

Oregon Urban Search & Rescue | Steering Committee

March 22, 2011 9:00
Salem OSFM

Minutes

Present

Dan Buckner, Portland Fire
Tina Toney, OSFM
Mariah Spradlin-Crater, OSFM
Mariana Ruiz-Temple, OSFM
Scott Parker, Salem Fire
John McDowell, Springfield Fire
Don St. Sauver, Springfield Fire
Craig Warden, Clackamas Fire Dist. 1

Partners

Introductions were made.

Minutes were approved.

Administrative – Tina Toney

Funds have dropped below \$5,000. \$1,000 is being held to repair the flat tire on the Salem Cache Trailer.

The grant contract should be signed in a month or so. About \$5,000 worth of equipment has been purchased that was originally going to be purchased using grant funds, so that money can be reallocated.

Action Item Review – Tina Toney

An SOG regarding outreach is being developed by Tina and will be available for review soon. A number of SOGs are in the works, including those regarding trailer requests, how a team member gets onto the roster, and the calibration and servicing of air monitors.

Contracts Committee – Mariana Ruiz-Temple

The Contracts Committee consists of Mariana, Craig, Jamie Smith, and Reed Godfrey. A survey will be sent out soon to the departments to ask about their US&R involvement. They expect to have a recommendation for the Steering Committee by September and are hoping to be able to operate under contracts or an MOU beginning January 1, 2012.

Operations – John McDowell

Advisories – There was unanimous approval of John's proposal to receive advisories during nonevents. The wording will be something like, "this is an advisory only. Financial costs you choose to incur for your agency at this time are not reimbursable." Such an advisory will be initiated by OSFM and received by TFLs, ODOT Duty Officers, the Steering Committee, medical teams, and Structural Specialists. They will be sent via email and text.

Trailers – Committee reached consensus to look into contracting with May Trucking to move the trailers in case of an emergency when an ODOT driver is not available. The priority order would be ODOT, mutual aid partners, and then May Trucking.

Rosters – OSFM will generate a roster template for TFLs to fill in and create a secure location in which to save them. The templates are to include ICs, Operations, and Logistics. The list will be posted by both position and name.

Canines – On April 1st Reed will be sending out letters looking for folks who are interested in the canine program.

HazMat – John proposed the idea of having a US&R-dedicated HazMat team onsite during a deployment. Mariana will propose the idea at TAG/TTAC in April and see which teams might be interested in training with US&R. HM02 has already expressed interest. She will report on this issue in May.

PPE – The Operations Manual will have something added to indicate that those departments with Structural PPE should bring them to any US&R deployments or drills.

Logistics – Don St. Sauver

The Logistics Committee has not met since April, 2010. There are eight people currently on the committee, which is set to meet in early April.

Don has been working on a Logistics Operations Manual, which everyone agreed should be consolidated and added to the current Operations Manual. He went through a number of issues in regards to the Cache Trailer inventory.

Medical – Tina Toney

A date has not yet been set for the Medical Advisory Group. There are currently some issues regarding medical preparedness of the US&R teams. They expect to meet within the next couple of weeks and will plan to report to the Steering Committee in May. Interested parties have been asked to contact either Tina or Dr. Warden.

New Business

The group will be able to debrief on the Intel Drill after the Planning Team has done their debriefing, which is scheduled for April 4.

ACTION ITEMS

WHO	WHAT	DUE	DONE
A. All			
Steering Committee	Identify and Develop Program SOGS	On-going	Done
Team Administrators	Contact Derek on SCT class interest	Aug 10	Done
Team Administrators	Participation in ad hoc committees	November	Done
B. Administrative – Tina Toney			
Tina	Send out draft minutes	On going	Done
Tina	Update shared site with SUSAR information and grant award.	December	
Tina	Set up a meeting with OSFM and ODOT to discuss deployments and service contracts for trailers	Next meeting	Done
Tina	Create SOGs for outreach and air monitors	May	
Jamie	Strategic Plan	February	Past Due
Tina	Expenditure Report	November	Done
C. Operations – John McDowell			
John	Advance Teams Rostering	December	Done
Rich Tyler	Exercise prop design	January	Done
John	Medical Team Manager PD	November	Done
John	Trailer Transport	March	
John	Canine Research & Recommendation	March 2011	
John	Air Monitor Maintenance Formal Recommendation	December	Done
Rich Tyler	Callout plan/schedule	May 2011	
D. Training – Derek Grafton			
Derek	Dropping Inventory Control requirement	November	Done
Derek	ICS 300 vs ICS for Structural Collapse	November	Done
Derek	Review Inventory Control Course for Logs Position	November	Done
E. Logistics – Tina Toney			
Don	Draft SOG Rope Maintenance	January	Past Due
Don	Develop checklists for trailer inventory to identify discrepancies, software problems and equipment deficiencies	On-going	Done
Don	Clackamas trailer inventory	October	Done
Tina	Set up Logistics Meeting	January	Done
F. Incident Reviews			
Jason	TVF&R for incident review	September	Done
Reed	Salem for Incident review	November	Done
Jamie	Contact Departments for incident reviews	November	Done
Dan	Ensure roster for red team sent to DPSST	March 2011	

2011 Meeting Schedule

Meeting location, unless otherwise noted

State Fire Marshal
4760 Portland Rd NE
Salem OR 97305

Time:

9:00 – 11:30

Dates:

January 25

March 22

May 24

July 26

September 27

November 22

Conference Call 1-877-455-8688

Participant Code 437274