



NORTH COUNTY ZONE

OPERATIONS & TRAINING OFFICERS MEETING MINUTES

Minutes for October 10, 2007 San Marcos Training Facility

Members Present

Camp Pendleton Fire – Bill Frankel

Carlsbad Fire – Chris Heiser, Ed Sprague

Elfin Forest Fire – Dawn Pettijohn

Encinitas Fire – Joe Bunn

Escondido Fire – Scott Alvord, Pete Montgomery

North County Fire – Dan Goldberg, Gary Lane, Kathy Ford-Brodersen, Keith McReynolds

NCDJPA – Lesli Wilson

Oceanside Fire – Mike Mathai, Darryl Hebert

Rancho Santa Fe Fire – Tony Michel, Bret Davidson

San Diego Fire – Bob Steadman

San Marcos Fire – Chuck Morton, Rick Vogt, Dave Schloss

Vista Fire – Randy Terich, Jeff Hahn, Phil Paige, Joe Napier

Call to Order

Dan Goldberg called the meeting to order at 09:40 hours.

Introduction

Fire Chief Todd Newman of San Marcos introduced himself as the new North Zone Fire Chief's liaison to the Operations and Training Chiefs group. He reported that the Fire Chiefs met yesterday to discuss the progress and future of our zone. They concluded that there were several areas of opportunity that needed to be evaluated:

1. Implementation of regionalization
 - We need to work better as a team.
 - We should view our zone as a 55 station fire department organization.
 - We should be training and working consistently within the EOM guidelines.
 - The Fire Chiefs will be held accountable for their department's implementation of the EOM.
2. Standardized response plans – they believed that the focus on these plans should be on incident types that are used regularly, not to get too finite.
3. The Fire Chiefs' noted that there may be a communication change on the horizon. They would like a communications plan that goes hand in hand with ICS.

Fire Chief Newman noted that he will be available to discuss any areas that may be unclear regarding the Fire Chiefs' requests and that Dan Goldberg will review the information he presented in more detail and excused himself from the meeting.

Approval of Minutes

The minutes from the September 12, 2007 meeting were disseminated by e-mail prior to the meeting and were reviewed by the members.

Motion: Scott Alvord made a motion to approve the minutes of September 12, 2007. Chuck Morton seconded the motion. Motion unanimously approved.

Standing Committee Reports

Communications – Dave Schloss reported that the EOM guideline 203.01, Use of Law Enforcement Talkgroups is complete. Escondido Police Department will add a separate stand-alone section regarding their requirements.

The committee will be discussing the 800MHz/VHF transition and the use of frequencies in our mutual aid threat zones.

He reported that a new countywide fleet map is currently being worked on. Monte Vista is requesting more talkgroups. The county has agreed to pay for the reprogramming of all equipment. RCS will begin reprogramming sometime in January - it will take about six (6) months to complete. Dave stated that the new fleetmap draft should be ready by our November meeting.

Dan Goldberg discussed the Fire Chiefs' recommendation on the Command vs. TAC issue. They requested our group revisit the EOM guideline and ensure the following characteristics are implemented into the document:

1. Assure the communication plan/guideline is ICS compliant.
2. The plan should not cause difficulty for the personnel within the hazard zone. i.e. personnel should not have to switch between command and TAC.
3. Incident Commanders should be judicial in their ICS development; it should reflect appropriate management of resources.
4. All incidents will initially be assigned only one (1) frequency. If the IC determines additional frequencies are needed, they may be requested from the comm. center.

The Fire Chiefs' recognized that the current EOM guideline is close, but some minor changes may be necessary to conform to the aforementioned characteristics.

Dan Goldberg reviewed the history of the Command vs. TAC issue with the group. A working group will be formed to re-evaluate the guideline to ensure compliance with direction made by the Fire Chiefs. This group may or may not be formed under the current North Zone Communications Committee chaired by Dave Schloss. Following a lengthy discussion the group requested additional clarification regarding the four characteristics to better understand the Fire Chiefs request.

Our group requests written clarification of the Fire Chiefs' request to ensure for adequate/correct direction. We will then proceed with forming a working group to evaluate the command vs. TAC guideline. Dan Goldberg will report this request during the next North Zone Fire Chiefs meeting. (10-A)

It was suggested that the Operations Chiefs' meet solely with the North Zone Fire Chiefs' to discuss the various issues and solutions. They felt a meeting between the two ranks may enhance the lines of communication. The group concurred that the following ideas may help the process:

1. All should be welcome at the North Zone Fire Chiefs' monthly meeting. If the Fire Chiefs' need to meet separately on a matter, they should schedule it at a separate time, possibly after the general meeting is over.
2. They will request that the liaison Fire Chief be present during the entire Operations meeting. This would provide a better understanding as to how recommendations were made and the process utilized.
3. The liaison Fire Chief should bring a clear definition, preferably in writing, of the North Zone Fire Chiefs' requests.

EOM Guidelines – Randy Terich reported that a copy of the Sprinter guideline, EOM 506.01 was distributed prior to the meeting by email for the group's review. Scott Alvord noted some changes to the guideline. Rick Vogt noted the changes.

Motion: Scott Alvord made a motion to accept the EOM 506.01 Sprinter guideline with the noted changes. Chris Heiser seconded the motion. Motion unanimously approved.

Randy Terich noted that the EOM 607.00, Personnel Rehabilitation Plan has been posted on the website.

Equipment – Scott Alvord reported that the North Zone equipment committee met yesterday. The San Diego County equipment committee requested that a representative of our North Zone's committee act as co-chair of the county group. Gary Correa, a North Zone equipment committee member agreed and filled the county's position. The county equipment committee will meet in Carlsbad on December 7th to review various safety clothing bids.

Our equipment committee had questions regarding what constitutes standardization; same vendor or same type. The ops group agreed that for various reasons, always having the same vendor and/or type is not practical. They agreed that compatibility and safety were more important factors. Dan Goldberg reminded the group that one of the original interests in forming our equipment committee was born out of the ESCI study which identified enhanced buying power through collaborative purchasing.

Scott Alvord noted that he will distribute a directory of our zone equipment specialists for agencies to contact if they need specific advice and/or information. (10-D)

Scott clarified that Uniform Specialists in Vista is honoring the North Zone uniform bid price. Just mention that the uniform(s) you are purchasing are for the North Zone and the reduced unit cost will be provided.

The equipment committee discussed NFPA 1851 at their last meeting. LN Curtis and Globe will be coordinating/facilitating a class on this standard for all North Zone fire agencies. The course will be a train-the-trainer class for personnel from our zone to attend and become qualified to inspect safety uniforms. Everyone will be notified when a date is set.

Emergency Response Directory – Rick Vogt noted that he has not set a date for the emergency response committee (ERD) to meet.

During the last North Zone Strike Team Leader (STL) meeting a discussion ensued as to how information from their meetings could be disseminated to share the “lessons learned”. The STL’s agreed that by sharing the key points from their meetings all North Zone firefighters would be better prepared to function during mutual aid incidents. It was agreed that for future meetings, minutes be taken and posted on the North Zone website.

Working Group Reports

North Zone Administrative Guide – Dan Goldberg reported that no administrative guidelines have been sent to the working group in several months. This working group will be taken off the agenda for future meetings. If anyone has an administrative guideline for this section, you may send the document to the EOM Guideline Committee and/or Dan Goldberg for review and inclusion to an Operations meeting.

Sprinter Committee – Nothing to report.

Mapping Project – Randy Terich read a memo update from Joe Napier. Most of the MDC’s are installed. Escondido is testing the MDC’s on two of their units this week. Sprint and Verizon have been successfully connected. The maps are at the printer, they expect them to be complete within the next few weeks. The Elfin Forest maps are done. The Regional Interoperable CAD project group has sent out an RFI for vendors to review. The final product will be software that can “talk” to all nine (9) county dispatch centers thereby creating a more seamless dispatch of fire resources.

Standing Committee Reports

Training – Joe Bunn reported that the training group met yesterday to work on their 2008 plan. Brett Van Wey will be the new chairperson for 2008.

The high-rise drill will be held during February 2008. They have tentative plans to hold the exercise in Del Mar, but are continuing to look for an alternate venue. Prior to the drill, our zone’s EOM guideline will be updated as necessary to comply with the new Field Operations Guide (FOG) so that agencies can review the information prior to the actual drill. The county wildland drill will be held in May 2008 and the Camp Pendleton fire school will be held in June 2008.

The extrication drill that was cancelled last month has been rescheduled for November 5, 6 & 7 at the Rancho Santa Fe and San Marcos training towers respectively.

The RIC committee met last week. They are hoping to have the draft guideline ready for review by the December Operations meeting.

The next JPA testing will take place at Palomar College on October 20th.

NCDJPA – Lesli Wilson reported that the move up and cover software has been approved. The project should begin in December or January.

She reported that the boundary drop reports will be paid for by a Fire View grant.

She reminded everyone that the four-digit designator guidelines need to be enforced by all agencies. She noted that the dispatchers need to be diligent also.

Leslie Wilson reported that they will be sending some NCDJPA staff to Monte Vista to update the ROSS data base with our personnel's qualifications. This should enhance our zone's opportunities to fill resource orders for various ICS positions.

Bill Frankel reported that some changes may be coming from the CICCIS committee: they are evaluating NWCG 310-1 and CALF FIRE standards and are hopeful that this review and potential modifications may create lateral consistency.

County Ops – Scott Alvord reported that there was no new information on the high-rise training project.

He noted that when Escondido received the San Diego County de-con trailer it did not come with an Operations Manual. They have formed a county working group to develop an Operational and Training Plan for these specialized units. Our zone's Training group is scheduling a drill for the unit in July 2008 to exercise its operational procedures.

EMS Section – Dan Goldberg reported that Ken Matsumoto will not be taking the duty of EMS liaison due to a temporary shift in his organizational assignment. The EMS group is holding a CPAC meeting today and will choose a new liaison to the Ops group.

Old Business

Action Items – Dan Goldberg reviewed the action items from the August 8, 2007 meeting:

4-A Safe Surrender Baby Program – Pending. Rick Vogt noted that this program has not yet been adopted; a state bill is moving forward, waiting for the Governor's signature.

6-D Move-up Key Inventory List – Pending. Tony Michel reported that he is still missing inventory list from a few agencies and will contact them directly after the meeting.

7-B Agency Maps to North Comm in PDF Format - Ongoing

7-C Review Revised EOM 203.01 re: Law Enforcement Communications- Pending Guidelines will be ready for review by the November 14th meeting.

8-A Send Count of Frontline Units to Napier for Map Distribution – Complete

8-B Send List of Stations & Addresses to Napier for Hotspot Setup – Complete

9-A Distribute Memo Regarding Uniform Purchasing – Complete

9-B Drill Evaluation Procedure – Pending

9-C October meeting agenda items – Complete

Next meeting we will request that the project managers for the different identified objectives provide an update of their progress. (10-B)

New Business

2008 Officer Nominations

Dan Goldberg reminded everyone to consider their nominations for next year's Operations group and standing committee positions. Dan will provide the specific positions that will be available next year so that our membership can come prepared to discuss and nominate.

December Meeting Options

Dan Goldberg suggested that our December meeting be held as a luncheon and not a business meeting. He also suggested that we invite the North Zone Fire Chiefs'. Everyone agreed to the idea. More information to follow.

Standardized Response Plan Project

Dan Goldberg introduced Keith McReynolds who is chairing the response plan committee to give a report. Dan reported that the North Zone Fire Chiefs' had expressed concerns that Keith's working committee should focus on the common call types before attempting the more technical type incidents. Captain Keith McReynolds, project chairperson, introduced himself and reviewed the working group's progress since July 2007 which was reported as very favorable and that much progress had been made. A draft response plan was distributed that highlights approximately 40 call types and their corresponding resource levels.

The group discussed the individual needs of our zone's various fire departments and the effects of this response plan to boundary drop and auto aid. Lesli Wilson expressed the opinion that this plan should wait for implementation until AVL is available.

Dan Goldberg will distribute the draft plan with the October minutes and requested that any comments or suggestions regarding this draft plan be sent to kmcreynolds@ncfire.org prior to the next meeting. (10-C) Dan will present this matter to the North Zone Fire Chiefs.

Roundtable:

Scott Alvord, Escondido – He requested direction from the group regarding their new battalion chiefs and how best to incorporate them into the STL rotational list. They have completed and appointed three (3) new BC's who won't take their positions until July 2008 - he would like to start them now as STL trainees. The group agreed and had no problem with direction to Scott to coordinate the administrative steps necessary for their inclusion.

Chris Heiser, Carlsbad – He reported that a San Diego firefighter, Jerett Baker, was killed last week in an off-duty car accident. The funeral service will be held Friday, October 12, 2007 at Moonlight State Beach with an invitation to any firefighter wishing to attend and pay their respects. Jerett's step-father is Rick Fisher of Carlsbad Fire.

Ed Sprague, Carlsbad – He wanted to thank Vista Fire for transporting and taking care of his father-in-law who was recently in an accident.

Adjournment:

The meeting was adjourned at 12:20

Next Meeting:

The next meeting will be held on November 14, 2007, 09:30 at the San Marcos Safety Center. The Training Officers will meet prior to the operations meeting at 08:30.

Submitted by:

Kathy Ford-Brodersen

North County Fire

Operations Assistant

ACTION ITEMS
October 10, 2007

	WHO	WHAT	WHEN	STATUS
4-A	Vogt	Safe Surrender Baby Program	Waiting for county adoption or state bill	Pending
6-D	All Agencies	Forward an inventory list of all "move-up" keys to Tony Michel	Immediately	Pending
7-B	All Agencies	Forward your maps in PDF format to Freddy Bejar at North Comm	As soon as possible	On-Going
7-C	Comm Working Group	Review revised EOM 203.1, Law Enforcement Communications to assure it is applicable to all zone law enforcement agencies	November meeting	Pending
9-B	Joe Bunn	Agendize drill evaluation procedure for next training officers meeting	Next Month	Pending
10-A	All	Form working group re: Command vs. TAC guidelines after clarification from chiefs	As soon as possible	Pending
10-B	Strategic Plan Project Managers	Provide an update of your objective and progress	By next meeting	Pending
10-C	All	Send comments or suggestions to kmcreynolds@ncfire.org re: response plan draft	By next meeting	Pending
10-D	Scott Alvord	Distribute a list of "equipment specialists" within our zone	By next meeting	Pending