

North County Zone

Operation & Training Officers

Meeting Minutes

Minutes for Wednesday, January 14, 2009

San Marcos Training Facility

Members Present

Camp Pendleton Fire	Jeff Wilkerson
Carlsbad Fire	Mike Kennedy
Encinitas	Joe Bunn, Darrin Ward
Escondido Fire	Mike Calhoun, Randy Licata
North County Fire	Gary Lane
NCDJPA	Scott Kelly, Charlie Knust, Lesli Wilson
Oceanside Fire	Mike Mathai, Ray Melendrez
Rancho Santa Fe Fire	Brett Davidson, Tony Michel
San Marcos Fire	DC Chuck Morton, Schott Hansen, Dave Schloss, Brett Van Wey,
Vista Fire	Jeff Hahn, Don Shellhammer, Randy Terick,

Call to Order

Chairman Chuck Morton called the meeting to order at 09:30 hours.

Approval of Minutes

No previous minutes to approve.

Standing Reports

Communications- Dave Schloss

- Fleet map Status
- Mutual Threat Zone Process
- Status on policy changes related to EOM

Fleet Map Process

Dave reported our zone is the only zone with 100% completion of submitting data to RCS. RCS is ready to start the programming process with Cal Fire. Further discussed some training data issues and errors related to San Diego City information. This data will be corrected and disseminated out.

- ✓ Localized Power Point files for JPA/NorthZone for training.
- ✓ Zone programming begins in a few months.
- ✓ RCS provided funds to develop training materials and launched training.

Mutual Threat Zone

Mutual Threat Zone is completed with North County and Camp Pendleton last month. An Operational Bulletin will be forwarded to include information of Camp Pendleton using Yellow Channel repeaters for Command and White 2 & 3 for Tactical. This will be included in the EOM.

One meeting held in Escondido with all agencies including Riverside Unit, Orange County Fire, San Diego, and Cal Fire in which the process went well. Additionally, L.A. County, Orange County, and the San Bernardino triangle have a mutual threat zone process and we are helping them with frequency verifications. State frequencies are repairing most of the problems.

EOM Committee

- Making it user friendly
- Drafts will be dispersed in a few weeks

Standing Committee Reports - Scott Hansen

- ERD Update
- Strike Team Leader changes

ERD Update

Deadline for ERD changes is January 15, 2009. NorthComm is assisting with the process. There were discrepancies between what was in the ERD and ROSS. This has been rectified. One problem identified is if someone is placed in ROSS by a different agency during ordering. Once a year, NorthComm will help to rectify these problems.

Strike Team Leader

Next Strike Team Leader meeting is scheduled for January 22, 2009. Currently, mostly the experienced leaders are attending meetings. However, there are many new strike team leaders throughout agencies not in attendance. Therefore, please encourage your Strike Team Leaders to attend meetings and remind them of the commitment to attend four out of the six meetings a year.

- ✓ ERD discrepancies corrected.
- ✓ Reinforce meetings for New Strike Team Leader.
- ✓ Hansen to confirm who is on the Operations Chief committee.

Drills/Zone Manual - Gary Lane

- T.O.'s
- Zone Drills/RIC Drills
- Zone Manual Updates
- New Members

Zone drills will begin January 21-24 & 31, 2009. Drills have been set-up to six calendar dates. Participation from the various agencies will be appreciated.

RIC Drills

The next drill will be in March which will be a RIC drill and will be evaluated. Back in November, train the trainer sessions for the new RIC procedures occurred. The March drill will evaluate the effectiveness of the train the trainer sessions. We are expecting good results. Possible more train the trainer sessions in the future.

Zone Manual Updates

A couple of sections in the Zone Manual are being looked at to update the Training Manual for the auto extrication section. It has been quite a few years since auto extrication has been updated considering technology has changed since then. Bill Frederick from San Marcos Fire will chair a committee of agency members.

Gary Lane is looking at the ventilation section as well. A multi-agency group will be established to update the ventilation section.

The Utilities Section will be revised. Gary has stated there is not much on propane emergencies and other agencies are experiencing the same problem. San Onofre has offered to chair this group.

New members are joining the training. Mike Kennedy will be replacing Ed Sprague who has been placed on shift. Also, Ray Melendrez is currently an acting Division Chief for the City of Oceanside.

EOM Guidelines – Randy Terich

- Private Resource

The Committee is moving along. Fire Scope released a policy of how fire departments should react to private utilization of resources. Randy converted the policy from the Fire Scope to Vista S.O.G. This is being brought to you to review with your department chiefs and decide if you would like to implement this, is it worthwhile, or if you would like to make any changes? It would be good that all agencies would be on the same page in regards to this topic. This will be discussed further next month.

Old Business

Equipment Committee - Jeff Hahn

- Worker Visibility Standard Issue
- Helmet Marking (Engineers)

Worker Visibility Standard Issue

The ruling chosen is through the Federal Highway Administration. This standard will apply to Firefighters. Due to competing hazard, turnout gear is equivalent to wearing vest. People need to be in turn-outs or “approved vest.” The insurance industry is aware of this ruling and if employees are doing pre-fire planning on building sites, you will not be allowed on the site unless you wear reflective material. This means you will have to wear either a turn-out coat or a vest. Each agency is to decide the standard for their departments.

Helmet Marking

A suggestion regarding helmet marking was made to distinguish an engineer’s helmet from a firefighter’s helmet. A standard will be forwarded to Randy’s committee to decide if it will need to be in the EOM. The next County Equipment meeting will be January 23, 2009.

NCDispatch – Leslie Wilson

Leslie introduces Scott Kelley. Scott is the Operations Supervisor and will also oversee program enhancements.

NCDispatch – Scott Kelly

- **Pro Q. A.**
- **EMD Q**

Pro Q. A. is a computerized program which is better for situation awareness. It is fully integrated with the CAD system. In addition to this, we have the EMD Q Program which will utilize Aqua (a quality assurance program). Approximately 1400 calls per year will be audited. This will require putting a committee together of two to three people to help us with that.

NCDJPA – Charlie Knust

- **Recruitment**
- **Live MUM**
- **Fire View**

- **MDC's**
- **Internet Quote/Policies**
- **Regional CAD**
- **Pagers**

Recruitment

Dispatch recruitment is in process. 2 positions are currently impacting operational clock today. They will be fully staffed by summer 2009.

Live MUM

Live MUM has worked perfectly and prediction has been accurate. Dispatch is evaluating the move-up rank. Please route any concerns to Freddy. Freddy will return the January 22, 2009.

Fire View

Currently, we are working on custom reports for Fire View. Freddy has ruled out giving departments the new version due to various departments not having the prerequisites completed. Freddy has created a sheet that shows exactly what is needed for the updates. If you do not have this sheet, please contact Freddy to obtain that sheet. If you have Fire View, please assure you have the updates installed.

MDC's

Freddy is actively working on the state map.

Internet Quote

NCDJPA have received internet quotes from AT&T to start the project. There is no approximate date as to how long it will take their engineers to install.

Internet Policies

Requesting each department is to obtain their internal internet policy and send to NCJPA in order to create a guideline for the MDC's.

Regional CAD

Regional CAD has gone to down to RFP. We are looking to negotiate with vendors as well as working on a public and private partnership. The goal is to connect all fire dispatch agencies in the county to CAD to CAD, giving us instant information back and forth from dispatchers.

Pagers

Pagers will connect through CAD. These are for testing purposes. The basic idea is one per agency. Pagers will be tested via cell phone, report the time and write down the results. We only have the pagers until February. There is no cost this month, simply testing.

North County EMS Group – Chuck Morton

Morton would like them to show up for meetings if possible.

New Business

No new business.

Round Table

Randy Licata, Escondido Fire

The new CAD is running. Station #6 and #7 are up. Station #6 has two paramedic ambulances and a battalion chief in the evening. We kept 4th person on the truck. Station #1 is coming along great and will be completed in July and opening in August.

Tony Michel, Rancho Santa Fe Fire

We are in the process of rebuilding Station #3. Construction is to begin in one year. We were awarded a type I OES.

Charlie Knust, NCDJPA

Request made by JPA Chiefs for strike team reports to come back.

Don Shellhammer, Vista Fire

Engineer exam is scheduled for May 4-8, 2009. Proctors are needed.

Gary Lane, North County

Rebuilding Station #5.

Brett Van Wey, San Marcos Fire

San Marcos down one person. Not buying an engine currently. Currently, working on EMS contract.

Brett Van Wey, Palomar College

Palomar regional test is Saturday, January 17, 2009. Solana Beach will help with the regional test. Revenues share send Brett Rosters. Classes full at Palomar and we are not allowed to add classes at this time.

Mike Mathai, Oceanside

Captains test in March.

Jeff Wilkerson, Camp Pendleton

We are replacing the Water tender, hiring 10 more people, and making organizational changes.

Randy Terick, Vista Fire

Station #5 & #6 on schedule for completion in March/April. Station #1 will be closed down for 9 months. This will impact neighboring Fire Departments. Additionally, two ambulances are on order. Also, thanked dispatch for quick changes of dispatch announcements.

Adjournment

The meeting was adjourned at 10:30 hours.

Next Meeting

The next business meeting will be held February 11, 2009 at 09:30 at the San Marcos Training Center.

Minutes submitted by:

North County Zone

Operation & Training Officers

Meeting Minutes

Minutes for Wednesday, February 11, 2009

San Marcos Training Facility

Members Present

Camp Pendleton Fire	Jeff Wilkerson
Carlsbad Fire	Mike Kennedy, Chris Heiser
Encinitas Fire	Joe Bunn, Andy Mejia
Elfin Forrest Fire	Mike Calhoun
Escondido Fire	Randy Licata, Peter Montgomery
North County Fire	Dan Goldberg, Gary Lane
NorthComm	Scott Kelly, Lesli Wilson
Oceanside Fire	Darryl Hebert, Mike Mathai, Ray Melendez
Rancho Santa Fe Fire	Brett Davidson, Tony Michel
San Marcos Fire	Chuck Morton, Dave Schloss
Vista Fire	Jeff Hahn, Pat Murphy, Joe Napier Don Shellhammer, Randy Terich

Call to Order

Chairman Chuck Morton called the meeting to order at 09:30 hours.

Approval of Minutes

The minutes from January 14, 2009 were distributed by email prior to the meeting and reviewed by members.

Motion: Darryl Herbert made a motion to approve the minutes of January 14, 2009. Chris Heiser made a second motion. Motion unanimously approved.

Standing Reports

Communications- Dave Schloss

Mutual Threat Zone

The Mutual Threat Zone process is continuing to branch out. Follow up meetings are planned to finish San Diego City, CalFire, and others. Don Stevens and Charlie Knust are at the Interoperable Communications Committee meeting. They are going back looking at VHF countywide and coming up with some new standards and cleaning the interoperability plans with that process.

Fleet Map Process

Dave is currently waiting on training materials from RCS. These training materials will be disseminated out at that time.

RCS

The budget committee meeting is March 5th. One of the items on the agenda is the current Knox fees. If you have an opinion about the fees, contact Leslie, Chief Pavone, or Chief Crawford.

Pagers

RCS pagers are in test status until March 2nd. Dave will request to see an updated business plan due to budgeting purposes.

Draft Fire Scope

Draft Fire Scope load for the state is completed by Pete Marks. The Yellow Repeater will be on the statewide load for resources coming in NorthZone. Programming changes are to take place in the Spring.

Training - Gary

The month of January consisted of combo drills. The drills were well represented by Fire Departments. However, chief officer participation is limited. Gary is requesting chief officers to be present for future drills on site. The San Marcos site had five to six companies per drill. Rancho Santa Fe had an average of

three to four companies per drill. Gary will attempt to do a better job scheduling and balancing drills.

RIC Drills

March will be the first evaluated drill on the new RIC Process. We have tentative dates selected. After RIC drills, flaws in the system will be defined. Once this is done, it will be sent back to the committee who developed the RIC policy and they will take a look at any adjustments that need to be made.

Wildland Drills

County Wildland Drills will be April 18 for volunteer firefighters. Career dates will be April 21-23rd. By April 1st you should be receiving a mailer requesting the different agency participation.

EOM Guideline – Randy

Administrative Guideline 107 is the agreed to zone policy for response plans. This was dropped in between the process of review and approval. Randy spoke with Rick Vogt to have this policy placed in the Administrative Guideline. We have already seen the FireScope Private Utilization Policy which was converted to the NorthZone EOM Guideline.

Equipment Committee – Jeff

Committee met on visibility standard changes. As a result, every department either purchased vests or are planning to purchase vests for their departments. In addition, structural turnout contracts will expire 2012. We can embark on a study with all the turnout manufacturers to come up with new county specifications for turnouts and renew a contract at that time.

Equipment List

The equipment list will be given to Rick Vogt in which he will post the list on the NorthZone website soon.

Equipment Discount

Group purchases of mattresses and Lazy Boy chairs are offered at a discount. If interested, please contact Chief Henry.

North Zone GIS and Related Projects – Joe

C.A.D is being updated and went to RFP and committee review. The two considered companies are:

- Think Stream (all five phases for 2.9 Million)
- QUALCOMM (all five phases 4.2 million)

QUALCOMM does not have the best public/private partnership we are looking for. Think Stream will provide the best solution. It will tie all emergency dispatch centers together. In Phase 2, Camp Pendleton will be complete and in Phase 3, Law Enforcement will be completed. City of Vista is taking the lead role in governance and contracts. Maintenance is sustainable for three years. Thereafter, we will see royalties go out. This will be a lucrative process.

MDC/Mapping Update

A meeting will be held February 19th to bring together and optimize resources working on routing centerline for dispatch centers versus the layers currently used in the field. In this way, we are not duplicating layers.

Regional Fire Dispatch Operational Study

Denny Neville has been assigned to doing a study and met with county Fire Chiefs and dispatch centers with a timeline to have preliminary drafts by the end of April.

MDC

Email Charlie Knust with any problems with connectivity. He is still talking to Verizon. This may be an issue with Net Motion. More information to follow next month.

FireView

An email went out from Charlie Knust. Please look at the reports.

Red Flag Warning

A meeting at the Regional Fire Operations Center, Classroom 2, will be held March 3rd at 1PM. You are welcomed to attend. The criteria for red flag warnings may possibly change. Leslie is requesting one or two representatives from this meeting to attend.

EMS – Gary

At the last EMS meeting, Gary was given the task to find out who is in charge of the EMS committee and who is taking the lead on that. Gary stated the reason the lead EMS rep is not showing up at NorthZone meetings is that there are two EMS meetings the representative attends on the Wednesdays we meet. Gary further said Chris Scott with NLF was cast with being the liaison to this group. Gary further stated, the zone EMS committee is not utilized very often and has not meet for six months and they are reevaluating whether there is a need to attend the NorthZone meeting. According to Gary, it is Chris Scott's opinion that not much is going on at this time. A suggestion was made by Chuck Morton that quarterly meetings may be best.

Fire Investigation Guideline – Tony

Clarifications were made and put in the administrative guidelines. Tony would like to amend it by adding two additional lines. A motion was made by Dan Goldberg. Darryl seconded the motion. Motion unanimously approved.

New Business

Down Link – Joe Napier

The Down Link is made in Vista and operates from a radio signal. It is also infrared and can be connected to large devices. Down Link can be used in the event of a lost person or child. The unit is rechargeable. 3 C's is looking to set a

permanent site in North County. The unit is funded through the UASI grant program. Maintenance is our responsibility.

A decision was made to pilot the Down Link for one year, not funded. Four geographic locations are needed to place the Down Link units. After a brief discussion the following decision was made:

Coastal: Carlsbad Fire
Inland: San Marcos Fire
Southern: Rancho Santa Fe
North: North County Fire

At the end of the year a progress report will be made to 3c's.

Knox Gates – Dan Goldberg

A situation raised questions concerning Knox Gate keys. When crossing boundaries, there is no access to gates. Dan commented that losing Knox keys could be an expensive fix as well as having legal and financial implications. After discussion, a suggestion was made to obtain a Knox representative to discuss options.

Round Table

Scott Kelley, NorthComm

Interviews are still in process. RCS pagers are due March 2nd. Also, Northcomm would like to be involved in zone drills.

Tony Michel, Rancho Santa Fe Fire

They have received OES Fire Engine New type I-rescue capable and will be in service in two weeks.

Dan Goldberg, North County

Currently, moving Fire Administration to the new location. He is retiring in three months. They are meeting with San Diego Sport's Medicine as an alternative to Concentra. Dan further stated they are not very happy with Concentra at this time.

Randy Terich, Vista Fire

Two Pierce engines were delivered. Fire Station #5 opening April 1st. Station 6 opening April 23rd. April 30th station 1 will be vacated. Randy has 51 days left until retirement.

Chuck Morton, San Marcos Fire

EMT recruiting in March and implementation of Telestaff is in process.

Adjournment

The meeting was adjourned at 11:00 hours.

Next Meeting

The next business meeting will be held March 11, 2009 at 09:30 at the San Marcos Training Center.

Minutes submitted by: Maribel Paez/San Marcos Fire.