



# UNIFIED FIRE AUTHORITY

## MEMORANDUM

25-154

September 3, 2025

TO: All Personnel

FROM: Bill Brass, Policy Analyst

SUBJECT: Policy Advisory Committee Recruitment – Female Firefighter (any rank)

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The Policy Advisory Committee (PAC) is an advisory committee to the Fire Chief and Command Staff and works to propose and research policies and policy ideas and to make recommendations regarding existing policies. Please see UFA Policy and Procedure 100 - 120 Policy Advisory Committee, for additional information. The Committee generally meets monthly (the fourth Thursday of the month at 8:00 a.m.) usually for one to two hours and corresponds and acts electronically through email.

With the recent departure of Firefighter/Paramedic Megan Fenton from PAC, there is a vacancy on the committee for a female firefighter representative (of any rank). This individual's responsibility will be to represent the interests of UFA Female Firefighters as it relates to policy and procedure, in addition to the general interests of the Fire Department. If you are a Female Firefighter of any rank and would be interested in this opportunity to be a member of the committee, please send an email to: [bbrass@unifiedfireut.gov](mailto:bbrass@unifiedfireut.gov) stating your interest, and detail why you would make a good member of the committee, by 4:00 p.m., September 19, 2025. The current committee members will review the emails and make a recommendation to the Fire Chief following the September 2025 PAC meeting.

For those of you who are interested in applying, thank you in advance for your interest. If you have any questions at all about the Committee or the responsibilities of the position, please feel free to contact any of the committee members or myself, I can be reached at: 801-651-2986.