

1. CALL TO ORDER

The Fire Task Force Convened in a regular meeting at 8:32AM on Tuesday, December 3, 2019 on the second floor conference room of the South Bay Regional Communications Authority, 4440 West Broadway, Hawthorne, CA.

2. ROLL CALL

Present: Battalion Chief Shawn Bonfield El Segundo Fire Department
Battalion Chief Ken Powell, Culver City Fire Department
Nathan Rukasin, Culver City Fire Department
Engineer James Craig, Manhattan Beach Fire Department

Also Present: Executive Director Erick Lee
Operations Manager Shannon Kauffman
Administrative Services Manager John Krok
Communications Supervisor Lena Ramos

3. POSTING OF THE AGENDA

Executive Director Lee confirmed that the agenda was posted per the Brown Act requirements and on the Authority's website. It was also emailed to all the members of the Task Force.

4. PUBLIC COMMENTS

None.

5. APPROVAL OF MINUTES

5a. Minutes – November 5, 2019

Motion: Battalion Chief Bonfield moved to approve the Fire Task Force minutes from November 5, 2019 as written. The motion was seconded by Battalion Chief Powell and passed by unanimous voice vote.

6. GENERAL BUSINESS

6a. Follow-Up on Culver City's Transition to the Authority's Multi-Agency Fire Dispatch

Task Force members discussed this transition which occurred on December 1, 2019. Thus far, the new procedures appear to be working. Mr. Rukasin advised that his system shows a Culver City Fire Department consolette radio at the Authority that needs to be updated and reprogrammed. He will follow-up with Communications Supervisor Ramos on this issue.

6b. Report from El Segundo Fire Department on Fire Access Channel Testing

Battalion Chief Bonfield advised that El Segundo Fire Department continues to test and will advise Operations Manager Kauffman by December 17, 2019 of their findings. This item will also be re-agendized for the next meeting on January 7, 2020.

6c. Follow-Up on Fire Dispatching Concerns

Staff and Task Force members discussed issues that were raised at the November meeting. Much of the issues related to dispatcher or firefighter training. The Task Force agreed that all agencies will follow-up with their respective staff to address any training issues.

7. COMMENTS FROM TASK FORCE MEMBERS

Battalion Chief Bonfield reported that it encountered an issue with the E-Trigger functionality on its radios and is following-up with Comcline to address.

Engineer Craig inquired on the status of the Authority's review of Manhattan Beach Fire Department's MDC issues. Administrative Services Manager Krok advised that he is still working with staff and Hawthorne IT on this issue and will report back at the January 2020 meeting.

Engineer Craig also reported that Manhattan Beach Fire Department continues to receive duplicate information over the air and that such repeating is not necessary. Other members of the Task Force agreed that too much information is not helpful for Firefighters' responses. He also brought up an issue surrounding the nomenclature that is now being used for talk around channel usage, such as "This is a Tac 6 response." The Task Force agreed to agendaize this issue for the January 2020 meeting.

Mr. Rukasin inquired about the status of radio coverage improvements in the south end of Culver City with the recent authorization for Culver City to roam onto the INSB network. Administrative Services Manager Krok advised that he will follow-up on this issue. Mr. Rukasin advised that Culver City Fire Department has seen noticeable improvements at Station 3 near Ladera Heights.

8. COMMENTS FROM STAFF

Executive Director Lee reported on the 16 second reduction of call processing time that has been realized, when comparing November 2019 the same period in 2018. He also reported on the new provisions that have been incorporated into the successor agreement with the City of El Segundo that will guide the agency towards achieving the call processing time standards established by NFPA 1221 and MBFD Chief Drum's request for this to become an Authority-wide standard.

9. ADJOURNMENT

The meeting adjourned at 9:11 AM.