



UFA Command Staff Meeting Highlights

October 28, 2025

10:00 am

Guests

- BC Fossum-Liability and Workers Compensation Claims

Policies-HRD Day

- 100-115 Committee Governance Framework Policy
 - The group discussed removing VEBA from this policy, as it is not a committee. The word “Co-Chair” will be replaced with “Vice-Chair” throughout the policy. With the suggested changes, Command Staff approved the policy to go to PAC.
- 500-020 EMS Quality Management
 - Command Staff approved the suggested changes and approved the policy to go to PAC.
- 900-340 Light Duty Assignments
 - Command Staff approved the suggested changes and approved the policy to go to PAC.
- 900-380 Physical Fitness for Duty Evaluations and Return to Work after Illness or Injury
 - Command Staff approved the suggested changes and approved the policy to go to PAC.
- 900-385 Behavioral Health Fitness for Duty Evaluations and Return to Work
 - Command Staff approved the suggested changes and approved the policy to go to PAC.
 - Behavioral Health EJA Form was approved
- 100-230 UFA Pins, Medals, and Awards
 - Life is Duty Award Description was added, and a few of the award pins and ribbons descriptions were updated. With these changes, Command Staff approved the suggested changes and approved the policy to go to PAC.

Chief Burchett

- Hotshot Status
 - Chief Burchett provided an update regarding the hotshot certification status of Salt Lake 1. UFA sent a request to the Great Basin Coordination Group, asking for an extension regarding a response and plan of action from Salt Lake 1. The extension was approved, allowing the crew a few more weeks to work on a plan to address the areas of concern that were listed in the letter from the Great Basin. Chief Burchett mentioned that he is proud of the leadership from Salt Lake 1 and is confident they will be able to reapply in the 2026 season.
- Chief’s Schedule This Week:

- Monday, October 27th -Vacation
- Tuesday, October 28th
 - LMI Meeting
 - Command Staff
 - IT Meeting
 - Station 119-B Platoon Annual Visit
- Wednesday, October 29th
 - BEMS Meeting
 - Task Book Podcast Meeting
 - Station 107-B Platoon Annual Visit
 - Station 251-B Platoon Annual Visit
 - Captains Interviews
- Thursday, October 30th
 - CenterPoint Cohort Kick Off
 - Station 253-C Platoon Annual Visit
 - Station 252-C Platoon Annual Visit
 - Station 124/120-C Platoon Annual Visit
- Friday, October 31st HAPPY HALLOWEEN
 - Weekly Command Staff Agenda Review

HRD Day

- Light Duty
 - Command Staff reviewed the light-duty assignments.

AC Dern-Absent

Micayla Dinkel

- None

DOC Easton

- Retirement Award
 - Delivered Adam Brandt's Retirement Award, and it was a great meeting with Adam and his wife.
- Social Media Update
 - Command Staff viewed the "Spooky Stories" shorts that are getting good attention on UFA social media accounts.
- UFA Liaison Talking Points ([link to survey](#))
 - Reviewed the summary report generated from the Liaison Talking Point Survey that was taken by the liaisons. Great feedback was provided by the liaisons on what is working and what might not be working. AC Russell and DOC Easton will continue to work on the program and implement changes that will best support the liaisons. Thank you to all who participated.
- 4th Quarter Promotional Ceremony Outline

- Scheduled for November 3, 2025, at 6:00pm at JATC. [Click here](#) to view the promotional ceremony invite.
- Command Staff discussed whether the Captains getting promoted at the end of October should be included in the November ceremony, and it was decided that it is too short notice for those being promoted, and they will be included in the next promotional ceremony.
- Command Staff reviewed the program, and DOC Easton will send out the updated program to all of Command Staff.

CFO Hill

- Master Equipment Lease/Purchase Agreement
 - The master equipment lease/purchase agreement will close and fund on October 28, 2025. CFO Hill stated the equipment included in the capital replacement fund can now move forward, and scheduled equipment can be ordered.

OC Kay

- Low Acuity Unit
 - Command Staff approved Charlie Brown and Conrad Jensen as the new personnel assigned to the Low Acuity Unit. Charlie and Conrad will begin shifts on Monday, November 3, 2025.

CLO Roberts

- None

AC Robinson

- Vehicle Surplus Review
 - Command Staff reviewed a list of equipment that is scheduled to be surplus. The list will be sent to the UFA Board per policy, and then move forward in the process as outlined in the UFA surplus policy.
- UFA Board Member-Service Awards
 - Mayor Silverstrini's retirement party will be on November 5, 2025, from 4:00-6:30 at Millcreek City Hall. ([link to flyer](#))
 - Command Staff discussed interest in presenting something to Board Members when they leave as a thank you for their years of service. Command Staff will continue to discuss.

AC Russell

- FPAT
 - AC Russell gave a year-end report on FPAT.
- HB48 Public Meeting ([link to flyer](#))

- FM Watkins, EM Director Behunin, and DC Widdison will be attending the meeting. The meeting will be held on November 6, 2025, at the Utah Department of Natural Resources Auditorium located at 1594 West Temple Street, Salt Lake City, 84116.

FM Watkins

- WUI Update
 - Municipalities are still working on getting the code adopted and maps created. There is still confusion regarding HB48, and the public meeting that is being held by Utah Forestry, Fire, and State Lands should be helpful to answer questions. Lloyd Evans at the State of Utah has been a great resource and has been able to help answer a lot of questions regarding the WUI code.
 - The Fire Prevention Cadre program is working well so far. The Cadre members have started training and will start work in the field the week of October 27, 2025.
 - Received a proposal from Google regarding the battery request. FM Watkins will forward the proposal to Command Staff to review.