



UNIFIED FIRE SERVICE AREA FINANCE COMMITTEE AGENDA

August 31, 2022, 10:00 a.m.

NOTICE IS HEREBY GIVEN THAT THE UNIFIED FIRE SERVICE AREA FINANCE COMMITTEE SHALL ASSEMBLE FOR
A MEETING AT 3380 South 900 West, Salt Lake City, UT 84119

THE PUBLIC MAY ATTEND PHYSICALLY OR ELECTRONICALLY VIA ZOOM WEBINAR:
<https://us06web.zoom.us/j/91681046879?pwd=MEtoVmtwRG95ZFYrV0J3TUZtZUNBdz09>

Meeting ID: 916 8104 6879

Password: 8675309

1. Call to Order – Chair Hull
2. Public Comments
Please limit comments to three minutes each
There are three options for comments during this meeting:
 - a. In-Person.
 - b. Live during the Webinar by logging in as described above. If you wish to make a comment, select the “Raise Hand” button at the bottom of the screen. You will then be added to the queue and invited to speak.
 - c. EMAIL: Public comments will be accepted prior to the meeting via email at publiccomment@unifiedfire.org until 7:00 a.m. August 30, 2022. Emailed comments submitted prior to 7:00 a.m. August 30, 2022, will be read or summarized into the record, comments received after the deadline will be forwarded to the UFSA Board, but not read into the meeting record or addressed during the meeting.
3. Minutes Approval - Chair Hull
A. June 8, 2022
4. UFA Operational Priorities – Chief Burchett
5. Long Range Plan Review – CFO Hill
6. 2023 Budget Proposal – District Administrator Anderson
7. Possible Closed Session
The Board may consider a motion to enter into 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.

Re-Opening the Meeting

8. Adjournment – Chair Hull

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL UFSA MEETINGS.

In accordance with the Americans with Disabilities Act, UFSA will make reasonable accommodation for participation in the meetings. Please call the clerk at least three working days prior to the meeting at 801-743-7213. Motions relating to any of the foregoing, including final action, may be taken at the meeting. This meeting may be held electronically to allow a member of the UFSA Finance Committee to participate. This agenda is subject to change with a minimum 24-hour notice.

CERTIFICATE OF POSTING

The undersigned, does hereby certify that the above agenda notice was posted on this 25th Day of August, 2022 on the UFSA bulletin boards, the UFSA website www.unifiedfireservicearea.org , posted on the Utah State Public Notice website <http://www.utah.gov/pmn/index.html> and was emailed to at least one newspaper of general circulation with the jurisdiction of the public body.

Cyndee Young, UFSA Board Clerk



UNIFIED FIRE SERVICE AREA FINANCE COMMITTEE MEETING MINUTES

June 8, 2022

Meeting was held both electronically via Zoom Webinar/UFA Headquarters

Committee Members Present:

Council Member Bailey
Council Member Hull

Committee Members Absent:

Mayor Overson
Mayor Silvestrini

Staff:

Chief Burchett
CFO Hill
Cyndee Young

District Administrator Anderson
AC Pilgrim

Guests:

Marcus Stevenson,
Midvale
Roger Bourke, Alta
Courtney Samuel
Pat Costin

Tua Tho
Lana Burningham
Shelli Fowlks
Alex Palacios, Eagle Mtn.
AC Robinson

Division Chief Torgersen
Kate Turnbaugh
Marcus Arbuckle, Auditor

Meeting called to order by Chair Hull at 10:04 a.m.

Public Comments

None

Public comment was made available live and with a posted email address

Minutes Approval

Council Member Bailey moved to approve the minutes from the May 7, 2022 Finance Committee Meeting as submitted

Mayor Stevenson seconded the motion

All voted in favor, none opposed

Review/Approval of the 2021 Annual Financial Audit – CFO Hill

- ◆ Auditor Marcus Arbuckle reviewed the audit findings
 - ◆ The Board was reminded that the original auditors were unable to conduct the audit for 2021
 - ◆ There were no findings, and a clean opinion was given on the financials
 - ◆ Internal controls related to the financial reporting process were reviewed and no recommendations were given

- ♦ No indications of fraud were found
- ♦ There were two findings overall, related to state compliance
 - The Open & Public Meetings Act requires meeting minutes be uploaded within the 3 business days, 1 instance was beyond the required time
 - Not all Board Members had completed the State Auditor Training that is required every 4 years
- ♦ CFO Hill stated that while the UFSA Finance Committee will approve the audit, it will now go before the UFSA Board for formal approval June 21, 2022

Council Member Bailey moved to approve the FY2021 Financial Audit
Mayor Stevenson seconded the motion
All voted in favor, none opposed

Closed Session

- ♦ None

Adjournment

Council Member Bailey moved to adjourn the June 8, 2022 UFSA Finance Committee Meeting
Mayor Stevenson seconded the motion
All voted in favor, none opposed