

A G E N D A
REGULAR MEETING OF THE FIRE TASK FORCE
TUESDAY, NOVEMBER 5, 2019, 8:30 AM
South Bay Regional Public Communications Authority
Second Floor Conference Room
4440 W. Broadway, Hawthorne, CA

1. CALL TO ORDER

2. ROLL CALL

- Culver City
- El Segundo
- Manhattan Beach

3. POSTING OF THE AGENDA

4. PUBLIC COMMENTS

Members of the public will be given the opportunity to directly address the Fire Task Force. Speakers may provide public comments on any matter that is within the subject matter jurisdiction of the Fire Task Force, including items on the agenda. While all comments are welcome, the Brown Act does not allow the Fire Task Force to take action on any item not on the agenda. Comments will be limited to three (3) minutes per speaker.

5. APPROVAL OF MINUTES

5a. Minutes – September 26, 2019

6. GENERAL BUSINESS

6a. Check in on INSB Channel

6b. Culver City's Transition to the Authority's Multi-Agency Fire Dispatch

6c. Update on Fire Access Channel

6. COMMENTS FROM TASK FORCE MEMBERS

7. COMMENTS FROM STAFF

8. ADJOURNMENT

**MINUTES OF THE SPECIAL MEETING
OF THE FIRE TASK FORCE**

SEPTEMBER 26, 2019

1. CALL TO ORDER

The Fire Task Force convened in a special meeting at 1:02PM on Thursday, September 26, 2019 on the second floor conference room of the South Bay Regional Communications Authority, 4440 West Broadway, Hawthorne, CA.

2. ROLL CALL

Present: Fire Chief David White, Culver City Fire Department
Battalion Chief Roger Braum, Culver City Fire Department
Nathan Rukasin, Culver City Fire Department
Acting Battalion Chief Scott Martinez, El Segundo Fire Department
Battalion Chief Scott Hafdell, Manhattan Beach Fire Department
Engineer James Craig, Manhattan Beach Fire Department

Also Present: Executive Director Erick Lee
Operations Manager Shannon Kauffman
Administrative Services Manager Krok

3. POSTING OF THE AGENDA

Executive Director Lee confirmed the agenda was posted per the Brown Act's requirements.

4. PUBLIC COMMENTS

None.

5. APPROVAL OF MINUTES

5a. Minutes – September 3, 2019

MOTION: Acting Battalion Chief Scott Martinez moved to approve the Fire Task Force minutes from September 3, 2019 as written. The motion was seconded by Battalion Chief Hafdell and passed by voice vote with Culver City abstaining.

6. GENERAL BUSINESS

6a. Culver City Transition to Fire Main Frequency

The Task Force discussed the upcoming transition of Culver City Fire Department to Fire Main. Culver City Fire Department recommended that dispatching occur on this channel while all communication between responding personnel occur on a designated TAC channel. The Task Force supported this concept. Manhattan Beach Fire Department and El Segundo Fire Department will provide their concurrence and preferences for designated channels to Operations Manager Kauffman by October 4, 2019.

By the middle of October, the Authority will provide Culver City Fire Department all of the radio frequency, talk group, and Comm Plan information necessary for Culver City Fire Department to begin operation on the Fire Main frequency to ensure their radios are programmed appropriately with its regional mutual aid partners. Culver City Fire Department will provide the Authority with its updated Comm Plans.

Collectively, the Task Force identified December 1st as the tentative target date for transition. A follow-up on this item will be agendaized for the Task Force's November 2019 meeting.

6b. South Bay Access Channel

Engineer Craig discussed the problems experienced the prior week with this channel. Administrative Services Manager Krok advised that the channel will be relocated from PCT to Punta by the end of October and additional equipment will be deployed in El Segundo and Manhattan Beach. These moves should improve outdoor coverage of this channel.

Engineer Craig also advised that Manhattan Beach Fire Department is investigating issues where portable radios at the same indoor locations are not all receiving radio transmissions. This may be a hardware or BDA issue. Faulty antennas may be the problem. Battalion Chief Braum advised that Los Angeles City has identified a similar issue with their antennas and the issue is known by Motorola.

7. COMMENTS FROM TASK FORCE MEMBERS

Battalion Chief Hafdell recommended that the regular meeting of October 1, 2019 be canceled. The Task Force concurred.

Acting Battalion Chief Martinez advised that additional outreach to LACOFD and LAFD about the region's transition to INSB needs to occur because their local fire units are not aware of radio channel changes. Chief White recommended that the South Bay Fire Chiefs raise these issues at the next LAAFCA meeting to ensure it receives proper attention.

8. COMMENTS FROM STAFF

None.

9. ADJOURNMENT

The meeting adjourned at 2:22PM.