

US&R
Governance Board Minutes
May 25, 2010

Governance Board

- Craig Warden, Public at Large
- Don Schallberger, Hillsboro Fire
- Greg Ek-Collins, ODOT
- John McDowell, Springfield Fire
- Reed Godfrey, Salem FD
- Rich Tyler, Portland F&R
- Todd Anderson, Tillamook Co So
- Jamie Smith, Albany Fire

Committee Chair

- Tina Toney, OSFM
- Derek Grafton

- Jason Morgan, TVF&R
- Jason Blount, Hillsboro Fire
- Mariana Ruiz-Temple, OSFM
- Vince Wilson, Portland F&R

Others

- Scott Carmony, Clackamas Fire
- Andy Loudon, Corvallis Fire

Welcome/Introductions:

Introductions were made.

Minutes:

The minutes were reviewed and approved.

OLD BUSINESS:

None.

OSFM UPDATE: Tina Toney, OSFM

Funding:

Tina provided a budget sheet and provided an explanation on how the money is tracked. The US&R program budget includes overhead and indirect costs. In contrast, grant funds were specific to allowable projects, such as training, equipment or exercises. The expense detail sheet shows what has been tracked and paid to date; it is a close estimate to the remaining balance. Tina will send the budget sheet out by e-mail to those who are not at the meeting. This funding is for the 09-11 budget years, ending on June 30, 2011. The next biennium each department will receive a budget for training and other program expenses. Until then, expenses will be prioritized for training, PPE, exercises and some equipment.

We will be budgeting and providing reimbursement for per diem for those attending the Medical Specialist course this summer. Team members need to submit a training request to Tina.

ERU Exercise:

Tina and Mariana are continuing to work on some dates to start the next exercise. They are working on developing a planning team, until then the objectives, venue location and scenario have not been determined. The main objective from OSFM will be to focus on the integration of all three response teams with the ICS structure. The original plan was to conduct the exercise in September however due to other training scheduled; it may not be an option. The grant durations is 18 months and ends December 2011. From experience, members of the group stressed strongly, designing an exercise will take almost 18 months and a lot of money. They offered guidance and a recommendation to reduce the cost of the exercise for ERU is to consider the use of the Evanite facility. One member added, if there is a US&R component in the exercise it will be the most difficult part of the exercise design and construct.

REPORTS

TRAINING COMMITTEE UPDATE—DEREK GRAFTON, EUGENE FIRE

Train-the-Trainer Workshop

Today is the first class of the Train-the-Trainer workshop. We will review the concept of the module training. Review the curriculum and divide it up to the trainers. Derek provided a brief summary of those departments that responded to the e-mail announcement. Those attending: Hillsboro, Portland, Salem, Springfield, Eugene, and Albany. The grant only covers the materials and supplies it does not cover tuition, per diem, OT or backfill. There will be an instructor workshop in both regions and the SCT class will be held in Eugene in September.

Disaster Medical Specialist Training (DMS)

Reed asked the group about sending a team member to the DMS training who has not completed the 80 hr SCT, but meets the NFPA requirements for rescue technician and serves on the department tech team. He added this team member would attend the 80 hr course in Eugene later in the month. This was a dilemma shared by several departments. The group accepted the idea to allow as long as they meet the required NFPA training requirements.

Medical Team Manager Position

It was mentioned the need to develop a position description for the Medical Team Manager, since this position oversees two medical specialists on the team. It was discussed to bring a recommendation on medical protocol to Mariana, before we recruit for physicians for the Medical Team Manager position.

OPERATIONS COMMITTEE UPDATE—JOHN MCDOWELL, SPRINGFIELD FIRE

The Operations committee will be developing a position description and rolls, responsibilities and expectations for the Medical Team Manager. The physicians' wants to know what is expected of them. We should have something within the next few weeks. Our goal will be to have several physicians available for the team.

The committee will start moving forward on the strategic goals that were present and accepted at the last meeting.

LOGISTICS COMMITTEE UPDATE – TINA TONEY, OSFM

Contract Work

The contract with Don St.Sauver will be signed this week. We will start moving forward on the areas outlined in the scope of work. The first priority will be inventory and getting it into a database. We will start to develop Standard Operating Guidelines (SOG) for maintenance, replacement and storage. Our first SOG will be on adopting the NPFA standard for rope maintenance.

Don is working with ODOT in developing a trailer maintenance checklist. The proposed checklist will include three phases; general inspection performed by team members, the next phase is a safety inspection, then a plan on implementing any corrections. The Eugene (Red) still requires a safety inspection.

Air Monitors

Tina asked the Operations committee to develop a recommendation on the use of the air monitors. The Logistic committee is developing maintenance plans for all equipment. Until we know if the monitors will be the responsibility under HazMat protocols or part of the US&R cache; maintaining and training with the equipment is undecided. Currently, the Eugene and Salem HazMat teams have tested the monitors. Life Safety serviced and replaced sensors on all nine monitors and provided instructions on monthly testing to the Clackamas cache manager.

Inventory Control Course

Materials on the Inventory Control course should be finished by the next meeting and available for review.

New Business

- The Steering committee members have been selected and Tina provided a contacts list for review. A minor change and update will be made, before sending out to each department's team administrator.
- Jamie Smith will be the next chair representing the US&R Steering Committee for 2010-2011.
- John McDowell said OEM is accepting grant proposals from state agencies. The deadline is July 25th. Each committee submits their need and justification to be included in the grant by the next meeting which supports their committee's strategic goals.
- Include Outreach discussion in agenda for next meeting.

2010 Meeting Schedule

Meeting location, unless otherwise noted

Salem Fire Station 6
2740 25th Street
Salem Oregon

Time 0900-1130

Conference Call 1-877-455-8688

Participant Code 437274

January 26

***February 23 OSFM**

March 2

***April 27 TBD**

May 25

June 22

July 27

August 24

September 28

***October 26 TBD**

***November 23 TBD**

December 28