



UFA Command Staff Meeting Highlights

January 6, 2025

Minutes from the 12.30.24 meeting are included with this meeting due to the holidays.

Present

Chief Burchett	CLO Roberts
HR Director Day	DOC Easton
CFO Hill	Cyndee Young

Absent

AC Pilgrim	OC Russell
AC Robinson	AC Dern

Guests

- BC Fossum – Liability/Workers Comp

Liability/Workers Comp – BC Fossum

- Reviewed recent injury and accident claims

Chief Burchett

- Winter Fire School
 - The Utah Fire Chief's Conference and Winter Fire School in St. George takes place January 22-24, 2025
 - AC Robinson and AC Pilgrim will be in attendance
- SLCo Recreation Area Meeting
 - A meeting took place with SLCo on January 3, 2025
 - The discussion was on the process going forward
- Fire Marshal Process
 - The timeline and process has been determined
 - The final review for the job announcement is pending
 - Chief Burchett wants this out as soon as possible
- Division Leaders Topics
 - Discussed topics for the Division Leaders Meeting, 1/6
- Chief's Schedule This Week:
 - **Monday, 1/6**
 - Morning Meeting w/ACs
 - Command Staff
 - Fire Marshal Position Meeting
 - Division Leaders
 - Entry Level New Hire Orientation

- **Tuesday, 1/7**
 - Exit Interview FF Cody Burden
 - Lifesaving Awards Station 126
 - Station 112 Annual Meeting
 - Station 101 Annual Meeting
- **Wednesday, 1/8**
 - FF Hiring Meeting
 - Weekly Wednesday Command Staff
 - SL Valley Alliance Fire Chiefs Meeting
- **Thursday, 1/9**
 - Civilian Compensation Discussion
 - PT EMS New Hires Meet & Greet & Badge Presentation
 - PT EMS New Hire
 - New Hire Workshop Welcome
- **Friday, 1/10**
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- **Saturday, 1/11**
 - New Hire Workshop Welcome

HR Director Day

- Light Duty Update
 - Reviewed current LD assignments
- Entry- Level Firefighter New Hire Workshops
 - Workshops are scheduled for January 9 & 11
 - New hire recruitment begins January 1
- SelectHealth Contingent Funding
 - The total due to SelectHealth is \$27,621.66
 - UFA's portion is \$22,097.33 (80%)
 - Employee portion \$5,524.33 (20%)
 - A memo is pending, the withholding will take place on the January 25 paycheck
- Fire Marshal Position
 - Chief has asked that the process be similar to the AC process
- Medical/Dental Insurance Renewal
 - Gallagher will begin the process of going out to bid for our medical and dental insurance
 - The current contract with Gallagher has been extended until June
- Entry-Level Firefighter New Hire Written Test
 - 325 candidates have signed up for the test

AC Dern

- UCA Radio Project
 - There were some reprogramming issues prior to Christmas but they were resolved
 - A second reprogramming will possibly take place in the future
- All Hazards Course
 - The course is scheduled for Monday, Tuesday, Wednesday for the BC Academy, January 6-8

DOC Easton

- Questions w/Chief
 - Reviewed questions in preparation for filming
- New Hire Workshop
 - The workshops are scheduled for January 9 & 11
 - There are close to 100 individuals signed up for each day
 - There have been some challenges with the email notifications, but IO is working through them
 - The workshops are also posted on social media
- Recruit Graduation
 - Graduation is January 16
 - More information from IO is pending

AC Robinson

- Station 107 Update
 - The crew went into service January 1
 - The controlled meds safe at Station 109 will be used until the apparatus safe has been installed

OC Russell

- Daily Staffing
 - On January 1, daily staffing will increase to 118