



# UFA Command Staff Meeting Highlights

## February 10, 2026

### 10:30 am

#### Guests

- BC Fossum-Liability and Workers Compensation Claims
  
- IT Manager Casey Bowden-Future UFA Data Analytics Presentation
  - Casey provided an overview of what data sources are available within UFA. The purpose of the presentation was to identify how UFA can leverage these sources for analytics and business process improvements.
  - The Technology Division wants to ensure it delivers the highest value of work aligned with organizational priorities. Casey asked Command Staff and all of the Divisions to think expansively about what needs exist and how linking some of the data sources could be helpful for analytics, possible reduction of manual workflow, and enhancing organization-wide efficiency.
  - IT will work on scheduling a meeting in the near future to identify division needs, review what data is available, and prioritize projects.

#### Policies-HRD Day

- 910-080 Firefighter Specialists
  - Updates made to the appendix to include links to the required prerequisite courses to attend UFA-approved Paramedic School by institution. Command Staff approved the policy and the changes will be made to the appendix.
- 500-010 Ride Along Program
  - Waiver and agreement documents were linked. Dress code moved to the waiver/agreement instead of listed in policy. Station Captain's responsibilities were clarified. Command Staff approved the policy and will forward it to PAC.
- 500-075 Altering an Electronic Health Record
  - Chief Burchett asked if some training would be helpful to distribute with the policy. Assistant Chief Dern will meet with DC Ayres to clarify a few things in the policy, as well as discuss the possibility and/or need for training.

#### Chief Burchett

- Acting In Chief will be Assistant Chief Dern (February 13-22) while Chief Burchett is on vacation.
  
- Chief's Schedule This Week:
  - Monday, February 9
    - 2026 Fire Caucus Breakfast
    - Meeting with Chief Lieb
    - Human Resources-Annual Meeting with Chief
    - UFA/UFSA Board Agenda Meeting
    - Employee Evaluations
    - Budget Prep Meeting
    - Insurance Renewal Discussion

- Tuesday, February 10
  - UFA/UFSA New Board Member Orientation Meeting
  - Meeting with Kiyoshi Young
  - Command Staff
  - Emergency Management-Annual Meeting with Chief
- Wednesday, February 11
  - Logistics-Annual Meeting with Chief
  - Station 101 Life Saving Award
  - Cottonwood Heights Member Fee Discussion/Standards of Cover Mtg
- Thursday, February 12
  - State Fire Chiefs Legislative Meeting
  - UFA Benefits and Compensation Committee Meeting
- Friday, February 13-Vacation

#### HRD Day

- Light Duty Update
  - Command Staff reviewed the light-duty assignments.

#### Micayla Dinkel

- Nothing to report

#### AC Dern

- USAR Program Manager
  - Interviews for the program manager took place this week. Battalion Chief Fossum has been selected as the new US&R Program Manager, and he will transition to the new role on February 16, 2026. Congratulations to Chief Fossum.
- Call Volume Report
  - Assistant Chief Dern is still working on the new call volume report and presented a draft version for Command Staff to review.
- VersaTerm
  - A new response configuration update will be piloted for the UFAs Low Acuity Unit and West Valley Fire's Squad. Pilot duration will be for a few weeks, and if successful, may be expanded to additional units. Assistant Chief Dern will be meeting with VersaTerm this Thursday.

#### DOC Easton

- Yearbook Photo Update
  - DOC Easton noted that all scheduled photos at the stations have been taken for the yearbook. There will be a makeup date available at the end of February for any field personnel who still need their picture.
  - Day staff and civilian staff pictures will be taken by the end of February. IO will send out more information, including guidance as to what attire/color will be appropriate for all civilian staff to help keep the yearbook appearance consistent.

#### CFO Hill

- Nothing to report

#### OC Kay

- VECC Liaison Change
  - OC Kay will be the new liaison for VECC, and he will continue to support Midvale City.
- Life Saving Awards-Dispatch
  - Proposal to include dispatch/call takers in the life-saving awards when they aid in bystander CPR calls. OC Kay will continue to work with VECC to identify the best process to present the coins.

#### CLO Roberts

- Nothing to report

#### AC Robinson

- ECC Carpet Project
  - Carpet project has been postponed until June of 2026 instead of the end of March/April as originally scheduled.
- BLM RFP Design
  - The design RFP for the BLM/UFA wildland fire station was awarded to Method Studio. The contracting process is underway.

#### AC Russell

- Skaggs 5.11 T-shirt
  - Request was made to extend the expiration date for 5.11 shirt to December 31, 2026. Skaggs will be selling the shirts for 50%. Command Staff approved this request.
- University of Utah Firefighter Sleep Study
  - Sleep study questionnaire from the U of U is ready for distribution to the employee group. It will go out to LMS as a voluntary assignment.

#### FM Watkins-Absent