

**MINUTES OF A REGULAR MEETING
OF THE FIRE TASK FORCE**

1. **CALL TO ORDER**

The Fire Task Force convened in a regular session at 8:43 a.m. on Tuesday, February 3, 2009, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

ROLL CALL

Present: Captain Brian Scott, Hermosa Beach Fire Department
Battalion Chief Ken Shuck, Manhattan Beach Fire Department

Absent: None.

Also Present: Executive Director Ralph Mailloux
Operations Manager Shannon Kauffman
Technical Services Manager Jose Rivera
Staff Services John Krok

2. **ACTION ITEMS**

2a. **APPROVAL OF MINUTES – JANUARY 6, 2009**

The Fire Task Force minutes of January 6, 2009 were approved as written.

3. **EXECUTIVE DIRECTOR'S REPORT**

3a. Executive Director Mailloux related his intent to provide Chief Ferguson with a quote for a new fire records management system (RMS), which should be received in the near future.

Captain Scott mentioned that he is organizing a meeting with Tiburon at Hermosa Beach Fire Department.

Battalion Chief Shuck asked to be notified of the meeting date and time.

Executive Director Mailloux stated his intent to serve as the Authority's contact with Tiburon with regard to the computer aided dispatch (CAD) system after Administration Manager Agee retires.

3b. Executive Director Mailloux mentioned that he provided detailed information to Chief Ferguson with regard to the Los Angeles Regional Interoperability Communications System (LARICS) and the Interagency Communications Interoperability System (ICIS). He related Authority staff's intent to organize a meeting on this subject, with recommendations that the member agencies' city councils approve the memorandum of understanding and the Authority serve as lead agency on their behalf.

3c. Executive Director Mailloux noted that Authority staff is in the process of compiling the Fiscal Year 2009-2010 Budget, which will include notifying the member cities of coming years' expenditures for narrow banding. He predicted that the member cities' assessments will not increase.

Battalion Chief Shuck related his understanding that the City of Manhattan Beach's revenues will be approximately \$3,600,000 less than expenditures during 2009.

4. **ROUND TABLE DISCUSSION**

4a. Captain Scott expressed his concern over recent glitches in Hermosa Beach Fire Department's Sun Pro records management system (RMS).

Battalion Chief Shuck voiced his understanding that Manhattan Beach Fire Department's Sun Pro RMS system is functioning properly.

Executive Director Mailloux stated his intent to relate this information to Administration Manager Agee upon her return from vacation later this week. He requested specific information about the instances when problems occurred.

4b. Captain Scott mentioned Hermosa Beach Fire Department's grant application to fund EOC radios. He noted that, other than the antennas, all of the hardware at the Hermosa Beach Community Center was misplaced when the building was remodeled.

4c. Captain Scott shared information about discussions at Area G Communications Group meetings concerning issues with Los Angeles County Fire Department coming over to Hermosa and Manhattan Beach. The Authority needs to specify which South Bay frequency Los Angeles County units should monitor when responding.

Executive Director Mailloux asked to be advised of the dates and times for the Area G Communications Group meetings.

4d. Technical Services Manager Rivera indicated that Manhattan Beach Fire Department's new rescue vehicle should be completed by February 13th and that Hermosa Beach Fire Department's vehicle should be completed by February 6th.

Battalion Chief Shuck mentioned that Manhattan Beach ordered a new gas hybrid pick-up truck for their strike team.

Technical Services Manager Rivera noted that, because of the hybrid component, Authority staff will make various recommendations.

4e. Captain Scott and Battalion Chief Shuck affirmed their desire to participate in the development of standards for the member agencies' mobile and portable radios.

Technical Services Manager Rivera indicated for Battalion Chief Shuck that the life span of Motorola radios is approximately seven years.

4f. Captain Scott related his understanding that the frequency plan adopted by Hermosa Beach Fire Department will most likely be Los Angeles County's plan for all South Bay cities.

4g. In answer to an inquiry from Battalion Chief Shuck, Technical Services Manager Rivera provided information about procedures for lost or stolen radios.

5. **ADJOURNMENT**

The meeting was adjourned at 9:15 a.m.