



UFA Command Staff Meeting Highlights

April 30, 2025

Present

Chief Burchett

AC Robinson

AC Russell

FM Watkins

HR Director Day

CFO Hill

CLO Roberts

DOC Easton

Cyndee young

Absent

AC Dern

Guests

- BC Fossum – Liability/Workers Comp

Liability/Workers Comp – BC Fossum

- Reviewed recent injury and accident claims

Acting Chief Dern 04.27.25 – 05.01.25

- 05.08.25 UFA Finance Committee Agenda
 - Divisions will present their budgets to the Committee for recommendation to the full Board
- Division Leaders Topics
 - Discussed topics for the meeting tomorrow, 5/1
- Station 108 Use Agreement
 - Discussion was had regarding the use of Station 108 by UPD and the SLCo Sheriff's office
 - Access to the station by these agencies will be reviewed
- Chief's Schedule:
 - **Monday, 4/28 – 5/1**
 - Metro Fire Chief's Conference – Acting Chief AC Dern
 - **Friday, 5/2**

HR Director Day

- Light Duty Update
 - Reviewed current LD assignments
- Sleep Study Follow-Up
 - HRD Day received more information regarding the study
 - Those individuals who wish to participate will not be required to wear any monitoring while on shift

- The study is recruiting interested individuals from multiple agencies
- More information will be distributed to anyone interested in participating
- BC List
 - HR has reviewed all scores and formulas
 - The list is ready for distribution
 - The AC's will meet with all who participated to review scores and evaluations
 - Dates for these meetings are pending and will be distributed once finalized

DOC Easton

- Awards Banquet
 - Attendance is at 340
- Graduation Ceremony
 - The ceremony will be held at the JATC, 5/14
- Pancake Breakfasts
 - Holladay is scheduled for a breakfast 5/10
 - Magna breakfast will be held 5/17

CFO Hill

- New Accounts Payable (AP) and Accounts Receivable (AR) emails will be in effect Thursday, 5/1
- [Click Here to View Memo 25-071 Notice of Email Change](#)

AC Robinson

- Phone Line Clean-Up Project
 - A third list of phone numbers being prepared for closure was reviewed
- Local Government IT Agreement
 - IT Manager Bowden hopes to join the agreement between local government agencies
 - This agreement between several municipalities allows each participating agency to provide and receive help to resolve issues due to computer hacking or a large technical issue
 - CLO Roberts will review the agreement prior to discussion by Command Staff

AC Russell

- HazMat Technician School begins next week, 5/5