



# UNIFIED FIRE AUTHORITY

## MEMORANDUM

25-214R

December 10, 2025

TO: All Personnel

FROM: Tara Behunin, Salt Lake County EM Director

SUBJECT: Agency-Wide Food Drive – Two-Week Collection Initiative-**Revised**

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We are pleased to announce that Salt Lake County Emergency Management will be hosting a **two-week food drive** to support the Utah Food Bank. This initiative is an opportunity for all of us at UFA to give back to our community and help local families in need. This food drive is internal to UFA staff and not a community event.

### Collection Period

January 5 – January 19 (2 weeks)

### What to Donate

We welcome donations of **non-perishable food items**, including but not limited to:

- Canned vegetables, fruits, and meats
- Soups (SpaghettiOs/Ravioli)
- Pasta, rice, and boxed meals (Mac & Cheese, Chili)
- Peanut butter and jelly
- Cereal and oatmeal
- Other non-perishable staples

Please ensure all items are **unopened** and **within expiration dates**. Utah Food Bank will accept food up to 1 year past the sell-by or best-by date.

### Drop-Off Locations

Donation bins will be placed inside each UFA station and the ECC Building. UFA Staff may drop items off at any time during the collection period.

## **Weekly Pickups**

To keep donation bins organized and ensure timely delivery, collected food will be picked up **at the end of each week** by SLCo EM staff:

- Week 1 Pickup: January 12
- Week 2 Pickup (Final): January 20

## **How You Can Help**

Your participation, whether donating food or helping spread the word among your fellow UFA coworkers, makes a meaningful difference. Even small contributions add up and can significantly support the families served by the Utah Food Bank.

Thank you in advance for your generosity and commitment to our community.

If you have questions, please contact **Tara Behunin**  
([tbehunin@unifiedfireut.gov](mailto:tbehunin@unifiedfireut.gov)/801.783.9284)