

RESOLUTION NO. ____-2026

**A RESOLUTION OF THE BOARD OF WEBER COUNTY COMMISSIONERS
CREATING THE WEBER COUNTY PARAMEDIC AND TECHNICAL RESCUE
COMMITTEE**

RECITALS

WHEREAS, Weber County (“County”) jointly holds state paramedic service licenses with Ogden City, Weber Fire District, North View Fire District, and Roy City for the provision of paramedic services within the County;

WHEREAS, the County is the entity that approves, collects, administers, and distributes the countywide paramedic tax revenues;

WHEREAS, the County, along with participating municipalities and fire districts, administers countywide programs for (i) paramedic services and (ii) technical rescue operations, including Urban Search and Rescue (“USAR”)/Heavy Rescue and Hazardous Materials (“HAZMAT”) (collectively, the “Programs”), through interlocal agreements with participating fire agencies; and

WHEREAS, the County desires to create a committee to coordinate systemwide standards, budgeting recommendations, operational protocols and procedures, and interagency collaboration across these Programs, while preserving the County’s authority, budget administration, and grant-compliance responsibilities; and

WHEREAS, establishing a committee will promote transparent, effective, and efficient governance in coordination with the existing contracts, grants, and County budget appropriations;

NOW, THEREFORE, be it resolved by the Board of County Commissioners of Weber County as follows:

SECTION 1. ESTABLISHMENT AND PURPOSE

1.1 Creation. There is hereby created the Weber County Fire & Rescue Programs Committee (the “Committee”).

1.2 Purpose. The Committee’s purpose is to advise and assist the County by (a) recommending system standards for the Programs; (b) recommending annual program budgets; (c) recommending and overseeing system operational protocols and procedures to implement system standards; (d) reviewing program performance and compliance; and (e) fostering interagency collaboration.

1.3 Advisory Collaboration. The Committee is intended to serve as a collaborative advisory forum. Recommendations developed through the Committee are intended to inform

County decision-making and shall not override or replace the operational authority of any participating fire or rescue agency unless formally approved through appropriate County processes.

1.4 No Transfer of County Authority. Nothing in this resolution transfers or limits the County's authority as a state paramedic license holder and administrator of countywide paramedic tax revenues, including authority to set system standards, assign or reassign responsibilities among the contracted providers, enforce contract compliance, and take corrective action. Expenditures remain subject to approved budgets, applicable contracts and grants, and County fiscal policies. Committee actions are recommendations and are not binding on the County unless expressly approved in writing by the County.

1.5 Reservation of County Authority. The County Commission (or its designee, including the Emergency Management Director) may adopt, modify, or reject any recommendation of the Committee or its subcommittees; may direct providers regarding system operations and compliance; and may suspend, amend, or dissolve the Committee or any subcommittee.

SECTION 2. MEMBERSHIP AND OFFICERS

2.1 Voting Members. Each of the following agencies shall have one voting seat on the Committee, held by the Fire Chief or the Chief's designee: Weber Fire District; North View Fire District; Plain City Fire; Ogden City Fire Department; Roy City Fire Department; Riverdale City Fire Department; Washington Terrace City Fire Department; and South Ogden City Fire Department.

2.2 Agency Representation. Each participating agency may be represented by its Fire Chief or a designated representative familiar with the agency's operations and authorized to participate in Committee discussions. Agencies may update their representative as operational needs require.

2.3 Ex Officio Participants. The County Emergency Management Director (or designee) serves as an ex officio, non-voting participant and fiscal advisor. A County Commission liaison and the County Attorney (or designee) may participate in a non-voting advisory capacity.

2.4 Officers. The Committee shall have a Chair and a Vice Chair. Officer terms are for two years. At the first meeting in January 2026, the Committee shall elect both a Chair and a Vice Chair. Every two years thereafter, the Committee shall only elect a Vice Chair, and upon completion of the Chair's two-year term, the Vice Chair shall automatically succeed to Chair. Vacancies shall be filled in the same manner, with the Vice Chair succeeding to Chair and a new Vice Chair being elected by the Committee to fill the remainder of the unexpired term.

SECTION 3. MEETINGS

3.1 Meeting Frequency. The Committee shall meet at least bi-monthly and may hold special meetings as needed. Subcommittees shall meet as directed by the Committee.

3.2 Participation Expectations. Agencies are encouraged to participate consistently in Committee meetings to ensure continuity, information sharing, and effective system coordination, recognizing that emergency response priorities may occasionally limit attendance.

3.3 Quorum & Voting. A majority of voting seats constitutes a quorum. Each voting member has one vote. Unless otherwise stated herein, actions require a simple majority of members present.

3.4 Open & Public Meetings. The Committee and its subcommittees shall comply with the Utah Open and Public Meetings Act, including noticing, agendas, minutes, and recordings. Electronic meetings are permitted to the extent allowed by law.

3.5 Rules of Procedure. Meetings shall be conducted in an orderly manner. If requested by a member, the latest edition of Robert's Rules of Order shall guide procedure.

3.6 Administrative Support. Weber Fire District shall provide clerical support (agenda preparation, notices, minutes, records retention) for the Committee and subcommittees, in coordination with the Emergency Management Department.

3.7 Recommendations. The Committee's recommendations concerning (i) system standards, (ii) operational protocols and procedures, (iii) budget priorities, and (iv) equipment specifications for County-funded purchases shall be forwarded to the Emergency Management Director for review and to the County for approval before implementation.

SECTION 4. POWERS AND DUTIES OF THE COMMITTEE

Subject to County budgetary authority, applicable law, and existing contracts/grants, the Committee shall:

4.1 System Standards and Operational Protocols. The Committee may develop and recommend to the County system standards that establish baseline, non-clinical expectations for the organization, coordination, readiness, and performance of the Programs. The Committee may also develop and recommend system operational protocols and procedures intended to implement or support those system standards.

4.2 Clinical Protocols. Clinical protocols and medical treatment guidelines are under the authority of the system medical director. The Committee may provide input but shall not adopt or amend clinical protocols.

4.3 Budget Development. Develop and recommend to the County an annual budget for each Program (including operating, training, equipment, maintenance, and replacement planning)

within monetary parameters provided by the County. The Committee may propose prioritization of expenditures but shall not obligate County funds.

4.4 Program Oversight. Monitor performance and contract compliance; review training and deployment readiness; and recommend corrective actions to the County where appropriate.

4.5 Procurement & Equipment Planning. Review and recommend Program equipment specifications, lifecycle and replacement schedules, and major purchases. Any purchase using County or grant funds requires prior written approval of the Emergency Management Director.

4.6 Data & Reporting. Establish uniform reporting calendars and metrics. The Committee may request data necessary for system oversight, subject to HIPAA and applicable confidentiality laws.

4.7 Subcommittee Direction. Create, organize, and task subcommittees and receive and act on their recommendations.

SECTION 5. EMERGENCY MANAGEMENT DIRECTOR

5.1 Fiscal Administration. The Emergency Management Director retains budget guidance, encumbrance control, and final approval of expenditures and contract payments within County-approved budgets and fiscal policies.

5.2 Grant Compliance & Anti-Supplanting. The Emergency Management Director shall ensure compliance with federal and state grant requirements, including prevention of supplanting and duplicate payment. Agencies seeking reimbursement for training must submit attendance rolls/rosters with invoices.

5.3 Purchase Review. For equipment purchased with County or State Homeland Security Program funds for USAR/Heavy Rescue or HAZMAT, and for material Paramedic Program purchases, the Emergency Management Director shall participate in the planning and pre-purchase review to ensure alignment with approved inventories, maintenance, and replacement schedules. All purchases shall be made in compliance with the County's purchasing code and grant requirements.

5.4 Program Equipment. The Emergency Management Department shall maintain the consolidated Program equipment inventory and replacement plan in collaboration with participating entities.

SECTION 6. SUBCOMMITTEES

6.1 Initial Subcommittees. The following subcommittees are authorized and deemed created upon adoption of this resolution: (a) Paramedic Program Subcommittee; (b) USAR/Heavy Rescue Subcommittee; and (c) HAZMAT Subcommittee.

6.2 Membership & Chairs. Each subcommittee shall include representatives from participating agencies as designated by the Committee. At the Committee's first regular meeting following adoption of this resolution, the Committee shall appoint a Chair for each subcommittee and approve a brief charter identifying scope, deliverables, and reporting requirements.

6.3 Authority. Subcommittees act at the direction of, and make recommendations to, the Committee. Subcommittees may not bind the County or the Committee or expend funds.

6.4 Meetings. Subcommittees are subject to the meeting, quorum, and voting provisions in §3.1–§3.4. For purposes of §3.3, “voting seats” means the total number of appointed members of the respective subcommittee. Any stricter requirements adopted by the Committee will control for that subcommittee.

6.5 Additional Subcommittees. The Committee may create additional subcommittees or workgroups as needed.

SECTION 7. LIABILITY AND IMMUNITY REASSURANCE

7.1 Liability and Immunity. Participation in the Committee or subcommittees does not create additional liability for participating agencies or their personnel and does not waive any protections or immunity provided under applicable law.

SECTION 8. MISCELLANEOUS

8.1 No Conflict with Contracts/Grants. This resolution does not modify or supersede existing interlocal agreements, grants, or County budget appropriations. Funds shall be expended consistent with program-specific contracts, grants, and adopted budgets. Nothing herein authorizes commingling of funds contrary to those instruments.

8.2 Records. Committee and subcommittee records are County records subject to the Government Records Access and Management Act (GRAMA) and applicable retention schedules.

8.3 Ethics & Conflicts. Members shall comply with the Utah Public Officers' and Employees' Ethics Act and any applicable agency ethics policies. Members shall disclose conflicts and recuse when required.

8.4 Severability. If any provision of this resolution is held invalid, the remainder shall not be affected.

8.5 Dispute Resolution & County Override. Any dispute among providers, or between a provider and the Committee or a subcommittee, shall be referred to the Emergency Management Director for recommendation to the County. The County may resolve the dispute and issue directives binding on providers.

8.6 Effective Date. This resolution is effective upon adoption.

8.7 Periodic Review. The structure and effectiveness of the Committee may be periodically reviewed with input from participating agencies to ensure the Committee continues to meet system needs and supports effective fire and rescue service delivery.

RESOLVED this _____ day of _____, 2026.

BOARD OF WEBER COUNTY COMMISSIONERS

By _____
Gage Froerer, Chair

Commissioner Froerer voted _____
Commissioner Harvey voted _____
Commissioner Bolos voted _____

ATTEST:

Ricky Hatch, CPA
Weber County Clerk / Auditor