

North County Zone Operations & Training Officers
San Marcos Training Facility
Minutes for December 13, 2006

Members Present:

Camp Pendleton Fire – Bill Frankel
Carlsbad Fire – Mike McFadden
Deer Springs Fire – Dick Gardner
Elfin Forest Fire – Dawn Pettijohn
Encinitas Fire – Joe Bunn
Escondido Fire – Scott Alvord, Randy Licata
North County Fire – Dan Goldberg, Randy Meers, Kathy Ford-Brodersen
Rancho Santa Fe Fire – Richards
San Marcos Fire – Brett VanWey, Rick Vogt, Greg Woolf
Solana Beach/Del Mar Fire – Dismas Abelman
Vista Fire – Don Shellhammer

Call to Order:

Scott Alvord called the meeting to order at 09:38 hours.

Approval of Minutes:

The minutes were disseminated by e-mail prior to the meeting and were reviewed by the members. No corrections were made.

Motion: Randy Meers made a motion to approve the minutes of November 8, 2006. Dick Gardner seconded the motion. Motion unanimously approved.

Committee Reports:

Equipment

No report.

Regional Training

Randy Meers reported that the Zone Training Officers have selected their 2007 Officers. They are Joe Bunn, Chairman; Brett VanWey, Policy Review; Dawn Pettijohn, Recorder. Congratulations went out to Randy for his dedication to the chair position.

Randy reminded the group that the Zone Combo Drills are held on January 18, 19 & 22, 2007 at two locations, Rancho Santa Fe and Carlsbad. There will be a morning and an afternoon session at both locations respectively. Randy Licata will be leading the drill at Rancho Santa Fe and Mike McFadden at Carlsbad.

Randy Meers also noted he is working with the NCFPD Fire Marshal to evaluate/organize a zone wildland drill in the North County Fire area.

It was noted that Level 1 courses would be offered next year at Mira Mar. Also, Pala Fire will be hosting Command 1A, Command 1B and Management 1A classes in the upcoming year. These classes will be sponsored through Santa Ana College.

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Training Manual Section 500, Ropes and Knots, is going through final review and will be posted on the website soon.

Brett VanWey reminded everyone that Palomar College revenue sharing grades are due by next week. In addition to the grade rosters, please include the positive attendance sheets.

Communications

Denny Neville was not present. No report.

Zone Qualifications

Rick Vogt reported that they still have not confirmed a date for the CICCIS committee meeting; he was hoping it would occur by December 20th. He suggested that the fire chiefs emphasize the importance to Rick Henson for conducting the peer review. It is imperative that we get the task books approved to move forward on the 2007 ERD and strike team leader schedule.

Rick explained that CDF has initiated a PQS (position qualification system). This will be similar to the CICCIS system. Their (CDF) historical recognition ends on December 31, 2006.

Rick reminded everyone that now is the time to put in your letters of interest for incident command teams. The letters should be forwarded to Chief Green at South Ops.

Regional Blending

Scott Alvord reported that he and Joe Napier had recently attended a CAD-to-CAD meeting. This system will create a central control point that would route incidents to the appropriate dispatch center. Joe Napier will be requesting funds for the project from the county at their next meeting on January 17, 2007 in Chula Vista.

In reference to the North Zone MDT project, Scott reported that the licensing fees are about \$600 per year for each MDT. They are checking into a grant that may cover the first year fees for the entire North Zone. More to follow - but agencies need to know ongoing system costs (licensing) for budgeting purposes.

Scott noted that Joe Napier has sent the initial maps for the North Zone Mapping Project out to all agencies for review.

County Operations Group

Scott Alvord reported that the group met last Wednesday and discussed the Firescope high-rise plan. Four (4) new positions have been added to the plan: rehab, evacuation, medical and RIC group sup. This plan should be published by next February. The Firescope committee will be working on the position manuals at their meeting in February 2007.

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Scott mentioned that the State of California FOG guide has been sent to Washington to be reviewed for implementation of a National FOG guide. Once the updated Fog is published, our county's newly formed Operation's Section can begin the steps necessary for regional adoption.

Old Business:

Administration Manual

A creation of an administrative guidelines manual to the North Zone EOM was agreed to at the last meeting. Rick Vogt disseminated a draft of this manual. The group reviewed the draft and noted the suggested changes:

Section 101, ICS Qualifications – The group discussed the ERD notification issue. Dan Goldberg will review this with Chief Metcalf. (12-A)

Section 102, ICS Overhead Rotation – No changes. Some of the text will be edited when the STL scheduling goes to three (3) STL's per agency.

Section 103, STL Schedule – Dan Goldberg developed the guideline to better define the sequence and requirements for completing the STL schedule. No changes.

Section 104, Flag Display – This section is pursuant to the Federal Flag Code. Mike McFadden will check on the rules regarding flying other flags when the U.S. flag is half-staff. (12-B) The group also noted that rules pertaining to wearing the flag on a uniform should be standardized and added to the policy.

Section 105, Emergency Preparedness – The group agreed to add an "and" to the title "Emergency Preparedness and Homeland Security Measures". The word "guidelines" will replace "policy" were indicated. Rick Vogt will check with North Comm to assure that their guidelines state that dispatch will notify agencies when the threat level is changed. (12-C) On page 4, under Orange & Red threat, the word "will" will be replaced by "may" regarding the contact of off-duty personnel.

Rick Vogt will make the above changes to the draft and email it to the group for approval. (12-D)

Action Items Status

9-B, complete – This item will be ongoing. Don Shellhammer reported that a Training & Education Committee will be reestablished within the San Diego County Training Officers Section. Brett VanWey will be our North Zone representative. Brett will be sending a survey out to North Zone agencies evaluating their needs (12-E). Brett noted that there is a lack of "good" instructors. They are in the process of establishing a countywide instructor list. This topic will be added on the monthly agenda as a standing committee report.

10-A, pending – Rick Vogt is hoping to have the area CICC meeting date by next week.

10-F, pending – Denny was not present; therefore, no update was received.

10-G, complete – Dan Goldberg reviewed the NCFPD CO form he revised for the North Zone. The group liked it and identified that this form (and certain others) may need to be provided in NCR form. Agencies are requested to bring their agency specific forms for potential zone use to the next meeting. (12-F) Rick Vogt and Dan Goldberg will develop a numbering system for the forms and insert them into the appropriate location. (12-G)

10-H, pending – Scott Alvord will complete the power saw section language and email the changes to the group.

11-A, pending – Scott reported that only two (2) agencies have responded with their hose footage (NCFPD & CBD). He was hoping to have enough information for DCS by next month's meeting.

11-B, pending – The annual training calendar will be completed by January.

11-C, complete – The STL request information was sent to Denny Neville.

11-D, pending – Dan Goldberg asked for clarification of the group's decision regarding TAC vs. Command procedures. Don Shelhammer believed that Rick Minnick might have already created a Power Point on the TAC vs. Command use.

11-E, complete – The administrative and forms section will be an ongoing project.

Life Hazard Identification

Dick Gardner reported that CDF would be keeping its black and yellow marking tape for several more months. He reminded everyone to be aware of this on CDF incidents.

Joe Bunn will contact Fire Etc. for bulk pricing on the life hazard identification tape. (12-H) Once purchased, the marking tape will be disseminated to all North Zone agencies for training and implementation.

New Business:

2007 Elections

Dan Goldberg will serve as chairman to the zone operations group for 2007. All in attendance agreed to his selection. Rick Vogt offered to serve as Vice Chairman.

Dan suggested that the standing committees be revisited each year. The current standing committees are: Policy, Administration and Training Needs Assessment. He also suggested that a Recording Officer position be created. This matter will be agendaized for the January 2007 meeting.

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2007 Goals and Objectives

This will be tabled until the January 2007 meeting. Dan communicated that our selection process for 2007 Goals should be developed with an awareness of the North Zone Fire Chiefs' strategic plan and matters critical to regional delivery of services.

Scott Alvord has put together a PowerPoint outlining the North Zone 2006 accomplishments. He and Dan Goldberg will then present this information to the North Zone Fire Chiefs.

20/20 Plan Update

Don Shellhammer reviewed the new state training plan that was discussed at the recent training symposium. The 20/20 Plan is designated as a strategic plan for State Fire Training.

The state realized that some work was needed on the current training system. The following suggestions were discussed:

- Better quality control.
- Rewriting of Level I and Level II classes. They need to be more appropriate to the tracks.
- Review of implementing on-line classes for certain sections of training.
- Update classes using current published curriculum (outcome appropriate)
- Better tracking and data management.
- Possibility of capstone testing for certification.
- Creation of a "National Fire Academy-like" state of California academy.
- Raise fees.
- Conversion of fire service education modules to higher education credits.

The blueprint of the 20/20 plan is available on the State Training website.

Roundtable:

Rick Vogt, San Marcos Fire – They are working on drafting the tactical guidelines for the Sprinter rail system. They just completed a tabletop drill. There will be orientation/safety training sometime in March 2007. Agencies interested in attending should contact Penny Page @ (760) 739-1808.

Dismas Abelman, Solana Beach/Del Mar Fire – They have been spending a lot of time working on the Rancho Santa Fe area consolidation.

Dan Goldberg, North County Fire – He thanked Scott for all his hard work this past year as chairman.

Don Shellhammer, Vista Fire – He reminded everyone that all certified instructors must complete an ethics class by July 2007.

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Dick Gardner, Deer Springs Fire – Grading has begun on their new Station 3 that will have 3-0 staffing. All 18 CDF stations will remain open for the winter. Both helicopters will also remain fully staffed. Ned Nickerson has been named their new Battalion Chief.

Joe Bunn, Encinitas Fire – They will be hiring two (2) or three (3) new FF/PM's, interviews will be next month. He discussed that several agencies have been interested in doing regional promotional testing with separate eligibility lists. Dan Goldberg remarked that this concept of establishing a “shared promotional process” may be a 2007 Goal.

Mike McFadden, Carlsbad Fire – Carlsbad is working on conducting a joint engineer test in April 2007 with Escondido, North County and Vista. Their new tiller truck will be on display at the upcoming Firehouse Expo. Their City Council has approved the design and size of their new Station 6. He noted they have a new Nurse Educator, Linda Allington who came from North County Fire. She will surely be missed there.

Brett VanWey, San Marcos Fire – He reminded everyone again that the revenue sharing grade rosters and positive attendance sheets are due to Palomar College by next week.

Randy Licata, Escondido Fire – They have recently had a couple of captain promotions. He noted that confined space rescue is now not a requirement for Firefighter II. They have moved into their temporary B/C's trailer and are pushing for a permanent third B/C position. They just started a new volunteer program and will be training 17 new volunteers at the beginning of the year.

Scott Alvord, Escondido Fire – The administration will be moving into their new temporary site soon. They have taken delivery of their new Pierce engines. Two (2) candidates successfully passed a recent internal FF/PM promotional exam from their EMT program.

Adjournment:

The meeting was adjourned at 12:01.

Next Meeting:

The next meeting will be held on January 10, 2007, 09:30 at the San Marcos Safety Center. The Training Officers will meet prior to the operations meeting at 08:30.

Minutes submitted by:

Kathy Ford-Broderson
North County Fire
Operations Assistant

ACTION ITEMS
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	WHO	WHAT	WHEN	STATUS
10-A	Vogt	Schedule CICCIS area meeting.	ASAP	Pending
10-F	Neville	Annex D Operational Communications Plan will be revised to reflect the Annex D routing. MCI Policy 510.00	ASAP	Pending
10-H	Alvord, Terich	Alvord to combine the language in EOM sections 606 & 608 and add the power saw guidelines to the equipment list.	ASAP	Pending
11-A	Alvord & Goldberg All Agencies	Send a zone hose list to DCS Testing for hose test proposal.	ASAP - Waiting for dept. lists	Pending
11-B	Meers, Vogt, Alvord	Meers to send the annual training calendar to Vogt for website posting. Alvord to forward a copy to Zone Chiefs.	By January 2007 meeting	Pending
11-D	Goldberg, Stevens, Shellhammer	Goldberg will ask Don Stevens to develop a PowerPoint training covering the TAC vs Command portion of communication policy Shellhammer will check w/ Minnick re: his PowerPoint.	ASAP	Pending
12-A	Goldberg	Goldberg will review ERD notification with Chief Metcalf.	ASAP	Pending
12-B	McFadden	McFadden will check the flag rules re: flying other flags when flying US flag half-staff.	ASAP	Pending
12-C	Vogt	Check w/ North Comm to assure their policy contains notification of agencies when threat level changes.	ASAP	Pending
12-D	Vogt	Make suggested changes to the admin manual and email to the zone ops group.	ASAP	Pending
12-E	VanWey	Develop and conduct a North Zone needs assessment for education/classes.	ASAP	Pending
12-F	All Agencies	Send your applicable agency forms to Vogt or Goldberg for review at the January meeting.	ASAP	Pending
12-G	Vogt, Goldberg	Develop a forms numbering system.	ASAP	Pending
12-H	Bunn	Contact Fire Etc. for Life Hazard tape pricing.	By January 2007 meeting	Pending