

A G E N D A
SPECIAL MEETING OF THE FIRE TASK FORCE
TUESDAY, JANUARY 11 2021, 8:30 AM
South Bay Regional Public Communications Authority
Conducted via Teleconference

Link: <https://us02web.zoom.us/j/87259479486?pwd=blZuUkVGczk5TXAyUjFyK2haSUhRQT09>

Meeting ID: 872 5947 9486

Passcode: 520923

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 schedule@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

- a. Minutes – November 2, 2021

5. GENERAL BUSINESS

- a. Mark43 CAD Update
- b. Fire Dispatch Procedures:
 - Radio Brevity
 - Morning Tone Test
 - Comm Plan Procedures & Frequencies

6. COMMENTS FROM TASK FORCE MEMBERS

7. COMMENTS FROM STAFF

8. ADJOURNMENT

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

NOVEMBER 2, 2021

1. CALL TO ORDER

The Fire Task Force convened in a regular meeting at 830AM on November 2, 2021 by teleconference.

2. ROLL CALL

Present: Battalion Chief Chris Miller, Culver City Fire Department
Captain Ryan Allee, El Segundo Fire Department

Absent: Manhattan Beach Fire Department

Also Present: Shannon Kauffman, Operations Manager
John Krok, Administrative Services Manager
Megan Cunningham, Communications Supervisor

3. PUBLIC COMMENTS

None.

4. APPROVAL OF MINUTES

a. Minutes – October 5, 2021

Motion: Chief Miller moved to approve the minutes from October 5, 2021. The motion was seconded by Captain Allee passed by voice vote.

5. GENERAL BUSINESS

a. Mark43 CAD Update

Operations Manager Kauffman reported that Mr. Klun is still working on the contract with no updated status and premise history information was sent to all cities for feedback. Any questions related to premise history should be directed to Supervisor Megan Cunningham.

b. Fire Dispatching

Continued discussion on the internal checklist for greater alarms and Chief Miller agreed to eliminate the notification of Area A and the Fire Chief during such events. All cities agreed to eliminate the tac channel response during routine calls for service. Operations Manager Kauffman confirmed the change in assault calls took place last month.

6. COMMENTS FROM TASK FORCE MEMBERS

Chief Miller followed up with the CA Shake out exercise. Captain Allee discussed the response for fire alarms that have reset. Chief Miller indicated dispatching a unit depends on the call and is usually a Code 2. El Segundo confirmed and the procedure is uniform across the board.

7. COMMENTS FROM STAFF

None.

8. ADJOURNMENT

The meeting adjourned at 8:37AM.