

Oregon Incident Reporting Advisory Commission

Supporting and improving the Oregon Fire Incident Reporting System



MEETING MINUTES

Wednesday, May 13, 2020

10:00 a.m. - 12:00 p.m.

Attendees/Representing

Andrea Hockman - Tualatin Valley F&R	Jim Pulito - Columbia River F&R
Candice Clark - Commission Support	JW Roberts - Umatilla Co Fire Dist 1
Claire McGrew - Commission Sponsor	Kayla Brookshire - Commission Chair
Dave Gullede - Eugene Springfield Fire	Paul Rydings - Jackson Co #3
David Blair - Baker City FD	Russ Hoskins - OSFM Fire Research Analyst
Gert Zoutendijk - Lake Oswego	Sara Mohan - Bend FD
Jason Andersen - Portland F&R	

Welcome/Introductions - Meeting started at 10:00 a.m.

Kayla welcomed members.

Approval of meeting minutes

Commission members approved the November 13, 2019 meeting minutes.

Old Business

Kayla reported that there are no action items from the November 13, 2019 meeting and asked members if they would like to revisit any old business topics.

- Members agree that they have no old business topics to revisit.

New Business

NFIRS Special Study COVID-19 Question

- Kayla asked members if they have any questions regarding NFIRS COVID-19 special study question that agencies should have received in the email that Candice sent out.
 - Members don't have any questions regarding this special study question.

Add CO to plus one 5532/751

- Kayla asked members for approval to update the incident type plus one code 5532 - Smoke Alarm Installation & Battery Replacement and actions taken plus one code 751 - Installation of smoke alarm(s) & batteries to also include installation and battery replacement for CO alarms.
 - Members agreed to update the approved plus one codes.
 - Kayla will update the plus one codes spreadsheet and post it to the Elite - Fire (NFIRS) Yammer page <https://www.yammer.com/or-elite/#/home>.

How is response mode to scene being captured for walk ins?

- Kayla shared that we received a question regarding how to properly code the response mode to scene for walk ins and asked members how they report these calls.
 - Members discussed this and agree that it should be coded how it would have been coded if they were dispatched to the call.

Option for Hemp Processing question or plus one?

- Kayla wants to know if members would be interested in adding a plus one code or optional question for tracking hemp processing incidents.

- Members discussed this, they agree that it should be a plus one code under property use and involve hemp and marijuana.
- Kayla asked members if they have a specific property use plus one code they would like to use.
 - Members agree with using property use plus one code 7001 under manufacturing and processing.
- Kayla will add a property use plus one code of 7001 - Hemp/Marijuana Industry to the approved plus one codes spreadsheet and post it to the Elite - Fire (NFIRS) Yammer page <https://www.yammer.com/or-elite/#/home>.

Profile Survey Updates

- Candice reported that out of 305 agencies, we received 220 completed profiles, 20 incomplete profiles, and 66 agencies didn't submit anything.

ImageTrend Elite Updates: New URL, Stakeholder Updates

- Kayla informed members that ImageTrend Elite has a new URL <https://oregon.imagetrendelite.com/Elite/Organizationoregon/>. This will provide more server resources and faster reports in report writer.
 - OHA is reaching out with the new URL as the Elite field URL will also need updated.
- Kayla urged users to update their ImageTrend Elite bookmarks to the new URL right away.
 - This will help relive the sluggish Report Writer issue.
- Kayla shared that OSFM still has an ImageTrend account advisor and asked members to let us know if they have and issues that we can bring to their attention.

Open Forum

- Jason asked members how they are reporting warming fires, piles of items on sidewalk.
 - Members discussed this and agree that if the fire is hostile then it gets coded in the 100 series; e.g. outside rubbish fire and a non-hostile fire gets coded from the non-fire series; e.g. an illegal or an unauthorized burn.
 - Dave shared that Elite has the functionality to add a button with preset information that reports that it is related to homeless.
 - Paul reported that they have a supplemental question relating to homeless.
- Gert asked members how they would code calls when they get called to standby for COVID related incidents and then it gets canceled after they were already on scene standing by.
 - Members discussed this and agree to report this a standby call.
- Members discussed how some of their agency's call volume have decreased from previous years and that some are seeing an increase as of May.
 - Kayla let members know that Russ and she could use the NFIRS special study questions to look for trends regarding non-COVID calls.
- Kayla recapped her action items and let members know that she will update the plus one codes and that Candice will email them out to members when done.
- Kayla asked members for feedback or suggestions on the meeting platform.
 - Members replied that they like the new meeting format and thought it was a success.

Next meeting

Wednesday, August 12, 2020, 10:00 a.m. - 12:00 p.m. via Microsoft Teams.

Meeting adjourned at 10:39 a.m.