

LACOMBE REGIONAL FIRE SERVICE ASSOCIATION

BOARD MEETING

April 17, 2001

REGULAR MEETING

Present:	Marilyn Sharp	Chairman
	Ken Koob	Vice Chairman
	Wayne Armishaw	Town of Lacombe
	Lorraine Danser	Village of Clive
	George Weenink	Lacombe County
	Ken Kendall	Secretary-Treasurer
	Tim Timmons	Lacombe County
	Fred Millar	Regional Fire Chief
	Bruce Keiver	Lacombe District Chief
	Monte Zaytsoff	Clive District Chief
	Alen Scholing	Floor Member

1. Call to Order

Marilyn Sharp called the meeting to order at 7:05 p.m. Because there were several new attendees, she requested that all present introduce themselves.

2. Adoption of Agenda

Chief Millar requested that a new item 5.5 Motor Vehicle Accident Response be included in the agenda.

Motion: By George Weenink that the agenda be adopted as circulated and amended.

Carried

3. Adoption of Previous Minutes

Motion: By Ken Koob that the minutes of the January 16, 2001 meeting of the Association be adopted as circulated.

Carried

4. Business Arising From Previous Minutes

4.1 Alix Fire Department

Tim Timmons reported that the proposal is under review by the outgoing Alix Fire Chief, Craig MacDonald who will make a recommendation to Alix Council.

4.2 Community Lottery Board Application

Chief Millar stated that he had submitted a Lottery Board Grant application for \$23,011.12. The deadline for applications is May 1, 2001.

4.3 Service Club Financial Support

Chief Millar stated that the Lions Club had donated \$500.00 to the Fire Department and would provide a further \$500.00 in 2002. There were no conditions attached other than the money be used to purchase equipment for the rapid response vehicle.

Chief Millar also stated that Rotary Club would be donating money and that Kinsmen had discussed financial support.

4.4 Response to Motor Vehicle Accidents

Chief Millar tabled a letter regarding guidelines to be used by the 911 Dispatcher for paging out Lacombe Fire Department to Motor Vehicle Accidents (MVAs).

Ken Kendall noted that Town of Lacombe Council had not approved the response to MVAs within the Town yet. He stated he would bring it to Council in May 2001.

5. Information

- 5.1 Chief Millar tabled for information Activity Reports for the period January 16 – April 6, 2001. He noted that the majority of calls had been motor vehicle related.

There had been several calls between April 6 – 17, 2001; a mutual aid call to a dairy barn fire in Bentley Fire District, a grass fire in Burbank, a mutual aid call to grass fires in Hobbema, a house fire in Town and a mutual aid call to a grass fire in Bentley Fire District.

Chief Millar stated that Clive had receiving training of various sorts on three training nights.

Tim Timmons inquired as to when the Fire Fighter Part 4 course was scheduled. Chief Millar stated that he was awaiting word from some County Fire Chiefs but was planning on having the course in October.

- 5.2 Chief Millar stated that the extrication equipment had been ordered and should be delivered in June 2001.

- 5.3 Chief Millar tabled for information Standard Operating Guidelines (SOGs) 200 Fire Ground Management, 201 Emergency Incident Response, 202 Motor Vehicle Accidents (Interim) and 203 Motor Vehicle Accidents.

Chief Millar stated the guidelines are developed by the Department to meet the requirements of various Board approved policies and he will approve any SOGs.

Chief Millar informed the Board that there were two policies on MVAs. The interim policy is in effect for our current equipment and SOG 203 would come into effect when the rapid response vehicle was operational.

- 5.4 Chief Millar stated that he had hoped the rapid response vehicle chassis would have been delivered by this time but it was not. Lacombe Ford really has no idea when the vehicle will arrive.

5.5 Response to MVAs

Chief Millar stated this item had been discussed in item 4.4

6. Report From Technical Support

6.1 District Chief

Chief Keiver stated that that things were progressing well. Morale was high, training was improving and that he was learning a lot about the Department's business functions and that Chief Millar was very supportive.

Chief Keiver stated that MVA response is proceeding extremely well and that there is a positive rapport developing between the Fire Department and the Ambulance Service.

The promotions of himself and Tom Fisher created two openings for Captains, which have been filled by Bob Hogarth and Greg Needham. Their promotions created two openings for Lieutenant, which have been filled by Alen Scholing and Jamin Bryan.

Chief Keiver stated recruiting was proceeding well and there are 5 new members which include two women. The Department is still three members short.

To reduce the need for covers, crews are now responding with six personnel instead of eight.

The Department will be hosting an information session for the Chamber of Commerce and Downtown Business Association in order to gain support for the Department. In addition, Chief Keiver will be addressing the Economic Development Board.

6.2 Member From the Floor

Lieutenant Scholing echoed Chief Keiver's remarks and emphasized that the membership was very excited about the direction the Department was going.

6.3 Regional Fire Chief

Chief Millar stated that there would be some changes in dispatching in the near future. The 911 Dispatchers will conduct the initial page out of On-call Fire Fighters; a Fire Fighter would then take over communications with the responding crew and call out third parties such as ATCO Gas. If Mutual Aid is requested by the On-call Captain, the 911 Dispatcher will page out the applicable department. This will ease the load on the Dispatchers and provide valuable experience for the Fire Fighters.

Ken Kendall stated that if there were any problems regarding Dispatch, they should be immediately submitted in writing through the Regional Fire Chief.

Chief Millar stated that he was arranging live fire training for the Department. The training is aircraft oriented and will be held at Edmonton Garrison.

Chief Millar stated that he had temporarily obtained some auto extrication equipment for training. The equipment is different from what has been ordered but it will provide experience on basic tactics and procedures.

7. New Business

7.1 Lacombe Fire Department Policy Approval

Chief Millar tabled draft Fire Department Policies on Emergency Public Information Plan, Town and County Emergency Response and Motor Vehicle Accidents.

Motion: By Wayne Armishaw that draft policies 201 Emergency Public Information Plan, 202 Town and County Emergency Response and 203 Motor Vehicle Accidents be approved as submitted.

Carried

7.2 Fire Department Dual Response

Chief Millar submitted a draft discussion paper on Dual Response. He stated it was in response to a request for dollar costs of the proposal made by Marilyn Sharp at the previous Board Meeting.

Marilyn Sharp accepted the paper for information and requested further information regarding cost benefits.

7.3 County Support for Regional Fire Service Memberships

Tim Timmons stated that the County would be subsidizing the membership costs of Towns and Villages in the County if they chose to join the Regional Fire Service.

8. Date of Next Meeting

The next meeting will be held at the Fire Hall on September 11, 2001 at 7:00 p.m.

9. Adjournment

Motion: By Ken Koob that the meeting be adjourned at 8:40 p.m.

Carried

Recording Secretary

Chairman