



UNIFIED FIRE AUTHORITY

MEMORANDUM

25-201

November 24, 2025

TO: All Personnel

FROM: HR Director Day

SUBJECT: Upcoming Vacation Draw – Annual Scheduling Information

In preparation for the upcoming vacation draw, we are compiling and distributing all relevant dates for the next calendar year. The intent is to ensure that all personnel are fully informed of scheduled events, training sessions, and other key operational commitments prior to making vacation selections.

Providing this information in advance will allow for effective planning and help ensure a smooth and efficient scheduling process across the organization. Your attention and cooperation in reviewing these dates once distributed are greatly appreciated.

2026 Calendar Year

January

- Incident Commander (L0950) Course
 - January 12 – 16, 2026
- Captain Leadership Academy CLA #2 – Administration, Finance, Human Resources, and Leadership Concepts
 - January 13 & 14, 2026
- Captain Leadership Academy CLA #3 – Government & Community Relationship & UFA Divisions
 - January 22, 2026
- SLRIMT Exercise
 - January 30, 2026

February

- Finance/Admin Section Chief (L0973) Course
 - February 11-13, 2026

March

- Captain Leadership Academy CLA #1 – L-280 Followership to Leadership
 - March 2 & 3, 2026
- Captain Roundtable
 - March 23, 25, & 27, 2026
- Captain Leadership Academy CLA #4 – Captain Level Strategy, Tactics, and Incident Management
 - March 30 & 31, 2026

April

- Captain Registry Process – Interviews & Written Test
 - April 20-23, 2026
- Mission Centered Solutions – Point of the Spear
 - April 27-30, 2026

May

- Captain Registry Process – Problem Solving Exercise & Tactical
 - May 4-7, 2026
- Heavy Rescue School – Rope Rescue
 - May 10-16, 2026
- Heavy Rescue School – Confined Space Rescue
 - May 18-21, 2026
- Heavy Rescue School – Vehicle Extrication
 - May 26-30, 2026

June

- Heavy Rescue School – Trench Rescue
 - June 1-5, 2026
- Heavy Rescue School – Rapid Intervention Team (RIT)
 - June 8-10, 2026
- Battalion Chief Leadership Academy BLA #1 – Leadership Concepts, Administrative Processes, and Legal Considerations
 - June 24 & 25, 2026

July

August

September/October

- Battalion Chief Leadership Academy BLA #3 – FDSOA Incident Safety Officer
 - September 29 & 30, 2026 and October 1, 2026

November

- Battalion Chief Leadership Academy BLA #2 – L960 All Hazards Division/Group Supervisor
 - November 17, 18, & 19, 2026

December

- Battalion Chief Leadership Academy BLA #4 – Operations, Strategic Decision-Making, Test Preparation, Day in the life of a Battalion Chief
 - December 9 & 10, 2026

All dates provided are subject to change based on operational needs and scheduling considerations. Any updates will be communicated promptly.