



**VERDUGO FIRE COMMUNICATIONS CENTER
TASK FORCE & OPERATIONS MEETING MINUTES
TUESDAY, July 10, 2018**

Attendees:

Agency	Primary	Alternate
Alhambra - ALH	Mitch Bray	
Arcadia - ARC	Barry Spriggs	
Burbank - BRK	N/A	
Bob Hope Airport -BUR	N/A	
Glendale - GLN	N/A	
Monrovia - MRV	N/A	
Montebello - MTB	N/A	
Monterey Park - MPK	N/A	
Pasadena - PAS	Bryan Frieders	
San Gabriel - SGB	Steve Wallace	
San Marino-SNM	N/A	
South Pasadena-SPS	Eric Zanteson	
Sierra Madre - SMD	N/A	
Vernon – VER	Craig Peltier	
Medical Director	N/A	
Verdugo Fire Comm.	Silvio Lanzas	Alison Finch, Jason Pfau

Old Business:

- A. CAD Upgrade INFO; Email sent regarding the set back and projected timeline. Recommendation made for any agency who purchased equipment ahead of schedule to consider returning it. We will not know what the specific equipment requirements will be until the RFP process is completed.
- B. Verdugo staffing; 4 new hires are all doing well. 1 has been signed off as a call taker and another is very close. The others are soon to follow. 4 more new ones are set to start Aug 5th. This will fill our 20 funded positions. Verdugo staff handled a spike of calls and incidents over the past weekend. Both Saturday and Sunday VFCC handled over 700 calls. This is roughly twice the daily average. They did so while still upholding the 95% 15 second call answering time standard.
- C. Alert Tones? Draft continues to be worked through.
- D. Earthquake/Emergency Mode procedure emailed.

- E. Ringing Fire Alarms, I have heard no negative feedback from the change in process. Please let me know of any concerns.
- F. PD training tool; see handout. Please send me the PD contact info for all of your Police Departments.

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New Business:

- G. Brush fire augmentation? Add a BC to a confirmed brush fire similar to a confirmed structure fire.
- H. As we continue to work through the training of our new employees, I would like to begin the discussion regarding a change to our system configuration and the plan for comm plans in the future. Please send me feedback on challenges you foresee with the plan for the future.
- A. Reminder please ask your staff to send me IAP and notifications of activity/events within your jurisdictions.
- B. Is there a desire to explore the option of developing a Code for requesting PD? Follow up for next month.
- C.

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I. Roundtable:

- A. PAS; 8 left in the 10 person academy. August 17th is graduation. Everyone is welcome to come. Lateral FFPM recruitment to open next week, looking for 14 more.
- B. ARC; got through the first market night. Next one is the weekend of the July 20th.
- C. ALH; Engineer test in Sept, FFPM academy in Sept/Oct. ALH is looking to go with USDD for Station alerting.

Next Task Force Meeting: August 14th, 2018