



# UFA Command Staff Meeting Highlights

## August 21, 2023

### Present

Chief Burchett

AC Dern

AC Pilgrim

AC Robinson

Fire Marshal Larson

HR Director Day

CLO Roberts

DOC Easton

Cyndee Young

### Absent

CFO Hill

OC Russell

### Guests

BC Fossum - Liability & Workers Compensation Claims

### Liability/Workers Comp – BC Fossum

- Reviewed recent injury and accident claims

### Chief Burchett

- Strategic Plan PowerPoint & Presentations
  - The most recent plan was reviewed and assignments for the presentation made
  - The meetings have been scheduled and the locations finalized
  - Invites will be sent to community stakeholders, board members, and the liaisons
- Chief's Schedule This Week:
  - **Monday, 8/21**
    - Morning Meeting w/ACs
    - Command Staff
    - Cell Phone Policy Discussion
    - Life Saving Award Station 106
  - **Tuesday, 8/22**
    - Breakfast w/Fire Chief Evans, WVC
    - Station 251 Annual Meeting
    - Station 252 Annual Meeting
  - **Wednesday, 8/23**
    - BC Torgersen Annual Meeting
    - Weekly Wednesday Command Staff
    - EM Staff Director Discussion w/SLCo & Staff
  - **Thursday, 8/24**
    - State Fire Chief's Legislative Committee
    - VECC Sub-Committee Meeting
    - Station 113 Annual Meeting

- **Friday, 8/25**

- 

#### HR Director Day

- Light Duty Update
  - Reviewed current LD assignments
- PDP Review
  - The 2023 PDP review schedule was discussed

#### AC Dern

- BLM Building Meeting
  - Command Staff reviewed 2 preliminary building concepts
- Intterra Versaterm Cloud Integration
  - AC Dern met last week with Versaterm and VECC to begin work on what is needed to tie into the cloud with Versaterm
  - Thus far there are no concerns and UFA is in a good position to begin this work
- Station 253 In Service
  - Logistics will begin moving everything in tomorrow, 8/22
  - Central Dispatch is prepared
- Lateral Job Offers
  - Job offers have been made and accepted
  - There will be 1 PM and 3 FF EMT's joining UFA
- VECC Workgroup
  - Priority 1 and 2 responses will be reviewed once again

#### DOC Easton

- Questions for Chief
  - Reviewed submitted questions
- FBI 9-11 Invitation
  - An invitation for personnel to take part in a memorial event was reviewed
  - Command Staff is fine sending the invite to personnel
  - More information is pending
- Grand Opening Station 253
  - The grand opening is targeted for 9/11 with a pancake breakfast for the neighbors to follow later that week
  - The electrical gear is still pending, and final punch list items may interfere with these dates

#### Fire Marshal Larson

- Knox Box Update
  - Inventory of the boxes is 90-95% complete
  - 1300 business locations have been identified
  - This information is entered into Survey 123 and will upload into Intterra
  - FM Larson discussed the options for replacing the current knox boxes to digital

- Researching a grant to help cover the costs for the e-key dock station within the apparatus will be discussed further
- Chief Burchett would like updates on the grant progress and wants the project included in the Big Asks as part of the budget process
- Fire Prevention Week
  - October 8-14 is identified as Fire Prevention Week
  - The theme is Cooking Safety Starts with You
  - Fire Prevention will provide information to IO who will then add it to the Liaison Talking Points
  - Fire Prevention also plans to distribute this safety message and information to apartment managers within the service area for distribution to residents

### AC Pilgrim

- University of Miami Solicitation
  - The university is looking for participants in all 50 states to participate in a study involving PFAS
  - The study involves 3 different phases
  - Further follow up with the project lead will clarify the amount of participants needed
- Utah Task Force 1 Alert Notice – Tropical Storm Hilary
  - UTTF1 received an alert notice on Sunday about deployment possibilities to California – this has not moved any further as of Command Staff
    - The alerts are intended to begin task force administrative procedures in the event a deployment materializes
  - Discussed potential movement within the deployment matrix as the hurricane season progresses

### AC Robinson

- SLCo Budget Meetings
  - Budget meetings have begun
  - All but one submittal for station capital improvements were preliminarily approved
    - The kitchen replacement at Station 116 was denied
- Emergency Management Director
  - The PDP and the job description are complete
  - Some minor changes have been made and have been sent to SLCo for final review
  - The hope is that the position can be posted this week
- IT Hiring Update
  - The conditional offer for the Administrative Coordinator has been accepted
  - The Data Analyst and Tech 2 openings will be reposted