



UNIFIED FIRE AUTHORITY BOARD MINUTES

NOVEMBER 18, 2025, 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 am.

- Public Comment

None

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

- Minutes Approval

a. October 21, 2025

Mayor Knopp made a motion to approve the October 21, 2025, minutes as submitted. Mayor Gettel seconded the motion, and all voted in favor; none opposed.

- Consent Agenda

a. Review of October Disbursements

CFO Hill presented the October 2025 disbursements to the board. October includes all three annual financing payments: two to JPMorgan and one to Bank of America. Tony stated that these are routine yearly payments. Council Member Fotheringham asked about the increase in travel-related expenses. CFO Hill explained that the increase is due to UFA's wildland firefighters traveling to wildland incidents. These expenses are reimbursable to UFA once the season's fire bills are complete.

Mayor Gettel made a motion to approve the October disbursements as submitted. Mayor Knopp seconded the motion, and all voted in favor; none opposed.

- Quarterly Financial Report

CFO Hill presented the first quarterly report of the 25/26 budget to the UFA Board. Starting with the General Fund Revenue, UFA has collected \$19.4 million in member fees, and all members are current. Ambulance revenue of \$2.3 million has been collected. \$1.3 million in other revenues collected, making the total revenue collected \$24.1 million for the first quarter of the FY25/26 budget.

CFO Hill reviewed the General Fund Expenditures, emphasizing the actual expenditures column.

Encumbrances total \$4.7 million in committed purchasing orders. Tony reviewed the personnel costs with

the board. The actual expenditures are \$19.9 million, the annual budget is \$80.6 million, and the budget is tracking under 25% spent, which is appropriate for quarter one.

CFO Hill discussed the Overtime Budget with the board, stating that overtime appears slightly over due to Wildland Deployments, and that those costs will be reimbursed. Overall, the net overtime is lower than in previous years due to the addition of a second recruit camp, which ensured full staffing.

Tony reviewed the Wildland Fund, highlighting revenues of \$3 million and expenditures of \$2.6 million. The Wildland Fund has performed well, as it was an active wildland season.

CFO Hill reviewed the Emergency Management Fund, highlighting revenues of \$1.4 million, expenditures of \$677,000, and noted that EM receives its primary revenue twice per year, causing early-year variances.

CFO Hill reviewed the Capital Replacement Fund with the board, noting that most expenditures currently appear as encumbrances. The recently secured \$22 million in financing will now begin to be spent down. Any negative encumbrances are prior-year purchase orders that will clear as the purchases are finalized.

Council Member Fotheringham asked CFO Hill about the large amount of vehicle maintenance used so far. Tony explained that this is normal for the Wildland Division and the higher expenditures are due to an active season, but that the costs will be reimbursed.

Mayor Knopp made a motion to approve the quarterly financial report, including the list of expenditures for the last quarter as presented. Mayor Jackson seconded the motion, and all voted in favor; none opposed.

- Public Hearing to Receive and Consider Comments on Proposed Amendments to the 25/26 Fiscal Year Budget

Before the public hearing began, CFO Hill highlighted the proposed amendments to the 25/26 fiscal year budget with the UFA Board. Tony reminded the board that this is the first of the three amendments usually completed in the fiscal year, covering grant updates, true-ups, and structural adjustments.

General Fund amendments included the EMS Per Capita grant, which added \$ 5,000 in revenue and corresponding expenditures. EMS School had lower enrollment than projected, and this amendment reduces revenue and costs to actual levels.

Wildland and Camp Williams amendments are due to increases in deployment revenue. \$285,000 will be added to Wildland, and \$200,000 will be added to Camp Williams in the line items of personnel overtime

and vehicle maintenance. There is a slight \$7,000 increase that will be moved into the Capital Lease to align with the actual financing.

CFO Hill discussed the fund balance designations, stating that the Camp Williams fund balance will commit \$138,000 to future purchases and that Emergency Management will commit \$150,000 for future building capital.

Council Member Fotheringham asked CFO Hill about the Emergency Coordination Center regarding the building's ownership. Tony reminded the board that Salt Lake County owns the building and that the UFA rents the office space from the county.

CFO Hill discussed the Emergency Management Amendments with the Board. \$470,000 will be moved for one-time projects funded by the EM fund balance, along with amendments to the grants. There will be \$11,900 in sponsorship revenue for the upcoming conference, as well as a \$150,000 transfer from EM to the Capital Fund.

CFO Hill discussed the capital replacement fund amendments with the board, stating that UFA received a lower interest rate than budgeted, which reduced the capital lease payment by \$124,000. \$2,000 was added for the bond attorney review. In this fund, the ambulance cots and lower-load systems will be reclassified to the correct account.

CFO Hill informed the Board that the Wildland Fund will receive \$1,000,000 from the BLM to fund the wildland fire station that will be built on the UFA Fire Training site.

Mayor Gettel made a motion to open the public hearing to receive and consider comments on proposed amendments to the 25/26 fiscal year budget. Council Member Huish seconded the motion, and a roll call vote was taken.

Roll Call Vote

Bailey	-	Jackson	YES
Bourke	YES	Kanter	-
Buroker	YES	Knopp	YES
Butterfield	-	Overson	YES
Fotheringham	YES	Stewart	-
Gettel	YES	Weichers	-
Harris	YES	Westmoreland	YES
Henderson	YES		
Huish	YES		
Hull	-		

Chair Fotheringham asked for any public comment in person or online. Seeing none, Mayor Jackson made a motion to close the public hearing to receive and consider comments on proposed amendments to the 25/26 fiscal year budget. Council Member Huish seconded the motion, and a roll call vote was taken.

Bailey	-	Jackson	YES
Bourke	YES	Kanter	-
Buroker	YES	Knopp	YES
Butterfield	-	Overson	YES
Fotheringham	YES	Stewart	YES
Gettel	YES	Weichers	-
Harris	YES	Westmoreland	YES
Henderson	YES		
Huish	YES		
Hull	-		

- Consider Resolution 11-2025A, Approving a Budget Amendment to the 25/26 Fiscal Year Budget

Mayor Gettel made a motion to approve resolution 11-205A, amending the 25/26 fiscal year budget as presented. Council Member Huish seconded the motion, and a roll call vote was taken.

Bailey	-	Jackson	YES
Bourke	YES	Kanter	-
Buroker	YES	Knopp	YES
Butterfield	-	Overson	YES
Fotheringham	YES	Stewart	YES
Gettel	YES	Weichers	-
Harris	YES	Westmoreland	YES
Henderson	YES		
Huish	YES		
Hull	-		

- Committee Updates

- a. Benefits and Compensation

No meeting was held

Chair election will take place in January 2026

Next meeting will be 01/22/26 9:00 am

- b. Governance Committee-Chair Gettel

No meeting was held

- c. Finance Committee-Chair Henderson

No meeting was held

Next meeting will be 12/01/25 1:30 pm

- Administration and Planning Report-AC Russell

- a. HB48

AC Russell emphasized the importance of keeping the Board members informed as HB48 implementation moves forward. FM Watkins stated that the high-risk WUI map will take effect on January 1, 2026, and will show the state-assessed fee for high-risk properties. The fee is expected to be in the \$50-\$100 range per taxable structure.

FM Wakins clarified that the State high-risk WUI map and the local WUI boundary maps adopted under the 2006 Utah WUI code are related but separate. The State map will drive the fee applied by the State; the local map defines where WUI building and fire code provisions apply, as adopted by each city or town. FM Watkins talked about the Structure Exposure Score (SES). The State will provide SES data, such as fuel load, topography, and ember exposure.

Board members expressed continued concern about clarity and emphasized the need for simple, direct tools to help municipalities and residents know what to do regarding the bill. FM Wakins will continue to work with the liaisons to support the municipalities.

- Operations Report-AC Dern

- a. Operations Report

UFA has responded to nearly 35,000 calls so far this year, including 3,300 in October. Data shows that UFA is expected to handle about 1,800 more calls in 2025 than in 2024. Page two of the report compares 2025 to 2024 month by month. Station 101 was the busiest in October, responding to 356 incidents, followed by Station 118 with 228 incidents. Most of the call volume comes from EMS calls.

- b. Standards of Cover (SOC) Update

AC Dern informed the board that the 2023 standards of the cover document is being updated and will be ready in the spring of 2026. The SOC document is UFA's service-level roadmap that helps identify risks and gaps, assess how well UFA is performing, and determine the level of service communities expect.

The Standards of Cover Committee will have a working draft version of the document for Command Staff to review in December. The document will be reviewed with all the municipalities for update in mid-January via the UFA liaisons. UFA will schedule meetings with each city's leadership to review local performance, risks, and proposed benchmarks. AC Dern thanked BC Fossum, BC Torgerson, and Captain Hobbs for their work on the document. UFA Board Members expressed their appreciation and noted that the standards of cover provide valuable data that helps with future decisions.

c. Staffing Update

AC Dern reported positive progress on staffing and mandatory overtime, maintaining the overtime line item in the budget. Mandatory overtime has continued to decline due to the implementation of a second recruit camp over the last few years. This has allowed staff to fill vacancies earlier and avoid carrying vacancies for long periods. UFA is currently short in the rank of Paramedic, and staff is looking at strategies to encourage existing firefighters to pursue paramedic training. Staff are considering a Paramedic lateral hire in the summer of 2026.

Council Member Buroker asked if personnel have expressed concerns about fewer overtime opportunities, as that can impact income. Chief Burchett stated that Command Staff has worked closely with the labor group to identify a target level of voluntary overtime and minimal mandatory coverage. The goal has been to balance having adequate overtime opportunities and avoiding excessive mandatory shifts.

Chair Fotheringham stated that he and Mayor Gettel attended Camp 60's graduation and noted that five of the 20 new firefighters are women, which is higher than historical data and a significant trend. He commented on the strong culture of camaraderie and leadership displayed at the ceremony and encouraged the board members to attend future ceremonies.

Fire Chief Report-Chief Burchett

a. Update on Health Insurance Contingent Funding

Chief Burchett provided an update on UFA's contingent funding and talked about the model with Select Health. Three years ago, UFA adopted a contingent funding approach with guidance from Gallagher, in part as a bridge between traditional fully insured and self-insured models. Under this model, UFA and Select Health reconcile actual costs against premiums at year-end, and UFA can pay up to 5% if claims are high or save up to 10% if claims are low.

Gallagher noted earlier in the year that UFA's claims are trending higher than usual, driven by several high-cost claims. UFA has been advised to expect to pay approximately \$360,000 at the end of the year. UFA will pay 80% of these costs, and employees will pay 20%, collected via a January payroll deduction. Staff will continue to monitor renewal rates and overall cost-effectiveness of the contingent model.

b. REMS Unit Update

Chief Burchett highlighted the wildland Rapid Extrication Module Support (REMS) unit. The REMS team is a 5-6-person team that provides highly technical extrication of injured firefighters from remote, rugged terrain on wildland incidents. UFA was able to staff the unit this wildland season and will continue to send the unit next season, as all costs are reimbursable. The training and experience are excellent for the Heavy Rescue and Wildland program.

Chief Burchett talked about the funeral of one of Salt Lake City’s Fire Department firefighters. UFA is helping with the funeral by staffing some Salt Lake City fire stations so their units can attend. The Board Members expressed condolences to SLCFD.

Reminder that the December Board meeting is a week earlier than usual to accommodate holiday schedules. The meeting will be held on December 9, 2025.

Closed Session

None

Adjournment

Council Member Stewart moved to adjourn the November 18, 2025, UFA Board Meeting. Council Member Hull seconded the motion, and all voted in favor; none opposed.

BOARD MEMBERS IN ATTENDANCE

Mayor Dustin Gettel

Mayor Cheri Jackson

Council Member Paul Fotheringham

Mayor Kristie Overson

Mayor Dan Knopp

Council Member Jared Henderson

Mayor Roger Bourke

Council Member Tyler Huish

Council Member Tish Buroker

Council Member Trish Hull

Mayor Tom Westmoreland

Council Member Sheldon Stewart

BOARD MEMBERS ABSENT

Council Member Mike Weichers

Council Member Chrystal Butterfield

Deputy Mayor Catherine Kanter

Council Member Kathleen Bailey

Council Member Catherine Harris

STAFF IN ATTENDANCE

Chief Dominic Burchett

CLO Brian Roberts

CFO Tony Hill

Clerk Micayla Dinkel

ATTENDEES

AC Dern

AC Russell

DOC Easton

Courtney Samuel

AC Robinson

DC Widdison

DC Greensides

Bill Brass

FM Watkins

BC Fossum

Rachel Anderson

Captain Park