



**VERDUGO FIRE COMMUNICATIONS CENTER
TASK FORCE MEETING MINUTES
TUESDAY, FEBRUARY 9th, 2010**

Attendees:

Agency	Primary	Alternate
Alhambra - ALH	Battalion Chief Tom Phelps	
Arcadia - ARC	Deputy Chief Davey Haney	Captain Bob Gattas
Burbank - BRK	Asst. Chief Tom Lenahan	
Glendale - GLN	Battalion Chief Corey Creasey	
Monrovia - MRV	Battalion Chief Dave Dennis	
Montebello - MTB		
Monterey Park - MPK	Fire Marshal Randy Harper	FF Ryan Weddle
Pasadena - PAS	Battalion Chief Ray Gordon	
San Gabriel - SGB	Battalion Chief Rich Beckman	
San Marino - SNM		
Sierra Madre - SMD		
South Pasadena - SPS	FF/PM Eric Zanteson	
Verdugo Fire Comm.	Don Wise Lenia Scanlon Jason Pfau	

I. New Business:

- A. Approved by Operations Committee: Dynamic Move-Ups/Training/OOS Conditions** – One of the primary goals of the Center is to actively provide coverage regardless of resource status to the entire system. Verdugo dispatchers are trained to dynamically move-up Fire resources whenever there is an identified coverage issue. This is regardless of whether resources are committed to an active incident or if Out of Service/Training. A question raised by staff is whether move-ups are needed during an OOS condition – i.e., many units are converged at one location for training.

The Task Force members were polled for their input and agreed that move-ups involving OOS conditions such as Training are not necessary; Unified Response concepts apply thereafter. However if truly needed – due to draw down or critical incident needs, resources can be dispatched from training. The Operations Committee approved this concept with emphasis on the following:

1. Battalion Chief's and District Captain's must take responsibility for ensuring coverage is obtained in advance of actual training and any in-city move-ups that may be needed are accomplished ahead of training.
2. It is beneficial for Battalion Chief's to advise the on-duty Shift Supervisor at Verdugo of any training or Out of Service conditions which may adversely impact system operations.
3. Systemwide training involves advance planning for coverage, creating potentially more drills to accommodate fewer companies due to agency/system coverage needs.
4. Drill Commanders need to be identified to Verdugo with contact information in the event that resources are needed to respond.

- B. Approved by Operations Committee: BP (Blood Pressure Problem) Type Code** – a new type code has been initiated as an ALS response due to the high number of incidents for this medical symptom. Historically it has fallen under MED (Miscellaneous Medical). Currently there are no EMD Pre-arrival instructions/protocols/questions for this type code. However, all future Type Codes requests regardless of category shall be submitted and vetted through the Operations Committee and/or EMD sub-committee prior to implementation.

- C. Language Line / Field Personnel** – Field personnel do have access to Language Line for a variety of interpreters who can translate over 170 different languages. Using Verdugo staff to patch field

personnel causes an operator to be tied to, potentially, a lengthy call and therefore no longer able to answer additional/incoming 9-1-1 calls. Phone #: 1-800-523-1786 | I.D. #: 901667 (PDF instructions are attached)

- D. **Earthquake Operations/Sub-Committee** – Members (GLN – Chief Creasey, BRK – Chief Lenahan, ARC – Chief Haney, MPK – Chief Harper) met to discuss current Verdugo Emergency Mode operations/plans, reviewed concerns with the existing plan and development of systemwide plans. Consistency as to activation process, terminology, etc., need to be reviewed. The committee agreed that each agency in the system needs to frame their agency’s communications plan around the existing draft (see attached EMERGENCY MODE.doc) so that plans mesh as much as possible. It is understood that operationally and thereafter, each agency may proceed differently. **Action Item: Each Task Force Member needs to submit their existing Earthquake Operations plan to FCA Don Wise ahead of next Task Force (3/9/10) for review by the EQ Sub-Committee. Those received to date: ALH | ARC | BRK | GLN | PAS | MPK |**
- E. **VMUTE Operations** – Please ensure that BC radios are programmed for VMUTE operations in both Trunked and Conventional (VF ACCESS). Radios not programmed for VMUTE could cause BC’s to operate in Radio Standby for the duration of the event. When Ops. B.C.’s receive a page they should press the VMUTE button to acknowledge and silence the page. Pressing the Push-to-Talk (PTT) button will cause additional pages to other B.C.’s being requested on the assignment or alerted for some reason, to fail.

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II. Update on Continued Areas/Issues:

- A. **Narrowbanding** – Initial costs/quotes are being asked of Motorola to bring all radios up to current firmware versions, refurbish as needed, and narrowband. Exec. Director Don Wright is looking at methods of obtaining funding for the effort. RED9 & RED10 will need to be Narrowbanded; however RED11 & RED12 are already done. ARC & SMD each hold licenses for their VHF channels and will need to relicense or go through GLN Radio Shop. SNM (GREEN 4) has a NB license already. FCA Don Wise will check on licensing needs for GREEN 3 & 6. VF ACCESS will remain a conventional analog channel but will be Narrowband. Radios will be touched at least twice; once for Narrowbanding and new home zone and once again to remove the old home zone; accomplished through annual TICP programming cycle. Narrowbanding is expected by end of June at latest, beginning by April/May at earliest, for Verdugo System users.
- B. **Tiered Dispatching** – Began on 1/27 at 0700 hours. Approx. 100 responses to date between both BLS units in service with about 50% being actual transports; there are currently more downgrades than upgrades with upgrades being associated mostly for pain management needs. A review is scheduled every 90 days with next review 4/2010. USR29 is now USR22 at FS22 due to RA22 no longer in service. Chief Creasey to investigate on whether E22 remains as primary move-up company.
- C. **Red Phone – Outside Fire Station Phones** – A follow-up audit has been completed. Each individual agency given their latest updates/fixes. Those agencies in green are completed; yellow needs follow-up work, red needs substantial work. FCA Wise continues to work with those agencies needing follow-up work with the phone companies.

ALH ✓ ARC ✓ BRK ✓ GLN ✓ MRV ✓ MPK ✓ MTB ✓ PAS ✓ SGB ✓ SNM ✓ SMD ✓ SPS ✓

- D. **AVL** – A new AVL script which improves on AVL to CAD location reporting is to be installed systemwide; the Verdugo Radio Progress Committee will meet on 2/10 to determine best method of delivery and timelines for installation. The stability of a units’ AVL reporting to CAD needs to show consistency prior to any installation of Mobile Map. The new script that has been developed appears to do this well. Supporting this, and once stability is determined, a new algorithm developed by the CAD vendor will be initiated which will use both current CAD rules and latitude/longitude AVL reporting to show and recommend closest units by district.
- E. **Mobile Map** – A beta version of Mobile Map was distributed to ALH, BRK, MPK, MRV, SGB with the understanding that the Captain of the unit upon which the software is being installed, will provide Lenia Scanlon with feedback on its use/functionality by no later than Feb. 25th. The version distributed is not

final and several refinements are expected in addition to any feedback. Once feedback and refinements are finalized, Mobile Map will be distributed systemwide. Instructions, flash drives containing the executable file and Lenia's email address were distributed.

F. Verdugo Staffing – A new recruitment for full time FCO was started 1/14/10, with approx. 80 applications on file. Hourly FCO Moe Torres resigned effective 02/03/10 due to family obligations. A bulletin and recruitment for part-time FCO will be created and started shortly for five authorized positions. The recruitment for one vacant FCSS position has been initiated with several applications on file. The Executive Administrator bulletin and recruitment was started 8/2009 and bulletin was closed 1/2010. Training for FCO Stephen Pierson continues and he's performing well.

III. Roundtable:

ALH – City approved USAR Training site and they'll need instructors for this effort. Capt. Brown is now lead Arson Investigator. Still having concern with Sperian SCBA, Bluetooth connectivity and related audio quality.

ARC – Engineer's exam is ongoing. Expecting delivery of a new Truck in April/2010. Question about whether ICIS will blend with LARICS when time arrives – answer is Yes. Question about how agencies perform policy review/timelines. Chief Creasey advised significant policies are reviewed more often than others. R. Gattas asked about FS Alert Box and StatAlert for Tertiary Alerting as 106's and 107's do not have.

BRK – A 5% reduction in budget is still being requested by the city. Chief Krakowski remains Interim Fire Chief. Recruit academy expected to start shortly with written exam in Oct. for list and eventual Academy in 5/2011. Internal audit recently completed which has led to Strategic Planning sessions/studies.

GLN – Question about Verdugo System Asset list – answer is not complete. FCA Wise to assign. Additional budget cuts being requested. Firefighter Academy scheduled 3/1. New Pierce Ladder Truck expected 6/2010. 9 personnel made list from recent Capt. exam. Draeger SCBA in service shortly; possible microphone issue, separate from Sperian issue. Regional Training Center – waiting on State to approve. CSTI hosting HazMat Tech Specialist (A thru F&G) in March.

MPK – Budget issues continue; citywide layoffs being negotiated. Chinese New Year is 2/14/10 – Year of Tiger. VF ACCESS radio issue discussed w/Bleedover from LAC (Blue 10). Need for FS alert box at 62's/63's.

MRV – Needs FS Alerting box ASAP; checked with S. Page and none available. Need 2 new PC's.

MTB –

PAS – Study starting to evaluate Fire Stations rebuild; possible for at least 4 new stations. New Ladder Truck incoming shortly. Proposal made to perform Fire Service for City of SMD. Pasadena Marathon scheduled 2/21.

SGB – City of SGB is looking at way of cutting \$900K from budget. Chief Beckman is now assigned to TF. Question about Admin channel rights/use – advised not a Verdugo channel. Needs Fire Station alerting box ASAP.

SMD –

SNM –

SPS – Still going through budget issues; same concerns as other agencies.

Verdugo – **Next Task Force Meeting: Tuesday, March 9th, at 9 a.m. – EQ Sub-Committee at 8 a.m.**