



# UFA Command Staff Meeting Highlights

## June 9, 2025

### Present

Chief Burchett  
Acting OC Aldridge  
AC Russell  
HR Director Day  
CFO Hill

CLO Roberts  
AC Robinson  
DOC Easton  
Cyndee Young

### Absent

FM Watkins  
AC Dern

### Policy – HR Director Day/CFO Hill

#### 500-090 Durable EMS Equipment

- Changes address the new Check-Off process and application
- Procedural steps in the case of equipment failure were also added
- Command Staff will review this policy further

#### 600-010 Management of Public Funds

- This and the following Finance Division policies were conducted for the annual review and changes were made to reflect current practices
- Cash is no longer received for payment and references were removed

#### 600-020 Authorization & Processing of Certain Payments

- Updates are in reference to payments no longer requiring a purchase order
- There will be some minimal impact to Divisions with the change in the PO process

#### 600-030 Capital Outlay Planning Guidelines

- Changes reference carryover projects needing to be part of the normal budget process

#### 600-040 Full Cost Recovery

- Added the option for Chief Burchett to waive fees
- Removed the example used in the policy

### Chief Burchett

- MCS – Mission Centered Solutions
  - There is money available in the budget for additional leadership training
  - The money was not spent this fiscal year
  - AC Russell is hoping to use the money for next fiscal year to host two training courses
  - One will be the Leadership Cohort by CenterPoint
    - This is geared towards those new in leadership roles
  - MCS will be used for more advanced leadership training

- MCS will provide a more operational centric training for the BC level, but will still have value for any civilians who may be interested
- Command Staff supports using the money for next year and hosting two trainings
- Going forward, there will be one class per year that coincides with the Captain and Battalion testing process
- ChamberWest Institute Participation
  - Each year two individuals within the department are chosen to participate in the institute
  - The next session begins this fall
  - Command Staff will continue discussing who to extend the offer to
- Labor Breakfast Topics
  - Discussed topics for the meeting this week, 6/11
- Hot Shot Status
  - A letter is being prepared to submit to Great Basin from the selection committee
  - The letter should include actionable items to focus our efforts so that we can continue with the process
  - Working with the BLM, FFSL and the steering committee, on what this process looks like moving forward
- UFA/UFSA & UFA Special Board Meeting Agenda Review
  - Reviewed agendas for the meetings next week, 6/17
- UFA Finance Committee Agenda Review
  - Reviewed the agenda for the meeting this week, 6/11
- Chief's Schedule This Week:
  - **Monday, 6/9**
    - Morning Meeting w/ACs
    - Command Staff
    - Recreation Fee Facilitator Meeting
    - UFA/UFSA Agenda Review
  - **Tuesday, 6/10**
    - Monthly Meeting Local President Young
    - Filming Questions for Chief
  - **Wednesday, 6/11**
    - Labor Management Breakfast
    - Weekly Wednesday Command Staff
    - UFSA Finance Committee Meeting
    - Hot Shot Discussion w/BLM
    - ChamberWest Preparation Discussion
  - **Thursday, 6/12**
    - ChamberWest Leadership Institute
  - **Friday, 6/13**
    - HB48 Discussion w/FFSL & SLC

#### Acting OC Aldridge

- ADO Class
  - The class begins today, 6/9
  - There are 8 attendees

- ML253 and ME252
  - Both are in service
- Safety Bulletin
  - A safety bulletin is pending
  - The bulletin is for a close call at fire training from this weekend
  - [Click Here to View Safety Bulletin 25-002](#)

#### HR Director Day

- Light Duty Update
  - Reviewed current LD assignments

#### DOC Easton

- Snowbird Meeting
  - A meeting is scheduled to discuss a multi-year contract
  - DOC Easton will also gather options to present to Local 1696 for post-banquet activities
- Event Season
  - Event season is in full swing
  - There are 27 events scheduled for this month
  - SLCo is utilizing imaging to determine crowd size and mass gathering permit costs
    - This is resulting in higher UFA staffing needs and costs
    - Taylorsville Dayzz has been a challenge the last couple years due to its size and the ability to staff properly

#### AC Robinson

- Grants Review
  - AC Robinson has reviewed both the Safer Grant and the Fire Prevention & Safety Grant
  - UFA is eligible to submit for the Safer Grant, however, the likelihood of receiving an award is low
  - The Fire Prevention & Safety Grant, however, has some good opportunity potential
    - There is \$32M in funding available and it is estimated that there will be 100 awards given
    - Categories are community risk reduction, wildfire risk reduction, code enforcement and awareness, fire/arson investigation, and various regional programs and projects
    - Divisions will work to meet the 7/3/25 application deadline

#### AC Russell

- VEBA Third-Party Benefit Administrator Changes
  - The VEBA Trustees will be going to bid to replace CompuSys
  - CompuSys will no longer provide services after August 14
  - [Click Here to View Memo 25-097 Change in VEBA Third-Party Benefit Administrator](#)