

Oregon Incident Reporting Advisory Commission

Supporting and improving the Oregon Fire Incident Reporting System



MEETING MINUTES

Wednesday, February 10, 2021
10:00 a.m. - 12:00 p.m.

Attendees/Representing

Candice Clark - Commission Support	Jim Pulito - Columbia River F&R
Claire McGrew - Commission Chair	JW Roberts - Umatilla Co Fire Dist. 1
Dave Gulledege - Eugene Springfield Fire	Paul Rydings - Jackson Co #3
Gert Zoutendijk - Lake Oswego	Russ Hoskins - OSFM Fire Research Analyst
Jason Andersen, Portland F&R	Sara Mohan - Bend FD

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

Claire welcomed members.

Approval of meeting minutes

Commission members approved the November 18, 2020 meeting minutes.

Old Business

ImageTrend Support Ticket Updates

- Claire reported that we continue to meet weekly with the ImageTrend Account Advisor on current areas of opportunities and challenges.
 - Russ reported that he has a support ticket open for an issue OSFM is having with a training event not showing in Report Writer. ImageTrend cannot find a reason why this training is not showing and want us to delete and re-add the event. He asked members to share any ImageTrend Support tickets they have open with us.
 - Candice informed members that plus One Codes Issue is scheduled to be fixed in ImageTrend's February 2021 Release Notes. That this update will give us the ability to toggle the Fire Import Setting to allow plus one codes once the update is released, and testing will need done verifying the issue has been resolved before we send out notification.
 - Russ shared that ImageTrend's February 2021 Release Notes are supposed to provide us the ability to run validation error reports from Report Writer.
 - JW reported that he continues to have issues with the Data Mart not updating timely and has on ongoing support ticket open.
- Russ reported that an agency reach out to us wanting to know if there is a way to duplicate a previous alarm, for frequent response to the same address. He asked members for suggestions regarding this topic, as we would have to pay for the addition of this feature to the system.
 - Jim shared that there is a find repeat address feature on the EMS side.
 - Dave reported that V2 had a button in the Incident Location section that would bring up a list of address that you entered and could choose. He informed members that adding this feature into Elite was discussed at the ImageTrend Connect conference.
 - Russ shared that he discovered that he could create a NFIRS form template with the frequently visited address information.
 - JW recommends a button that pulls from the occupants list.
 - Dave shared that the Preset Values feature in Elite can accomplish this and then users would then need to verify the property use, etc. that this would take a time to set up initially for agencies to enter all there frequently visited addresses.
 - Claire will follow up on this feature and report her findings back to members.

Data Visualization Update

- Claire thanked members for their feedback. She reported that this is on hold until we hire the additional positions and shared that Russ has been working on the relationship between the Wildland Urban Interface and firefighters per district.

Plus One Code Procedure Update

- Candice informed members that the Plus One Code Procedure would be distributed to Oregon fire agencies after we have tested and verified that the plus code issue has been resolved.
 - Jim requested a draft of the plus one code procedure to share with his agency.
 - Claire will send the draft plus one code procedure out to members.
 - Dave reported that Gresham fire shared their concern that they could only use the state approved plus one codes. Dave provided them guidance and recommended that we include clear communication with the plus one code rollout.

File Extension Update

- Russ shared that FEMA has released their new platform and that their file extension requirement will not affect Oregon agencies as ImageTrend is already setup to export with the correct file extension and we are still able to accept imports with extensions used by Fire House users.
 - Gert reported other requirements and their workaround.

Analytics & Intelligence Unit Program Coordinator Recruitment Update

- Claire informed members that this job recruitment will be posted next week and that Russ is continuing to WOC until the position is filled.

New Business

OSFM Community Preparedness & Suppression Position Recruitment

- Claire reported that the 25 limited duration positions would assist primarily with wildfire focus efforts, in both prevention and suppression. These include an Analytics & Intelligence Unit Manager, Research Analyst 3, Operations Policy Analyst 2, Fire Prevention Manager, Administrative Assistant 2, Fire Risk Specialists, Fire Safety Officer, and a new Codes Deputy position.
- She shared that there is work being done through legislation to get them permanently funded.

Other Business

- Jim Pulito requested an update on the NFIRS Data Report Card.
 - Candice shared that she created several quality control reports to assist agencies with improving the quality of their data to ensure it makes it to and not returned by national for further defining.
 - Candice will audit Columbia River F&R's incident data and provide Jim with her findings next week.
 - Claire will follow up on this and provide an update at the next meeting.
- Gert requested that we review and discuss Oregon rules at the next meeting.

Next meeting

Wednesday, May 12, 2021, 10:00 a.m. - 12:00 p.m. via Microsoft Teams.

Meeting adjourned at 11:02 a.m.