VERDUGO FIRE COMMUNICATIONS CENTER
Task Force Meeting Minutes November 9, 2021

Present: ALH, ARC, BRK, GLN, HBA, MPK, SGB, SNM, SPS, BC Ambrose, Jason Pfau, Gor Galstyan, Gordon Arnold

Absent: HBA**,** MTB**,** MRV, SMD, Oscar Barrera, Dr Loza

Meeting Conducted via MS Teams, no votes taken.

Strategic Plan: (Ambrose)

- Review of status of the four plan components, communications, fireground safety, quality improvement, and emerging technologies. Updated status of each project. (Attached)

VFCC updates: (Ambrose)

- CAD/GIS – A hotfix software version 2.1.8.2 was deployed. Three days later VFCC experienced issues: monitors blinking, pop-ups, loss of ER Status on MDT, and others. Multiple tickets opened with Peraton for each issue. MDT will NOT receive critical updates if it is off-line (powered down, out of signal range). Agencies are reminded that MDT's require updates – information has been sent out.
- Staffing – FCO Jeff Creiman has come back to VFCC as an hourly employee. Four FCOs currently on probation until February 2022. Still have two FCO openings. Supervisor rotation and shift changes will occur in January 2022.
- A fail-over test of the network will be done tomorrow. Every major planned update or network test/upgrade will be announced to Task Force, placed on the operational and coordinated to ensure proper staffing. The system requires regular updates at both VFCC, GLN IT, and through Verizon.
- Data Update (Gor) – HBA agreement renewal is in process for completion by the end of the year. Demonstrated a few dashboards for call processing and type codes.

Workgroups:

- Communications Plan – Weddle – Train the Trainer will be scheduled for next week. Some CAD and MDT examples will be included in the training materials.
- Mayday/RIC – Nothing new to Report.
- QI – Nothing new to Report.
- Tech Scout – Volunteers needed. Third generation SCOUT by OES is being deployed, next week a meeting/training with OES/Contractor and Area C will be taking place in Verdugo Community room on Wednesday, 17 November. ARC will host and afternoon session.

Old Business:

- Standards of Command – The base model from BRK has been re-worked by several Area C Chiefs with the goal of creating a Verdugo wide document consistent with NFPA and FireScope. Changes are still being accepted up to November 19th for review by the work group.
- First Watch – The application provides an awareness dashboard for EMS with ER wait times. A technical meeting was held with VFCC staff. A barrier may be with Peraton but there is already an API for Escondido which may help get it done quicker.   After the first year of deployment there will be an estimated annual cost of $8,000.

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New Business:

- Type Codes/Draw Down/Standards of Cover – Review of Type Code project. ArcGIS layers showing the occupancy types are still being examined as well as overhaul of type codes by the OPS committee.
- The ability to automate draw down has been added to the Type Code project. The effort is to standardize and automate draw down based on system activity using features available in CAD. For example – 4 (PRI) Apt FIRE to have Plan A (3E 2T 1ALS 1BC), Plan B(2E 1T 1ALS 1BC) & Plan C(1E/T). This would be programmed in CAD for automatic reduction in apparatus assigned to calls during times of draw down. This has been added to the Type Code project for review by OPS Chiefs.
- Contact Timer – Ambrose demonstrated examples of conflicting versions and requested modification to align with ICS 910 and ensure consistency. as having Presented language change, no vote required, group agreed on wording change. The SOG will be updated to reflect contact timer starting at initial report on conditions (whether or not smoke or fire is present).
- Earthquake Drill, Survey 123 – Overall the group agreed that the Survey123 app was helpful. Discussion on having others besides the FD use the app.

Major Events

- 318 N Holliston Ave incident in PAS – multiple arson fires ended in a multi-block area. Discussion on ICS options and that by occurring at shift change, VFCC was able to handle more radio traffic than normal. After any significant incident VFCC supervisors are filling out an incident form and pulling the audio. The suspect is in custody. PAS is in process of conducting an AAR.

Roundtable:

- BRK – Lateral recruitment in process and EMS study underway
- SPS – Nothing to report
- MPK –New station 62 is now open
- SGB – Currently running an Academy, update on new fleet
- ARC – Promoting one captain and will have engineer test in January
- PAS – 7 laterals started the 6-week academy, preparing for Rose Bowl and Rose Parade
- GLN – BC Foster is retiring next week.

NEXT REGULAR MEETING: November Task Force – 12/14/2021

Task Force Work Plan November 2021

Date	Updated	Status	Priority	Goal	Project Team:	Description of Goal	Next Action	Notes
1/5/2021	11/9/2021	Open	1	A - Communications	Weddle (Lead), Ambrose	Create a standardized Incident Radio Communications Plan (IRCP) for to improve overall communications on all incidents. The plan shall include predetermined talk groups which will be utilized for both routine and disaster communications.	Train the Trainer kick off scheduled 11/17/21	Research completed. Proposal to FC's approved to move forward. Multilple Work Group meetings. VFCC integration meeting. USDD/Westnet meetings and proposals.
1/5/2021	11/9/2021	Open	1	B - Fireground Safety	Brown	Create a standardized Mayday/RIC Plan to define expectations of Verdugo Communications Center staff during Mayday incident. The Plan shall align with Area-wide Mayday/RIC policy established by the Regional Training Group.	RTG complete, need to combine language, also awaiting COM Plan.	VFCC personnel attending MPK mayday training to observe. M. Brown reports RTG Mayday plan complete.
1/5/2021	11/9/2021	Open	2	C - Quality Improvement	Alvarez	Seek continuous quality improvement from the time the 911 call is received to units arriving on scene utilizing all available data.	Define data points to use. Quarterly TF checks, daily weekly VFCC checks.	Reviews at OPS Committee meetings,VFCC created dashboard to track. Add Type Code improvement. Add Tied dispatch to 2022.
1/5/2021	3/2/2021	Open	3	D- Emerging Technologies		Seek opportunities to improve communications and situational awareness through emerging technologies. Assess and review tech applications and determine overall benefit to the Verdugo system. Collaborate with IT Committee as SME's for tech deployment and make training and policy recommendations. Explore financial benefits of collaboration and standardization of platforms.	**Tablet Command**: Awaiting API from Peraton, expected Q1 2022 **SCOUT 3.0** Training set for 11/17/21 in GLN and ARC	Delays with Peraton proposal, VFCC and team wanted to ensure API was complete. Delays with purchasing process. Attempt to enable via another method abandoned. Regular check ins with TC and bi-weekly with Peraton. **SCOUT 3.0 initiated.** VFCC agencies early adopters to assist the vendor, Peragrine, with the deployment.