



**VERDUGO FIRE COMMUNICATIONS CENTER
TASK FORCE MEETING MINUTES
TUESDAY, JULY 12, 2016**

Attendees:

Agency	Primary	Alternate
Alhambra - ALH		
Arcadia - ARC	Fire Chief Mike Lang	
Burbank - BRK	Assist. Chief Dave Schmitt	
Angeles Nat'l Forest - ANF		
Bob Hope Airport - BUR		
Glendale - GLN	DC Vince Rifino	Battalion Chief Bill Lynch
LA City - LFD		
LA County - LAC		
Monrovia - MRV		FF Kyle McKee
Montebello - MTB		
Monterey Park - MPK	Battalion Chief Randy Harper	Capt. Ryan Weddle
Pasadena - PAS	Battalion Chief Seaton King	
SGB-SNM-SPS = SSS	Battalion Chief Beckman	Fire Chief Mario Rueda
Sierra Madre - SMD		
Vernon – VER		
Verdugo Fire Comm.	Don Wise / Jason Pfau / Alison Finch	FCSS Kazazian / Dr. Loza-Gomez

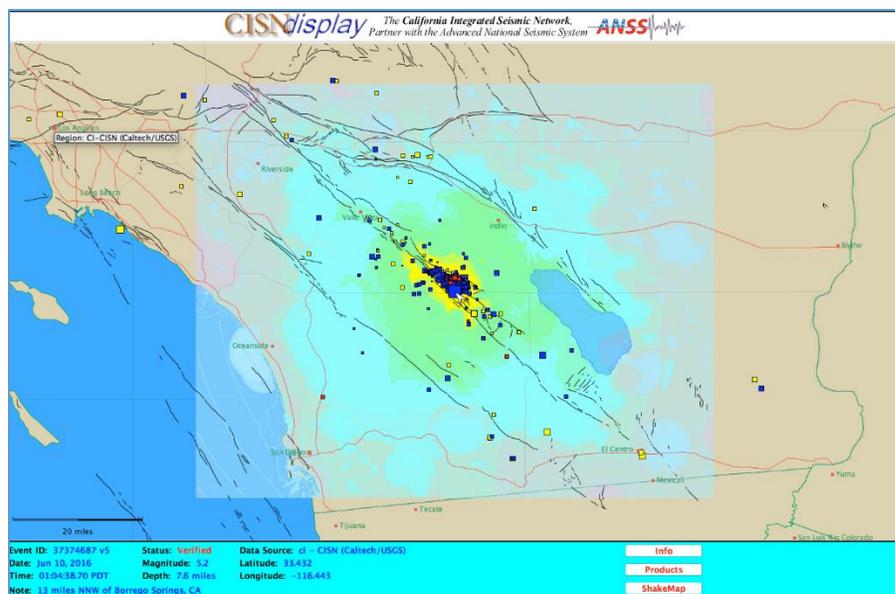
Housekeeping: ARC CH105 Mike Lang is new Fire Chief. ALH permanent Fire Chief is Tom Phelps CH7. Vernon Fire successfully cutover and on board effective June 26!

I. New Business:

- A. AAR – HAZMAT – 06/11/16 – 3644 E. Foothill Blvd., PAS:** Three (3) one-gallon jugs of muriatic acid (pool supply) in the street with smoke emitting from them; arriving units staged 3-blocks out and evacuations in the immediate area were made. CHP shut down westbound traffic on the freeway due to a 5 MPH wind carrying the product/odor. Discussion on use of Safety Officers on incidents and training. No communications issues. *Recommendation is to have Vernon Fire HazMat respond on any HazMat incident in order to align with BRK/GLN HazMat personnel for familiarity and protocol purposes, for a 6-month period (EA Wise will contact VER).*
- B. AAR – UNKF (BRUSHF) – 06/19/16 – 322 Bluff Rd., MTB:** This was a 20,000 sq. ft. Montebello horse stable fire which went to a 2nd alarm. At minimum, 10 horses killed in the fire but 22 were safely evacuated. Responders had significant scene safety issues with the fire due to the number of horses escaping and galloping (could be heard, but not seen during to midnight hour) towards them and narrowly missing some responders. Balanced to a BRUSHF due to location. Other safety factor was the steepness of the hills relative to stable location; difficult to traverse. Two FF's needed treatment/transport. LAC assisted and also responded a Hand Crew. A Major Incident report from on-duty FCSS was not generated.
- C. AAR – GARAGE – 05/28/16 – 1717 S. Olive Ave., ALH:** This was a 2nd alarm garage fire which occurred while two other active incidents were in progress (Vehicle Fire in a Structure – MPK and Structure Fire – PAS). A warble-tone was generated for report of live wires down on the incorrect tactical channel and then repeated on the correct channel. An issue arose with the recommended response in CAD for the 2nd alarm, recommending an incorrect assignment; issue corrected.

D. Earthquake/Emergency Mode – La Quinta Quake (06/10/16): Very shallow event so widely felt. EQ Mode initiated. Issues/concerns:

1. Call alerting to individual Fire Stations did not work. Verdugo staff did not have any visual or audible indicators that the alerts failed. They were notified after the fact that the stations had failed to alert. Verdugo Radio Progress group to look into.
2. BC's assigned to EQuAKE incident went AOR, taking themselves off the incident. BC's need to remain on the incident for documentation purposes in the Incident History of the event. BC's can use Enroute button. During a major event BC's remain the coordination point and degraded responses are being sent to incidents; Captain's need to be the I.C. upon arrival in this situation.
3. BC's assigned (many, not all) hailed Verdugo dispatch on their assigned operational area radio channel; BC's need to return to RED-2, which is the inbound channel set aside (in this mode) for their use, in order to contact Verdugo for any resource needs or updates. See below and attached.
4. Pre-Alerts need to be turned off during EQuAKE mode to avoid conflict; units were going enroute to incidents that were pending dispatch. During a significant event incidents will be held in pending queue until center safety and personnel safety check-downs are completed and BC's advise their personnel/stations are ready to accept dispatches.
5. The FCSS did not activate the Earthquake Mode paging (text message) group.



E. Earthquake/Emergency Mode Cheat Sheets: Newly printed with new laminate (very difficult to maim or tear) and distributed to group for each front-line apparatus. Please contact Alison Finch for any additional needs. This revision includes Vernon Fire Department and use of RED-15. (Attachment).

F. Monitoring and Repeating Size-Up/Follow-up Requests: Procedural reminder – Verdugo Staff will monitor the assigned channel for all incidents up and through the initial size-up (repeating the size-up). Thereafter, all additional requests by the Incident Commander shall be made on RED-1. This is a temporary operational necessity due to the current level of staffing in the Center and only until a Tactical Radio Operator (TRO) position can be implemented within the Center through new staffing levels.

G. MCI & SHOOTR CAD Type Codes: All CAD and Fire Station Alerting programming for the new type codes were completed just prior to July 1 and implemented effective July 1. To support the additional alarm levels for the medical type codes in the system, the MCI Type Code will be used by Verdugo Staff for any situation requiring additional resources. Verdugo Staff will change/balance the initial type code (i.e., TC-Traffic Collision) response to an MCI response. The SHOOTR (Active Shooter) type code also supports the multiple alarm levels without having to use the MCI type code. As reminder the below graphic are the alarm levels and the appropriate response for each.

MCI ALARM LEVELS					
Victims	Paramedic Units	Engines or Trucks	Ambulances (BLS or ALS)	Battalion Chiefs	CAD Alarm Level
5-10	3	4	5	2	2nd Alarm
11-15	3	5	7	3	3rd Alarm
15-20	3	6	10	4	4th Alarm
21-30	4	8	12	5	5th Alarm
31-50	6	8	15	6	6th Alarm
51 +	8 +	8 +	15+	7	7th Alarm

H. AREA C Strike Team Policy & CICC-300 Level Committee STEN Check-Off Sheet: The Area C Strike Team Policy was approved by the Area Fire Chief's on June 20, 2016. Chief Washington (PAS) is the Area C Coordinator 1st Alternate and Chief Fish (GLN) is the 2nd Alternate with Chief Lenahan (BRK) remaining as the primary Area C Coordinator. The significant changes are to allow an on-duty 40-hour qualified STEN Battalion Chief, should a line Operations B.C. not be available to fill a Strike Team and replacement of personnel changed from 7 to 14 days for personnel relief/commitment to be in alignment with current practices for Strike Team assignments/travel. The CICC-300 Level STEN Check-Off Sheet and training requirements for the Strike Team Leader (Qual'd and Trainee) within the Strike Team Policy have both been updated and realigned to the CICC-2014 publication. (Attachments).

I. T-CARDS (Schmitt): Concern about consistency with use and status of T-Cards in apparatus. Never really used on incidents. T-cards are currently not enforced nor a mandated system. ? Is system still valid and how will it be replaced? Discussion on labeling of helmet and other identifiers. NFPA requires tactical worksheet (usually company level); Area C Operations Committee is now tasked to come up with replacement system. Interim recommendation is to have two printouts done each day with one printout from TeleStaff or CAD Roster on the apparatus each morning after shift change.

J. AREA C Regional Task Force 4 Policy: After extensive work by the RTF-4 Workgroup the Area C Policy has been reviewed and approved by the Area Fire Chief's and Verdugo Fire Operations Committee for inclusion into the Verdugo Policy & Procedures Manual. The policy closely aligns with the structure/format of the Area C Strike Team Policy. Policy was approved at the Area C Fire Chief's meeting on June 20, 2016. Discussion on what is/is not reimbursed. Thanks to Robert Sepulveda (PAS) and Dan Claridge (GLN) and group for taking lead. (Attachment).

- K. Verdugo Policy & Procedures Manual – Section One – Verdugo System:** This section of the manual has been updated as of June 27, 2016 to reflect numerous changes within the system inclusive of the addition of Vernon Fire on June 26. It will be published to the Unified Response website shortly.
- L. Verdugo Policy & Procedures Manual – Section Five – Assignments - Verdugo Fire Investigation Task Force:** The Area C Fire Chiefs have approved the creation of the Verdugo Fire Investigation Task Force and associated policy and procedures as of June 20, 2016. The effort formalizes the coordination of the Fire Investigators in the area and provides for a Fire Investigation Coordinator. The effort supports the training continuity process to establish new investigators and qualifications in the area. The initial coordinator appointed by Area C Fire Chiefs is Wendell Eaton (I3) who'll be contacting each agency's investigator for a future meeting (Aug. 3,4, & 5). This policy will be published in Section 5 – Assignments, shortly. (Attachment)
- M. End of Life Option Act – Effective June 9, 2016:** The End of Life Option Act was passed by Governor Brown in October/2015 and is effective June 9, 2016. At this time there are no policies or guidelines for whether we respond or not to these situations where/when an informant advises they have a patient that is breathing and has an EOL and needs assistance or is not breathing and has an EOL. In the interim, we will continue to respond just as we do with any medical emergency, until further notice. Attached are the California Hospital Association talking points regarding the situation and the Department of Health Service (County of Los Angeles) Reference No. 815 which addresses care for EOL option. Dispatchers should update responders via MCT if an EOL situation exists. Responders should make contact with Hospital Base on any questions/conflicts once onscene. (Attachments)
- N. GETS & Magic Jack:** Informational only – personnel using a GETS account in combination with Magic Jack service are unlikely to be processed for outbound calls.
- O. Verdugo Fire System Maps (ESRI):** The various maps associated with the Verdugo Fire Communications System have been updated with the inclusion of Vernon Fire as of July 6 and are now both ESRI-based format and web-based. If there are any issues/corrections please advise us immediately. The maps are scalable and searchable and the base map can be changed without affecting the posted map. Clicking on a fire station location will display a limited amount of information about that address point. The new maps are available at the following link:
- <http://www.glendaleca.gov/government/departments/fire-department/verdugo-fire-communications/agencies/maps>
- P. Verdugo System – Essential Contacts:** Updated with inclusion of Vernon Fire. Please let Alison Finch know if there are any changes/corrections. (Attachment)
- Q. Verdugo Annual Report:** There's a need for new good-quality photos from last FY for any operational incidents or community events and a list of any retirees – please contact Alison with your updates/contributions.

II. Update on Continued Areas/Projects/Issues:

- A. ISO and Accreditation Surveys** – BRK Fire undergoing ISO review. SGB Fire is now finished and went from a 5 to a 3!
- B. TICP 2016** – Pending LAAFCA final approval. Possibility that BRK-GLN-PAS may approve locally in order to get programming started in the area.
- C. FOOTHILL RADIO PLAN – No Change.**
- D. ROSS/CICCS Data Entry Project – No Change.**
- E. NG-9-1-1 (RING) Project – No Change.**
- F. Disaster Recovery Center (DRC) – No Change.**
- G. ICI System P25 RADIO** – Glendale cutover occurred mid-June. RED-1 is being removed from the Pomona Cell due to system busies occurring; meaning, personnel monitoring RED-1 outside of the Verdugo footprint while on the Pomona cell will no longer be able to hear RED-1. Santa Monica and South Bay continue to move forward with their implementations (waiting on finalized EHPs). Good possibility that a site can be set up in MPK in addition to the effort by City of Vernon.
- H. Operations Committee Updates – No Change**
- I. State 9-1-1 Working Group, Long Range Planning, and Advisory Board, LARICS, FIRSTNET** – LARICS appears to have found their funding shortfall for their project and a workable funding plan is forthcoming. Baseline system = \$105M. The current issue is the ISSI switch which would interconnect potentially several major radio systems (LFD, LAC, LAPD, LASO, and ICI) and allow for operations and roaming in between systems.
- J. CAD Projects –**
 - 1. **CAD-to-CAD:** Vendors notified of intent to close the RFP.
 - 2. **CAD Replacement: No update/change.**
 - 3. **GIS** – Reviewing potential vendors and workflow processes for GIS updates. Discussion on need for good quality data and recognition that not all agencies in the system have access to GIS services within their cities.
- K. PulsePoint Project** – Insurance documents with PulsePoint still being vetted; implementation process was slowed due to a merger of two companies in April/May. Burbank has supplied known AED locations and there's a need for additional data from each agency to support the project.
- L. TF Action Items – None.**
- M. Verdugo Staffing** – FCO recruitment has started with a combined PCO/FCO test conducted during the last week of June. Approximately 50% no-show rate. Verdugo currently has 4 vacancies for FCO.

III. Roundtable:

ALH –

ARC – Chief Norwood retired and Chief Lang will be wearing two hats for short while. Sept. There'll be a Captains exam shortly. Looks like there won't be as many retirees for a while.

BRK – Engineers exam coming up. BC's will be rotating into new spots. Fireworks show was great!

BUR –

GLN –

LAC –

LFD –

MPK – OES-281 in service now. Putting on series of Captain's classes for MPK and open to all agencies.

MRV –

MTB –

PAS – In middle of a Captains exam; BC exam in Aug/Sep. Recruit Academy late August with 15-20.

SSS – Helo flight of foothills recently; ? About brush training – recommendation to do a local brush drill (classroom and orientation). Tri-cities recently did one. Need to go over expectations if given an assignment or implement/use Foothill plan or some other radio plan. Concern is to scenario of BRK-GLN-PAS and other foothill agencies being committed to an incident in the MTZ and the agencies south of foothill area would then need to respond in; there's a need for bringing those agencies into a drill exercise for this type of situation.

SMD –

VER –

VFCC – Dr. Loza-Gomez - Cardiac arrest survey on response times/percent of transport/time on scene etc. to help with bettering system (EA Wise will provide data); working with MTB now as well. Looking at Tiered Response (I.e., LAC) and the need for the TF Committee to start thinking about it for the future. GLN also looking at possibly funding a quick-response vehicle (I.e. LFD) to triage patient.

Next Task Force Meeting: Tuesday August 9, 2016 at Verdugo Fire Communications at 09:00 hours.

Next SOG Meeting: Tuesday August 9, 2016 at Verdugo Fire Communications at 08:00 hours.