

November 7, 2017

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

1. **CALL TO ORDER**

The Fire Task force convened in a regular session at 8:35 AM on Tuesday, November 7, 2017, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

ROLL CALL

Present: Battalion Chief Shawn Bonfield, El Segundo Fire Department
Engineer James Craig, Manhattan Beach Fire Department
Battalion Chief Scott Hafdell, Manhattan Beach Fire Department
Fire Marshal Mike Nagy, Culver City Fire Department

Absent: Chief Pete Bonano, Hermosa Beach Fire Department

2. **ACTION ITEMS**

2a. **Approval of Minutes – May 2, 2017**

MOTION: Battalion Chief Hafdell moved to approve the Fire Task Force minutes of May 2, 2017 as written. The motion was seconded by Engineer Craig and passed by unanimous voice vote, absent Chief Bonano.

3. **EXECUTIVE DIRECTOR'S REPORT**

Administration Manager Krok pointed out the need to discuss automatic and mutual aid as a result of Hermosa Beach Fire Department's transition to L.A. County Fire Department effective December 31, 2017.

The Fire Task Force discussed that it will be necessary to change run cards since Hermosa Beach Fire Department is going to Los Angeles County.

4. **OLD BUSINESS**

4a. In answer to a question from Battalion Chief Bonfield, Administration Manager Krok advised that ES Chat is up and running and that instructions about it were emailed to the Authority's fire departments.

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5. **NEW BUSINESS**

5a. **Text to 9-1-1 Presentation**

Administration Manager Krok provided information about Text to 9-1-1, which will begin in Los Angeles County on December 1, 2017. He mentioned the need for the departments to determine how they would like to notify citizens about Text to 9-1-1 and verified that Authority staff will email a Power Point presentation on Text to 9-1-1 to the Fire Task Force members.

Battalion Chief Bonfield entertained the idea of El Segundo TV interviewing Authority staff about Text to 9-1-1.

6. **ROUND TABLE DISCUSSION**

6a. Administration Manager Krok related Authority staff's intent to contact Comcline regarding the possibility of making Culver City Fire Department radios compatible with the P-25 trunking system.

The Fire Task Force discussed encryption capabilities with the P-25 trunking system.

6b. Administration Manager Krok advised Battalion Chief Bonfield that Hawthorne IT is the contact for Active 9-1-1.

6c. Apologizing for issues with El Segundo Fire Department's station alerting system, Battalion Chief Bonfield noted that dispatching protocol was not followed when a problem with the system occurred (it was a false alarm). He encouraged communications' staff to contact El Segundo Fire Department whenever they have questions or a problem occurs.

Administration Manager Krok confirmed that Authority staff already dealt with this problem.

6d. Engineer Craig shared information on a recent Manhattan Beach Fire Department Unable to Fill Order Request. He emphasized the importance of establishing a list of agencies to contact once automatic aid ends.

7. **ADJOURNMENT**

The meeting was adjourned at 9:15 AM.