



UNIFIED FIRE AUTHORITY

MEMORANDUM

23-200

December 6, 2023

TO: All Personnel

FROM: Assistant Chief Pilgrim

SUBJECT: Captain Leadership Academy VI – Captain Level Strategy, Tactics, Incident Management

We would like to announce the sixth session of the Captain's Leadership Academy. The two-day course will be comprised of various topics involving firefighting strategy, tactics, and incident management at the Captain level.

Due to the time demands of each day, we will be providing lunch for those who attend. Please contact Jill Tho if you have any dietary restrictions. If you are unable to attend after signing up, please contact Jill to cancel your lunch order.

Dates: Wednesday, February 7, 2024, and Thursday, February 8, 2024, 0800-1600.

Location: TBD (Location will be determined based on class size. Future communication on location forthcoming to attendees)

It is preferred and encouraged that you attend both days of the course. Those interested will attend on their own time. Attendance is not required to participate in future Captain promotional processes. Please RSVP with [Cyndee Young](#) by Monday, January 15, 2024. If you have any questions, contact myself or Lana Burningham.

UFA Captain Leadership Academy Dates

- **January 25-26, 2023 - COMPLETE**
 - L-280 Followership to Leadership
- **March 20-21, 2023 - COMPLETE**
 - Leadership concepts (FYI concepts, mission-driven & compassionate leadership, etc.)
- **May 11-12, 2023 - COMPLETE**
 - UFA Administration (budget process, human resources, health & wellness, legal considerations, evaluations, discipline, policies, etc.)
- **September 21, 2023 - COMPLETE**
 - Fire Prevention & Special Enforcement
- **December 5, 2023 - COMPLETE**
 - Government & Community Relationships
- **February 7-8, 2024- UP NEXT**
 - Captain level strategy, tactics, and incident management