



UFA Command Staff Meeting Highlights

February 12, 2024

Present

Chief Burchett	CFO Hill
AC Pilgrim	CLO Roberts
AC Robinson	DOC Easton
Fire Marshal Larson	Cyndee Young
HR Director Day	

Absent

AC Dern
OC Russell

Liability/Workers Comp – HR Director Day

- Reviewed recent injury and accident claims

Policy – HR Director Day

PDP Policies

- Reviewed Assistant Chief, Division Chief, and Staff Captain PDP Policy
- Command Staff recommended further changes, including additional definitions
- Will be returned to Command Staff for review

Chief Burchett

- UFA/UFSA Agenda Review
 - Reviewed the agendas in preparation for the meetings next week
- Chief's Schedule This Week:
 - **Monday, 2/12**
 - Morning Meeting w/ACs
 - Command Staff
 - Dea Theodore Wildfire Dangers & Forest Health Committee Meeting Prep
 - UFA/UFSA Agenda Review
 - ChamberWest Leadership Board of Trustees
 - **Tuesday, 2/13**
 - Final Evaluation AC Pilgrim
 - Greater SL Valley Fire Chiefs Meeting
 - FPAT Discussion
 - UFA/Riverton Member Fee Discussion
 - Meeting w/Council Member Tish Buroker, Riverton
 - **Wednesday, 2/14**
 - Labor Management Breakfast
 - Darkhorse CRA Innovation Partnership Meeting
 - Weekly Wednesday Command Staff

- UFA/Herriman Member Fee Discussion
- **Thursday, 2/5**
 - State Fire Chief's Legislative Meeting
 - UFA Benefits & Compensation Committee Meeting
 - 20-Year Certificate Captain Jen Bevan @ 115
 - 25-Year Certificate Nichol Holdaway @ ECC
 - Final Evaluation Cyndee Young
 - Budget Prep & Review
 - Swearing Out & Exit Interview, DC Ball
- **Friday, 2/16**
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HR Director Day

- Light Duty Update
 - Reviewed current LD assignments
- Cancer Screening Update
 - HRD Day has contacted agencies nationwide to see what additional cancer screenings are offered outside of the recommended screening tests and age recommendations
 - The agencies contacted are following the recommended screenings and age recommendations
 - Additional screenings or those employees who feel there is a medical need beyond the recommended age requirements should work through their health care provider

AC Dern

- Xantie Canyon Contribution Report
 - AC Robinson reported for AC Dern
 - AC Dern has been working with Xantie on a report based on the same methodology as the Member Fee Report
 - Currently there is no timeline for completion
- Murray Fire Last Week
 - Murray Fire has expressed their gratitude for help on a fire last Thursday
 - ME102 and MA120 B Shift moved up to Station 82
 - The Murray crew at Station 82 also extended thanks for the UFA crew's cleanup and completion of chores while at the station

DOC Easton

- QR Code – Chief's Weekly Rundown
 - IO has been distributing the new QR code sheets
 - This app will not only display current information, but memos and Command Staff Highlights from the previous week
 - Thus far, crews and Captains have been positive about this new tool
 - See QR code at bottom of document or follow the link: [Click Here to View Chief's Weekly Rundown](#)

- Event Season
 - The season is picking up
 - IO will be looking for a Firefighter from Ops to come in for the summer to help with the influx of events
 - More information is pending on this position

Fire Marshal Larson

- Inspector Position
 - The Inspector position posted on Friday
 - [Click Here to View Memo 24-017 Job Announcement - Fire Prevention Specialist](#)

AC Pilgrim

- Accomplishments Poster
 - The final draft will be reviewed by Chief Burchett
 - The poster will be presented at the UFA Board Meeting on 2/20/24
- Women FF LIFE Event
 - This event takes place April 18-21, 2024
 - UFA will send one female FF to the event
- 2024-2026 Strategic Plan
 - The plan has been completed and will be presented for adoption at the UFA Board Meeting 2/20/24

