



UNIFIED FIRE AUTHORITY BOARD MINUTES

April 21, 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 7:30 a.m.

- Public Comment

No public comments were received. Public comment was available both in person and through the posted electronic submission option.

- Minutes Approval

a. March 17, 2026, UFA Board Meeting Minutes

b. March 19, 2026, UFA Benefits and Compensation Meeting Minutes

Mayor Sudbury made a motion to approve the March 17, 2026, UFA Board Meeting minutes as well as the minutes from the March 19, 2026, UFA Benefits and Compensation Meeting minutes as submitted. Mayor Jackson seconded the motion, and all voted in favor; none opposed. The motion passed unanimously

- Consent Agenda

a. Review of March Disbursements

CFO Hill presented the March disbursements for the board to review. CFO Hill reported the month was generally standard financially and highlighted a notable expenditure within the Fire Capital Replacement Fund. He explained that the first two-line items on page 15 represented the purchase of twelve light fleet vehicles as part of the organization's ongoing capital replacement plan. He stated that UFA continues to work steadily through the implementation of the replacement schedule and funding plan.

Councilmember Stewart made a motion to approve the consent agenda items as submitted. Mayor Sudbury seconded the motion, and all voted in favor; none opposed. The motion passed unanimously

- Consider the Date of June 16, 2026 at 7:30 a.m. for two Public Hearing to Receive and Consider Comments on:

a. Proposed Amendments to the 2025/2026 Fiscal Year Budget

b. Final Budget for the 2026/2027 Fiscal Year

Mayor Gettel made a motion to set the date of June 16, 2026, at 7:30 a.m. for two public hearings to receive and consider comments on the proposed amendments to the 2025/2026 Fiscal Year Budget as well as the Final Budget for the 2026/2027 Fiscal Year. Mayor Sudbury seconded the motion, and all voted in favor; none opposed. The motion passed unanimously

- Consider the Date of June 16, 2026 at 6:00 p.m. for a Public Hearing to Receive and Consider Comments on:

- a. Fee Schedule for the 2026-2027 Fiscal Year

Mayor Jackson made a motion to set the date of June 16, 2026 at 6:00 p.m. for a public hearing to receive and consider comments on the proposed fee schedule for the 2026-2027 fiscal year as presented. Mayor John seconded the motion, and all voted in favor; none opposed. The motion passed unanimously

- Committee Updates

- a. Benefits and Compensation Committee

Chair Buroker provided a brief report regarding the Benefits and Compensation Committee meeting held on March 19, 2026. The Committee reviewed and approved Fire Chief Burchett's and CLO Roberts compensation packages as part of the annual evaluation and compensation review process.

Insurance recommendations were also reviewed and forwarded as part of the broader budget development process. Chair Buroker noted that the recommendations would ultimately be incorporated into the proposed Fiscal Year 2026–2027 budget presented to the Board.

- b. Governance Committee

Chair Gettel reported that the Governance Committee was scheduled to meet on April 30, 2026 at 2:00 p.m.

- c. Finance Committee

Chair Henderson provided a report regarding the April 9, 2026, Finance Committee meeting and preliminary review of the proposed Fiscal Year 2026–2027 budget. Key budget highlights included:

- Overall member fee increase proposed at approximately 5.34%;
- Direct member increase averaging approximately 3.46%;
- UFSA increases, averaging approximately 5.95%;
- The majority of the UFSA increase is attributable to the addition of an engine company in Kearns;
- Proposed COLA increase of 3.6% utilizing the established seven-year rolling CPI average methodology;
- Market adjustments limited to approximately 0.24% in selected classifications;
- Ongoing capital replacement expenditures; and

- Proposed Fire Training Center financing through a \$25 million bond over twenty years with estimated annual payments of approximately \$1.84 million.

Chair Henderson stated the Committee requested a more detailed long-term financial sustainability plan associated with the proposed training center project. He noted the next Finance Committee meeting would occur on May 14, 2026 at 9:00 am, during which Division Chiefs would present their individual departmental budget requests and provide additional operational detail.

- Standards of Cover

Assistant Chief Dern presented the 2026-2029 Standards of Cover document for final Board adoption. AC Dern explained that the SOC represented the second formal iteration completed by Unified Fire Authority and reflected approximately eight months of detailed organizational analysis and work. He reported that since the prior Board presentation, UFA staff completed community outreach meetings with each member municipality to review community-specific risk assessments, deployment data, response performance metrics, and identified service gaps. AC Dern emphasized that the SOC evaluates community risk, assesses deployment and operational performance, and identifies service gaps. The document establishes measurable benchmarks and aligns community expectations with operational capability and Board direction.

The document included analysis related to:

- Fire response
- EMS operations
- Wildland fire response
- Hazardous materials response
- Technical rescue operations
- Special hazards

AC Dern further explained that operational benchmarks were intentionally designed around realistic, data-driven expectations tied to current and projected organizational resources. Areas of focus included improving call processing times, maintaining travel time performance, improving turnout times, and achieving modest reductions in overall response times across the organization.

Following adoption, the finalized SOC document will be posted publicly under the transparency section of the UFA website. Chair Fotheringham commended staff for the extensive effort and detailed community engagement completed throughout the process and expressed appreciation for the professionalism and thoughtful analysis incorporated into the document.

Mayor John made a motion to approve the 2026-2029 Standards of Cover as presented. Mayor Overson seconded the motion, and all voted in favor; none opposed. The motion passed unanimously

- Administrative and Planning Report

- a. House Bill 41

Assistant Chief Wade Russell introduced Fire Marshal Wade Watkins to provide an update regarding House Bill 41 and associated Wildland Urban Interface (WUI) code requirements impacting member communities.

FM Watkins explained that HB 41 updated the applicable WUI fire code standards and transitioned communities toward adoption of newer editions of the International Wildland-Urban Interface Code (IWUIC). Although the original legislation referenced older code editions, communities would ultimately be utilizing updated code language and guidance, including the 2018 and forthcoming 2024 editions.

FM Watkins stated the updated code:

- Provides clearer guidance to builders and property owners;
- Improves defensible space standards;
- Clarifies ignition-resistant construction requirements; and
- Offers stronger tools for code officials evaluating wildfire risk mitigation.

Key implementation dates discussed included:

- July 1, 2026 – Adoption of the 2024 International Fire Code; and
- January 1, 2027 – Effective implementation date for IWUIC requirements in designated WUI boundary areas.

FM Watkins clarified that HB 41 only applies to areas located within officially designated WUI boundary maps and noted that communities would generally adopt future editions automatically through existing municipal adoption language. He also explained that municipalities would have a two-year implementation window extending to 2029 if additional local adoption actions became necessary.

FM Watkins further reviewed the State’s revised “structure exposure score” process and stated UFA communities had followed guidance from the Utah Division of Forestry, Fire & State Lands throughout the mapping process.

- b. Firework Messaging

Fire Marshal Wade Watkins next provided an extensive update regarding preparations for the upcoming fireworks season and anticipated wildfire conditions. FM Watkins emphasized that current drought conditions and low snowpack levels were already creating elevated wildfire concerns across Utah. UFA staff are actively coordinating with municipal liaisons to review and evaluate potential fireworks restrictions based on evolving weather conditions and fuel conditions.

Key updates included:

- An interactive fireworks restriction map would go live on the UFA website June 1, 2026;

- Residents would be able to enter addresses directly into the map to determine whether fireworks were permitted in specific areas;
- Municipalities would be able to embed the interactive map directly into their own websites;
- Fireworks vendors would receive QR-code-enabled PDF restriction maps to distribute at retail stands; and
- UFA would continue close coordination with state and federal land management agencies regarding overlapping restrictions.

Board discussion followed regarding:

- Municipal flexibility in modifying restrictions;
- Public education efforts;
- Relative fire risk communication;
- Coordination with emergency management agencies; and
- The need for consistent community messaging during the heightened drought season.

FM Watkins stressed that municipalities retained legal authority over fireworks restrictions within their jurisdictions and stated UFA would continue monitoring conditions closely and provide updated recommendations as environmental conditions evolved.

- Operations Report

- a. Call Volume Report

Assistant Chief Dustin Dern presented the monthly Operations Report, giving a detailed overview of organizational response metrics, operational performance, and ongoing system utilization trends.

AC Dern began by reviewing year-to-date operational statistics and reported that Unified Fire Authority personnel had responded to approximately 9,600 incidents, resulting in nearly 22,000 total apparatus and unit responses across the organization. He explained that the report continues to provide the Board with a system-wide overview of incident volume, response performance, utilization trends, and deployment impacts across UFA's service area.

AC Dern noted that with the Board's formal adoption of the 2026–2029 Standards of Cover earlier in the meeting, staff would now begin incorporating the newly adopted organizational benchmarks into future monthly reporting. He stated that the current performance measures would transition to reflect the benchmarks and expectations established within the Standards of Cover document, allowing future Board reports to more accurately compare real-world operational performance against the Board-approved deployment and response objectives. He explained that this transition would occur gradually over the coming months as the reporting structure was updated and refined.

AC Dern reviewed the monthly operational data for March 2026. During the month, UFA crews responded to just over 3,500 incidents and nearly 8,000 individual unit responses. He explained that monthly call volume increased compared to February, largely due to the additional number of calendar days in March,

noting that the organization typically averages between approximately 90 and 120 incidents per day. As a result, even a small increase in days within a reporting period can significantly affect month-to-month totals.

AC Dern explained that the low-acuity unit was specifically designed to divert lower-priority medical calls away from high-demand transport and suppression units. He reported that early data suggests the program is functioning as intended and helping reduce workload not only on Medic Engine 101, but also on surrounding units including Medic Ladder 106, Medic Engine 104, and nearby Holladay-area resources. He noted that the organization was beginning to observe positive operational impacts from the deployment model and would continue evaluating the program's effectiveness moving forward.

b. Incident Highlight

Operations Chief Nate Kay presented a detailed after-action summary regarding a significant residential structure fire occurring on March 26, 2026, near Cottonwood Heights in unincorporated Salt Lake County.

Key operational details included:

- Approximately 20,000 square-foot residence;
- Challenging access due to a narrow private lane and bridge;
- Heavy fire conditions upon arrival;
- Evidence of a smoke explosion prior to crew arrival;
- Immediate transition to defensive exterior operations due to structural compromise;
- Successful confirmation that all occupants were accounted for; and
- Rescue of a family cat during operations.

Mutual aid support was received from Sandy City and Draper City Fire Departments. Operations continued for more than 24 hours before the property was turned back over to the homeowners.

OC Kay explained that investigators believed the explosion resulted from the ignition of accumulated smoke gases within the structure after the gases reached ignition temperature.

c. Zoll Monitor Update

Division Chief Rob Ayres presented an overview of UFA's newly acquired Zoll cardiac monitors. He explained that the Board previously approved funding to replace all existing cardiac monitors within the UFA fleet following an extensive RFP process. UFA ultimately selected the Zoll platform after evaluating:

- Clinical performance;
- Reliability;
- Durability;
- Data integration capabilities; and
- Long-term sustainability.

DC Ayres explained that the monitors are deployed on virtually every medical response and support approximately 30,000 annual calls. Features include continuous cardiac monitoring, 12-lead EKG capability,

defibrillation and pacing functions, advanced vital sign monitoring, and real-time hospital data transmission capabilities.

Fire Chief Report

a. Community Outreach Messaging

Fire Chief Dominic Burchett and Director of Communications Nile Easton presented a coordinated wildfire preparedness and public education strategy for the upcoming fire season.

The campaign includes:

- Regional press conferences with valley fire chiefs;
- Social media outreach;
- Community newsletters;
- Wildfire preparedness videos;
- Chipper day promotion;
- Community walkthroughs in high-risk areas; and
- Coordination with municipal emergency management and PIO staff.

Chief Burchett noted that early-season fires nationally and Utah's current drought conditions were significant indicators of an elevated wildfire season. UFA was proactively increasing staffing and preparing wildland-specific apparatus deployment on Red Flag days.

b. Patient Satisfaction Survey

Brooke Burton presented results from UFA's newly implemented EMS Patient Satisfaction Survey Program. The program began collecting data in September 2025 and utilizes standardized national EMS survey questions. The surveys benchmark UFA against 256 participating EMS agencies nationwide and evaluate dispatch, ambulance, paramedic, billing, and overall patient experience.

Key findings included approximately 106 completed surveys received (roughly 10% response rate). Brooke stated that UFA is scoring within the top 3% nationally. She shared multiple patient comments praising UFA crews for professionalism, compassion, communication, and patient care.

Board Members expressed appreciation for the positive feedback and the value of obtaining direct patient experience data.

c. Captains Test/Upcoming Leadership Academy

Chief Burchett reviewed the updated Captain promotional process and Leadership Academy initiative.

He explained that UFA implemented substantial changes to promotional testing over the past two years, including:

- Mandatory task books;
- Four required Leadership Academy courses;
- Expanded leadership development curriculum; and
- Enhanced candidate preparation requirements.

Chief Burchett reported:

- 47 applicants successfully completed all required coursework and entered the Captain promotional testing process;
- The Leadership Academy initiative had generated overwhelmingly positive feedback; and
- Similar requirements were now being implemented for Battalion Chief promotional testing.

He emphasized the importance of investing in future organizational leadership and commended Assistant Chiefs and Battalion Chiefs for the substantial workload associated with developing and teaching the courses.

d. Future Fire Station Location

Chief Burchett discussed UFA's ongoing future station planning efforts utilizing the Dark Horse deployment modeling software platform.

The software incorporates call volume data, population projections, growth forecasts, and response performance analytics to identify optimal future fire station locations. Current planning efforts are focused primarily on:

- Herriman;
- Eagle Mountain;
- Holladay; and
- Cottonwood Heights.

Chief Burchett explained that the software significantly improves data-driven planning and removes much of the subjective guesswork historically associated with fire station placement decisions.

e. Chief's Recognition

Chief Burchett recognized Assistant Chief Wade Russell for successfully obtaining the Chief Fire Officer (CFO) credential through the Center for Public Safety Excellence. Chief Burchett explained that the designation is widely considered one of the highest professional achievements within the fire service industry and noted that only a small number of Utah fire service leaders currently hold the credential. He commended Chief Russell for completing the process in an exceptionally short time frame and thanked him for his dedication and professionalism. Congratulations, Assistant Chief Russell, on this accomplishment!

Upcoming Events

Chair Fotheringham reminded the Board of the upcoming events.

UFA Banquet

April 24, 2026

This is the Place Heritage Park

UFA Promotional Ceremony

May 4, 2026

JATC Riverton Campus

Recruit Camp 61 Graduation

May 6, 2026

UFA Headquarters

Possible Closed Session

No closed session was held.

Adjournment

Mayor Sudbury moved to adjourn the April 21, 2026, UFA Board Meeting. Mayor Jackson seconded the motion, and all voted in favor; none opposed. The motion passed unanimously

BOARD MEMBERS IN ATTENDANCE

- | | |
|------------------------------------|-------------------------------|
| Mayor Cheri Jackson | Councilmember Tyler Huish |
| Mayor Paul Fotheringham | Mayor Tish Buroker |
| Councilmember Jared Henderson | Councilmember Sheldon Stewart |
| Councilmember Chrystal Butterfield | Mayor Dustin Gettel |
| Councilmember Catherine Harris | Deputy Mayor Catherine Kanter |
| Councilmember Kathleen Bailey | Mayor Jared Gray |
| Mayor Scotty John | Mayor Roger Bourke |
| Mayor Kristie Overson | Mayor Gay Lynn Bennion |
| Mayor Mick Sudbury | |

BOARD MEMBERS ABSENT

STAFF IN ATTENDANCE

- CFO Tony Hill
- CLO Brian Roberts
- Clerk Micayla Dinkel
- Fire Chief Dominic Burchett

ATTENDEES

- | | | |
|----------------|--------------|---------------------------------|
| AC Dern | Bill Brass | HRD Day |
| AC Russell | BC Torgerson | Purchasing Agent Langenfass |
| DC Widdison | OC Kay | FM Watkins |
| EM DC Behunin | DC Ayres | DC Fossum |
| BC Bogenschutz | DOC Easton | Digital Media Specialist Samuel |