

MERA Operational Issues Working Group Meeting
February 07, 2007 – 9:00 a.m.
Room 304, Marin County Civic Center

PRESENT:

Name	Agency	Email	Phone No.
Farhad Mansourian	Marin Co. PW	fmansourian@co.marin.ca.us	499-6570
Mark Campbell	Belvedere PD/ Police Chiefs Assn.	mcampbell@cityofbelvedere.org	435-3266
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David Augustus	Marin Co. Sheriff	daugustus@co.marin.ca.us	339-8894
Mark Campbell	Belvedere (MCSO)	mcampbell@cityofbelvedere.org	435-3266
Jim Fox	Inverness FD	ipud@horizonable.com	669-7151
Mark Brown	Marin Co. FD	mbrown@co.marin.ca.us	499-6717
Shelly Grant	Marin Co. DPW	sgrant@co.marin.ca.us	499-7313
Richard Chuck	Marin Co. DPW	rchuck@co.marin.ca.us	602-2041
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Jim Irving	So. Marin FD	jimirving@smfd.org	
JeriLynne Stewart	Marin Co. DPW	jstewart@co.marin.ca.us	499-6519

Farhad opened the meeting @ 9:07 a.m.

Farhad stated that all MERA meeting notes are to be shared with all police and fire chiefs, and cities' and towns' public works directors to ensure everyone is informed.

1. Policy Review Subcommittee – Report

First issue to address is templates. There has been a long standing arrangement that no matter which discipline you are with, everyone wants talkgroup 16 as emergency channel. No matter what mode you're in, change mode to 16, you're going to have an emergency channel.

In row X channel is 16, which is the Golden Gate Ferry (GGF) conventional channel. This is the conventional channel, in case MERA crashes. We ran out of spaces; therefore, the GGF channel ended up on emergency channel. 16 is SOLIDLY the emergency channel.

It was agreed that today Bill will contact Sonoma SO and Petaluma South to learn of their recommendation; suggest that we drop service call only, move GGF to a new spot. X16 is to be restored as Emergency Channel.

Retouch all radios after this process? If we were ok from Risk Management point, would this be better done later? Farhad said he received a complaint that if you dial onto the fire template, go to C-15. His concern is that the group agreed that the C channel was an ICS channel; fire moved their 911 channel to C-15. There's now a conflict.

It was recommended that 911 Emergency be moved to A-15; bump Novato TAC 2; put ICS 15 back in place. Move A-15 (SRFD KNOW) to 911 emergency for fire (I-15). Novato TAC would be lost. No opposition.

Dave said he and the training committee want to conduct training only once.

Event lines don't belong to agencies. Eliminate Event 11 on all radios; keep commonality. We need to have a consistent system for all mutual agencies. Leaving space for CHP to be part of MERA is desirable. There's value in leaving the CHP dispatch alone, as we have to have connectivity with them.

Farhad suggested the following options: Regarding SO and PD, eliminate I-10 & 11 systemwide. Novato Fire likes talk groups. Why give up a resource when nothing will be received in return? Give I-10 & 11 a different name? If fire doesn't have, is law going be ok not to be connected to fair, etc? CPRRG = county Park Rangers. Question: Where does EOC go? I-10 on Fire Template moves to D-12; displacing MP TAC 1; event 10 replace I-10. (Already gave up Tac 2) This issue to be tabled as Eric with Novato fire is not comfortable speaking for his entire agency.

Farhad said it was appears to be the consensus that we'll replace I-10 thru 15, which will be identical with Fire.

If MERA crashes, there's only one conventional channel that SO, PD and fire can use. The CWMA is available. If there's an emergency, it'll default. All high bands will be kept, and for SO and PDs, it is suggested that the low bands be kept. Question to Management rank: how and when do we implement as soon as it goes through? FM will take to all chiefs the recommendations outlined here. We MUST finish SO and County fire; techs and laptops need to be distributed.

All portables are done for patrols; 150 radios need to be programmed. Do those 150 the same as others already programmed, or, program with new TEMPLATE/changes?

Shelly: Would rather not redo all radios twice; it takes a couple of days servicing up front. 10-minutes servicing time on portables. Every single radio has to be re-touched. How fast can this be moved on? Money's not an issue right at this time (it's FM's problem, for later).

4,000 radios out there – out of 6,000 – still have to be touched. From risk management perspective, they all have to be re-touched. Frequencies are the top priority. It was suggested to continue working on SO and Novato PD.

Issue: coming back twice, or, doing the new way so that 2nd half can catch up. We cannot have a combination of servicing. There's more than just reprogramming because of Bolinas.

It was recommended to continue working on old template, then, figure out ways to achieve the goals with a new template. Farhad said when Shelly's done with DPW, fire, and SO, bringing them onto system will last until June 1st. Start. Then, go back and correct 6,000 radios. This will take 4 months.

Shelly to continue as is; get Novato back on line, with the template as-is. Shelly to plan between June through Dec to bring everyone up to speed. Shelly & Richard to talk to FM about budgeting.

FM – Within each agency we want portables and mobiles the same. When we're done, as opportunity comes, when revisiting someone's radio, reload NEW template. Target is by end of calendar year '07. We now have consistency.

2. Policy Review Subcommittee

Subcommittee has had 2 meetings thus far; folks were e-mailed latest draft with new changes (minor), such as cleaning up table of contents, etc., settled issue of ICS 15. Need's GGT to get him language.

Triple 7 Policy: haven't been able to use policy as written. A discussion needs to be held to clarify what's in USAR templates; what's in MERA?

Farhad suggested that at the next meeting, there should be no template issues. Can Dave/Sub make presentation to this group so that policies go in front of all chiefs?

Next Agenda: Policy Review, Subcommittee's Final Review

3. Training Subcommittee

They've had 2 meetings and agreed committee members are to identify trainers. Two courses, general and supervisory. Assigned folks are to develop agency liaisons. Field users, dispatchers, et al are to determine how many per class. Lesson plans were reviewed in committee; plans are to be finalized at next mtg.

Brainstorming what Supervisory class looks like. Plan to start teaching in early April; complete in July. 2,000 approx. students to be trained in a very short window.

The following principles were agreed upon, to adhere to when designing classes:

- 1) Sensitivity to recent training (case by case).
- 2) With expanding trainers, FM needs to review with that agency's chief, to make sure chief is OK with whomever will do/be assigned to the training and the lesson plan.
- 3) Remind team FM hasn't received paperwork on who wants to do what. Expectation is to reimburse agencies.

4. Baseline Logging Recorder Subcommittee - Report

There was a meeting last week w/group; consultant didn't make it. Subcommittee reviewed the document; came up with questions, which will be presented to consultant. Subcommittee should have a final requirements documented within 2 weeks. A presentation of the document will be made at the April meeting.

5. Motorola Contract

Background: When MERA was initiated, we hired Warner Group, whose job it was to write the spec on what we expect out of a system. The lead person on Warner is Michael Thayer.

In order to find out where is Motorola in terms of issues, FM's hiring Michael Thayer. Due to Thayer's familiarity with the contract and the issues at hand, he'll review paperwork. We have coverage issues, Highway 101 near the dump, and a mobile coverage map; we need to determine if there's a function problem or contract problem? Consultant to contact affected agencies to understand agency's point of view; he'll formulate an opinion.

6. Other

Fire Station Alerting Printing Issue

Bill: Rapidly coming to County Agencies keeping F-1 and F-2 alive. For decades, enjoyed direct operability, with coordination between SO, PD, CHP and fire.

Discussion item: Consider keeping one of the low band channels alive, i.e., F-1 or F-2, in order to retain operability with CHP (for working on a mutual aid incident, coordinating helicopter response). CHP cars have F-2 now.

Resource is available on console already. Can we patch theirs to us? Lt. from CHP is writing up specs to receive portable MERA radios. CHP approached us on this. They've sent copies of a draft MOU to Michael.

3 solutions: Maintain F-1 and/or F-2: how much per year, separately? Shelly to do this. CHP to get portable, they can be on SO frequency. For MERA as a system, to operate on "blue." Richard to check this.

How is CHP air to operate? (Helicopter) Who to talk to CHP? Shelly is to find out who includes CHP air.

Meetings of the Operational Issues Working Group will be set for the first Wednesday of each month. The next meeting of the Working Group was scheduled for March 7th from 9:30 a.m. – 12:00 p.m., in the County DPW Conference Room 304. Dave won't be here for his two presentations. FYI: San Rafael (Charlie) to bring breakfast next month (!).