

Oregon Incident Reporting Advisory Commission

Supporting and improving the Oregon Fire Incident Reporting System



MEETING MINUTES

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

Attendees/Representing

Candice Clark - Commission Chair/Support	Meg Bushman Reinhold - OSFM A&I Unit Manager
Dave Gulledge - Eugene Springfield Fire	Russ Hoskins - OSFM Fire Research Analyst 2
Gert Zoutendijk - Lake Oswego	Sara Mohan - Bend FD
Ian Morelan - OSFM Fire Research Analyst 3	Twais Broadus - OSFM Operations Policy Analyst 2

Welcome/Introductions - Meeting started at 10:04 a.m.

Candice welcomed members.

Approval of meeting minutes

Commission members approved the February 10, 2021 meeting minutes.

Old Business

ImageTrend Support Ticket Updates

- Candice reported that we continue to meet weekly with the ImageTrend Account Advisor on current areas of opportunities and challenges.
 - Candice informed members that she has a support ticket open for an issue involving the missing Incident State from the Preset Values tool.
 - Russ shared that his support ticket regarding NFIRS removal of the defaulted Aid Given State value from all NFIRS forms has closed. He worked with a couple agencies to verify that the script that ImageTrend ran worked.
 - Russ asked members to let him know if they discover they continue to find this an issue.
 - Candice shared ImageTrend's upcoming May 19, 2021 Release Notes:
 - The Configurable List Views update will add the initial CAD Incident Type Description field as a column, filter, and criteria option for the Fire Incident List and the EMS/Fire Incident List.
 - The Import History / Export History update is supposed to improve the performance of the Import and Export History pages.
 - The Inspections update will add the ability to update the validation scores on inspections if you made changes to the validation rules. The Execute Validation option in the Bulk Actions menu will allow you to select one or more inspection records and apply the new or updated rules to the selected records.

Plus One Code Procedure Update

- Candice asked members for feedback on the draft Plus One Code Procedure before we distribute them to Oregon fire agencies. She requested that if members think of any other suggestions to send them to Russ at rhoskins@osp.oregon.gov or herself at clclark@osp.oregon.gov.

NFIRS Data Report Card Update

- Candice asked members for feedback on the draft NFIRS Data Report Card. She requested that if members think of any other suggestions to send them to Russ or herself.

Analytics & Intelligence Unit Recruitment Update

- Candice informed members that the Analytics & Intelligence Unit has a few new team members that she is excited to introduce to them:
 - Meg Bushman Reinhold as the Unit Manager, her first day was April 26, 2021.
 - Dr. Ian Morelan as the Research Analyst 3, his first day was May 3, 2021.
 - Twias Broadus as the Operations Policy Analyst 2, his first day was May 3, 2021.
- Candice shared that interviews for the Program Analyst 2 are occurring later today and that she will continue to WOC until the position is filled.

OSFM Community Preparedness & Suppression Position Recruitment Update

- Candice informed members that the new Community Risk Reduction Unit of the Office of State Fire Marshal has also hired a few new members:
 - Tom Welle as the Fire Prevention Manager, his first day was May 3, 2021.
 - Stephanie Stafford as the the Fire Risk Reduction Specialist for Region A, which includes Clackamas, Clatsop, Columbia, Lincoln, Marion, Multnomah, Polk, Tillamook, Washington, and Yamhill counties. Stephanie's first day in her new position was May 3, 2021.
 - Chris Paul as the Fire Risk Reduction Specialist for Region B, which includes Crook, Deschutes, Gilliam, Hood River, Jefferson, Morrow, Sherman, Wasco, and Wheeler counties, his first day was May 3, 2021.

New Business

Other Business

- Candice Shared that the Office of State Fire Marshal has hired Alison Green to lead the Public Affairs Program, her first day was April 1, 2021.
- Proposal for Downed Cable/Wire Plus One Codes
 - Candice shared that we received a coding question regarding how best to code downed cables/wires and asked members if they would be interested in adding a plus one code for downed cables/wires.
 - Members discussed and approved adding a plus one code under the core code 553 - Public Service to assist with deciphering between a power line and other low voltage lines.
 - Candice will add the code 5533 - Downed low voltage lines, cables, wires and send the updated plus one codes spreadsheet out to members.
- Data Standardization
 - Russ reported that OSFM would like to standardize agency names and incident address because we currently spend an exponential amount of time manually formatting agency names and incident address so the data appears in a professional and readable format.
 - Russ shared that OSFM will be collaborating with OHA on agency name standardization.
 - Dave suggested that we reconfigure the latitude and longitude for the state plane to improve accuracy.
 - Russ informed members that he noticed historical incident data contained more latitude and longitude but recently that he sees less incident data containing the latitude and longitude.
 - Dave believes there may be an issue with the latitude and longitude auto generator on the backend of the system. That agencies may not be manually entering it into the report but as long as they have a complete incident address it should be able to pull from the web map service ImageTrend uses and auto generate the latitude and longitude into the incident report. He suggested we request ImageTrend look into the auto generator link.
 - Russ will discuss this with our ImageTrend Account Advisor.
- Oregon Rules Review
 - Gert requested that we review and discuss the Oregon specific rules to see if they are still valid or necessary, e.g. OSFM requiring the fire module for all incident type100 series calls.
 - Dave requested that OSFM review the data based on the Oregon specific rules to see if there is an impact and the desired result is being achieved then sharing the findings with the OIRAC members.
 - Members agreed this topic needs further discussion and added to the August 2021 meeting agenda.

Open Forum

- Dave asked members how they are tracking responses to marijuana or homeless component to them.
 - Sara shared that Bend FD created a supplemental question to track homeless.
- Members agreed to add a Homeless, Marijuana, and Vulnerable Population topic to the August 2021 meeting agenda.

Next meeting

Wednesday, August 11, 2021, 10:00 a.m. - 12:00 p.m. via Microsoft Teams.

Meeting adjourned at 10:50 a.m.