



NORTH COUNTY ZONE

OPERATIONS & TRAINING OFFICERS MEETING MINUTES

Minutes for April 11, 2007 *San Marcos Training Facility*

Members Present

Camp Pendleton Fire – Bill Frankel
Carlsbad Fire – Mike Kennedy
Deer Springs Fire – Ned Nickerson
Elfin Forest Fire – Dawn Pettijohn
Encinitas Fire – Joe Bunn, Darrin Ward
Escondido Fire – Scott Alvord, Randy Licata
North County Fire – Dan Goldberg, Kathy Ford-Brodersen
North Comm – Denny Neville
Rancho Santa Fe Fire – Tony Michel, Jim Sturtevant
San Marcos Fire – Chuck Morton, Scott Hansen, Brett Van Wey, Rick Vogt
Vista Fire – Jeff Hahn

Call to Order

Dan Goldberg called the meeting to order at 09:35 hours.

Zone Coordinator Presentation

Fire Chief Bill Metcalf was present to discuss and clarify some recent North Zone issues. He thanked the four-digit adhoc committee for all their hard work. He briefed the group about a recent meeting with North County Fire Protection District, Oceanside, Carlsbad and Vista FD's regarding an experimental joint training project to identify cooperative training opportunities between the four agencies. Finally, he reminded the group that North Comm has been sending daily reminders to the duty chiefs regarding the status of the county copters and requested that all agencies let Denny Neville know if they would like to continue receiving this information.

Approval of Minutes

The minutes from the March 14, 2007 meeting were disseminated by e-mail prior to the meeting and were reviewed by the members. Denny Neville noted that he was misinterpreted in the NCDJPA section. He did not expect the zone ops chiefs to make the decision on 4th and 5th alarm ordering. Modification noted.

Motion: Scott Alvord made a motion to approve the minutes of March 14, 2007, with the above noted correction. Chuck Morton seconded the motion. Motion unanimously approved.

Standing Committee Reports

Communications - No report received.

EOM Guidelines - Brett Van Wey reviewed the final draft of the power saw safety procedures. A discussion ensued.

Motion: Randy Licata made a motion to approve the revised EOM 606.00 Power Saw Safety Procedures as distributed. Bill Frankel seconded the motion. Motion unanimously approved.

The guidelines will be sent to Rick Vogt for website posting.

Equipment - Scott Alvord reported that the North Zone equipment committee will hold their meetings on the second Tuesday of the month, the day prior to the Zone Operation and Training Chiefs meeting.

The committee met on April 10th and distributed a spreadsheet for all North Zone fire agencies to complete, indicating the make/model of various firefighting equipment - this information will be beneficial when negotiating bulk equipment purchases. The committee encouraged all fire agencies to participate in order to provide optimal success. Due to the fact that the equipment committee may be making purchase recommendations for the zone, they encouraged all agencies to send a representative to their committee meetings.

Scott noted that he spoke to Fire Chief Pavone who agreed that this equipment committee could also evaluate the standardization of work uniforms and investigate cost advantages of bulk purchasing.

The next equipment committee meeting will be on Tuesday, May 8th. Dan Goldberg will take the committee information to the April 12th North Zone Fire Chiefs' meeting.

ERD - Rick Vogt reported that the next ERD group meeting would be held on June 6th. They will review their current status and overhead assignments.

Working Group Reports

North Zone Administrative Guide - Rick Vogt reported that the first four (4) administrative policies will be presented during the April 12th North Zone Fire Chiefs meeting for final approval.

Sprinter Committee - Rick Vogt reported that the Sprinter committee would be meeting later this month. He discussed a Sprinter orientation class that NCTD recently offered to the San Marcos chiefs. They (NCTD) will be holding another orientation for San Marcos firefighters later in May. Other agencies are welcome to attend or hold their own orientation. Rick will email the dates to everyone.

Mapping Project - Dan Goldberg reviewed the report he received from project manager, Captain Joe Napier. The Emergency Response Map will go forward for final approval on April 23rd. They will be creating an east and west response book for each frontline and reserve apparatus in the zone. The train-the-trainer classes start on April 18th for the laptops and Tri-Tech software. One member from each agency will attend the first class, four more classes will be offered for additional personnel to serve as trainers. Finally, they are working on the ability to secure access to various agency software programs (Fieldsaver, Citrix, etc) on the MDC's.

Standing Reports

Training Chiefs - Joe Bunn reviewed the highlights of the Training Officers' meeting that was held prior to our current meeting. The following was discussed:

- Feedback was good from the ventilation drill. Consistent training material and evaluation tools need to be utilized throughout the zone.
- Ropes & Knots guidelines are complete and posted.
- Search & Rescue guidelines are being finalized.
- A new RIC committee is being formed. Joe Bunn will be the chairman. If you are interested in participating, please contact him.
- A new chapter will be added to the training manual to specifically cover truck operations.
- Everyone was reminded to return your revenue sharing payments to Palomar.
- The next JPA test will be on April 21, 2007.
- A location has not been confirmed for the highrise drill.

Upcoming Training Dates:

- May 29, 30 & 31, 2007 - County Wildland Drill @ Barona
- June 4-8, 2007 - Camp Pendleton Fire School

Dan Goldberg reported that he was contacted by Don Heiser who is looking for interested parties to shadow key instructors at the county wildland drill. These individuals in time would be able to take over the key instructor positions.

NCDJPA - Denny Neville requested feedback on the daily copter status notification practice. He requested that agencies contact him to indicate what level, if any, of notification they would like.

County Ops - Scott Alvord reported that the county wildland drill is scheduled for May 29, 30 & 31, 2007 at Barona. They will be focusing on helicopter operations, safety, hose lays, structure evolutions and fire shelter deployment. They will also have a review of the Esparanza incident. They will be using Bendix-King radios for communications and will be simulating fire camp operations as close as possible.

Scott requested that participating agencies send him their resource commitments (including strike team leaders and trainees) prior to our next meeting. From this information, they will be assembling strike teams and task forces for the drill. He encouraged all agencies to utilize some of their newer company officers and captains. Trainees will also have the opportunity to have certain items in their task books signed off. The rendezvous point and time will be announced.

Old Business

Review Enabling Objectives - Dan Goldberg reviewed our group's participation in the North Zone Fire Chiefs Strategic Plan. The various project managers are working diligently to identify and prepare the enabling objective work plans in the document which will go forward to the Fire Chiefs. This will be presented by Dan Goldberg at the April 12th North Zone Fire Chiefs meeting.

Action Items - The group reviewed the action items from the March 14, 2007 meeting:

10-F *Annex D Communications - Pending.* Denny requested to review the notes from the October meeting prior to completion of this task.

10-H *Chain Saw Guidelines - Complete.*

1-B *Fail Soft Protocols - Pending.* Waiting for the county to finalize the plan.

1-D *TAC vs. Command Policy - Pending.* Dan Goldberg spoke to Dave Schloss, who indicated that the committee is struggling with this issue. They agreed that Firescope guidelines should dictate the policy. Dan will follow up with Dave Schloss.

1-E *Flag Policy - Pending.* Dan Goldberg and Rick Vogt will follow up on the progress.

1-F *EOM Agency Training Status - Pending.* Rick Vogt noted that several agencies have not updated the EOM adoption and training manual matrixes. Agencies need to send their status information to Rick as soon as possible. He also reminded everyone to update these as necessary.

1-G *Strategic Plan Work Plans - Complete.*

2-B *Wildland Pre-Fire Plan Forms - Complete.*

3-A *Admin Manual Table of Content - Complete.*

3-B *RIC Group Status - Complete.*

3-C *4th/5th Alarm Recommendation - Pending.* No report has been received from the committee.

New Business:

RIC Presentation - Dan Goldberg reported that a team from North County Fire had recently attended a four-day RIC training and were in the process of updating the respective North Zone guideline for discussion and developing a corresponding lesson plan. Dan distributed a handout from the group that gave a preliminary overview of the concepts learned and will invite the NCFPD team to participate with Joe Bunn's RIC committee.

4-Digit Identifier Report - Dan Goldberg reported that an adhoc committee was formed at the request of the North Zone Fire Chiefs to review and make recommendations regarding the current 4-digit unit identifier system. All disciplines, from chiefs to dispatchers, were included in this committee.

Dan distributed the adhoc committee's report and reviewed its content and recommendation to continue operating the 4-digit system with specific conditions. They identified a need to develop a policy, increase radio specific training and enforce on-going accountability. He will present this recommendation during the April 12th North Zone Fire Chiefs' meeting.

Roundtable:

Scott Alvord, Escondido - He reported that they have completely moved out of Station 1 and it is now vacant. Demolition is set for April 30th. They are working on plans for a new training tower. The bids for Station 3 were received and were all in the \$4+ million range. They have hired one (1) from their EMT program and two (2) from the JPA list. They will start an in-house academy on May 2nd. Their three (3) new Type I engines are now in service. They are beginning their CAD upgrade project that will take about 18 months.

Denny Neville, NCDJPA - North Comm will be discussing the move to 24-hour shifts with the zone Fire Chiefs. He reported that Elfin Forest's engines are now outfitted with CAF systems.

Ned Nickerson, Deer Springs - They have accepted a bid of \$2.1 million for their Station 3 construction. He reported that Chief Eggleston has retired and Rick Henson is now acting chief.

Chuck Morton, San Marcos - They will be having an engineer promotional exam on Saturday. They have some part-time EMT openings. A new Pierce tiller truck and two (2) new ambulances have been ordered. They will be changing over to PDA's for their EMS documentation.

Rick Vogt, San Marcos - He reported that the new CICCIS committee chairman was Chief Jobes. He will be holding a committee meeting soon. Please send any questions, comments or concerns about the CICCIS certification process to Rick by April 20 so he may forward them for discussion. He reported that the Forester/Fire Warden's Conference will be held in May. He asked that the group encourage their personnel to attend. He also requested that we add the Safe Surrender Baby Program to next month's agenda (4-A). The County Chiefs have adopted the program and would like to see it in place countywide by August 1, 2007.

Jeff Hahn, Vista - Jeff reported that they would be holding an engineer promotional exam the week of April 23rd.

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Joe Bunn, Encinitas - He reported that two (2) new hires started yesterday. They will be holding a captains test in May. They are in the planning stages for two (2) new stations in Leucadia and Cardiff.

Darrin Ward, Encinitas - They were considering purchasing a new tiller truck, but after inspection of their existing unit it was determined that it was in good condition, a new truck was put on hold for three years.

Tony Michel, Rancho Santa Fe - They will be holding a captain's test in about two weeks. The test will include RSF, Solana Beach and Del Mar. They have recently flown a BC/Training Officer position that will close next month. They have hired three (3) new firefighters.

Bill Frankel, Camp Pendleton - MCP is currently having their aerial truck rebuilt and rehabbed at Pierce. They have received two (2) new Pierce Type 3 engines. The upcoming Fire School in June is pending due to the area conditions and weather; they should know the status by May 13.

Mike Kennedy, Carlsbad - They are holding an engineer's exam the week of April 23rd. They currently have four (4) vacancies, two (2) are in backgrounds. They will be looking at the new JPA list to fill the vacancies. They are anticipating their new truck delivery in mid-May.

Adjournment:

The meeting was adjourned at 10:50.

Next Meeting:

The next meeting will be held on May 9, 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-Brodersen

North County Fire
Operations Assistant

ACTION ITEMS

April 11, 2007

	WHO	WHAT	WHEN	STATUS
10-F	Neville	Annex D Operational Communications Plan will be revised to reflect the Annex D routing. MCI Policy 510.00	Pending a review of the October minutes	Pending
1-B	Neville	Revise policy to reflect new Fail Soft protocols and create a training lesson plan	Waiting for the county to identify procedures	Pending

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1-D	Communication Committee	Review the TAC vs. Command Policy	Update at May 9 th meeting	Pending
1-E	McFadden, Heiser	Create a draft flag policy referencing zone specific issues	May 9 th meeting	Pending
1-F	All Agencies	Send EOM training status to Rick Vogt	May 9 th meeting	Pending
3-C	Dunham	Suggest recommendation of 4 th /5 th alarm for structure fire vs. strike team dispatch as part of standardized response plan Enabling Objective	Undetermined	Pending
4-A	Goldberg	Add Safe Surrender Baby Program to May meeting agenda	Present at the May 9 th meeting	Pending