standard Examiner, and posted at the North View Fire Station on December 21, 2021. Notice of the 2021 annual meeting schedule was electronically mailed to the Utah Public Notice Website and to the Standard Examiner. Pursuant to the NVFD Electronic Meetings Policy adopted March 16, 2011, One (1) or more trustees may have participated electronically, and the NVFD Station 21 315 E. 2550 N. North Ogden, Utah is designated as the anchor location, where members of the public may monitor and when appropriate, participate in the meeting. After notifying the District clerk, Trustees may have participated electronically by telephone, Skype, Face time, or any method that facilitates communication electronically.

Present:

Chairperson Timothy Wheelwright  
Vice-Chairperson Jay Johnson  
Trustee Meredith Aardema  
Trustee Maxwell Jackson  
Trustee Chris Clark  
Chief David Wade  
Nicci Roylance, District Clerk

Electronically:

Trustee West

Staff Present:

Deputy Chief Jeremiah Jones  
Deputy Chief Leonard Call  
Fire Marshal Ryan Barker  
Jeff Davis, Accountant

Public:

Kent Christensen  
Sydney West

1. Opening Prayer, Reading or Expression of thought, and the Pledge of Allegiance.

Chairperson Wheelwright welcomed everyone and called the meeting to order at 5:00 p.m. Vice-Chairperson Johnson led the audience in the Pledge of Allegiance and gave

the invocation. Vice-Chairperson Johnson played a recording about the kindness shown to a young boy diagnosed with cancer. This young boy was given the great gift of being an honorable fireman.

2. Consideration to approve the minutes of October 19, 2021, Board Meeting Minutes.

October 19, 2021, Board Meeting Minutes were reviewed. Vice-Chairperson Johnson made the motion to approve October 19, 2021, Board Meeting Minutes. Trustee West seconded the motion. The motion passed unanimously.

3. Consideration to approve the monthly financial transactions for October and November 2021.

The financial transactions for October and November 2021 were reviewed. Trustee Aardema made the motion to approve the financial transaction for October and November 2021. Trustee West seconded the motion. The motion passed unanimously.

4. Public Comments

Trustee West introduced his daughter Sydney who was with him in public. Chairperson Wheelwright welcomed Sydney.

5. Discussion and/or action on the 2020-2021 Fiscal Audit.

Chairperson Wheelwright welcomed Kent Christensen from Christensen, Palmer, and Ambrose, who has done our Audit. Chairperson Wheelwright introduced Jeff Davis, the District's Accountant, to present the Audit. Jeff Davis explained the table of contents. Jeff Davis stated that the first part was the independent auditor report. Jeff Davis stated that the District was given a clean opinion. Jeff Davis stated the next part is the Management Discussion and Analysis written by himself and Chief Wade. Jeff Davis stated that the Discussion of all Financial Statements for the District shows the Statement of Net Positions, including the equity, liability, and assets. Jeff stated that the Statements of Activity include revenues and expenses on a government-wide point. Jeff stated that the Government Funds have a narrow look at particular funds. Jeff Davis stated the highlights of the Management Discussion and Analysis net position overall increased \$473,000 with a balance of little more of 6,232,000, which is 50% of our assets. Jeff Davis stated that our revenues were 4,394,000 and our expenses were 3,920,000 with a difference of 473,811. Jeff Davis stated that our expenses were less than our revenues. Jeff Davis stated that our sources of revenues include tax revenue 66%, charges for service (ambulance) 26%, and operating grants 8%. Jeff Davis stated that expenses, include personnel 80%, materials and supplies 11%, appreciation and amortization 8%, and interest 1%. Jeff Davis stated that when looking at the last year's and this year's statement of the net position, you will see it in the percentages. Jeff Davis stated that our net position had increased well. Jeff Davis stated the Fund Balance consisted of the General Fund at 1,829,000, Local Building Authority (LBA) at

210,000, and Capital Acquisition and Replacement at 1,200,000. Jeff stated that our most significant area of revenue is our taxes and ambulance revenue.

Kent Christensen stated that they issued an unmodified opinion, called a clean opinion regarding to the audit. Kent stated that in the future, some of the standards will be changing in the coming years. Kent Christensen stated that we had a great operating year. Kent Christensen expressed his gratitude for working with the district in completing the audit and those that contributed.

Chairperson called for a motion to accept the audit. Trustee Clark made the motion to accept the audit. Vice-Chairperson Johnson seconded the motion. The motion passed unanimously.

6. Discussion and/or action on Providence/Mental Health.

Chief Wade stated that he is trying to make a mental health toolbox for our employees. Chief Wade stated that the mental health toolbox is also relevant in retention concerns. Chief Wade stated that he feels an urgency to get Providence approved. Chief Wade stated that while researching other companies he only found one other company, which is Lexipol, which has a close company but is more expensive and doesn't provide the best resources for the money. Chief Wade stated that Sara Allen from Providence is present to answer the question as needed.

Trustee Jackson stated that he sat through Providence's presentation to Harrisville Police and felt that this would be the best program for the district. Trustee Aardema asked if we needed both CompPsych and Providence? Chief Wade stated that for this year, we would and that we would look to see if we could drop one during the year. Chief Wade stated that Legislation is in the process of passing a Mental Health Bill and how vital these resources are to the district's employees. Deputy Chief Jones stated that CompPsych is an EAP, where anyone in the family could use the counseling, and they would find a counselor that would fit their criteria for that person. Deputy Chief Jones stated that Providence uses their assessment and the answers to decipher a rating for the individual if they need help in certain areas. Deputy Chief Jones stated that Providence would meet with them one on one outside the district.

Sara Allen stated that the assessments are sent out to our employees, the answers are weighted and scored. Everyone will be contacted regardless of their results. Sara stated that if they scored in the orange or red category, they would be reached out to and helped get the resources they need.

Trustee Johnson asked if any of the employees were in crisis is Providence available for them. Sara Allen stated that once the program is started, we would have QR codes throughout the District for our employees to scan, and it will be a counselor for them that is on call 24/7. Trustee Aardema asked if their counselors are professional or just people with little training at a crisis center? Sara Allen stated that all of their counselors are vetted by their qualifications.

Chief Wade stated that we hoped to have our Fire Prevention Open House in October and started planning.

Chief Wade stated that in November, we were able to attend the UASD conference and enjoyed the training. Chief Wade stated that the Trustees would need to do their training once per term and their Open Meeting training once a year. Chief Wade stated that Nicci Roylance would email the link to them with their February packet.

Chief Wade stated with Phil Swanson's resignation in October by state law, and we have to swear in John Arrington on January 3, 2022. Chief Wade stated that in February's meeting, we would do a ceremonial swearing-in for those elected.

Chief Wade stated that Engineer Rick Johansen's father passed away and that the administration could attend his father's celebration of life earlier that day.

Chief Wade stated that firefighter Juan Duckett in the Charity Basketball game tore his achilles and will be having surgery and be unable to work until his doctor's release. Chief Wade stated that during the December 10<sup>th</sup> snowstorm, our firefighter Zack Clifford was going to help with an accident and fell and hurt his shoulder, but he is recovering well and will be back to work shortly.

Chief Wade stated that the 2022-2023 budget is being worked on and that between February and March, the administration develops a budget to present to the Budget Committee (Chairperson Wheelwright, Vice-Chairperson Johnson, Trustee Aardema). Chief Wade stated that we want to give the Board some options and recommendations to maximize the money for personnel. Chief Wade stated that our Administration committee is Chief Wade, Deputy Chief Jones, Deputy Chief Call, Fire Marshal Barker, and Nicci Roylance, which is very diverse and able to communicate well together.

Chief Wade stated Ryan Cowley worked for Weber County Election, who we worked with, has taken a job with the LT. Governor's office as the state election director. Chief Wade stated that he was helping us with the election bill that has gone to legislation.

Chief Wade stated that we have Fire School the third week in January. In the past, we have canceled that board meeting. Chief Wade stated that we could have our January meeting with the change of meeting dates. Chairperson Wheelwright asked if there was any objection to canceling the January meeting. Chairperson Wheelwright stated that we would cancel the meeting unless we have anything important that needs to be discussed.

Chief Wade stated that the Fire Caucus with Legislation Luncheon is on January 31, 2022, at noon, where we can meet with our Legislation. Chief Wade stated that our representatives are John Johnson and Ryan Wilcox.

Chairperson Wheelwright asked if the district would need to do an RFP? Chief Wade stated that we would not need to. Chief Wade stated that Legal had changed some wording in the contract and that it was good to go if approved.

Vice-Chairperson made the motion to approve the contract for Providence Mental Health. Trustee West seconded the motion. The motion passed unanimously.

7. Discussion and/or action on Trailant/Sexual Harassment.

Nicci Roylance stated that we would be administering our Sexual Harassment training through Trailant. Nicci Roylance stated that the training would include Diversity, and Microaggression training that would meet the needs of the district and keep the district in compliance.

Trustee West stated that in South Ogden, they use a similar platform to do their Sexual Harassment training, and he has found it to be better than sitting in a classroom.

8. Discussion and/or action of NVFD Fire board Meeting Schedule 2022.

Chief Wade stated that the third Tuesday has worked well in the past and suggested keeping the board meeting the same unless it doesn't work anymore. Trustee West stated that while using Zoom when he cannot attend, he has not felt part of the board. Trustee West stated he didn't want to move it for just him. Chairperson Wheelwright asked what conflicts were present for people to attend if they changed it to the second or fourth Tuesday. Jeff Davis stated the second Tuesday would be difficult to have the financial statements done in time. Chairperson Wheelwright asked if the fourth Tuesday would have any conflicts. Chairperson Wheelwright asked if there was any objection for the fourth Tuesday? Trustee Aardema made the motion to move the board meeting to the fourth Tuesday at 5:00 p.m. Vice-Chairperson Johnson seconded the motion. The motion passed unanimously.

9. Chief's Report

Chief Wade stated that he would start by discussing the personnel. Chief Wade stated that Engineer Anthony Swenson had resigned and relocated to Wyoming. Chief Wade stated that Anthony had taken a position with Wyoming's Fire Marshal. Chief Wade stated that Anthony had been with North View Fire for three and half years. Chief Wade stated that LT. Paramedic Jordan Stephens had quit and has gone to be a nurse at the University Hospital in ICU, and wish him well in his endeavors.

Chief Wade stated that we would be in-house testing for two firefighter positions with these two vacancies. Chief Wade stated that we had two-part timers to test for those open positions. Chief Wade stated that in August, we had hired Mark Steele, who is a Paramedic, but we hired him as a firefighter who would promote to L.T. Paramedic to replace Jordan Stephens.



Chief Wade expressed his gratitude towards the administration and personnel he gets to work with. Chief Wade expressed his gratitude towards the Board for their help in making the district great.

10. Chairperson's Report

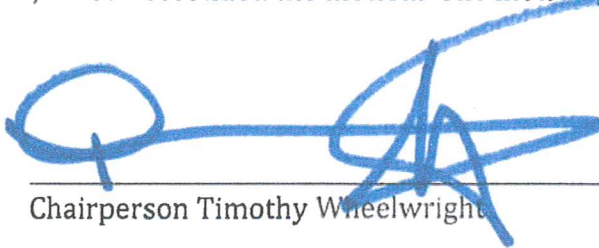
Chairperson Wheelwright stated that the Chief should be included in his praise for his great work as the leader of the district.

11. Other and/or Identify matters for future consideration and or action.

Trustee Jackson asked Deputy Chief Jones how the Paramedic Program was going and any progress with the County. Deputy Chief Jones stated that he has reached out to the County Commissioner with a letter and many phone calls and had not heard from any of them. Trustee Aardema and Chairperson Wheelwright asked if there was any response at all. Deputy Chief Jones stated that there had not been any response to our phone calls or letter in an attempt to meet with them. Chairperson Wheelwright was upset over their lack of response. Deputy Chief Jones stated that Chief Wade is working with Chief Mathieu to use their license to use our Paramedic skills. Deputy Chief Jones stated he has some ideas and will keep working on them. Trustee Jackson asked where line items were in the budget; and carried them over. Deputy Chief Jones stated that as a board if we decide to go forward without the County's blessing, that could become ugly. Deputy Chief Jones stated that other counties are getting out of the Paramedic business, but we don't want to go that route.

12. Adjournment

Trustee West made the motion to adjourn the meeting at 6:37 p.m. Vice-Chairperson Johnson seconded the motion. The motion passed with unanimous approval.

  
\_\_\_\_\_  
Chairperson Timothy Wheelwright

\_\_\_\_\_  
Nicci Roylance, District Clerk

Date Minutes approved \_\_\_\_\_.