

A G E N D A
REGULAR MEETING OF THE FIRE TASK FORCE
TUESDAY, JUNE 1, 2021, 8:30 AM
South Bay Regional Public Communications Authority
Conducted via Teleconference

Link: <https://us02web.zoom.us/j/82678802543?pwd=TFR4Um5oRS8vZE5lc1BXZ3AyZ1pSQTO9>

Meeting ID: 826 7880 2543

Passcode: 955492

1. CALL TO ORDER

2. ROLL CALL

- Culver City
- El Segundo
- Manhattan Beach

3. PUBLIC COMMENTS

In the interest of maintaining appropriate social distancing, members of the Fire Task Force and staff will participate in this meeting via teleconference. The Authority encourages the public to participate by using one of the following options for public comments:

- Email your public comment to info@rcc911.org by 7:30 AM, the day of the meeting and have your comment available to the Fire Task Force Committees and the public.
- Call (310) 973-1802 ext.100 and leave a message by 7:30 AM, the day of the meeting.

4. APPROVAL OF MINUTES

4a. Minutes – May 4, 2021

5. GENERAL BUSINESS

5a. Fire Dispatch Earthquake Mode Procedure

5b. Follow-up on Run Cards for Manhattan Beach and El Segundo

6. COMMENTS FROM TASK FORCE MEMBERS

7. COMMENTS FROM STAFF

8. ADJOURNMENT

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

MAY 4, 2021

1. CALL TO ORDER

The Fire Task Force convened in a regular meeting at 8:35AM on May 4, 2021 by teleconference.

2. ROLL CALL

Present: Fire Chief Kenneth Powell, Culver City Fire Department
Battalion Chief Chris Miller, Culver City Fire Department
Battalion Chief Shawn Bonfield, El Segundo Fire Department

Absent: Manhattan Beach Fire Department

Also Present: Shannon Kauffman, Operations Manager
John Krok, Administrative Services Manager
Lena Ramos, Communications Supervisor
Ross Klun, Executive Director

3. PUBLIC COMMENTS

None.

4. APPROVAL OF MINUTES

4a. Minutes – April 6, 2021

MOTION: Battalion Chief Bonfield moved to approve the minutes from April 6, 2021. The motion was seconded by Battalion Chief Miller and passed by voice vote.

5. GENERAL BUSINESS

5a. Review of, and Recommendations to Streamline, Fire Dispatching Procedures

Operations Manager Kauffman reported on the Run Cards that were recently generated for each city. Upon validation and review of them, the cities will assess and provide any necessary changes. After meeting with the cities individually, the task force will reconvene to discuss streamlining of the runs. This will provide consistency and avoid possible errors in dispatching.

6. COMMENTS FROM TASK FORCE MEMBERS

Battalion Chief Bonfield followed up on the Earthquake script. Culver City Fire is finalizing the protocols and can be addressed at the next meeting.

7. COMMENTS FROM STAFF

Administrative Services Manager Krok introduced the new Executive Director, Ross Klun, to the task force.

8. ADJOURNMENT

The meeting adjourned at 8:41AM.