



# UNIFIED FIRE AUTHORITY

## MEMORANDUM

25-222R

December 18, 2025

TO: All Employees

FROM: Assistant Chief Dern

SUBJECT: Christmas and Christmas Eve Staffing 2025

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To minimize the need to use mandatory staffing shifts on Christmas Day (and possibly Christmas Eve), Operations is willing to divide shifts into variable-hour segments. If you can take a segment of either day, or both days, please email Captain Simons ([csimons@unifiedfireut.gov](mailto:csimons@unifiedfireut.gov)) with your availability. Shifts will be broken down as follows:

0700-1300  
1300-1800  
1800-2200  
2200-0700

Members can take multiple segments if interested. These will be counted as Constant Staffing shifts and will populate overtime buckets as well as pay time and a half. Specialists can work in multiple ranks, and Captain paramedics will be accepted for paramedic shifts. Multiple vacancies in each rank are expected. Part-time members will not be used to fill full-time vacancies.

If you have any questions, please call the staffing number 801-743-7212