



UNIFIED FIRE AUTHORITY

MEMORANDUM

26-093

June 1, 2026

TO: All Personnel

FROM: Assistant Chief Russell

SUBJECT: Battalion Chief Leadership Academy – BLA #1 UFA Administration

We are excited to announce the UFA Battalion Chief's Leadership Academy – BLA #1, a two-day professional development opportunity designed to enhance leadership capabilities in Finance and Budget, Human Resources, Health & Wellness, Legal Considerations, Evaluations, Discipline, Policies, etc. at the Battalion Chief level.

Details:

- Dates & Time: Wednesday, June 24, 2026, and Thursday, June 25, 2026, 0800 – 1600 hours each day
- Location: Station 126 – Training Room
- Lunch will be provided for attendees on both days

Important Note for Promotional Eligibility:

To be eligible for the 2027 Battalion Chief Promotional Process, participants must attend all Battalion Chief Leadership Academy Sessions. To get the session instructor to verify attendance in the participant's Battalion Chief Task Book for BLA#1 UFA Administration, the participant must have attended both days and at least 70% of the course.

RSVP Deadline:

Priority registration will be given to personnel who are not currently Battalion Chief's and require the class for promotional eligibility; promoted Battalion Chief's will be placed in the course as space allows. Please RSVP with Micayla Dinkel, Executive Assistant, at mdinkel@unifiedfireut.gov by Tuesday, June 16, 2026. Attendance is on personal time. Each course is capped at 36 attendees, and registration will be filled on a first-come, first-served basis.

For additional information or questions, feel free to contact Chief Russell or Chief Dern.

UFA Battalion Chief Leadership Academy Sessions and Dates

BLA #1 Leadership Concepts, Administrative Processes, and Legal Considerations (2 Days)

*June 24, 2026, and June 25, 2026, or – **UP NEXT**
January 20, 2027, and January 21, 2027*

BLA #2 L-960 All Hazards Division/Group Supervisor (3 Days)

*November 17, 2026, November 18, 2026, and November 19, 2026, or
February 16, 2027, February 17, 2027, and February 18, 2027*

- National Incident Management System (NIMS) compliant ICS 400 Advanced ICS for Command and General Staff or NWCG I-400 is a prerequisite for BLA #2 L-960 All Hazards Division/Group Supervisor

BLA #3 FDSOA - Incident Safety Officer (3 Days)

*September 29, 2026, September 30, 2026, and October 1, 2026, or
March 2, 2027, and March 3, 2027, and March 4, 2027*

BLA #4 Operations, Strategic Decision-Making, Test Preparation, Day in the Life of a Battalion Chief - (2 Days)

*December 9, 2026, and December 10, 2026, or
April 7, 2027, and April 8, 2027*