

BERKS COUNTY FIRE SERVICES WORKING GROUP
Meeting Minutes – July 26, 2018

ATTENDANCE:

Zone 1	<input checked="" type="checkbox"/> Matt Brett (alt)	<input type="checkbox"/> Ethan Kunkel	<input type="checkbox"/> “Open” (alt)
Zone 2	<input checked="" type="checkbox"/> Dean Dalious	<input checked="" type="checkbox"/> Blair Miller	<input type="checkbox"/> Ken Quell (alt)
Zone 3	<input type="checkbox"/> Bob Martin	<input type="checkbox"/> Lester Feick	<input type="checkbox"/> Corey Hauser (alt)
Zone 4	<input checked="" type="checkbox"/> Colin Hackman	<input type="checkbox"/> Avery Leshen	<input type="checkbox"/> “Open” (alt)
Zone 5/6	<input checked="" type="checkbox"/> Chris Bickings	<input checked="" type="checkbox"/> Chris Schaeffer	<input type="checkbox"/> Eric Fox
	<input checked="" type="checkbox"/> Scott Reitnauer		
Zone 7	<input type="checkbox"/> Tom Kemery	<input type="checkbox"/> Tom Rehr	<input type="checkbox"/> Brian Thorpe (alt)
BCFA	<input type="checkbox"/> Roger Weidenhammer	<input type="checkbox"/> Leon Grim	
BCFPA	<input type="checkbox"/> Randy Minninger	<input type="checkbox"/> “Open” (alt)	
Task Force	<input checked="" type="checkbox"/> Scott Landis	<input checked="" type="checkbox"/> Corey Heimbach	
Berks DES	<input checked="" type="checkbox"/> Brian Gottschall	<input checked="" type="checkbox"/> Sean Hart	<input type="checkbox"/> Tony Flores
	<input checked="" type="checkbox"/> Todd Boughter	<input checked="" type="checkbox"/> Christina Wood	<input type="checkbox"/> Jon Fritz
Forestry 17	<input type="checkbox"/> Derrick Etter		

***Ron Wentzel, Vice Chair Emeritus**

Other Attendees: None

The meeting was called to order by Colin Hackman, Chair at 18:00 hours in the Berks County Department of Emergency Services conference room, located in the Direct Link Building, Bernville Road, Reading, PA.

The May 31, 2019 Meeting Minutes were emailed to the group by Chairman Hackman. There were no changes requested or made.

DISCUSSION

Forestry: No Report

BCFPA: No Report

BCFA: No Report

Training: No Report..

East-Central Task Force (Landis):

- The full scale training exercise is scheduled for September 21st through the 23rd.
- The medical exercise is scheduled for October

Zone 1: (Brett):

- There is a concern that there is not consistency with dispatchers relaying information on operations frequency after initial information is provided after response. DES reported that if a field unit needs to hail a dispatcher, per policy, it needs to be completed on Fire A or Fire B. If a dispatcher needs to hail a field user / command, it will be done on the incident’s operating talkgroup. In the event that information is relayed to all units (i.e. recall, evacuation, etc.) it will be done on all talkgroups that is involved in the incident (i.e. Ops, Hail, Dispatch).

Zone 2 (Daliouis):

- There are continued concerns about the quality of the dispatching audio. Through discussion, it is believed that the concern may be on VHF channels and not the 700 MHz. Specific call information was not available for the meeting; however will be provided to Brian Gottschall for further review. DES instructed departments that are experiencing these problems to contact the Watch Officer at the time of the problem, not at a later date.
- DES was asked when a “medical call” becomes a “rescue?” DES stated that a call is dispatched based on information received. If EMS requests fire be dispatched for a “lift assist,” it will be dispatched as a Medical Assist. If EMS requests a rescue assignment, then it will be dispatched as such. Departments should discuss this more with their respective EMS agencies if there is a concern with how they are requesting assistance.
- When will DES stop dispatching cover units in the event that apparatus “fail to respond?” DES reported that the Policy states that the dispatcher should continue to cover dispatch units that failed until told not to by the incident command; however, they have the ability to contact an IC if the incident sounds as though additional units are not needed.

Zone 3 (Martin via email):

- There is concern with the volume of dispatchers. This item was discussed as part of Zone 2’s report.

Zone 4 (Hackman): No Report

Zone 5/6 (Schaeffer): No Report

Zone 7: No Report

DES:

- **Out of County Resource Lists:** The Out of County Resource Lists are available again on the DES website under the “Run Card” information tabs.
- **P25 Pager Order:** The bid for the pagers will be awarded soon. The bid includes 636 pagers and approximately \$50,000 in accessories. Once the bid is awarded, the prices will be locked for future department purchases.
- **Re-Fleeting:** DES is unsure when re-fleeting will be completed. Motorola has notified the County that they have a lack of resources to provide the dedicated personnel to complete the re-fleeting process. There is a meeting with Motorola scheduled for July 30th. In lieu of this setback, DES again reminded the committee to ensure that the departments maintain the latest updates on the programming software.
- **Robeson Tower Paging Project:** The equipment has been ordered. Once received, it will take about 60 days to install.
- **Rip-N-Run Prints:** It has been discovered that the Rip-N-Run feature of ECAD requires the information be sent in HTML format. Unfortunately, Swift Reach cannot pass HTML format through their system. DES is reviewing other possible ways to provide this service. Most likely, it will require the departments to provide a designated email address, preferably a GMAIL based email to receive these messages. DES will be developing a “Help Document” on how to set this up in the near future.
- **Record Management Survey:** DES would like to know what record management (i.e. Firehouse, Emergency Reporting, etc.) the individual departments are using, and if they are utilizing the CAD interface with it.

There being no further business, the meeting was adjourned. The next meeting is scheduled for 1800 hours on Thursday, September 27, 2018 at the Direct Link conference room.

Respectfully Submitted,
Chris Bickings, Secretary