



BOARD OF TRUSTEES Meeting Minutes
Date: Thursday, August 9, 2018
Utah Valley Dispatch Special Service District
3047 N 400 W Spanish Fork, UT

Board of Trustees Members in Attendance:

Rob Shelton, American Fork City, via Zoom
Shane Sorensen, Alpine City
Jeff Weber, Eagle Mountain City, via Zoom
Jason Walker, Lehi City
Mark Christensen, City of Saratoga Springs, via Zoom
C.Nathan Ivie, Utah County Commissioner
Wendy Pray, City of Woodland Hills, Vice Chairperson
John Ernest, Town of Vineyard, alternate, via Zoom

Absent Board of Trustees Members:

David Guston, Town of Cedar Fort
Denise Anderson, Town of Cedar Hills
Brad Gurney, Town of Fairfield
William McMullin, Town of Genola
Josh Cummings, Town of Goshen
Ed Dennis, Highland City
Scott Spencer, Payson City
Greg Graves, Utah County Commissioner
Jacob McHargue, Town of Vineyard

Others in Attendance:

Seth Atkinson, Nephi City
Brian Gwilliam, Operations Board Chairman
Michael Veenendaal, Executive Director, UVDSSD
Suzee Anderson, Administrative Specialist, UVDSSD

1. Call to Order: Wendy Pray, Vice Chair
2. Consent Calendar: *Wendy Pray, Vice Chair*
 - 2.1 Meeting Minutes for June 14, 2018
 - 2.2 Warrant Register for June 1-30
 - 2.3 Warrant Register for July 1-31

**Motion to Approve Consent Calendar by R. Nathan Ivie
Second by Shane Sorensen
Voting unanimous, motion approved.**

3. Business, Discussion and Action Items:
 - 3.1 Audit & Audit Services

Michael Veenendaal recounted errors that have been discovered with fixed assets being classified as building fund in the past. Michael stated Suzee Anderson is working on identifying those errors and providing a more accurate picture of the District's fixed assets. Michael inquired if the

- 3.2 Policy/Procedure Updates
 - Sick
 - Attendance
- 3.3 Billing Cycles
- 3.4 HR Role
- 3.5 City Events

4. Other Business:

- 4.1 Operations Board report - *Chairman Brian Gwilliam*

Chief Gwilliam reported on changes that were requested in Fire Nature Codes. He also reported

- 4.2 Directors Report –

- 4.3 Open forum and next meeting agenda items

Rob Shelton requested an update or a timeline regarding the new paging system. Michael Veenendaal reported that a fire users group is meeting and approving an RFP. Rob Shelton requested a periodic update regarding the new system.

5. Adjourn:

Next Meeting: September 20, 2018

Due to meetings that will involve board members, the board meeting will be held on September 20th instead of September 13th.

**Motion to Adjourn by Nathan Ivie
Second by Shane Sorensen
Voting unanimous, meeting adjourned.**