



UFA Command Staff Meeting Highlights

November 12, 2024

Present

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

Guests

- BC Fossum – Liability/Workers Comp

Liability/Workers Comp – BC Fossum

- Reviewed recent injury and accident claims

Chief Burchett

- UFA/UFSA Agenda Review
 - Reviewed agendas in preparation for the meetings next week, 11/19
- Fire Marshal Job Description
 - Reviewed the job description with changes discussed last week in Command Staff and with Labor
- Labor Breakfast Topics
 - Discussed topics for the meeting tomorrow, 11/13
- Chief's Schedule This Week:
 - **Monday, 11/11**
 - Administrative Holiday – Veterans Day
 - **Tuesday, 11/12**
 - UFA/UFSA Agenda Review
 - Command Staff
 - Lifesaving Awards Station 112
 - Riverton City Manager Meeting
 - **Wednesday, 11/13**
 - Labor Management Breakfast
 - Exit Interview FF Katelyn Carney
 - SL Valley Alliance Fire Chiefs Meeting
 - **Thursday, 11/14**
 - ChamberWest Leadership Institute Session
 - **Friday, 11/15**
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HR Director Day

- Light Duty Update
 - Reviewed current LD assignments
- Policy Reminders
 - Discussed policies that are annual review in Power DMS
- Drivers License Checks
 - The Local Governments Trust insurance has offered a 5% discount if they are allowed to check every employees drivers license monthly
 - It is still pending on whether or not the periodic checking of DL status that Shelli does will be ample to qualify for the discount

AC Dern

- Additional PM Student
 - An additional student will begin class January 2025
 - Operations can support the additional backfill
 - EMS can support the books and tuition within the current budget
- PM 6-Month Registry
 - A memo is pending, but the intent is for two registries per year
- Live Fire Training
 - Live Fire Training took place last week
 - The Mayday Drill was a success
 - Everyone is doing a great job facilitating the training and AAR's
- MA107 in Service January 2025
 - The ambulance positions have been filled
- Eagle Mountain RX Burn
 - The burning of the retention pond went well
 - This was done to kill invasive Phragmite plants

DOC Easton

- News Stories and Social Media Posts
 - There were many channels running UFA stories this weekend
 - The social media post about the garage fire received 55,000 views

CFO Hill

- JP Morgan Lease Financing Under-Expend
 - There is \$54,000 left on the lease of under-expend
 - The AC's are working with their Division Leaders on a prioritized list for consideration
- 2024 Assistance to FF Grant (AFG) Program
 - The grant application period opened today, 11/12, and closes 12/20

AC Pilgrim

- Peer Support Manual
 - The manual is now on PowerDMS for review by Command Staff

- P25 Transition Feedback
 - AC Pilgrim has been reaching out and collecting information on how the transition is going for other agencies
 - Many issues have been related to using the UCAN programmers
 - UFA has completed all of the preparation work in-house and the transition is expected to be smoother

AC Robinson

- Surplus Sale Items
 - Command Staff reviewed pages of items prepared for surplus
 - Office furniture, safety equipment, extrication equipment, ATV's, fans, etc.
- IT Birthday Party
 - The Technology Division is 1-year old and is celebrating with cake in the ECC break room on 11/13
 - IT Birthday Flyer

OC Russell

- UKG Approvals
 - Discussed auto-population of approvals
 - OC Russell will work with CFO Hill on what is happening and how to fix it