



UFA Command Staff Meeting Highlights

December 9, 2025

10:00 am

Guests

- BC Fossum-Liability and Workers Compensation Claims
- ECC Security Plan-Val Greensides and Brad Jewett
 - Emergency Management presented a high-level review of the developing Facility Security Plan. The plan focuses on preventing and mitigating both external and insider threats, including protecting restricted-access areas such as the employee file room, records storage, and secure offices.
 - Emergency Management will maintain the oversight of the physical security program, budget for security improvements, and support policies related to card access, cameras, and structural modifications.
 - Val reviewed the badge and access control policy with the group, highlighting access for employees, contractors, and visitors.
 - Val discussed the public announcement system at the EOC, noting they are working with IT to troubleshoot the malfunctions in the system.
 - Emergency Management proposed some training for all personnel who work in the building to help learn how to respond to active threats, report suspicious activity, suspicious packages, etc.

Policies-HRD Day

- 400-090 Fire Investigations
 - Adjusted the investigations bureau language throughout the policy. This is an administrative update only.

Chief Burchett

- Holiday Command Staff Schedule
 - Due to scheduled holiday vacations, there will not be a Command Staff meeting on December 23, 2025. The Command Staff Meeting scheduled for December 30, 2025, is tentatively on the schedule and will be finalized as it gets closer.
- Darkhorse Presentation
 - Darkhorse will be in the Salt Lake area on January 14 and 15 for a demo on the program for the valley chiefs. The demo will be on January 14 at the new Sandy City Fire Station.
- Chief's Schedule This Week:
 - Monday, December 8
 - Meeting with ACs

- Station 125-A Platoon Annual Visit
- Centerpoint Cohort Graduation
- Tuesday, December 9
 - UFA/UFSA Board Meetings
 - Command Staff Meeting
 - Part-Time Badge Presentation
- Wednesday, December 10
 - Big Beautiful Bill Discussion
 - ECC Holiday Party 12-2
 - Meeting with Guy Perrin
- Thursday, December 11
 - Midvale City Legislative Breakfast
 - VECC Ops Meeting
- Friday, December 12
 - Weekly Command Staff Agenda Review
 - Mayor Dahle Retirement Open House

HRD Day

- Light Duty Update
 - Command Staff reviewed the light-duty assignments.
- Cancer Screening Data Collection
 - The data collection form has been distributed to all firefighters and wildland firefighters to document prior service and ensure we compile an accurate roster for the upcoming cancer screenings. This is for time worked before UFA full-time status (such as wildland, part-time, volunteer).
 - UFA full-time data has already been captured.

AC Dern

- USAR
 - AC Dern is acting as the interim USAR Program Manager.
- Paramedic Recruitment Campaign
 - DC Ayres, with the assistance of Information Outreach, is launching a Paramedic-focused recruitment campaign that will include Paramedic focus groups, some marketing messaging, and potential podcasts to increase internal interest in the Paramedic role.
- Heavy Rescue/Hazmat Roundtable
 - Roundtable meetings for both programs have been scheduled in January and February to align expectations, identify equipment and training needs, etc.

Micayla Dinkel

- None

DOC Easton

- Information Outreach will be hosting the new hire workshops on December 16 and December 17. Details and the agenda are being finalized.

CFO Hill

- None

OC Kay

- ECC Holiday Luncheon
 - December 10, 2025, in the board room.
- Vacation Draw Update
 - The online module was too slow to use during the draw, so staff returned to the paper process. A and C Platoon dates are fully entered, and B Platoon will be updated shortly. Vacation usage has dropped; operations personnel have been notified of open vacation days via Telestaff, which has helped on days when operations are overstaffed.

CLO Roberts

- CLO Roberts will be on vacation December 13-23, 2025.

AC Robinson

- Surplus Sale Update
 - Seven light fleet vehicles were sold and one type 6. The total revenue from the sale is \$79,200. The second surplus sale will include the heavy apparatus and will most likely take place at the start of the year to avoid holiday impacts.

AC Russell

- FEMA Review Council Update
 - Public review of FEMA's final report is scheduled for December 11, 2025.

FM Watkins

- WUI Adoption Update
 - FM Watkins stated that Magna recently adopted WUI codes, and the Kearns adoption process is moving through the council. Liaison feedback has been positive.