

**BERKS COUNTY FIRE SERVICES WORKING GROUP**  
**Meeting Minutes – May 30, 2013**

**ATTENDANCE:**

<b>Zone 1</b>	x	Matt Brett		Ethan Kunkel	x	Scott Yenser (alt)
<b>Zone 2</b>		Eric Schrack		Chuck Snyder		Ken Quell (alt)
<b>Zone 3</b>	x	Bob Martin		Corey Houser		Lester Feick
<b>Zone 4</b>	x	Scot Landis	x	Bruce Longenecker		
<b>Zones 5/6</b>	x	Chris Stevens	x	Chris Schaeffer		Matt Gehman
	x	Eric Fox				
<b>Zone 7</b>		Ron Wentzel		Stephen Serba		Tom Rehr
<b>BCFA</b>	x	Roger Weidenhammer	x	Leon Grim		
<b>BCFPA</b>	x	Bob Englebach		J. David Bossard (alt)		
<b>Training</b>	x	Bob Snyder				
<b>Berks DES</b>	x	Brian Gottschall	x	Tony Flores		Matt Stairiker
		Craig Wanner		Todd Boughter	x	Christina Wood
<b>Forestry 17</b>		Joe Sherman		Ron Minnich (alt)		

Other attendees: Sonya O'Brien (DES).

The meeting was called to order by Chairman Chris Stevens at 1820 hours in the Berks County Department of Emergency Services conference room, located in the Direct Link building, Bernville Road, Leesport, PA.

The minutes of the April 2013 meeting was approved as written.

**DISCUSSION**

**East-Central Task Force (Scot):**

- Planning Operation Coal-Cracker.
- A trailer is going to Luzerne County (PA Squad 1).
- Work is underway for 2013 PA Homeland Security grant.
- The state's Incident Management Team (IMT) has been moved from the authority of the state Fire Commissioner's Office to PEMA.

**RIT Consortium:** No update

**BCFA (Roger):** Nothing to report.

**BCFPA (Bob Englebach):** Nothing to report.

**Training Committee (Bob Snyder):**

- The water rescue series (Awareness & Operations) begins tonight (May 30<sup>th</sup>).
- Talks are underway with the Pennsylvania State Fire Academy to plan a Large Area Search class.

- Firm dates for the Fall 2013 Firefighter Survival class are coming soon.
- There will be two (2) Structure Burn Sessions in Fall 2013 with dates coming soon.
- One or two Electrical Safety seminars are being planned for Fall 2013 with dates forthcoming.

#### **911 Radio Advisory Board (Leon):**

- After much discussion, it was decided to continue meeting as a group on an as-needed basis. The next scheduled meeting is Thursday, August 1<sup>st</sup>. The County Commissioners were advised of the Board's decision to remain intact.

#### **CAD (Tony):**

- New World CAD's v10 software is up and running as of May 20<sup>th</sup>.
- 38 of 59 fire companies have deployed WEBCAD (as of the date of this meeting). Companies/Departments who have continued to fail to register for WEBCAD will be contacted individually by DES management.

#### **Run Cards:**

- A template was distributed of fire responses based on entering specific numbers of each type of apparatus required (as the initial iteration of the current run cards was supposed to be plotted). CAD will pull the apparatus from the resource lists. Discussion.
- Standbys & Relocates: These two words are used very broadly among the county's fire services. It was decided that, after much discussion, the following definitions will now apply:  
     STAGING: Reporting to second-level staging. (This level of staging could be anything from remaining at station to reporting to the vicinity of an incident and anything in-between).  
     RELOCATE: Moving apparatus from a station(s) to another station with the purpose of covering that other station's emergency calls. These apparatus types are not due into the incident unless specifically requested.

A separate apparatus resource list will be identified for Relocates. The use of "Standby" on cards will discontinue. All apparatus listed on cards will be dispatched, and it will be the discretion of the OIC as to which units respond and which units stage. If a specific company/department requests personnel, Berks DES will code it as an Emergency Work Detail.

#### **P25:**

- The "A/B" dividing line for fire and EMS was finalized. This line runs generally north-to-south. The two fire talkpaths will be identified as "A" (western half of the county) and "B" (eastern half).
- DES advised the Zone representatives to go back to their respective Zones and advise companies/departments that if they have issues with the quality of the mobile radio installations they should reach out to Motorola directly and "CC" DES in any e-mails pertaining to such.
- RMI/Motorola are continuing to install the AFG-awarded mobile radios. It is unlikely that they will be installed by the deadline, and an extension is being requested.
- The MOA is conceptually completed for the Albany site; part of this MOA is the protection of 370 acres of land for consent to move forward.
- The Cumru site will hopefully be approved in June 2013.
- There is no forward progress on the Bethel site.

The meeting was adjourned at 2050 hours. The next meeting is scheduled for Thursday, June 27, 2013 at 1815 hours in the Direct Link conference room.

Respectfully Submitted,  
Chris Stevens, Chairman

