

BERKS COUNTY FIRE SERVICES WORKING GROUP
Meeting Minutes – May 29, 2014

ATTENDANCE:

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

Other attendees: None.

The meeting was called to order by Chairman Chris Stevens at 1826 hours in the Berks County Department of Emergency Services conference room, located in the Direct Link building, Bernville Road, Leesport, PA.

The April 24, 2014 meeting minutes were approved as written.

DISCUSSION

East-Central Task Force (Scot): There will be a Fire/Rescue/Haz-Mat committee meeting in July where a three-year training plan will be laid out. Included in this plan will be some technical rescue certification classes.

BCFA: Progress.

BCFPA (Bob E.): Bob explained to the Working Group members that there were fire companies in the county who were not assigned radios for the new radio system. After some questioning by Working Group members, Bob stated that fire police in some of the companies told their leadership that they were going to be using the BCFPA's self-owned radio system when radio orders were placed. It should be noted that members of the Working Group and DES *repeatedly* told the BCFPA that there would be capabilities available with the new radio system for fire police to communicate (i.e. talk channels specifically assigned to them).

Forestry: Nothing to report.

911 Advisory Board (Chris): This board was officially disbanded by the Berks County Commissioners. That said, there is a mutual agreement among all public safety disciplines to meet in order to discuss cross-discipline topics. The group will be tasked with creating a new name and developing a meeting schedule (which at this time will not be monthly).

Training (Bob Snyder):

- Mod 5 is full.
- Instructor Ed. Meth. is also full; a second session may possibly be scheduled.
- Tech Rescue Awareness classes are going to be scheduled for Fall 2014 and sign-ups will be opening soon.
- The committee is planning 2015 mods; dates TBA.

CAD (Tony): The run cards are live in the new CAD. A few small glitches were realized and corrections made. The telecommunicators generally agree that it is speeding up dispatching, and they have been instructed to take any errors or erroneous issues to their Watch Officer.

DES (Brian):

- A cutover plan for the new radio system was presented to the group. This cutover plan is NOT included in these minutes, as the timeline has shifted. The new timeline is being disseminated to agency representatives that attended the train-the-trainer classes in June.
- Discussion on what happens to units that “scratch” when dispatched. If a unit fails to respond to an incident, that unit will remain busy (unavailable to be dispatched to that call again AND also unavailable to be dispatched to another call) until the first unit from the call that was scratched is recalled/cleared. At that point, any scratched units will be made available again. If an agency desires to be made available sooner, they must TELEPHONE the communications center and request the out-of-service units be placed available again.

Zone 1: Nothing to report.

Zone 2: Nothing to report.

Zone 3: Discussion about how dispatches are going out now that run cards are CAD-based. At the present time, the communications center is dispatching the home company, specific units within the home company, then mutual aid apparatus. Suggestion made unanimously by the group to change the format of dispatching to announce all of each type of apparatus together (i.e. Engines 100, 101, 102, Ladder 100, Tankers 100, 101, 102, etc.). There was also HEAVY discussion about the use of the word “Station”. Topic is tabled for future discussion.

Zone 4: Nothing to report.

Zones 5/6: Nothing to report.

Zone 7: Nothing to report.

There being no further business, the meeting was adjourned at 2025 hours. The next meeting is scheduled for Thursday, June 26, 2014 at 1815 hours in the Direct Link conference room.

Respectfully Submitted,
Chris Stevens, Chairman