



## UFA Command Staff Meeting Highlights

October 21, 2024

### Present

Chief Burchett  
AC Robinson  
OC Russell  
Fire Marshal Larson  
HR Director Day

CFO Hill  
CLO Roberts  
DOC Easton  
Shelli Fowlks

### Absent

AC Dern  
AC Pilgrim

### Guests

- BC Fossum – Liability/Workers Comp

### Liability/Workers Comp – BC Fossum

- Reviewed recent injury and accident claims

### Policy – HR Director Day

#### **910-035** Fire Marshal

- Created the PDP for Fire Marshal and aligned it with other PDPs to ensure consistency

#### **910-070** Staff Captain

- Updated the appendix to capture the Special Operations position
- Efforts are being made to capture all Staff Captain qualifications in the appendix (Information Outreach, etc.)

#### **900-080** Firefighter Lateral Process

- Adjustments have been made to the minimum qualifications

#### **900-090** Paramedic Lateral Process

- Adjustments have been made to the minimum qualifications

#### **400-160** Mandatory Staffing

- Updated the policy when a drawn mandatory shift is refused to allow employees back into the draw sooner

Chief Burchett

- Chief's Schedule This Week:
  - **Monday, 10/21**
    - Morning Meeting w/ACs
    - Command Staff
    - Meeting w/Riverton
  - **Tuesday, 10/22**
    - SL County Mayor's Budget Proposal UFSA Potential Tax Increase Presentation/Emigration
  - **Wednesday, 10/23**
    - Ops Meeting
    - Lifesaving Award Station 101
    - Weekly Wednesday Command Staff
  - **Thursday, 10/24**
    - State Fire Chief's Legislative Meeting
    - Health & Safety Quarterly Meeting
  - **Friday, 10/25**

HR Director Day**Light Duty Update**

- Reviewed current LD assignments

DOC Easton**Questions w/Chief**

- DOC Easton will send a reminder for personnel to send in questions

**Awards Ceremony**

- Preparations are underway
- Ceremony will be held October 30, 2024, 6:00 pm, at the JATC-South Campus building

FM Larson**Alta Water System**

- FM Larson and Shawn Petersen met with city staff and engineering consultants regarding improvements on the Fire Flow Plan in Alta. Alta will continue to work with Fire Prevention as this process moves forward

**International Code Council**

- FM Larson will be attending the International Code Council-Code Hearing Conference. The conference has been useful in preparing prevention for upcoming code changes and legislative issues

AC Robinson**Feasibility Project for Fire Training-Magna**

- The Feasibility Study began last week and is projected to be complete mid-December
- The study will include site programming and conceptual studies, site development phasing analysis, and overall conceptual site plan, along with a review of the property for environmental issues to better prepare the architect for building and development on the site

**Vehicle Repairs**

- ML106 has been transported to NE for repairs. We do not have a timeline for repairs. This information will be shared once Rosenbauer has had the opportunity to assess the damage and create a repair plan

OC Russell**Vacation Draw**

- The Staffing Office has proposed several changes to the vacation draw that will take place over the next three years
  - OC Russell and the Staffing office will be working with Labor to present the proposed changes which will be in line with the new UKG system, and beneficial to employees. If changes are approved through Labor, the changes will not take place until the vacation draw to be held in December of 2025
- This year will be an in-person draw
  - The schedule for this year's draw is as follows:
    - December 2- **A Platoon**
    - December 4- **B Platoon**
    - December 6- **C Platoon**

**2025 Training Calendar**

- OC Russell is requesting that divisions have 2025 training planned out as soon as possible so all training can be on one calendar

**Training in Boise**

- Several members will be traveling to Boise to attend a training
  - This is on their own time
  - There has been a request for them to each take a SCBA and a spare bottle for the training
  - Command Staff approves of them working with Logistics to supply the equipment needed for the training