



UNIFIED FIRE AUTHORITY BOARD MINUTES

January 20, 2026 7:30 AM

Electronically via Zoom Webinar/UFA Headquarters-3380 South 900 West SLC, UT 84119

- Call to Order

Quorum present

Chair Fotheringham called the meeting to order at 7:36 am.

- Public Comment

None

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

- Board Member Recognition

Chair Fotheringham presented Mayor Dan Knopp and Council Member Trish Hull with a plaque to thank them both for their years of service to the UFA and UFSA.

- Minutes Approval

a. December 9, 2025

Mayor Buroker made a motion to approve the December 9, 2025, minutes as submitted. Mayor Gettel seconded the motion, and all voted in favor; none opposed.

- Consent Agenda

CFO Hill explained the monthly disbursement review process for the board members. Disbursements are provided for the board to review as part of the consent agenda monthly. The Board does not typically review every line during the meeting, but the detail is available.

Payroll and personnel-driven costs are consistently the largest expenditure and appear at the top of the disbursement listings. Disbursements are presented by fund, including the General Fund, Emergency Management Fund, and Capital Replacement Fund. This month's packet contains the disbursements for November and December of 2025. The additional pages include the P-Card details for the board to review.

Mayor Gettel made a motion to approve the consent agenda items as submitted. Mayor Jackson seconded the motion, and all voted in favor; none opposed.

- Consider the Date of February 17, 2026, for a Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2025-2026 Fiscal Year Budget.

CFO Hill stated that in the February meeting, UFA will be holding a public hearing for the second round of amendments for this fiscal year. Potential amendments are expected to be typical in nature to true up grants, align additional revenue received, and prepare the Select Health contingent funding payment discussed in previous meetings.

Mayor Jackson made a motion to set the date of February 17, 2026, for a Public Hearing to receive and consider comments on proposed amendments to the 25-26 fiscal year budget. Mayor Buroker seconded the motion, and all voted in favor; none opposed.

- Board Elections/Committee Updates

CLO Roberts stated that with the turnover on the UFA Board, due to elections, there are seats that need to be filled on the UFA subcommittees. The three subcommittees of the UFA Board are:

- Benefits and Compensation Committee
- Governance Committee
- Finance Committee

Please notify Clerk Micayla Dinkel of interest in serving on subcommittees. Upcoming subcommittee meetings are listed on the UFA board agenda.

- a. Benefits and Compensation Committee-No meeting updates
- b. Governance Committee-No meeting updates
- c. Finance Committee-No meeting updates

CLO Roberts reminded the four newly elected officials to send an official resolution or letter from their municipality appointing them to the UFA Board to Clerk Micayla Dinkel as soon as possible.

- Administrative and Planning Report

Assistant Chief Russell presented the Administration and Planning Report and advised the Board that the report would consist of two detailed report-outs: An update on HB48 as well as a presentation on the 2026 Community Risk Reduction.

- a. HB48

Assistant Chief Russell reported that the Utah Division of Forestry, Fire and State Lands published updated public-facing resources related to wildland risk and the implementation of HB48 by updating the HB48 FAW page and the URAP map. These resources went live around the first of the year and can be accessed via the state website, fsl.utah.gov. The updated URAP map allows residents to enter an address and view how a property aligns with the wildfire risk boundary, including the HB48 layer. Almost all of UFA municipalities have adopted the map/required code.

b. 2026 Community Risk Reduction

Assistant Chief Russell presented an overview of UFA's proactive, coordinated community risk reduction strategy for 2026, referencing the Monthly Safety Calendar that was included in the board packet. The purpose of the monthly safety calendar is to align public education and presentation with seasonal/community-specific risks, shifting from reactive response to proactive prevention. Monthly focus areas reflect historical trends and seasonal conditions.

The calendar will be rolled out in four-month groupings to give municipalities lead time to incorporate messaging into newsletters, websites, and social media. UFA will monitor call volume and trends month-to-month, adjusting or supplementing messaging as emerging risks appear, while maintaining the calendar's base focus.

- Support Services Report

- a. Emergency Management Update-Hazard Mitigation Plan

Emergency Management Director Tara Behunin announced that the updated multi-hazard, multi-jurisdictional mitigation plan was formally approved by SLCo and FEMA at the end of December 2025. The project began in the summer of 2024 as a replacement to the 2019 plan. The update took approximately 17 months, led by the Emergency Management Planning Team, and included workshops, meetings, and surveys with managers, stakeholders, and the public.

The purpose of the plan is to identify hazards and develop mitigation strategies to reduce risk and enhances awareness among elected officials, agencies, and the public. The plan outlines actions to prevent or reduce vulnerabilities. FEMA's approval of the plan ensures eligibility and/or compliance for mitigation grant funding and disaster funding following a presidentially declared disaster. More information regarding the plan can be found at saltlakecountyem.gov.

- Operations Report

- a. Call Volume Report

Assistant Chief Dern reminded the board that UFA has transitioned to a new incident reporting system due to federal-level changes that were effective January 1, 2026. The transition was successful, but configuration work is ongoing to restore full operations reporting and data tracking. The report will look different for the February meeting but will have the data requested by the board.

Assistant Chief Dern provided a comprehensive overview of current operational metrics.

In December 2025, UFA responded to 3,371 calls compared to December of 2024 calls were 3,150. The 2025 year-end summary showed a 7.6% increase in call volume from 36,868 to over 39,000 calls. Turn-out time and first-due response time remained stable with an improvement in performance despite higher

volume. Improvements attributed in part to bringing on new units/apparatus into service including the low-acuity unit trail in Millcreek, new apparatus in Eagle Mountain, and Medic Engine 107 in Kearns.

b. Standards of Cover Update

Assistant Chief Dern stated that meetings with each municipality will begin in February with a target date of March for full board review.

c. Staffing and Incident Update

Operations Chief Kay reported on the Christmas and New Year holiday staffing. UFA remains short on Paramedics and is working on addressing the shortage. Operations Chief Kay stated that despite below-normal snowfall, UFA canyon crews remain busy with routine ski resort medical calls and motor vehicle accidents in the canyons.

Major canyon incidents highlighted:

- Plane crash in Albion Basin (previously referenced earlier in the season)
- Father and three children lost in Big Cottonwood Canyon (UFA provided medical care)
- Two climbers fell over 30 feet in Big Cottonwood Canyon (required extensive lowering operation)
- Vehicle rollover at “7 Sisters” in Little Cottonwood Canyon; vehicle rolled approx. 125 feet off the roadway
- A skier fell on the ridgeline between Big and Little Cottonwood Canyons; fall over 50 feet, requiring extensive rescue

• Fire Chief Report

a. Supplementary Audit Report-Federal Grants Compliance

Chief Burchett noted that the FY24-25 financial audit was presented previously, with one supplementary report outstanding due to grant funding and timing of auditing standards. CFO Hill presented the report and provided the following summary:

- The auditor issued an opinion that UFA complied with requirements related to federal grant funding.
- Internal control testing did not identify deficiencies or material weaknesses.
- Schedule of federal funding expenditures listed total federal awards at \$784,598, triggering the additional review/audit threshold.
- Findings schedule showed “none noted” items.
- Prior minor compliance issue related to open and public meetings training was marked resolved; staff will work with new board members to complete the required training to ensure future compliance.

b. New Board Member Orientation

Chief Burchett advised new board members that staff will reach out to schedule a new board member orientation meeting to discuss the differences between UFA and UFSA, introduce Command Staff, and provide a high-level budget review.

c. FY26-27 Budget Priorities and Process

Chief Burchett reviewed the budget development timeline and expectations, highlighting the upcoming Benefits and Compensation Committee meetings that will be critical to the budget planning process. The committee will also elect a new chair at the January 22, 2026, meeting. Preliminary discussions have shown that UFA is expecting a higher-than-normal health insurance renewal rate as well as a potential increase from VECC.

Chief Burchett stated that the Fire Training facility remains a top priority, second to wages. Tours of the fire training grounds will be on February 27, 2026. Chief Burchett asked that all board members plan to attend a tour to see the current conditions of the grounds, as well as reviewing the Fire Training feasibility study.

d. Member Fee Discussions

Chief Burchett explained the annual member fee review process with the board and stated that meetings are being set up with the four direct members in the month of February and possibly March to discuss call data and call location.

Chief reviewed the following upcoming events with the Board:

Fire School 101
March 27, 2026
UFA Fire Training

UFA Banquet
April 24, 2026
This is the Place Heritage Park

Recruit Camp 61 Graduation
May 6, 2026
JATC Riverton Campus

Possible Closed Session

None

• Adjournment

Mayor Jackson moved to adjourn the January 20, 2026, UFA Board Meeting. Council Member Butterfield seconded the motion, and all voted in favor; none opposed.

BOARD MEMBERS IN ATTENDANCE

Mayor Cheri Jackson Council Member Tyler Huish
Council Member Paul Fotheringham Council Member Tish Buroker

Council Member Jared Henderson
Council Member Chrystal Butterfield
Council Member Catherine Harris
Council Member Kathleen Bailey
Mayor Scotty John

Council Member Sheldon Stewart
Mayor Dustin Gettel
Deputy Mayor Catherine Kanter
Mayor Jared Gray

BOARD MEMBERS ABSENT

Mayor Kristie Overson

Mayor Roger Bourke

STAFF IN ATTENDANCE

Chief Dominic Burchett
CLO Brian Roberts

CFO Tony Hill
Shelli Fowlks

ATTENDEES

AC Dern
AC Russell
DOC Easton
Courtney Samuel
Rachel Anderson
DC Prokopis

AC Robinson
DC Widdison
BC Wilde
DC Greensides
OC Kay
BC Bogenschutz

Tara Behunin
FF Bird
HRD Day
BC Fossum
Bill Brass
Japheth McGee