



UFA Command Staff Meeting Highlights

June 23, 2025

Present

Chief Burchett
AC Robinson
AC Dern
AC Russell
OC Kay
FM Watkins

HR Director Day
CFO Hill
CLO Roberts
DOC Easton
Cyndee Young

Guests

- BC Fossum – Liability/Workers Comp

Liability/Workers Comp – BC Fossum

- Reviewed recent injury and accident claims

Policy – HR Director Day

600-140 Purchasing Card Policy

- This policy has been updated to reflect current practices and changes in programs
- Program administrators and job titles have been updated
- Gift card purchasing has been removed from policy and timelines for approvals have been updated and clarified
- This policy will now go before PAC

500-090 Durable EMS Equipment

- This policy is ready to go before PAC

Chief Burchett

- City Manager/CFO Meeting
 - Discussed the topics for the annual meeting Tuesday, 6/24
 - Chief Burchett will discuss the budget, the fourth Battalion and additional crews, in addition to the low acuity unit
 - The changes to the Liaison Program will also be presented
- Chief's Schedule This Week:
 - **Monday, 6/23**
 - Morning Meeting w/ACs
 - Command Staff
 - Station 123 Annual Meeting/Workout
 - Station 124 Annual Meeting
 - **Tuesday, 6/24**
 - June Operations Chief Meeting

- Exit Interview Captain Travis Hanberg
- CFO/City Manager Annual Meeting
- **Wednesday, 6/25**
 - Lifesaving Awards Station 103
 - Station 103 Annual Meeting
 - Weekly Wednesday Command Staff
 - Filming Questions for Chief Prep
 - Recreation Fee Facilitator Preparation Meeting
- **Thursday, 6/26**
 - State Fire Chief's Legislative Meeting
 - In-Person Recreation Fee Facilitator Discussion
- **Friday, 6/27**
 -
- **Saturday, 6/28**
 - Taylorsville Dayzz Parade

HR Director Day

- Light Duty Update
 - Reviewed current LD assignments

AC Dern

- Low Acuity Assignments
 - The assignments were submitted to VECC and entered into the CAD last week
 - Testing for the CAD configuration changes will be tomorrow, 6/24
 - Proximity dispatched will be tested, 4-minutes for heavy apparatus and 8-minutes for ambulance
 - UFA is the last agency to test and if all goes well, July 1 will be the implementation date
 - A memo is pending
- Live Fire Training
 - Live fire ended last week
 - All went well
 - Two sessions were cancelled due to red flag afternoons

DOC Easton

- Herriman Days & Taylorsville Dayzz Events
 - The Herriman Days event went well
 - Taylorsville Dayzz takes place this weekend
- Questions w/Chief
 - One question was submitted and reviewed
 - Filming takes place the second week of July

OC Kay

- Days of 47 Parade
 - Command Staff discussed staffing and apparatus for the parade
- Weekend Fires

- This past weekend was busy with a lot of field fires, some resulting in closure of 1-80 and I-201

AC Robinson

- IT Updates
 - IT successfully completed updates last Thursday, 6/19
 - There was no impact to staffing or field operations