



# UFA Command Staff Meeting Highlights

## January 13, 2025

### Present

Chief Burchett	HR Director Day
AC Pilgrim	CFO Hill
AC Robinson	CLO Roberts
OC Russell	DOC Easton
Acting Fire Marshal DeVoogd	Cyndee Young

### Guests

- IT Manager Bowden – Cybersecurity Grant

### Security Update – IT Manager Bowden

- The Board asked for more information on security
- There has been a 30% improvement in the past two years
- There will be a cybersecurity discussion at the upcoming UFA Board Meeting in closed session
- IT Manager Bowden also noted that IT is now writing apps for Divisions
  - Check-Off, Supervisor & Succession for HR, Total Compensation app for website, etc.

### Policy – AC Dern/HRD Day

#### 500-080 Controlled Substance Medications

- The updates reflect the change to NarcBox and compliance with the new DEA rules
- The policy will now go before PAC

#### 100-330 Unmanned Aircraft Systems

- Changes were made to comply with state law specifying the use of drones made in the U.S.
- The policy is ready for review by Command Staff

### Chief Burchett

- UFA/UFSA Agendas
  - Agendas were reviewed in preparation for the meetings next week
- Accomplishments Poster
  - Work continues on the poster in order for presentation at the February Board Meeting
- Evaluations
  - Chief is encouraging all Command Staff direct reports submit feedback to Chief
  - All personnel and supervisors are encouraged to complete their evaluations on time as well

- EMAC Family Zoom
  - A zoom meeting for family members of those deployed to California is taking place every two days
  - This meeting keeps the families updated and allows them to ask questions
- Chief's Schedule This Week:
  - **Monday, 1/13**
    - Morning Meeting w/ACs
    - Command Staff
    - Pre-Wage Discussion w/Labor
    - Recreation Area Funding Meeting
    - Wages & Benefits Discussion w/Board Members
    - UFA/UFSA Agenda Review
  - **Tuesday, 1/14**
    - Station 115 Annual Meeting
    - Evaluation Meeting I – Young
    - Filming Questions for Chief
    - New FF 2 Position Meeting w/Board Members
  - **Wednesday, 1/15**
    - Monthly Meeting President Young
    - Weekly Wednesday Command Staff
    - VECC Board of Trustees
  - **Thursday, 1/16**
    - ChamberWest Leadership Institute
    - Camp 58 Graduation
  - **Friday, 1/17**
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#### HR Director Day

- Light Duty Update
  - Reviewed current LD assignments
- New Hire Process
  - Currently there are 430 individuals signed up to take the written test
  - 122 individuals attended the workshop on Saturday, and 102 on Thursday

#### AC Dern

- SOP Controlled Substance Tracking Guideline
  - Command Staff reviewed changes that resulted from the new NarcBox program
- Preliminary Incident Numbers
  - In reviewing the data from 2024 in preparation for the Accomplishments Poster, there were 1,100 more incidents than in 2023
  - There was an increase in ambulance transports in 2024
  - The biggest change was when recommends were changed in June
- Narcotics Safe Transition
  - Training is taking place this week
  - By the end of day Friday, the transition will be complete

- EMAC Update
  - The crew is working near Santa Monica beach conducting structure protection and preparations
  - All are doing well, a full 14-day deployment is expected

#### DOC Easton

- New Hire Workshop Survey
  - The survey has been distributed for any feedback from the two workshops hosted at Fire Training
- Reminder that graduation is Thursday night
  - [Click Here to View the Class 58 Recruit Graduation Flyer](#)

#### AC Pilgrim

- Potential Legislative Code Change
  - AC Pilgrim explained a potential change that does not allow for new land annexations to be automatically moved into a district when annexed into a municipality if not a county of the first class (Salt Lake County)
  - AC Pilgrim along with DA Anderson will keep an eye out for more information on potential legislation
- Boulder Crest Training
  - Command Staff will be participating in a 2-day event January 29 & 30 to preview a possible resiliency training opportunity for personnel

#### AC Robinson

- SLCC Potential Partnership
  - SLCC is considering potentially offering PM and Fire degrees
  - A meeting was held last week to discuss possible partnering opportunities at the Fire Training facility
  - This was just an introduction discussion to get ideas flowing, work on this potential partnership will continue
- AFFF Removal
  - The State Fire Marshals Office will be collecting the AFFF from all agencies
  - UFA has about 700 gallons that will be shipped to Logistics
  - Command Staff approved the storage of AFFF from neighboring agencies at Logistics until the Fire Marshals Office can pick it up for destruction
- Trees at Logistics
  - The trees outside of Logistics have grown so large that when the flag is half-staff, it gets tangled in the branches
  - West Jordan City has no concerns regarding the proposed removal of several trees
  - Command Staff has approved their removal