



UFA Command Staff Meeting Highlights

October 7, 2024

Minutes from the 10/2/24 meeting are included with this meeting due to Chief Burchett being away for the FORCE Conference.

Present

Chief Burchett	HR Director Day
AC Pilgrim	CFO Hill
AC Robinson	CLO Roberts
AC Dern	DOC Easton
Fire Marshal Larson	Cyndee Young

Absent

OC Russell

Guests

- Captain Barker – PIO Award
- BC Fossum – Liability/Workers Comp

PIO Award – DOC Easton

- UFA received two awards last week at the annual PIO Conference in St. George
- Congratulations to Captain Barker and the IO team in receiving the Incident Communications award for the incident in Holladay
- Congratulations also to Courtney Samuel for the Team Player award for his willingness to help individuals inside and outside UFA with any task

Liability/Workers Comp – BC Fossum

- Reviewed recent injury and accident claims

Policy – HR Director Day

100-170 Uniform Policy

- PAC has reviewed this policy and did not make any additional changes
- All changes were administrative and are contained in the appendix
- It was suggested to add a photo of the correct way to wear bugles on the lapel
 - A picture will be taken and then added to the policy

900-240 Sick Leave Bank

- Language updates were made to align committee members with the Mandatory Staffing Review Committee in the Mandatory Staffing policy
- This will now go before PAC

Chief Burchett

- Questions for Chief
 - Reviewed questions and who will be joining Chief for filming Thursday, 10/3
- FORCE Conference
 - A main topic of the conference was wildfire risk modeling and a tool developed to address fire behavior rather than deployment of mitigation resources
 - Chief Burchett asked that DC Widdison look into this program as there may be some value for use of grant monies and a different approach to directing fuels crew work
 - This is a more analytical approach, and may help direct limited monies to better impact mitigation work
- UFA/UFSA Agendas
 - Reviewed agendas in preparation for the meetings next week, 10/15
- ChamberWest Event
 - This Thursday, 10/10, Fire Training will host a leadership event for ChamberWest
 - Station 103 will also be helping run L280 scenarios
 - This is a great opportunity to showcase the tower and what takes place out there
 - This is one of the most popular events ChamberWest holds
 - Chief Burchett will be in attendance all day
- USAR Extension
 - FEMA has officially requested an extension
 - The request has been approved
 - Thank you to all who have signed up and continue to help with backfill
- Tax Presentations
 - Two presentations took place last week: White City and Taylorsville
 - Alta and Brighton presentations are this week
 - So far, they have gone well
 - Channel 2 ran a quick story and interviewed District Administrator Anderson at the Taylorsville presentation
 - Presentations are scheduled for all UFSA councils through the end of November
- Chief's Schedule This Week:
 - **Monday, 9/30 – Tuesday 10/1**
 - FORCE Conference, Oregon – Acting Chief AC Robinson
 - **Wednesday, 10/2**
 - FF Hiring Meeting
 - Command Staff
 - SLC FD Strategic Plan Meeting
 - UFSA Potential Tax Increase Presentation/Taylorsville
 - **Thursday, 10/3**
 - ChamberWest Legislative Affairs Committee
 - Division Leaders
 - Filming Questions w/Chief
 - UFSA Finance Committee Meeting
 - UFSA Potential Tax Increase Presentation/White City
 - **Friday, 10/4**
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 - **Monday, 10/7**

- Morning Meeting w/ACs
- Command Staff
- FY25/26 Budget Calendar/Process
- UFA/UFSA Agenda Review
- **Tuesday, 10/8**
 - Station 126 Annual Meeting
 - UFSA Potential Tax Increase Presentation/Brighton
- **Wednesday, 10/9**
 - Weekly Wednesday Command Staff
 - UFSA Potential Tax Increase Presentation/Alta
- **Thursday, 10/10**
 - ChamberWest Leadership Event/Training Tower
- **Friday, 10/11**
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HR Director Day

- Light Duty Update
 - Reviewed current LD assignments
- UFA Master Data Codes
 - The codes are in PowerDMS for review
- 100-330 Unmanned Aircraft Systems
 - There are some significant changes, and the policy is in PowerDMS for review by Command Staff
 - This policy will be brought to Command Staff once all suggestions have been incorporated
- URS Photos Request
 - URS is requesting to take photos of crewmembers and one of the stations for their new brochure
 - The use is consistent with photos policy, IO will work with URS on scheduling a crew/station

AC Dern

- Metro Fire Planners Conference
 - AC Dern attended the conference last week
 - It was held in Arizona and was a roundtable format, which was very engaging for all attendees
 - Data analytics and community risk assessment was the focus of the discussions
 - Also discussed was Unit Hour Utilization, everyone is working on how to establish what percentage of utilization is appropriate for their agencies
- HazMat Tanker Prop
 - The prop has been approved and is in the process of relocation to Fire Training
- Medical Response Advisory Group MRAG
 - A group will be established to review this response model
 - Ride alongs have been requested with SLC FD
- Wildland Crew Assignment Update
 - AC Dern provided an update on crews

- SL1 is assigned to the Yellow Lake fire
- WL302 is in California, this should be their last deployment
- Camp Williams has extended through October
- DEA Rule Changes
 - The Medical Division is working on the new DEA rules
 - These state that we aren't allowed to use our narcotics outside of our license
 - There is an exemption that Medical is working through as this causes issues when participating in USAR, EMAC, etc.
 - It is expected that a modification to this rule will take place in the future
- USAR Update
 - The team is in recovery mode and conducting some technical recoveries
 - Watching closely on an extension with the potential upcoming storm
- Annual Station Inspections
 - Inspections are underway and going well
- Drone Policy
 - AC Dern asked for clarification on the guidelines for prioritizing use of the drone with PIO duty needs on an incident
 - Since IO has the capability to deploy the drone, how does that impact their PIO duties on an incident
 - DOC Easton explained that there is a protocol in these instances and will meet with AC Dern and OC Russell to review the process/guidelines
- Intterra Update
 - There have been many staff changes at Intterra
 - The new management team is working to get up to speed
 - Command Staff will continue to monitor the impact of these changes going forward

DOC Easton

- Deployment Media Interest
 - There is a lot of interest from the media on our deployments
 - The point person is Captain Barker for all media requests
- Award Ceremony
 - The ceremony is scheduled for 10/30
 - All those receiving awards have been contacted and will be announced this week
- Concert Ticket Offer
 - DOC Easton distributed 66 tickets to personnel who reached out with interest in attending a country music concert last week

CFO Hill

- GFOA Distinguished Budget Award for FY24/25
 - For the 7th year in a row, UFA has received this budget document award
 - Thank you to all who work so hard to create the annual budget

Fire Marshal Larson

- Large Building Fee Study
 - A fee study for large buildings has been completed
 - The intent was to determine the average hours for inspections on building 500,000 sf to just under 1M sf
 - DA Anderson and Chief Burchett will work to determine how this fits into CRA agreements when they come before the UFSA Board
 - As a reminder, CRA agreements are when UFSA gives away tax revenue to help cities attract large companies, such as Facebook, Tyson, etc.

AC Pilgrim

- Behavioral Health Manager Position
 - Interviews have taken place, and an offer is pending
- Station 110 Apron Update
 - The park strip and bike lane work are underway
 - One half of the apron has been poured
 - The whole project should be completed in 2-3 weeks
- Boulder Crest Behavioral Health Training
 - Working to get Command Staff scheduled for the 2-day training
 - AC Pilgrim will distribute an example of what they can expect from the training
- Wildfire Ecology & Management Event
 - AC Pilgrim has been asked to participate as a panelist next week
 - He will be joining FFSL Director Barnes at this event at the U of U
 - Also, CWH has a petition to annex two areas of unincorporated SLCo
 - This has yet to be approved
 - Adjustments at VECC will be necessary if this is finalized because the areas are part of Sandy FD coverage
- Uniform Vendor Update
 - Meetings are taking place every two weeks with Galls
 - This past meeting, some adjustments to the ordering process were made to improve the user experience
 - The plan is to push Class A's to Galls as well
 - Skaggs does have items on the shelves
 - Work continues to get the LN Curtis portal open

AC Robinson

- Feasibility Study
 - The feasibility study agreement with AJC is signed and has been returned to them
 - The MR's came through on Friday for signatures and PO numbers should be issued soon
- Logistics Surplus
 - Logistics has compiled a large surplus list of equipment and heavy and light fleet
 - Preparing to post the equipment and light fleet items
 - AC Robinson will work with AC Dern to ensure that there is no need for any of the heavy fleet

- Email Distribution Groups
 - IT has assembled email distribution groups for every Division
 - These will be updated automatically when Personnel Action Forms change
 - Anyone within these groups can utilize the group email
 - When anyone outside of a group uses a group, the email only goes to the Division Leader for distribution approval