

BERKS COUNTY FIRE SERVICES WORKING GROUP
Meeting Minutes – January 30th, 2014

ATTENDANCE:

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

Other Attendees:

The meeting was called to order by Chairman Chris Stevens at 18:16 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 December 30th, 2013 meeting was approved as written.

RE-ORGANIZATION: The Group voted to appoint Ron Wentzel “Vice Chair Emeritus”, citing Ron’s dedication and service to the Fire Working Group since its inception.

The 2014 Officers were appointed as follows:

Chris Stevens, Chair
Eric Schrack, Vice Chair
Matt Gehman, Secretary

DISCUSSION:

Forestry: Joe Sherman handed out sheet of PA130/190 Forestry classes available this year through DCNR. Joe also discussed aircraft availability for 2014. See attached spreadsheet.

Fire Police Association:

- Bob Englebach reported that the 2014 Training Schedule is available on the Fire Police Association Website.

East-Central Task Force:

- NONE

RIT Consortium: NONE

Radio Advisory: NONE

Training Committee:

- Bob Snyder reported that the current training schedule is available online through the Berks County Fire Training Website: <http://berkscountyfiretraining.org/>
- MCTO (Managing Company Tactical Operations) classes will probably be bumped back to allow for more enrollment.
- MetEd class has been re-scheduled.
- Zone 5&6 has appointed Mike Kline and Amanda Walker as the zone Training Committee representatives.

ZONES:**Zone 2**

- Zone 2 has asked about the possibility of implementing 20 minute “PAR checks” for structure fires. EMS is currently “security checked” for 20 minutes of “no radio contact”. The process/checks may be late if the dispatcher is committed to other tasks. It was decided that this matter should be taken back to each Zone for discussion.

Zone 4

- Inquired about Taskforces (tanker, brush, etc), and if they will continue to be dispatched as a “taskforce”, or with individual company tones with the new CAD. Answer is that they will continue to be dispatched as Taskforces.
- Bruce Longenecker inquired about MCT use in fire apparatus. New CAD has the capability, however the MCT’s are managed by the County IT Department. If departments are willing to comply with the system and usage requirements that the County has in place for other agencies currently utilizing MCT’s, it may be a possibility in the future. Requested that this be tabled until after the new CAD bringup.
- Bruce Longenecker also inquired if every engine company in the County has KNOX keys for FDC caps. It is unclear at this time, but the thought is that companies that do not have KNOX FDC connections in their first/second due areas, probably do not have the keys in their apparatus.

Zone 5&6

- Inquired about Time of Day specific runcards and if it was possible at this time. Brian Gottschall reported that this may be an option in the future, but with limitations, such as an across-the-board definition for “daytime”, such as 06:00 hrs to 18:00 hours, for example.
- Zone 5&6 discussed Fire Police numbering, and a motion to return Fire Police identifiers to “company numbers” instead of Municipality numbers was passed. Discussion amongst the group determined that the Radio ID for these units will be “company” based already. This is not a time sensitive issue, and it was recommended to take the issue back to individual zones for discussion.
- Inquired about the ability to assign non-like apparatus types to staging/standby. If that is done, these non-like typed units will not be automatically recommended by CAD to cover calls in the area that they are on standby for. For example, a ladder truck that also carries vehicle rescue capability, but is defined as a ladder in CAD, will not be “recommended” for an MVA if standing by in place of an “engine or rescue”. Discussion was also had by the Group as to if there was any way to help this situation. It will be investigated by DES until next month.

CAD:

- Brian Gottschall brought up the topic of STAGING/RELOCATE as it will be implemented in the new CAD/Radio system.
- The definition of “STAGING” for our purposes means either:
 1. Units dispatched will report to a designated level 2 staging site to await further orders.
 2. If no specific orders are provided to designate a level 2 staging area at the time of request, units dispatched will remain in their station (in defacto level 2 staging) until asked to report to level 2 staging or the scene of the incident.

Units in “staging” will be considered by CAD as committed to, or “busy” on the original incident that they were dispatched for, and unavailable in CAD for other calls.

OIC’s that wish to bring their “staged” units into the scene, shall request “units from staging” to respond, and specify where they are to respond to.

- The definition of “RELOCATE” for our purpose means:
 1. Units dispatched to “relocate” will move to another agency’s station with the intent of covering calls for that agency (usually because the agency requesting the relocate is committed on an incident). Units assigned in this role will be recommended by CAD for incidents, based on the runcards of the area where the units have relocated to.

EXAMPLE:

E2 relocates to Station 1 to cover calls in Station 1. E2 is a like-typed apparatus, and is now recognized by CAD as replacing E1 and is dispatched on any calls where E1 is due.

NOTE: E2 is NOT available for calls in their “first due” area, unless E1 happens to be listed on Company 2’s runcards. In this case, E2’s first due response will be “covered” by next due apparatus on their runcards, and E2 will respond in the place of E1.

- Dispatch announcement for staging units will be structured similarly to:
“E1, E2, E3, respond, (address and call type given), E4 staging (or stage at ABC location).”
- Dispatch announcement for relocates will be transmitted separately following the completion of the primary dispatch and will be structured similarly to:
“E5, relocate to Station 1 (for a calltype, incident location)”.
- Relocates and Stagings will be covered if units fail to respond
- **STANDBYS**
The term standby will not be used except as additional for a type of call (fireworks standby, EMS standby at a structure fire, etc.). The practice of dispatching agencies to “standby at their station” will be replaced by dispatching the STATION for an “emergency work detail.” As per the practice agreed upon previously pertaining to the use of the STATION identifier, these dispatches will not be covered, second dispatched, or require an acknowledgement. In essence this is a courtesy notification suggesting a heightened state of readiness. Such a dispatch will be completed on the specific request of an incident commander or agency OIC. Units so dispatched will remain available in CAD and be recommended for ANY calls they would normally be called to. If the organization OIC desires that the units be made busy, it is the responsibility of that individual to contact the Communications Center by phone and request same.
- House siren sounding for mutual aid (referred to hereafter as M/A) companies is challenging in new CAD. Investigation as to what is needed for this to be implemented is ongoing. If a significant investment of additional funds would be needed to implement sounding of M/A company sirens, DES will no longer continue to sound M/A house sirens on calls.

P25:

- RMI continues to work with departments regarding assigning radio identifiers to units on the new system.
- Brian Gottschall reported that weather continues to hold up construction. Timeframe for system rollout is in the hands of Motorola.
- North Albany site – will not hold up system acceptance. DES is meeting with local municipal officials regarding site.

Runcards:

- 42/56 fire agencies have been met with so far. End of March timeline is “on track”

BCFA: NONE**FH Software:**

- Free web-based FH reporting is available through the Office of the State Fire Commissioner. This interface is improving monthly, and new functions, such as hydrant mapping, equipment inventory, etc, are being added.

The next meeting is scheduled for Thursday, February 27th @ 1815 hours in the Direct Link conference room.

Respectfully submitted,

Matt Gehman
Secretary