

**Ad Hoc Fire Integration Study Committee
A Joint Committee of the
Ukiah Valley Fire District And the City of Ukiah**

**MINUTES
Regular Meeting
January 8, 2008 6:00 p.m.**

Committee Members Present

Tony Clarabut, Management UFD
John Strangio, Labor UVFD
Rob Gattenberger, Board Member UVFD
Joyce Boghosian, Volunteer UFD
Charlie Miller, Alt. Labor UFD
Doug Crane, Councilmember UFD
Dan Grebil, Management UVFD
Nancy Parker, Citizen UFD

Committee Members Absent

Duane Mahan, Citizen UVFD
Larry Goodman, Labor UFD
John McCowen, Councilmember Alt UFD
Mike Mayfield, Volunteer UVFD

Others Present

William R. Sager,
Retired Fire Chief, Consultant
Kevin Jennings, Citizen
Chris Rowney, CAL FIRE
Cindy Stanford, Recording Secretary

The meeting was called to order by Ukiah Fire Chief Tony Clarabut at 6:08 p.m. at the Ukiah Valley Conference Center, Riesling Room

Roll Call

The Committee Members present are listed above.

Pledge of Allegiance

John Strangio led the group in the Pledge of Allegiance

Introduction of Committee Members and Guests

Members and guests introduced themselves and indicated what group they were representing. Tony introduced guest Bill Sager, retired from CDF, who was a co-author of an Agreement in Butte County that is similar to the effort that this Committee is tasked with.

Correspondence

Tony presented the letter he requested from the ISO regarding our rating if we dropped one of our engines. The letter indicated that ISO would not directly answer the question without doing a complete re-rating of the Department. General discussion ensued regarding potential impacts, however, Tony reiterated that any final decisions should be based on local priorities and financial abilities.

Approval of Minutes

ACTION: Motion to approve Minutes of the November 27, 2007, meeting by Doug Crane; Motion seconded by Nancy Parker. MOTION UNANIMOUSLY CARRIED.

Public Comment on Non-Agenda Items

None

New Business

None

Old business

Continued Discussion of Integration of Fire and EMS Services.

Butte/Chico Fire and Rescue Plan

Tony asked Bill Sager to come tonight to present the Chico Operational Plan and discuss what motivated these two agencies to enter into this Agreement, what steps they took and how it was implemented. Bill discussed the situation that was in place prior to the development of the Plan and the process that took place to develop the Plan.

Tony gave a brief history of the relevant people who helped develop the Plan. Bill noted that the real author was Bill Holmes who kept after it and kept it alive. Writing the plan worked well because the people knew each other well. Bill said the problem was getting the Plan put through the political process. Getting the City Council and County Board of Supervisors' approval proved to be quite daunting, but it was the right time. It was a turf war, which can be common in the fire service, but if you can get past the turf war and focus on public service it is a good idea. This Plan was not brought about because of a decline in revenue, but was for improving service to the community.

Operationally it functions out of two dispatch centers, i.e., the city has a fire/pd dispatcher and the county has a fire dispatch each with a CAD capable of monitoring the other resources. Dan asked if there was a discussion of getting one dispatch center. Bill said it was not possible at that time mostly due to the issue of city police dispatch sharing dispatchers with fire and paying for their share. There were some operational glitches, but if the chief officers take on the task that everyone works together then it can happen. A general discussion followed regarding how the Plan actually works.

There is a committee that gets together quarterly to discuss new issues, conflicts, and then updates the operational letter which is updated annually. When asked if he would do it again, Bill said yes, just not as complicated, make the Plan simpler.

Tony distributed copies of the Chico/Butte County Fire and Rescue Plan and suggested that he and Dan get together and use them as examples when drafting our own Agreement.

GIS Map

The GIS Map from the last meeting has been revised and copies were passed out. Discussion regarding response times indicated, local/state response standards and the expansion out to the east. The group talked about north and south District response times, doing some actual test runs with the District and City. Tony noted the map this is still a work in progress.

Training - Career and Volunteer

Career

Joint training has been happening on the first day of every tour at 10:00 am for 2 hours. All agree that it has been working very well. The goal is to come to a consensus at the company level what the SOPs are going to be and then put them into writing. From that point the Departments would operate using one set of SOPs. New SOPs will be co-authored by Charlie, John and Jeff.

Tony posed the question of how long we continue the current 3 times a week training at the company level with career firefighters. Tony believes mutual company training is a great thing, but if we keep up this pace we are far exceeding the standard and suggested that the schedule be changed to having one shift per week train. This would mean that each shift joint trains every three weeks. This does not preclude spontaneous training. John Strangio would like to keep going the way it is. Dan has taken the weekends out of training for January because of level of calls, preplans, equipment, etc. Dan stated that because of calls and other disruptions they are not really joint training 3 times a week. Charlie likes what we are doing now, is open to cutting back a little, but not 50% of the time and would like to continue training on weekends. He also suggested the need for latitude for captains and chiefs. Tony said consistency should be the norm, but it acceptable to lay off once in a while.

Tony asked for clarification and the committee agreed that for the month of January and continuing until amended City and District combined training will be suspended for the weekends during the month of January and weekends will resume in February. Dan suggested we see how the next month goes and then determine frequency.

Doug wondered if UVFD and the City could be doing daily/weekly checks on the same schedule. It was explained that weekly checks are done on different vehicles every day of the week.

Volunteer

Volunteer combined training is happening twice a month. A general discussion ensued regarding breaking the training into two groups, integration of topics, scheduling, etc. Joyce said that the feedback has been that everyone is really enjoying training together. Charlie suggested we try each other's schedule for two months and see which one everyone likes. Kevin suggested twice a month at each house not necessarily alternating, depends on the topic, but just trying not to duplicate topics.

Tony suggested that Jeff and Kevin get together to coordinate training topics. On a trial basis the City will form its training to the District's model and take advantage of the makeup provision or the secondary topic.

Fleet Reduction - To be discussed at a later date.

Adjournment

Meeting Ended: 7:12 P.M.

NEXT MEETING: - Tuesday, January 22, 2008 at 6:00 p.m.