



UNIFIED FIRE AUTHORITY

MEMORANDUM

24-151

October 10, 2024

TO: All Personnel

FROM: Assistant Chief Pilgrim

SUBJECT: Battalion Chief Leadership Academy – Session 2

Enrollment is currently available for Session 2 of the UFA Battalion Chief Leadership Academy, the ICS 400 Advanced Incident Command System. Registration is open on U-Train [Memo 24-129](#). The instructions to register are as follows:

The course ID is 1011057 and here is a direct [link](#) to the course.

All participants will need the following prerequisites uploaded into their U-Train profile before their registration can be approved.

Required Prerequisites:

- IS-0100: An Introduction to the Incident Command System
- IS-0200: Basic Incident Command System for Initial Response
- ICS 300: Intermediate ICS for Expanding Incidents
- IS-0700: An Introduction to the National Incident Management System (NIMS)
- IS-0800: National Response Framework (NRF), An Introduction

Once you have registered for ICS 400, please notify [Cyndee Young](#).

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: October 28-29, 2024, 08:00-16:00 daily

Location: Station 126

To complete ICS 400 you must attend both days. Those interested will be attending on their own time.

UFA Battalion Chief Leadership Academy Dates

- **June 24-25, 2024 – Session #1 (2 days) COMPLETE**
 - Leadership Concepts, Administrative Processes, and Legal Considerations
- October 28-29, 2024- Session #2 (2 days) **Next Up**
 - ICS 400 Advanced Incident Command System
- January 6-8, 2025- Session #3 (3 days)
 - L-960 All-Hazards Division/Group Supervisor
- February 11-12, 2025- Session #4 (2 days)
 - Incident Safety Officer
- March 19-20, 2025- Session #5 (2 days)
 - Operations – Tactical Decision-Making, Test Preparation, and a Day in the Life of a Battalion Chief