



**Utah State Firefighters Association
Board Meeting
American Fork, UT
April 11, 2026**

General Meeting called to order by President Austin Knight.

Austin Knight - Pledge

Austin Knight – Prayer

Roll Call – Ryan Mellor for the Secretary.

Attendance

President Austin Knight

1st Vice President Roger Christensen

Bryan Stewart

Ryan Mellor

Gina Bell – Excused

Treasurer Coty Chadburn

Sam Larson

Kevin Beck

Steve Hales

Rob Johnson

Harold Chadwick

Brent Marshall

Eddie Hales

Perry Skaug

Brady George (arrived late)

Excused

Secretary Gina Bell

Tya Wells

Trustee Chris Shubert

Mark Hales

Convention Chair Andy McBride

Museum Chair Dave Hammond

Stste Fire Marshal Ted Black

Eldon Farnsworth

SOA Devin Bills

Chase Parry

Area Steward Mike Ahlstrom

Motion to accept previous minutes

Rob Johnson, 2nd Bryan Steward

Passes

Report of the Membership Steward – Sam Larson

All invoices have been sent out and he's received some responses back. There should be several next month. There's a lot of lifetime memberships being bought.

Motion to accept Bryan Steward 2nd Rob Johnson

Passes

No Report from the L&L Committee

Report of the Treasurer – Coty Chadburn

We spent \$6,553.23 in the first quarter. There was a total of \$3,685.00 in deposits. We started with a balance of \$51,305.67 with \$6,553.23 in checks written and \$3,685.00 in deposits made,

the ending balance is \$48,623.84. There were two death benefit checks written for a total of \$1,000.00. The License Plate Grant had a beginning balance of \$318,308.08 and have had \$33,565.04 in checks cleared so far with a current ending balance of \$284,743.04. The flower fund had a starting balance of \$1,198.37 with a deposit of \$30.00 for badge violations giving it an ending balance of \$1,228.37. Our investment funds have a total of \$423,968.18. The Convention Fund has a balance of \$4,216.08.

Ryan commented that it was a huge undertaking for Coty to take the position on at short notice and get everything update to date.

Motion to accept Sam Larson, 2nd Roger Christensen
Passed

Report of the Secretary Gina Bell (Read by Austin)

The following death benefits have been paid out since our last meeting.

- Don Rich – American Fork Fire Department
- Greg Stewart-South Davis Metro Fire
- Chris Bluth-Salt Lake City Fire

I emailed out the January General Meeting minutes to all members I have emails for. I created and submitted to the printer all the files for my position that need to go into the convention book. I have mailed out all letters and delegate forms for convention to all departments that have paid their dues up to 2023. I'm working on award certificates. I've sold several association challenge coins, and I've deposited the money into our account.

Treasurer Position Report from Gina Bell for December 2025 – March 2026

Since I was the only person on the checking account besides Don, I filled in on the Treasurer position until we found a replacement. I met up with Austin and took all of the Treasurers files that he had been given. I mailed all license plate grant award winners a letter asking them to forward their receipts to the secretary email address. Don's letter had them sending it his personal email. I had to reach out to Lance Nay a few times because there were departments on the award list that Don didn't send letters to. I duplicated the award letter and mailed them to those departments. Since that time, I paid out several awardees who submitted their receipts. I went to Firefighters Credit Union and had them set up a sub-account (called C) on our General Fund account so that we can more easily track the incoming money for convention. I deposited a check that Roger gave me at the January meeting for a ad sponsor.

At Winter Fire School, I spoke to Coty Chadburn about Don's position and asked him to consider taking it over for us. Thankfully a couple days later Coty agreed, and the Board did a vote to bring him onboard. I took all of the Treasurer files to the Fire Museum where Coty and Brent Marshall planned to get together to get Coty transitioned into the position.

I will discuss everything I've been doing for convention under the convention report.

Respectfully, Gina Bell

L&L Report – no report

Fire Board Report – Coty Chadburn

Held on 3/10. Sarah Head was in place of Scott Spencer. He was asked to be excused. They are currently looking at Certification Fee Adjustments so look on their website for those adjustments. They had reciprocity at \$200.00 and they are now starting to charge \$10.00 for no-shows. For September, October, and November they had 447 certifications, they did 2,975 exams. Their free Fridays are filling up faster than they expected and are looking that the free Fridays being required to do a 30—day in advance sign up. If they no-show on free Friday, the department will still get charged. They are taking applications for recruit academies to have an accreditation. They are starting to do evaluations of the academies on March 25th. They did get the fire inspector skills approved (21 skills). They have started allowing personal computers to be used for testing. Some still have problems but they are working through it. Make sure you're keeping up on the Standards updates, so look for those online. Brad discussed Winter Fire School, there were 1,130 registrations, 326 full time applications, 54 part-time, 447 reserve departments, 63 that canceled. 690 from Utah 73 Fire Marshal, 41 out of state 43 UFRA, 439 instructors and 120 exhibitors. The Instructor I fills up the fastest at WFS. It opened up for registration at 0900 and was full at 0908. They had a 90% on evaluations for the Instructor I. Logistics traveled 19,793 miles, 25 trailers. For 2027 WFS will be January 22nd-23rd. House Bill 417 passed, funding for a records-keeping program that UFRA will be working towards getting to update the records. Reappointed the Certification Council. Ted Black noted that the legislation they passed a new fire and building code of 2024. House Bill 240 with the CO2 rules and regulations. Ted is writing something up for the next meeting.

Motion to accept Harold Chadwick, 2nd Perry Skaug
Passes

Brad Wardle, Director of Utah Fire and Rescue Academy

See Fire Board Report

Ted Black, Utah State Fire Marshal. Legislative update

See Fire

NVFC Report – Brent Marshall had to leave early so there is no report.

Senior Trustee Report- Kevin Beck

Trustees voted on giving the keynote speaker a gift card to his wife and a night stay down in Provo to be there for speaking because they will be on duty they cannot accept money.
Convention update (see below)

Convention Report -Gina Bell. (summary given by Kevin Beck with Trustee Report)

- Worked out location details for the General meeting, Men's meeting, Ladies meeting, Past president's breakfast, and created a map for all the vendors space.
- Secured and paid a deposit at the Provo Library for the banquet and the memorial.
- Secured and paid for both pavilions at Lion Park for a Thursday BBQ but we don't have a sponsor yet. I have a contact for a good caterer that's very inexpensive that we could use if the Association ends up covering the cost with registration fees or out of our pocket.
- Secured a few vendors and given a deadline of April 28th for those we are waiting to hear from. Also, indicated that vendor artwork is due by the 28th as well. I've removed the

vendor tab from the spreadsheet because I've reached out to all of them. Some have declined, some I'm still waiting to get an answer, the others I will just keep reaching out to until they reply.

- Worked with Ron on the website. A button has been created on the main page called 2026 Convention. Everything can be found when you click on that button.
- Created a registration form and a Paypal account for people to pay when they sign up. It's on the website now.
- Discounted hotel links are also on the website.- Thanks Austin
- Created a tentative agenda.
- The golf tournament is set up at Timpanogos Golf Club. Cost is \$54.00 (includes 18 holes, cart, and range balls to hit before the start time). Planning to do boxed lunches catered through UVU Catering.
- Brad Wardle/UFRA and Jeremy Headman/Provo Fire will give short welcome speeches on Thursday morning.
- Banquet catering is confirmed through Meiers Catering.
- Keynote Speaker has been arranged – Thanks Ryan
- Plan to use UVU Catering for both the Delegates and the Ladies luncheon on Friday.
- All training is set up and must be signed up for on our website when completing registration. The training will be Ventilation, Forcible Entry, Emergency Apparatus Driver Simulator, and Mental Resiliency for Firefighters. Tell your members that space is limited!
- Arranged a speaker for the Ladies Meeting to also speak on Mental Resilience for Spouses.
- Created the cover for the program book.
- Roger is working with the printer to get the book organized.
- I have the photo for the cover of the program and I'm working on the wording to go on it.
- Austin is working on a sponsor for the banquet.
- Please use the spreadsheet that I shared with everyone. I've added quite a few donated items on the spreadsheet. PLEASE HELP GET MORE DONATED ITEMS!!
- I have several gift items that I'm looking at to hand out at registration to everyone who signs up, but I'm holding off until May to determine how much money we can spend.
- Chris Shubert is working with Steadman's on the ATV/UTV Poker Run. Planning to do boxed lunches through UVU Catering for the end of the ride.
- Bryan Stewart will get programs for the Memorial.

Motion to accept Cody Chadburn, 2nd Sam Larson
Passes

We have 1 5-year Trustee nomination at this point. It's Tyron Harward from St. George

Austin asked for nominations for 2028 Convention. Cody Chadburn said that St. George would like to host the 2028 convention. Applause!!!!

Motion Rober Johnson, 2nd Kevin Beck

Nomination for Secretary - Brady George by Ryan Mellor. Brady said that he's missed his involvement with the State Association. Being away for the last few years has been hard on him

and Heather. Missing the friends and organization that they truly love. Spending time on the board has been one of the greatest privileges on the board in the past. Even though they live farther away, that tells you what it truly means to them. They believe in the organization and people. That's why he's here. Gina spoke to Brady a couple times and he pondered it and decided it was the right thing to do.

Motion – Ryan Mellor, 2nd Harold Chadwick

Nomination – 2nd VP Kevin by Austin Knight, 2nd Kevin Beck

Any old business? None.

Any new business? None

Meeting adjourned.