



Monterey County Fire Training Officers Association General Membership Meeting Minutes – April 11, 2013

I. Roll Call:

Attendees:

Tammera Bandano	AMR	Ron Lemos	MCRFD
Brad Hinckley	Marina FD	Jason Smith	Airport FD
Jason Black	Seaside FD	Nate Armstrong	CAL Fire - BEU
Chris Reitenour	Seaside FD	Brian Nichols	CAL Fire - BEU
Dan Gearhart	Seaside FD – Retired	Deano Lindsey	MCRFD

II. Minutes:

Review of the minutes from the meeting of March 14, 2013 taken by Martha Karstens. Motion made by Jason Black, second by Brian Nichols, to accept the minutes as presented. Motion carried.

III. Treasurer's Report:

Treasurer's Report presented by Tammera Bandano. Tammera reviewed each line item with a corresponding explanation. Beginning checking account balance on March 14, 2013 was \$14,150.83. Revenue for the reporting period was \$10.00. Expenses for the reporting period were \$620.95. Account totals as of April 10, 2013 are:

Checking account balance:	13,550.83
Savings account balance:	67,205.14
Certificate of Deposit:	0.00 (Account closed. Funds transferred to savings account)
Total assets:	80,755.97

Tammera reported that she has started the process with the accountant for preparing our 2012 corporate taxes. As opposed to personal income taxes, corporate taxes are due later in the year. Tammera also reported that the refunds for the cancelled Fire Fighter Survival class have all been distributed. Tammera said that access to the on-line bank account with Chase was locked-out due to repeated invalid password attempts. Dan Gearhart stated that this may have been him because of a keyboard caps lock situation. Tammera said the new password will be issued to the designated personnel. Complete Treasurer's Report attached to the minutes.

Motion by Jason Smith, second by Jason Black to receive the Treasurer's Report as presented. Motion carried.

IV. Correspondence and Announcements:

1. Ron Lemos reported we received a request for a shoulder patch of our organization along with two dollars in cash. Ron said that since we do not have a patch, the money will be returned.
2. Ron Lemos reported that we received a job announcement flier for the position of Fire Chief of the Monterey Fire Department. This vacancy is due to the impending retirement of Monterey Fire Chief Andrew Miller.
3. Dan Gearhart reported that we received a request from an event management company in San Francisco looking for individuals who might be interested in working part-time during the auto events in Monterey County later in the year. Dan said he would provide information later to the group.

V. Committee Reports:

A. Wildland Committee:

Dan Gearhart reported that the planning for the wildland training exercises is moving forward. The dates of the training are still confirmed for June 17, 19, and 21, 2013. The flier and registration form is available and will go out to Monterey County agencies tomorrow. Dan encouraged all agencies wishing to participate to return the registration forms ASAP so we can make the appropriate logistical plans in a timely fashion. After the registration deadline of May 17, 2013, open registration will occur. After that, registration will be first come, first served. The format for the training exercises will remain generally the same as 2012 with no registration fees, two Branches, the MCFTOA providing lunch and beverages, and in the same area at Fort Hunter Liggett.

Dan said we are hoping to have at least one Communications / Command vehicle present each day. Having a communication vehicle will allow a reliable communication link with Fort Hunter Liggett FD dispatch and Fire Comm, and will assist with tactical communication needs. Jason Smith said he would coordinate obtaining the vehicles with Airport FD and Salinas FD.

Dan encouraged members to seek out individuals within their agencies to serve as overhead personnel that would be good representatives of the MCFTOA and the Monterey County fire service. Dan is asking for specific dates and desired assignments for personnel wishing to serve as overhead.

B. Fire Library:

Ron Lemos reported that the CPR kit has been used one time. The fire library inventory list has been updated and will be distributed in the near future.

C. Programs / Training Classes:

Discussion focused on the reasons for canceling the Fire Fighter Survival class last month. No definitive explanation as to the lack of interest. Deano Lindsey suggested that the most likely reason was that the Fire Fighter Survival curriculum is all covered in the longer, more in depth,

RIC Operations class. Rather than taking both classes, the students simply take the RIC class and get the same material and a higher certification. It's believed that other Fire Fighter Survival classes around the State have been cancelled as well.

D. Website:

Dan reported that the website is up-to-date and running well. There have been no issues with the Redshift servers, which is a good thing.

Dan also reported the MCFTOA Facebook Page is doing well and gaining in popularity. Dan reported that there are now 140 "likes" for the Page. Dan also reported that the "XMY Firefighter Profile of the Month" on the Facebook Page has become very popular. Stewart Roth was featured in March and the post received about 2100 views. Previous profiles included Jason Hicks, Humberto Arista, and Deano Lindsey. Dan said that if monitored closely, an agency having a Facebook Page can be an effective public relations tool with the ability to reach numerous people in a very short period of time.

E. Fire Academy:

Jason Black reported that fire academy class 2013-01 is nearing completion. Due to increased costs, and logistical issues with traveling to Roseville for the live-fire scenarios, the academy will be conducting a 24 hour tactical operation evaluation. The academy students will be assigned to an engine company and will simulate a 24 hour shift with training, call response, etc. The exercise will be on May 23, 2013.

F. Fire Chiefs Liaison Report

Dan Gearhart reported that he attended last month's Chief's Association meeting in Seaside. Items addressed by the Chief's Association included:

- Presentations by:
 - Monterey County Behavioral Health – Critical Incident Stress Debriefing Team
 - ALERT Monterey County
 - Monterey County Emergency Communications 2013 – 2014 proposed budget
- Type III Team Update. Citygate should have a report published soon.
- CPR Training Center. Instructor Update class on April 19, 2013.
- Cal Am Task Force – No Report
- Chief's Association Strategic Plan Update. The draft plan should be available by the April meeting.
- MCFCA participation in the Cal Chiefs Association. A representative should attend each Cal Chief's meeting.
- Monterey County Operational Area CICC. Please ensure that packets are complete prior to turning them in for review.
- Tactical Medic Training Class, June 10-21, 2013
- MCFCA will be changing their agenda format. Committee reports will come before old / new business.
- Operations Committee – Working on countywide social media policy. Designed to be used while agencies are on out-of-county strike teams.
- Prevention Officers – No report

- Fire Investigators – No report
- Fire Warden – No report
- Training Officers – Martha Karstens provided a detailed report from the MCFTOA.
- EMS Day – May 22, 2013. “Show and Tell” at the Monterey County Health Department. AMR will also be conducting “Hands Only” CPR training on the same day.
- The Monterey County EMS Agency will no longer provide first responder Patient Care Record forms to first responder agencies. Agencies will be on their own for having a first responder Patient Care Record form.

VI. **Old Business:** None

VII. **New Business:**

A. Goals and Objectives for the MCFTOA.

Jason Black led a brainstorming session on future goals and objectives for the MCFTOA.

Topics included:

- **Types of Local Training Classes.** Looking for input on the types of classes that would be popular for the Monterey County fire service personnel. Jason said he would like to see a group of local instructors that would be available to teach local classes. Instructors could bring instruction on specific topics to individual agencies. Bringing the instruction to the agency would reduce the overall cost for the agency.
- **Monterey Peninsula College Training Center.** Jason would like to see the MCFTOA work closely with MPC in developing Phase II of the Public Safety Training Center. Per MPC, funding is not available at this time to move forward with the project. Jason said there may be alternative funding sources through federal grants designed for training and education. For several years, the concern is that the Monterey County fire service needs to stay engaged with the process in order to ensure equal representation with law enforcement.
- **Move-Up Drills.** Move-Up drills haven’t occurred in several years. Dan Gearhart said that Move-Up drills are successful when a single agency commits to a specific drill and follows through with the planning and implementation. Jason Black said that the MCFTOA can support and even enhance the drills by providing basic training on the fundamentals prior to a drill taking place. Jason Smith said the Monterey Regional Airport FD is having an FAA required MCI Drill on May 17, 2013, which will be a countywide Move-Up Drill. The Monterey County Fire Service Mutual Aid Training Plan, which outlines Move-Up Drill procedures, is in the MCFCA Operations Manual.
- **Fire Library.** Would like to see more resources available in the Fire Library. Should look into purchasing leadership materials for career development. Discussion continued with the possibility of changing the annual dues for the Fire Library. Dan Gearhart reported that we have had as many as 14 agency members and we are now down to 7 agency members for 2013. Chris Reitenour suggested that rather than annual agency Fire Library dues, dues could be a benefit for individual membership. Annual membership dues could be increased to help off-set the cost.

Ron Lemos appointed Jason Black to lead a “Training Group” committee to explore these topics further and make recommendations for implementation.

VIII. Good of the Order:

Jason Smith reported that the Monterey Regional Airport District FD will be holding an FAA required MCI drill on May 17, 2013. This will be a large scale event with numerous patients, helicopters, and ground ambulances.

Brian Nichols stated that CAL Fire BEU will be conducting a Fire Control 4A & 4B class on April 13, 2012. The morning classroom portion will be at Carmel Highlands and the afternoon / evening practical session will be at Pebble Beach. Additionally, Cal Fire BEU will be hosting a Hazmat IC class in Monterey on May 1-2, 2013. Additional information to follow.

Ron Lemos reported that the XMY Operational Area 2013 Overhead Refresher Training will be on April 17th and 19th. The April 17th class will be at 1330 hours at the City of Monterey EOC. The April 19th class will be at 0900 hours at the Spreckels Volunteer Fire Department. The refresher training is required for all overhead and single resource personnel desiring to have an out-of-county assignment.

IX. Adjournment:

With no further business, Ron Lemos declared the meeting adjourned at 1140 hours.

Next meeting:

Date: May 9, 2013 1000 hrs.
Location: MPC Public Safety Training Center
Host: Marina Fire Department

Minutes prepared by:
D. Gearhart
April 15, 2013

Monterey County Fire Training Officers Association
Treasurer's Report – March 2013
Reporting period: March 14, 2013 through April 10, 2013

Checking Account Balance as of **March 13, 2013:** **14,150.83**

Revenue:

3-14-2013 Membership Dues
Jason Smith **10.00**

Total Revenue: **10.00**

Expenses:

3-29-2013 Refund Lundgren -100.00
3-29-2013 Refund Sweeny -100.00
3-29-2013 Refund Carlock -100.00
3-29-2013 Refund Jarratt -100.00
3-29-2013 Refund Black -100.00
3-29-2013 Refund Villalpando -100.00
4-06-2013 Red Shift Internet Services -20.95

Total Expenses: **-620.95**

Checking Account Balance as of **04/10/2013:** ~~13,550.83~~
13,539.88

Saving Account Balance as of **03/29/2013** **67,205.14**

Total Assets as of February 10, 2013: **80,755.97**

Tammera Badano, Treasurer
April 10, 2013