

**MINUTES OF A JOINT SPECIAL MEETING
OF THE FIRE TASK FORCE AND
THE POLICE TASK FORCE**

1. **CALL TO ORDER**

The Fire Task Force and Police Task Force convened in a joint special session at 2:00 p.m. on Thursday, August 19, 2010, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

ROLL CALL

Present: Captain Frank Chiella, Manhattan Beach Fire Department
Deputy Chief Eric Moore, El Segundo Fire Department
Chief David Lantzer, Hermosa Beach Fire Department
Captain Brian Scott, Hermosa Beach Fire Department
Interim Chief Ken Shuck, Manhattan Beach Fire Department
Sgt. Kevin Averill, Hermosa Beach Police Department
Lt. Andy Harrod, Manhattan Beach Police Department
Lt. Mike Ishii, Hawthorne Police Department
Lt. Carlos Mendoza, El Segundo Police Department
Lt. Steve Prendergast, Gardena Police Department

Absent: None.

Also Present: Executive Director Ralph Mailloux
Administration Manager Bonnie Agee
Lead Communications Technician-Installs Chris Cox
Operations Manager Shannon Kauffman
Staff Services John Krok
Technical Services Manager Jose Rivera
Communications Technician-Communications Ken Shearen
Councilman Carl Jacobson, City of El Segundo

2. **ACTION ITEMS**

2A. **COMMUNICATION PLAN**

Executive Director Mailloux related staff's recommendation for the Fire and Police Task Forces to discuss the following: the development of a communication plan and what to call frequencies so radios can be programmed prior to El Segundo transitioning to the Authority on September 28, 2010;

whether a fire communication plan would include Area G fire agencies, or only the member fire departments; and whether an emergency alert trigger button exclusive to one frequency should be programmed into the member fire department radios. He noted that, as of November 1, 2010, Gardena Police Department's Channel 3 will migrate to Channel 7 and essentially become a tactical channel. Mr. Mailloux distributed and reviewed a document entitled "Transmit Sites," listing the member agencies' current frequency spectrum.

Lt. Mendoza and Deputy Chief Moore verified that radio transmissions for the El Segundo Police and Fire Departments' radio transmissions are good on the frequencies currently used. Deputy Chief Moore asked that, if possible, El Segundo Police Department not use El Segundo Fire Department's channel for tactical purposes.

Technical Services Manager Rivera noted that a new Los Angeles County Fire tactical channel for El Segundo which will also be licensed for Pacific Corporate Towers was recently acquired. Lt. Mendoza and Deputy Chief Moore agreed that El Segundo could use this channel as a tactical channel.

Executive Director Mailloux advised that El Segundo has the option to go to any tactical channels when needed.

Interim Chief Shuck explained his opinion that the member fire departments should be dispatched from one channel and use one channel for emergency medical services and other tactical channels as needed. He entertained the idea of improving safety by programming the fire agencies' portable radios with an emergency alert trigger button dedicated to one channel (which could also be used for police).

The Fire and Police Task Forces agreed that a channel should not be dedicated to an emergency alert trigger button.

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Lt. Prendergast departed the meeting at 3:00 p.m.

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Lead Technician-Communications Shearen reviewed the coverage provided by the member agencies' radio transmission/receiver sites. He explained that simulcasting would improve transmission and that it is possible to simulcast on only one channel.

Executive Director Mailloux pointed out that the Authority's infrastructure has been completely upgraded and that simulcasting would require additional expenses during these difficult economic times.

Sgt. Averill suggested that the tactical channel numbers correspond to the channel description (i.e., So Bay 6 = Tac 6). He emphasized the importance of Hermosa Beach being programmed next to Manhattan Beach.

Executive Director Mailloux highlighted the importance of standardized programming of the member agencies' radios.

Lead Communications Technician-Communications Shearen noted that Gardena, Hawthorne and Manhattan Beach's radios are currently programmed the same.

The following channel assignments were agreed to by the Fire and Police Task Forces:

POLICE

<u>Channel Position</u>	<u>Assignment</u>
1	Gardena Police Department
2	Hawthorne Police Department
3	El Segundo PD
4	Manhattan Beach/Hermosa Beach PD
5	Hermosa PD – Weekends
6	Tac 6 PD
7	Tac 7 PD
8	Tac 8 PD
9	Tac 9 PD
10	Tac 10 El Segundo PD/FD Tac
11	Tac 11 Direct Only (Not Yet Built Out)
12	Tac 12 Direct Only (Not Yet Built Out)
13	Tac 13 Direct Only - So Bay Fire RIC
14	Fire 1 Main - Dispatch All Departments
15	Fire 2 Tac - Operations All Departments
16	Fire 3 - Tac

FIRE

<u>Channel Position</u>	<u>Assignment</u>
13	Tac 13 Direct Only - So Bay Fire RIC
14	Fire 1 Main - Dispatch All Departments
15	Fire 2 Tac - Operations All Departments
16	Fire 3 - Tac
6	Tac 6 PD
7	Tac 7 PD
8	Tac 8 PD
9	Tac 9 PD
10	Tac 10 El Segundo PD/FD Tac
11	Tac 11 Direct Only (Not Yet Built Out)
12	Tac 12 Direct Only (Not Yet Built Out)
1	Gardena Police Department
2	Hawthorne Police Department
3	El Segundo PD
4	Manhattan Beach/Hermosa Beach PD
5	Hermosa PD – Weekends

3. **EXECUTIVE DIRECTOR'S REPORT**

None.

4. **ROUND TABLE**

None.

5. **ADJOURNMENT**

The meeting was adjourned at 3:40 pm.