

**BERKS COUNTY FIRE SERVICES WORKING GROUP  
Meeting Minutes – October 31st, 2013**

**ATTENDANCE:**

<b>Zone 1</b>		Matt Brett		Ethan Kunkel		Scott Yenser (alt)
<b>Zone 2</b>	x	Eric Schrack	x	Dean Dalious		Ken Quell (alt)
<b>Zone 3</b>		Bob Martin		Corey Houser		Lester Feick
<b>Zone 4</b>		Scot Landis		Bruce Longenecker		
<b>Zones 5/6</b>	x	Chris Stevens	x	Chris Schaeffer	x	Matt Gehman
	x	Eric Fox				
<b>Zone 7</b>		Ron Wentzel	x	Stephen Serba		Tom Rehr
<b>BCFA</b>		Roger Weidenhammer		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	x	Todd Boughter		Christina Wood

**Other Attendees: NONE**

The meeting was called to order by Chairman Chris Stevens at 18:21 hours in the Berks County Department of Emergency Services multi-purpose room, located in the Direct Link building, Bernville Road, Leesport, PA.

The minutes of the September 2013 meetings were approved as written.

**DISCUSSION**

**East-Central Task Force:** No new business

**RIT Consortium:** No update

**Radio Advisory:** Meeting next Thursday.

**Training Committee:**

- Dean Dalious working with Training Committee for PA130 Forestry Class dates.
- Bob Snyder reported that people are needed for the Large Area Search Class. 2014 Classes are posted on the website.
- January 16<sup>th</sup>, MetEd powerline safety class being held @ Fire Training Center
- Facebook Page is up and running, email blast list is being refined, continuing to promote through various ways.
- November 16<sup>th</sup> – Seminar on UL Report on Today's Structure Fires, tactics, and findings from UL Report.

**CAD:**

- Tony Flores reported that CAD locked up twice recently in the morning, 3 times within the last 45 days. DES is working with vendor to resolve the problem, issue possibly identified.
- 5 Companies have not contacted the County for WEBCAD access.
- Several users reported a slow access time for the Webcad system over the past month, issue was identified by County IT department, issue resolved.
- Any issues with Text Paging, and not receiving pages should be reported to the Watch Officer, so that the incident makes it into the Watch Officer log.

**P25:**

- All sites, except Bethel, are actively under construction.
- BETHEL – FONSI (Finding of No Significant Impact) was expected to be issued on November 6<sup>th</sup>, from this date, contractors have 54 day performance period to complete work on the Bethel site.
- There will be a Data Collection spreadsheet sent out by RMI in regards to Radio ID's on the new system. Please prepare data now in the preliminary form to be ready when RMI needs this information. Asking for a 7 day or less turnaround when RMI contacts departments.
- Radio Management – Radio Management software runs with no issues on Windows 7/ Windows 8 operating systems, no issues with programming multiple radios simultaneously on a single hub. Windows XP has a limitation on how many radios can be programmed at a time, unsure what the limit is, but could be as low as 1 radio depending on speed of USB hardware in computer.

**Runcards:**

- DES is continuing to meet with Chief Officers regarding runcards. DES reports that Zone 1 is almost finished.
- GeoSpatial boundaries for runcards are currently based on tax maps. This causes problems in CAD sometimes with parcels of land which are physically in one municipality, but their taxes are paid to another. Brian Gottschall gave examples of above, and noted that boundaries are being reviewed and are being re-assigned in a best faith effort to correct boundaries.
- Todd Boughter reviewed “personal care and nursing home” medical facility responses. Cardiac and Respiratory arrests will still get a FD assist response regardless of whether it is a “medical facility” or not.
- Todd Boughter reviewed requests from departments asking for dispatchers to call alarm companies to check on the status of an alarm, and whether it was necessary. After discussion by the group, the Comm Center will continue to call alarm companies if requested for confirmation of a restore, because of liability concerns for FD's, and proof through recorded lines at County that alarm was restored successfully.
- Eric Fox reported that there will be a meeting at the Fire Training Center November 7<sup>th</sup>, 7pm for Fire Departments with Judy Schwenk and PennDOT, regarding weight limits on bridges, and the state's plan to issue permits for fire apparatus to cross said bridges with reduced weight limits.

**BCFA:** NONE

**BCFPA:** The 2014 Training Schedule is being worked on.

**New Business:**

- Radio Training – Train the Trainer classes in March of 2014. Goal is end of April for trainers to re-deliver training to their respective departments. Goal is to have radios in-hand prior to “train the trainer” classes.
- Radio SOG's, once in an “acceptable form” will be reviewed by DES Staff, and then the Working Group will be given access to review and make recommendations.

The next meeting is scheduled for Thursday, December 12th, 2013, 1815 hours in the Direct Link conference room.

Respectfully submitted,

Matt Gehman  
Secretary