



**VERDUGO FIRE COMMUNICATIONS CENTER
TASK FORCE & OPERATIONS MEETING MINUTES
TUESDAY, September 11, 2018**

Attendees:

Agency	Primary	Alternate
Alhambra - ALH	N/A	
Arcadia - ARC	Barry Spriggs	
Burbank - BRK	Danny Alvarez	
Bob Hope Airport -BUR	N/A	
Glendale - GLN	Bill Lynch	Brian Julian
Monrovia - MRV	N/A	
Montebello - MTB	N/A	
Monterey Park - MPK	Ryan Weddle	
Pasadena - PAS	Bryan Frieders	
San Gabriel - SGB	Steve Wallace	
San Marino-SNM	Mario Rueda	
South Pasadena-SPS	Eric Zanteson	
Sierra Madre - SMD	N/A	
Vernon – VER	N/A	
Medical Director	N/A	
Verdugo Fire Comm.	Silvio Lanzas	Alison Finch, Oscar Barrera

Old Business:

- A. CAD Upgrade INFO; RFP is near completion. CAD Data entry training is going on as we speak. CAD Train the Trainer classes for Verdugo Staff are scheduled for end of October into November. They are a huge challenge as each class is 2 weeks long. We are hopeful to get the RFP completed ASAP to put it on the street.
- B. Verdugo staffing; 7 New hires are all doing well. We are close to getting two of them signed off on Radio. Remaining 5 are still progressing through training. Working on filling our final vacancy.
- C. CAD ID reminder. I am still missing the following Agencies: MRV, MTB, PAS, VER
- D.

☆☆☆☆☆

New Business:

- E. PRR process reminder. - Alison, Any request for public records requests need to go through the individual City process. Once the City process is followed we receive the request and process it for you. Usually the request to us should come from the City Attorney or Fire Chief. Please do not refer PRR's from individual Cities directly to the City of Glendale.
- A. Earthquake mode Lessons learned. We had an earthquake on the evening of 08-28-18 which was located north of La Verne and registered as a 4.4 magnitude. I happened to be in town attending the council meeting that night and was able to observe my staff implement the procedure. My staff did an outstanding job following the procedure with only minor adjustments needed for the future. The field also did a great job. Two minor reminders for the field units.
 - 1. EQ Standby mode means, we should pull all apparatus out of quarters and stand by for further information. We had several unit's who immediately went into full EQ mode and reported to their pre-assigned channels. This is not a totally bad thing but the intent it to get apparatus out of quarters and wait for further info.
 - 2. Once EQ mode was fully activated and units switch to their pre-assigned channels a reminder to all BC's that their reports back to Verdugo must be made on Red 2. We had a couple of Chief's hailing Verdugo on their pre-assigned channels. A Good way to think about this is your pre-assigned channel is your tac channel and Red 2 is your Command/Admin channel back to Verdugo. Overall it was a good drill and very much worthwhile. Request from Chief Rueda to send a follow up page to close it out once we return to normal ops.
- A. Please ask your Captains to keep an eye out and forward through their BC's any premise history changes, additions or deletions they come across. We would like to keep these as current as possible.
- B. 8 Party EMS Agreement, do we need it? The desire of the group is to look at adding language to Unified Response to allow for sharing of EMS resources. This will be an endeavor that will require control measures and many layers of review.
- C. Aerial Ladders out of service. If an aerial is O/S we are going to treat it like a truck. We will not bypass it unless an IC requests a truck specifically for Water Tower Operations. If an aerial is O/S and the crew is moved to a non-aerial device other than a reserve engine will not send it out of the respective City for Fires.
- D. Pulse point reminder and AED location information request. If your crews come across locations where a public accessible AED is found that is not logged in PulsePoint, please take a picture and send the location to Alison Finch. We are also asking for help getting the word out about PulsePoint.

☆☆☆☆☆

I. **Roundtable:**

- A. Lanzas - FEMA Test of EAS and WEA system. Sept 20th primary, secondary date October 3rd. (See attached)
- B. Glendale FD, Chief Fish is retiring effective Sept 27th, Chief Lynch will become interim effective Sept 28th. Until December 1st at which point Chief Lanzas will become the interim until February 1st.
- C. San Gabriel is back as a 960 until February 28th. Fire Chief recruitment is posted.
- D. Pasadena, BC exam coming up in the 2 months. 1 Opening.
- E. Monterey Park, RTG training for this month is released. The Subject is interoperability communications. Ryan Weddle put significant effort into this project. He has also built an outstanding website for @ www.la-ticp.com Kudos to Captain Ryan Weddle for his efforts and the outstanding work of the website. This is another example of the benefit of the strength of our partnership in area C.