

1. **CALL TO ORDER**

The Fire Task Force convened in a regular session at 8:53 AM on Tuesday, September 6, 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
Firefighter/Paramedic James Craig, Manhattan Beach Fire Department
Chief David Lantzer, Hermosa Beach Fire Department
Battalion Chief Ken Shuck, Manhattan Beach Fire Department

Absent: Captain Shawn Bonfield, El Segundo Fire Department

Also Present: Executive Director Ralph Mailloux
Administration Manager Bonnie Agee
Operations Manager Shannon Kauffman
Technical Services Manager Jose Rivera
Staff Services John Krok

2. **ACTION ITEMS**

2a. **APPROVAL OF MINUTES – August 2, 2011**

The Fire Task Force minutes of August 2, 2011 were approved as written, with Battalion Chief Shuck abstaining.

3. **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Mailloux provided information on the status of the following: plans to purchase a new 9-1-1 telephone system to replace the current Vesta system; reimbursements from the State Homeland Security Grant Program (SHSGP) for the Punta Place Infrastructure Upgrade Project; the City of Palos Verdes Estates' installation of equipment at Beach Cities Health District; negotiations with the Teamsters' bargaining group; the proposed revisions to the Authority's Rules & Regulations (Resolution No. 40); and Finance Manager Walker's forthcoming retirement/recruitment for her replacement.

4. **ROUND TABLE DISCUSSION**

4a. Executive Director Mailloux, Communications Technician Shearen and Technical Services Manager Rivera offered information on the plans to purchase a new server to facilitate call notifications on Smartphones. Director Mailloux estimated that this project should be completed by the end of this year.

Technical Services Manager Rivera noted that, with the exception of AT&T, all of the carriers offer free access for the call notifications.

Executive Director Mailloux recommended that the City of Manhattan Beach contact AT&T to discuss eliminating their charges for public safety access, to which Verizon already agreed. He advised that the Authority is financing this project and apologized for the lengthy amount of time it is taking.

Battalion Chief Shuck mentioned that, in addition to the Fire Department, the City of Manhattan Beach is interested in the Smartphone call notification capability.

4b. In response to information shared by Battalion Chief Shuck, Administration Manager Agee advised that issues with the run cards, including allowing for fire station order, are being addressed.

4c. Battalion Chief Shuck and Chief Lantzer advised that the South Bay Fire Chiefs directed the Operations Group to evaluate automatic/mutual aid and alarm assignments. Some changes that might be made will affect the run cards.

4d. Firefighter/Paramedic Craig shared information about connectivity issues with Manhattan Beach Fire Department's mobile data computers (MDCs).

Technical Services Manager Rivera observed that the issues appear to be associated with either the Punta Place or Beach Cities Health District transmission/receiver site. However, Authority staff will perform maintenance on the MDCs to ensure there are no issues with the mobile hardware.

Chief Lantzer related his lack of awareness of any similar problems experienced by Hermosa Beach Fire Department.

Battalion Chief Shuck confirmed that Manhattan Beach does not have a computer replacement schedule that would move wireless forward at this time.

Executive Director Mailloux pointed out that narrow banding is forthcoming and that Manhattan Beach needs to make plans to move forward with an air card system.

Firefighter/Paramedic Craig related concerns about many agencies being on the same frequency, particularly during large events.

Executive Director Mailloux related Vector Resources' recommendation to eventually build out the 800 MHz frequency and use air cards. However, funding is a big obstacle at this time. He suggested that this be examined from a global standpoint.

Technical Services Manager Rivera recommended that, since the member departments will be integrating to one mobile data system, a system compatible with all of the member departments be explored.

In answer to a question from Battalion Chief Shuck, Technical Services Manager Rivera explained that as much as 30% signal loss is anticipated with narrow banding and that a performance analysis on the three new channels to be narrow banded will be conducted.

Executive Director Mailloux explained the option of adding transmission/receiver sites. He noted that the Manhattan Beach Pier site will be upgraded before narrow banding is required; that the idea of simulcasting will be explored; that the potential impacts associated with narrow banding will be further examined; and that Authority staff will make recommendations to be considered by the member departments.

Battalion Chief Shuck suggested that the member fire departments inform their management about the potential loss of 30% coverage with narrow banding.

Firefighter/Paramedic Craig stated his desire to establish a relationship with Gerber and McCormick ambulance services in order to operate on F1 and F2 when responding to 9-1-1 calls.

Executive Director Mailloux related his intent to examine the memoranda of understanding for the transmission/receiver sites. He noted that the Authority will supply the information and the member agencies can see to it that their radios are programmed.

4f. Technical Services Manager Rivera reminded everyone that a cache of telephones which are part of the emergency response kit purchased by the Authority through a FEMA grant with Manhattan Beach are available for the member departments' use.

Executive Director Mailloux asked that the emergency response kit be kept in one place and he clarified that the member departments will be invoiced for the use of the kit. He verified that the interoperability system can connect with anything and offered to demonstrate this for the member departments.

Battalion Chief Shuck suggested that instructions and a policy for the emergency response kit be developed.

4g. Technical Services Manager Rivera affirmed that, with advance notice, cell carriers are open to providing "cells on wheels" tower systems at no charge for special events.

Chief Lantzer noted that Hermosa Beach is hosting a volleyball tournament over the next two weeks, during which such a system could be used.

4h. Battalion Chief Chiella advised that, in conjunction with the "Great Shake Out," on October 15th Manhattan Beach will test all emergency systems during a full field exercise. He asked that, during this time, dispatch run on F1 without switching to F2; that incidents run on F2; and that a tactical frequency be used from 10:00 AM to 6:00 PM. There will be a mobile command vehicle in the field and Mira Costa High School will be the staging site. A formal request for a command channel will be made through the joint command of Police, Fire and Public Works.

Executive Director Mailloux offered that one of the Authority's communications technicians could assist with the mobile command vehicle.

4i. Battalion Chief Shuck announced that the City of Manhattan Beach will hold a ceremony in memory of the victims of 9/11 on September 11th at 8:00 AM in front of Manhattan Beach Fire Department.

4j. Chief Lantzer announced the City of Hermosa Beach's plans to hold a ceremony in memory of the victims of 9/11 on September 8th.

5. **ADJOURNMENT**

The meeting was adjourned at 9:45 AM.