



UFA Command Staff Meeting Highlights

April 14, 2025

Present

AC Robinson – Acting Chief
AC Dern
OC Russell
FM Watkins
HR Director Day

CFO Hill
CLO Roberts
DOC Easton
Cyndee Young

Absent

Chief Burchett

Guests

- BC Fossum – Liability/Workers Comp

Liability/Workers Comp – BC Fossum

- Reviewed recent injury and accident claims
- Chief's Schedule This Week:
 - **Monday, 4/14 – Sunday, 4/20**
 - Vacation – Acting Chief AC Robinson

HR Director Day

- Light Duty Update
 - Reviewed current LD assignments

AC Dern

- Telecommunicators Week
 - Telecommunicators Week is this week, 4/14-4/18
 - Chief Burchett participated in a thank you video this year for VECC
 - UFA will provide treats to Central Dispatch

DOC Easton

- Internal Communications Survey
 - Command Staff reviewed the results of the survey
 - There were 400 who responded
 - The survey results will be distributed to all UFA personnel
- Banquet
 - There has been good response to the banquet, 220 have signed up to attend
- Promotional Ceremony Update
 - The ceremony is scheduled for May 5

- IO will distribute more information once the venue has been selected

CFO Hill

- Budget Update
 - The budget and Chief Burchett's budget message were presented at the UFA Finance Committee Meeting last week, 4/10
 - The next Finance Committee Meeting is scheduled for May 8
 - Divisions will present each of their budgets and answer questions from the Committee

FM Watkins

- Firework Map
 - FM Watkins is meeting with municipalities in preparation for firework mapping finalization

CLO Roberts

- Liaison Quarterly Reports
 - CLO Roberts discussed changes to the reports

AC Robinson

- IT Update
 - IT completed the Switch upgrade last Friday, 4/11
 - The impact was limited to the ECC upper floor
- Email Phishing Event
 - Last week an employee's email account was accessed by a phishing site
 - IT was able to quickly block access