



UFA Command Staff Meeting Highlights

July 14, 2025

Present

Chief Burchett

AC Robinson

AC Russell

AC Dern

HR Director Day

CFO Hill

CLO Roberts

DOC Easton

Cyndee Young

Micayla Dinkel

Absent

OC Kay

FM Watkins

Liability/Workers Comp – BC Fossum

- Reviewed recent injury and accident claims

Policy – HR Director Day

500-041 Patient Care Plans- This is a new policy drafted by the EMS Division. Command Staff has reviewed the policy, and it has been forwarded to PAC

400-130 Staffing- Updated the policy to include when constant man picklist hours will be reset. Command Staff has reviewed the policy and it has been forwarded to PAC

Chief Burchett

- Review of the UFA/UFSA Board Agendas
- Leadership Taskbook Process Live Podcast
 - Command staff discussed ideas on how to set up a live podcast. IO will start working on this concept.
- Command Staff Agenda Process Change
 - All potential agenda items need to be sent by the close of business day on Thursday to Micayla. The agenda will be prepared and finalized on Friday for the upcoming Monday meeting.
- Chief's Schedule This Week:
 - Monday, 07/14
 - Morning Meeting w/ACs
 - Command Staff
 - R&D Google Review w/Command Staff
 - New Hire Orientation
 - Tuesday, 07/15
 - UFA/UFSA Board Meetings

- New Photos Command Staff Office
- Wednesday, 07/16
 - Station 111 Annual Meeting
 - Weekly Wednesday Command Staff
 - ChamberWest Leadership Institute
- Thursday, 07/17
 - Joint Fire Chief Meeting
 - Lifesaving Awards Stations 252/253 at Station 252
 - Lifesaving Awards Stations 120/124 at Station 124
- Friday, 7/18
 -

HR Director Day

- Light Duty Update
 - Reviewed current LD assignments

AC Dern

- USAR Update
 - The team is still in New Mexico and doing well
- Wildland Deployment Update
 - Salt Lake 1, Engine 302 and Engine 301 are out on assignment
 - As USAR is deployed, all Single Resource deployments are on hold, except for the wildland division engines and those that have a rostered team assignment.
 - Command Staff discussed potential civilian deployments and will continue the discussion in the August Division Leaders Meeting.

DOC Easton

- UFA Podcast
 - Suggestion to bring back incident reviews for the podcast. Command Staff agreed this would be a good idea for future incidents.
- Liaison talking points
 - Distribution will be on Wednesday, 07/16/25
 - Format will change in the upcoming months

CFO Hill

- OBBBA
 - Reviewed the talking points from the OBBBA regarding changes in taxation of overtime. A memo will be sent out to all personnel.
- FY24-25 Overtime
 - Command Staff discussed the overtime budget in each division. There are some divisions that went over their budgeted amount in FY24-25. Chief Burchett asked that all divisions that overspent their overtime budget prepare a summary regarding the overspend.

OC Kay

Absent

CLO Roberts

- None

AC Robinson

- Domain Address Change
 - With the change of .org to .gov email addresses, IT will begin migrating all software application usernames from .org to .gov on Monday, July 28th-29th. IT will send out a memo communicating the update schedule for each software application and follow that up with Technology Updates as the changeover progresses through the 28th and 29th.
- Search And Rescue Common Operating Platform Software
 - EM will be presenting ESRI's SARCOP software program to the valley chiefs at the next meeting. The software has the potential to be used throughout the entire valley to conduct damage observations in the field.

AC Russell

- Green Sheet
 - Command Staff reviewed the green regarding the Herriman incident. The green sheet will be distributed on July 14th, 2025. There will be a presentation regarding the green sheet at the next Operations Chief Meeting.
- Office space
 - As office space is limited at the ECC, Command Staff discussed a few different possibilities for more space.
- Mission-Centered Solutions Training
 - The "At the Point of the Spear: Fire Service Leadership" training will be operational-based crisis leadership training that will be offered next spring. There are 24 spots available, and more details will be coming in the fall.

FM Watkins

Absent

Cyndee Young

None

Micayla Dinkel

None