



# San Mateo County Fire Chiefs Association

ADVANCEMENT THRU UNITY IN ADMINISTRATION

John Healy - President  
Jim Skinner - Vice President  
Joe Telles - Secretary

February 15<sup>th</sup>, 2007  
Minutes  
Operations Group

Meeting called to order at 0900 hrs.

*ROUGH DRAFT*

## Member Attendance

Belmont/San Carlos	Doug Fry
Central County	Drew Flinders
Foster City	Tom Reaves
Foster City	Gary Hegwer
Foster City	Mike Towns
Millbrae	Ron Lavezzo
Redwood City	Jim Skinner
San Bruno	Joe Telles
San Mateo	John Healy
North County	Mike Velesquez
South San Francisco	Jim Selvitella
Woodside	Rick Lombardo
Colma	-----
Half Moon Bay	-----
Menlo Park	-----

## Outside Representative Attendance

Fire Chief Liaison	Fire Chief Doug Fry
OES	John Quinlan
OES	Jim Varner
PSC	Don Maynard
TO	Kevin McWhirter
EMS	-----
FPO	-----

### **Approval of Minutes**

Ron Lavezzo made a motion to approve the January 2007 minutes.  
Mike Velesquez seconded the motion. Minutes passed.

### **OES Command Vehicle**

OES staff gave a tour and demonstration of their Command Vehicle's capabilities. Command Vehicle has satellite capability for communications. The Command Vehicle has every San Mateo County law enforcement agency and fire protection agency radio frequency programmed into its radios. Command vehicle can also be used to tow portable lighting units to the scene of an emergency where lighting is needed. OES offered to have unit respond on third alarm or greater.

### **Fire Chiefs' Report**

Report given by Fire Chief Fry

- Gave out a copy of the approved a staff report format for the sub-committees to present information to the Chiefs' group.
- Gave out copy of a draft of Policy No. 1998-05 "Frequency Assignment & Usage."

### **OES Report**

Report given by John Quinlan

- Homeland security is currently auditing County OES for approximately 6 million dollars in received grants.
- Reminder that Roam Red and Roam Blue wireless alert system are free with the exception of text messages. There could be a cost to the user if they receive a text message. Currently Foster City Fire Department, Central County Fire Department, Belmont PD, and Daly City PD have begun the process to use the system.
- The Telephone Emergency Notification System (TENS), the service is not free, the cost is 25 cents a phone call. Dialogic is the vendor for the system. In San Mateo County the vendor will not be sending out the messages.
- OES will provide Cert Kits to jurisdictions with CERT programs. Items in the CERT kits include ID vests, goggles, gloves, and a backpack with CERT labeled on the back. An OES coordinator can help with the startup of CERT classes and help with instruction.
- OES to reimburse Millbrae \$9,000 for trench rescue class.
- OES to receive \$180,00 of Urban Security Initiative funds from San Francisco OES to use for CERT kits, preparedness day, HAM radios for key non-profit agencies, and two large CONEX storage boxes.

### **EMS Report**

No report given.

### **PSC Report**

No report given. New communication issues will be addressed under new business.

## **FPO Report**

Report given by Division Chief McWhirter

Hyper Spectral Imaging:

- If FPOs receive grant for purchase of imaging, FPOs will be asking OPS' group for feedback on what type of information they would like to receive from this technology that can be used in the field during an emergency.
- During a Pandemic Flu outbreak, the Pandemic Flu Committee has tasked the FPOS with handling the Public Information and Education duties.

## **TO Report**

Report given by Division Chief McWhirter

- The estimated total of recruits is less than 10 for a Spring Fire Recruit Academy. It is likely that the academy will be delayed until the numbers are higher. Chiefs will make final decision.
- San Francisco Airport coverage training went well. Crews were familiarized with Station 3 and the North Checkpoint Air Field Road. Over 12 briefings were held for crews from Central County, Millbrae, San Bruno, San Mateo, and South San Francisco. Coverage of airport for ALS response to start in the beginning of March. Reminder that San Mateo County cover-in engines are to use White 1 to communicate with SF Fire.

## **Old Business**

### **Communication Response Plan Operations' Subcommittee**

Report given by Battalion Chief Skinner

- Second meeting of subcommittee was held on February 14<sup>th</sup>, at San Bruno.
- Working on plan that has same communications procedures for all three zones. Separate channels used for single unit and multi-unit responses.
- Primary channels to be used for single unit response.
- A repeated channel will be used as the Command Channel for each zone. Command channels to be used for multi unit responses.
- A tentative time line was developed for implementation of new communications plan. A draft of the policy will be presented to Operations at the April 19<sup>th</sup> meeting.
- Response roll call is being addressed in communications policy.

## **Rehabilitation Policy**

Report given by Battalion Chief Healy

- Committee met with labor union representatives from Local 2400.
- Labor has concern about when a Firefighter become defined as a patient. It was agreed that a Firefighter does not become a patient when they are assigned to rehabilitation.

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- If a Firefighter does become a patient, he or she has the same rights as any other patient to refuse care and sign a refusal of service form.
- If no medical action taken, all firefighter's records of their vitals and other medical assessments will be destroyed after the incident is completed.
- Home agency procedures to be used for worker's compensation injuries and filing of accident reports.

### **Technical Rescue equipment and rescue capabilities**

Report given by Battalion Chief Flinders

- Had a meeting two weeks ago with representatives from Central County, La Honda, Menlo Park, San Mateo, North County, and Woodside.
- Working on a standard response model for the county. The plan that is being worked on is a full response initially then upgraded to add two USARS to the response. Don Maynard and Lisa Luccett to work on a consistent response model for the county.
- Resources can be special called if a full USAR is not needed.
- It is possible that there will be a total of 7 USARS in the county. The minimum is a Type 2 Rescue.
- Currently all USARS are cross-staffed.
- Central Zone Rescue is to be typed by OES on February 23<sup>rd</sup>.
- South San Francisco is working on a Heavy Rescue.
- Committee is putting together county resource list of resources available to Fire Agencies that includes lumber trucks, search dogs, etc.
- A presentation to be made by committee at the next operations' meeting.

### **High Rise:**

Discussion led by President Healy

- Committee to be formed to review after action report of the 2005 High Rise Drill and review County High Rise Policy for needed revisions. Policy then will be forwarded to Chiefs for review.
- The following people were recommended for the committee: Ed Barton as chair, Todd Johnson, Mike Gaffney, and Rocky Isabella.

### **RIC Standby Channel:**

Discussion led by PSC Don Maynard

- Dispatchers are not seeing a significant problem of units mistaking the standby tactical as the initial tactical channel on incidents.
- Sometimes the problem arises when an alarm is balanced out from a full alarm response to a SF alarm response, the units on the balance of the alarm will only see the standby tactical channel on the pager and printer and can confuse it with the tactical channel.
- An option is to not announce the standby tactical on the initial dispatch; a problem with this solution is that CAD would not automatically assign the standby tactical channel as it currently is and would need to be requested by the IC.
- Decided to monitor this item for the next 6 months to see if the problem needs to be addressed by further action.

## **Pandemic Flu**

- City managers are giving direction to fire agencies to complete a template from the state with information on each city's pandemic flu plan. The question was asked, "What direction do the Chiefs want the Fire Service representatives to the pandemic flu committees to proceed concerning this?" Chief Fry to get more information on this matter.
- May 4<sup>th</sup> table top drill at the Crown Plaza in Foster City.

## **New Business**

### **90 Second Acknowledgement Statistics**

Report given by PSC Don Maynard

- Must acknowledge calls within 90 seconds or call will be documented as an overdue acknowledgement.
- Unit Acknowledgement Report handout given out to each OPS representative.
- Acknowledgement noted with verbal on radio that unit is responding.
- Acknowledgement noted when button on station zetron is pushed.
- Companies should verbally acknowledge only if they can't press the station Zetron acknowledgement button or the MST enroute button within 90 seconds.
- Chute times are different than acknowledgement times. Chutes times are calculated from time of dispatch to the time the MST enroute button is pushed.
- An initial size-up by the first arriving unit on scene does not stop the clock for response times; the on-scene MST button has to be pushed. A problem has been that sometimes the MST takes a while to transmit; the new technology being installed might take care of this problem.

### **2/20/07 CAD Hardware Upgrade**

Report given by PSC Don Maynard

- CAD system will be updated February 20<sup>th</sup> between the 0400 hours and 0800 hours. During this time all communication between dispatch and responders to be verbal.
- The station alerting system will work but no print out of information. Information from initial dispatch will have to be written down.
- There will be no automated data transfers to Sun Pro, Fire Houses, or AMR.
- The new CAD hardware provides a needed increase in performance and reliability.
- Beginning 2/12/2007 through 2/27/2007 is an "Absolutely No Change Window." No changes will be made to the system during this time period.

### **Control 21 Simulcast**

Report given by PSC Don Maynard

- Control 21A, 21B, 21C and 25 will all become one Control 21 channel and will free up channels to become tactical channels. Mike Towns is managing the FCC licensing and the engineering plan for the simulcast.

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- The test phase for Control 21 will cause operational changes for the North Zone on February 20<sup>th</sup> and February 27<sup>th</sup>.
- PSC to send out information to all the fire agencies concerning operational effects of the upgrade.
- When the actual change over to single Control 21 takes effect, Control 21B and Control 25 will no longer function.
- Control 22 upgrade is complete; Control 22 is now repeated. County is waiting for licensing in order to put upgrade operational.
- All county radios will be reprogrammed once Control 13 is repeated. The day that is scheduled for reprogramming can have nothing else on the schedule such as training activities. The number 1 priority that day after emergency responses will be radio reprogramming.

## **RIC Component of BART**

Report given by Battalion Chief Telles

- Current response to a BART incident, on the tracks or in the tunnel, is an expanded alarm response. This response does not have a RIC engine responding. Possibility of firefighters responding to WMD, Hazardous Material, train fire, and train derailment incidents without a RIC team responding until the second alarm.
- To have a RIC team on the first alarm, the response needs to be changed to a high rise/BART expanded alarm.
- A PSC change form, to be initiated by San Bruno, will be sent to all affected agencies to sign off on to change the response to include a RIC team.

## **Significant Calls**

### **FIRE INCIDENTS:**

Foster City responded on a report of two to three homes on fire with a possible rescue. Duty Chief called for a second alarm out the door. On scene two Eichler style homes were on fire, one home was fully involved and the other was beginning to burn. Fire was out after 45 minutes. Investigators were unable to investigate fire because of structural instability. Foster City Public Works was unable to assist. Central County Rescue Group was special called to scene. Rescue team and Foster City Fire worked together to cut lumber and build shoring devices to stabilize structure. Investigators were able to enter building and complete investigation. This incident was a good example of the resources that are available in the county to help with special operations.

## **Roundtable**

Belmont/San Carlos:

- No report

Central:

- Mark Ladas to be appointed to the Deputy Chief's position. Central needs to fill the JPA Zone Coordinator position before he fills the position. April 1 is the target date to fill the JPA Zone Coordinator position and appoint Deputy Chief Ladas.
- Chief Reilly's retirement dinner will be March 25<sup>th</sup>.
- Rescue to be typed by OES on February 23<sup>rd</sup>.

Foster City:

- Interviewed Firefighter candidates last week, plan to hire 1 to 3 people.
- BC Test for in-house applicants to occur on March 14<sup>th</sup>.

Millbrae:

- Suspected Norovirus outbreak in department, up to 12 members were sick at different times of the outbreak.
- Attended Department of Homeland Security grant workshop on February 8<sup>th</sup> at San Bruno City Hall. One of the things learned was that each agency would be able to submit up to three grants.

OES:

- SFO training went well.
- Local/Live.Com web site can be used for an overview of an incident site.
- OES can provide internet access in difficult areas with a Internet Mobile Spot Battery Pack.
- Reminder to use OES van for communication problems whenever possible.

RWC:

- No report

San Bruno:

- Lateral firefighter test on February 23<sup>rd</sup>.
- Hosted

San Mateo:

- No report

South San Francisco

- Finished Lateral Firefighter interviews, SSF to hire one lateral.
- To schedule in-house Battalion Chief test.
- Offered the help of FF Matt Sampson to help review grant request. He has experience as a peer reviewer of grant requests.

Meeting adjourned at 1200 hours.

**Next Meeting: March 15<sup>th</sup> @ Foster City Community Center at 0900 hours**

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**OPS Sub-Committees:**

These are the names currently listed for the sub-committees. If any name on these lists needs to be added or deleted, please contact BC Telles.

Communication Response Plan Subcommittee

Chair -	Jim Skinner	RWC
	Johh Healy	SM
	Ron Lavezzo	MIL
	Don Maynard	PSC
	Joe Telles	SBR
	Mike Velesquez	NC

Rehabilitation Policy Subcommittee

Chair -	John Healy	CEN
	Adrian Anderson	RWC
	John Cronin	RWC
	Jim Skinner	RWC
	Armando Muela	WS
	Emil Picci	WS

High Rise Subcommittee

Chair -	Ed Barton	CEN
	Todd Johnson	NC
	Rocky Isabella	CEN
	Mike Gaffney	Bel/SC

Boat Rescue Subcommittee

Chair -	Frank Fraone
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Technical Rescue Equipment and Rescue Capabilities Subcommittee

Chair -	Drew Flinders	CEN
	Carl Kustin	SM
	Don Maynard	PSC
	Frank Fraone	MEN
	Jim Selvitella	SSF
	Kevin Mcwhirter	MIL
	Larry Whitney	
	Mike Borean	SM
	Todd Johnson	NC