

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

1. **CALL TO ORDER**

The Fire Task Force convened in a regular session at 8:30 a.m. on Tuesday, March 1, 2011, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

**ROLL CALL**

Present: Battalion Chief Frank Chiella, Manhattan Beach Fire Department  
Chief David Lantzer, Hermosa Beach Fire Department

Absent: Captain Shawn Bonfield, El Segundo Fire Department  
Acting Chief Ken Shuck, Manhattan Beach Fire Department

Also Present: Executive Director Ralph Mailloux  
Operations Manager Shannon Kauffman  
Technical Services Manager Jose Rivera  
Councilman Carl Jacobson, City of El Segundo  
Staff Services Jennifer Walters

2. **ACTION ITEMS**

2a. **APPROVAL OF MINUTES – January 11, 2011**

The Fire Task Force minutes of January 11, 2011 were approved as written.

3. **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Mailloux reported on the following: the lack of communication from the City of Inglewood regarding the Authority providing their 9-1-1 emergency communications services; the recent narrow banding meeting hosted by the Authority and attended by representatives from Area G, as well as Los Angeles County Fire and Sheriff's Departments, and the tentative narrow banding date of February 2012; the recent transmission failures at Punta Place; the Authority's budget process, including an upcoming subcommittee meeting composed of representatives from the Executive and User Committees; the recent meeting with Tiburon to discuss issues with the computer aided dispatch (CAD) and records management system (RMS); Tiburon's plans to make an expensive upgrade to the CAD/RMS software in approximately four years and the possibility of purchasing a new system at that time; and the status of negotiations with the Teamsters' bargaining group.

4. **ROUND TABLE DISCUSSION**

4a. Technical Services Manager Rivera offered information on the status of the Mobile Com test project.

4b. Operations Manager Kauffman advised Battalion Chief Chiella that she plans to talk to El Segundo Fire Department this week and will discuss the option of having them switch to Fire 3, El Segundo Ops, for high rise calls.

4c. Battalion Chief Chiella mentioned that various bargaining groups have begun contract negotiations in Manhattan Beach and that the Fire Department has been instructed to reduce their budget for FY 2011-2012 by 5%.

4d. Battalion Chief shared information on the status of the recruitment for the position of Fire Chief in Manhattan Beach.

4e. Technical Services Manager Rivera affirmed for Battalion Chief Chiella that, should the Authority eventually obtain a new records management system (RMS) (such as Firehouse), it will include an interface to the computer aided dispatch (CAD) system.

4f. Operations Manager Kauffman introduced Communications Supervisor Jennifer Walters, who is serving in the Staff Services position.

4g. Councilman Carl Jacobson provided updated input on the status of El Segundo's Fire initiative, Measure P.

5. **ADJOURNMENT**

The meeting was adjourned at 8:40 a.m.