



**VERDUGO FIRE COMMUNICATIONS CENTER
TASK FORCE MEETING MINUTES
TUESDAY, APRIL 11, 2017**

Attendees:

Agency	Primary	Alternate
Alhambra - ALH	Battalion Chief Ed Guerrero	
Arcadia - ARC	Deputy Chief Kevin Valentine	
Burbank - BRK	Assistant Chief Eric Garcia	
Angeles Nat'l Forest - ANF		
Bob Hope Airport - BUR		
Glendale - GLN		
LA City - LFD		
LA County - LAC		
Monrovia - MRV		
Montebello - MTB		Captain Pelaez
Monterey Park - MPK	Captain Ryan Weddle	
Pasadena - PAS	Battalion Chief Seaton King	Steve Page
SGB-SNM-SPS = SSS		Fire Chief Mario Rueda
Sierra Madre - SMD	Capt. Brent Bartlett	
Vernon – VER	Assistant Chief Andy Guth	
Verdugo Fire Comm.	Don Wise / Jason Pfau / Alison Finch / Oscar Barrera	Dr. Angie Loza-Gomez

Housekeeping: BUR Chief Scanlon officially retired March 31, 2017 with 42 years on the job. Lewis Pianka will be Interim Fire Chief. Review of Primary/Essential Contacts list (new version attached).

I. New Business:

- A. National Dispatchers Week April 9-15:** Please take the time to recognize the work that the 9-1-1 call-takers and radio dispatchers are doing! Thank you's to all of our staff for the great work each of you do!
- B. AREA C Annual STEN Refresher:** May 30, May 31, and June 1– 9:30 at Burbank Training Center, 1845 N. Ontario St., Burbank, CA. The National Weather Service, CALOES, and Verdugo are presenting. The SmartClassroom will also be used for those that cannot attend in person. *Please note the correction on the dates which were amended after today's meeting!*
- C. LAC Blue Channel Maintenance:** Battalion 3 and Battalion 10 responses will be affected from April 6 through May 4, 2017 while maintenance is being performed on LAC Blue 3. LAC will be using BLUE 2 in its stead. The following are the LAC Fire Districts affected: LAC Battalion 3 fire districts: 1, 3, 22, 27, 39, 50, & 163. LAC Battalion 10 fire districts: 4, 5, 42, 47, 90, 166, 167, 168, & 169.
- D. Battalion Chief Call Alert Paging:** (Steve Page) Migration from Motorola Minitors in the 90's to Call Alert Paging of BC Radios in 2007. Question: Can't the HQ station be alerted using the station alert radio while AIQ, instead of the portable radio so it doesn't have to be carried around. Yes, but then that would affect in-station personnel at night should a BC be paged at the station for situational awareness, potentially waking up staff not needing to be. Is it possible to program both HQ station and portable to be in one button to alert whether AIQ/BC Radio? Yes. Also, can it be accomplished by different Day/Night profiles? Yes. Or by Agency? Yes. EA Wise and Steve Page will work on day/night radio workstation profiles for each agency and develop out a Verdugo Numbered Memorandum and policy/procedure for Section 6 – Radio Procedures.

E. Personnel Separations: Verdugo is requesting each agency's assistance, to be notified when any agency has an employee separation or retirement, whether sworn or non-sworn personnel. What is needed is the name of the employee, their "Verdugo" number (CADID) and the effective date of their separation. Verdugo maintains various databases and systems that need to be updated when an employee separates, which includes ROSS. ROSS needs to be updated immediately, especially to accommodate those employees that may be transitioning to another fire department. The Verdugo Personnel Input Form may be used for notification: <http://www.glendaleca.gov/home/showdocument?id=30717> For a separation the 'DELETE' box can be checked.

II. Update on Continued Areas/Projects/Issues:

- A. ISO and Accreditation Surveys** – Agencies under review by ISO: ARC and MRV undergoing Standards of Cover Survey. **Congratulations to GLN for CLASS 1!**
- B. TICP 2017** – attachment to be provided with minutes. LAAFCA approval pending. Seasonal programming needs to occur. Angeles Forest will be doing a subsequent update for VHF, after the TICP. Programming will therefore need to occur 2x this year.
- C. FOOTHILL RADIO PLAN** – No change.
- D. ROSS/CICCS Data Entry Project** – No Change.
- E. NG-9-1-1 (RING) Project** – ESInet migration canceled until contracts can be discussed.
- F. Disaster Recovery Center (DRC)** – No Change.
- G. ICI System P25 RADIO** – Santa Monica now on ICI System. MTB by Aug/2017. VER water tank site is well under way.
- H. Operations Committee Updates** – none.
- I. State 9-1-1 Working Group, Long Range Planning, and Advisory Board, LARICS, FIRSTNET** –
- J. CAD Projects** –
 - 1. **CAD-to-CAD: No update/change.**
 - 2. **CAD Replacement:**
 - 3. **GIS:**
- K. Text-to-911:** Completion of the project is expected within the next 90 days within LA County.
- L. Verdugo Staffing** – There are now four current Fire Communications Operator vacancies. The inherent struggle is passing of background processes either due to non-compliance with direction and/or policy violations.

III. Roundtable:

ALH – Chief Mosack is retiring end of July/2017. He currently wears 3 hats so his shoes will be difficult to fill.

ARC –

BRK – Thank you to all agencies that supported the funeral last month. FF recruit process opened up last Monday. Need 6-7 due to retirements/promotions. Open for 3 months for new class.

BUR –

GLN –

LAC –

LFD –

MPK – Closest USAR responses question. USAR call in VER. VER USAR was attached with USR32. 2 other USARs in between. Current policy is to dispatch home USAR and USR32. RTF-4 group will bring forward local policy for recommendation to Verdugo Operations Committee.

MRV –

MTB –

PAS – New recruitment coming. (SP) will be reaching out to ensure radio ID's are correct.

SSS – Funeral policy within Verdugo System. Personnel, coverage, communications group, etc. – Area C Fire Chief's will vet.

SMD –

VER – Training Center is up and running and available to region. Engineers exams upcoming in June.

VFCC – Dr. Loza-Gomez reminded group about needed type code changes on medical calls if findings in field are different than dispatched. Currently, the last 6 mos. indicate Verdugo staff are entering CAD Type Codes correctly in the 95-98% range for the most part. Discussion about need to evaluate EMS/ePCR data for field outcomes and using data for analysis. Dr. Loza-Gomez would like to review just significant codes such as but not limited to, NOTBR, UNCON, CHEST, HEART, SEIZ, etc. Age, sex, VFC#, field treatment/modality, and CAD Type Code.

Next Task Force Meeting: Tuesday May 9, 2017 at Verdugo Fire Communications at 09:00 hours.

Next SOG Meeting: Tuesday May 9, 2017 at Verdugo Fire Communications at 08:00 hours.