

Statewide Committee on First Responder Safety (SCFRS) Meeting Minutes

Date: September 19, 2018
Location: 1300 Westhaven Dr, Vail

Time: 1:00 – 6:00 PM
Chair: Mark Savage, CSP

Committee Members

- Chair Mark Savage, CSP
- Ryan Rice, CDOT
- Doug Fritz, Hotchkiss Fire District
- Jennifer Kirkland, Vail Public Safety Communications
- Gina Mia Espinosa-Salcedo, NHTSA
- Mike Halloran, Loveland Police Department
- Jerry Rhodes, Cunningham Fire Protection District
- Doug Rex, DRCOG
- Jennifer Tibbitts Knudsen, Colorado District Attorneys' Council
- Rob Mooney, Denver West Towing
- Bill Haas, FHWA

In Attendance

- Matthew Secor, CSP
- Elizabeth Stolfus, Stolfus & Associates
- David Santos, CSP
- Rob Marone, CSP
- Bart Trippel, CSP
- Janet Lundquist, Stolfus & Associates
- Tim Schaefer, CSP
- Al Graham, NHTSA
- Ryan Tyler, CDOT
- Blake White, CSP

Call to Order

The meeting was called to order at 1:04pm.

Approval of prior meeting minutes

- Yes No

Statewide Committee on First Responder Safety (SCFRS) Meeting Minutes

Agenda:

- Review July 13, 2018 Meeting Minutes
- Committee Member Updates
 - Visitors
 - Members
 - SPMTs
- CDOT/CSP Quick Clearance MOU Update
- TIM Track Operations Update
- WIIFM Working Group Update
 - Response from constituents
 - What types of updates/improvements are needed
 - How and when will we distribute
- Communications Task Force Update
 - Denver WEA test
 - Nationwide WEA test
 - IPAWS conference October 15-17
- Standing Program Management Teams Presentations
- Adjourn

Standing Business

Committee Member Updates-

Committee members and guest provided updates on behalf of their organization's work.

Review July 13, 2018 Meeting Minutes-The committee reviewed and approved the meeting minutes from the previous meeting.

CDOT/CSP Quick Clearance MOU Update

CSP has signed the MOU and it has been sent to CDOT for signature.

TIM Track Operations Update

The track has been scheduled for numerous training sessions and on October 10th they will film a scenario for a training video.

WIIFM Working Group Update

A complete list of the contents of the WIIFM kit has been developed. Funding to assemble and distribute the kits is needed. Matt Secor presented a number of videos that will be included within the outreach related to the WIIFM kit concept.

Communication Task Force Update

The City of Denver recently held a WEA test. Their results were very similar to the Vail WEA test in that some people in the geo grid did not receive the message and folks outside of the geo grid did receive the message.

The Nationwide WEA test has been rescheduled to October 3rd due of the hurricane Florence response. The test will occur at 12:18 pm mountain time.

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There will be an IPAWS conference October 15-17 in Weld County.

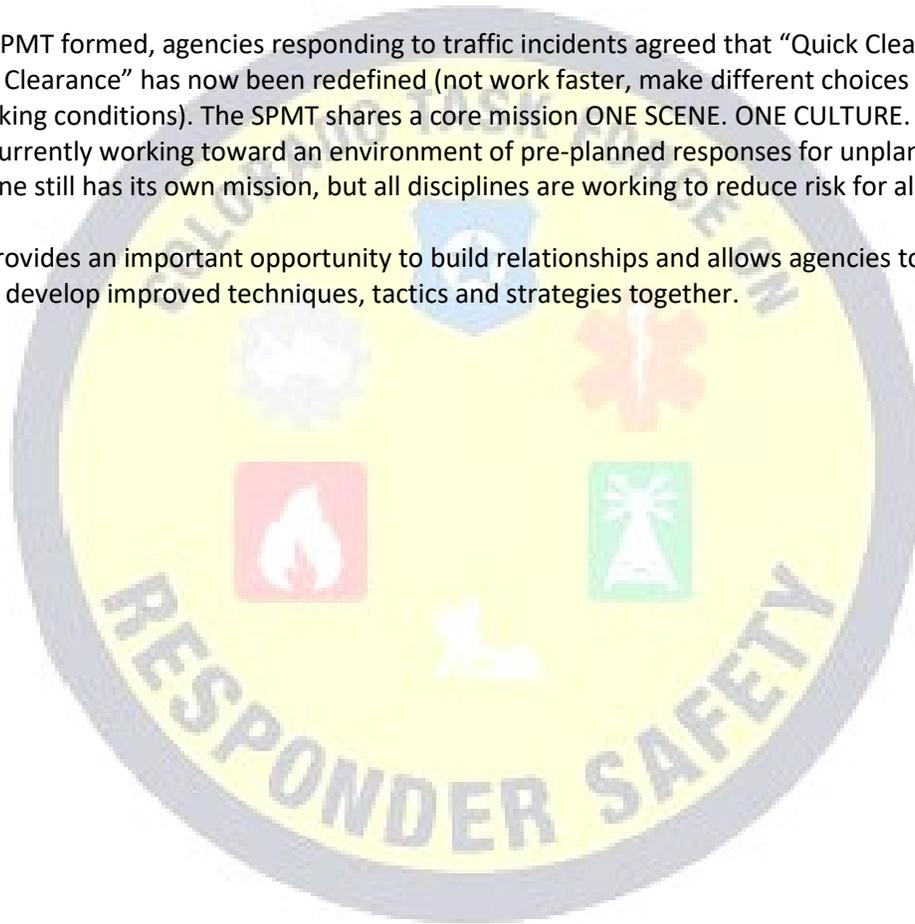
Standing Program Management Teams (SPMT) Presentation

Rob Marone and Bart Trippel gave a presentation on the history of the SPMT in Troop 3C and how they operate TIM in northern Colorado. The following summarizes key points of the presentation.

Definition: TIM is the Planned and coordinated effort to detect and remove incidents and restore traffic capacity as safely and as quickly as possible. TIM saves Lives, money, and time. Traffic crashes and struck by incidents are the leading causes of on duty injuries and deaths for responders. Every second counts so moving incidents is top priority in our district.

Before the SPMT formed, agencies responding to traffic incidents agreed that “Quick Clearance” is a goal. “Quick Clearance” has now been redefined (not work faster, make different choices to adapt to present working conditions). The SPMT shares a core mission ONE SCENE. ONE CULTURE. SAVE LIVES. SPMTs are currently working toward an environment of pre-planned responses for unplanned events. Each discipline still has its own mission, but all disciplines are working to reduce risk for all.

The SPMT provides an important opportunity to build relationships and allows agencies to train as a team and to develop improved techniques, tactics and strategies together.



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Date: September 20, 2018
Location: 1300 Westhaven Dr, Vail

Time: 9:00 AM – 1:00 PM
Chair: Mark Savage, CSP

Committee Members

- Chair Mark Savage, CSP
- Ryan Rice, CDOT
- Doug Fritz, Hotchkiss Fire District
- Jennifer Kirkland, Vail Public Safety Communications
- Gina Mia Espinosa-Salcedo, NHTSA
- Mike Halloran, Loveland Police Department
- Jerry Rhodes, Cunningham Fire Protection District
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- Ryan Tyler, CDOT
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Call to Order

The meeting was called to order at 8:07am.

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Agenda:

- Strategic Plan Workshop
 - Introduction/Recap Previous Workshop
 - Performance Measure Validation Discussion
 - Implementation
 - Prioritization Strategies
 - Funding Opportunities-Engaging our networks
 - Documentation-Plain Language
- 2018-2019 Calendar
- Next Meeting
- Adjourn

Strategic Plan Workshop

Elizabeth Stolfus gave a brief recap of the previous workshop and walked through the process for this workshop. The Implementation workshop is a continuation of the previous workshops focused on the mission, vision, goals, objectives/strategies, and performance measures.

The objective of the Workshop is Identify and Define an Implementation. The Committee will identify how to prioritize projects and/or initiatives. This Strategic Plan needs to be written to deliver a unified understanding to a wide audience. The audience will vary in experience with first responder safety topics, including TIM.

Review of Performance Measurement

Performance measurement is the driver for achieving our mission and vision. What will help the SCFRS to deliver the same product across Colorado and across disciplines? At the last Workshop we identified that performance measurement should focus on:

- Building Relationships
- Increasing Capabilities
- Validating Actions
- Number of Initiatives/Appropriate Volume of Work

Note: The At-A Glance Table will be revised to include a champion for each project/initiative.

Review Question: In reviewing the At-A-Glance table with the identified performance measures, are there any concepts that cannot be measured using these terms? The Committee Members reviewed the table independently and completed a confirmation exercise together prior to confirming the performance measures for final inclusion in the Strategic Plan.

Group exercise to confirm performance measure findings:

Middleware is used to connect CAD systems across agencies, like Vail and Craig by building a CAD report in other systems. Middleware doesn't necessarily co-locate information, but it can co-locate information via cloud applications. A project to implement Middleware between agencies could be funded through the STRAC. The NW communications group could be a test group.

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A Middleware project could be shown to build relationships between centers/jurisdictions. The project could be shown to increase capabilities by maximizing availability of person resources through automation of information sharing. Validation of actions could be measured through reporting on the number of shared CAD reports. Finally, the volume of work associated with a Middleware project could be estimated and tracked as a component of an overall effort.

Implementation

Implementation requires prioritization. Using a small group approach, the Executive Committee investigated potential prioritization options using the At-A-Glance table to offer examples of specific and types of efforts to prioritize. Each group was asked to develop and describe their approach to prioritizing the table contents. The following summarizes the outcomes of the small group discussions and report-out conversation.

Two Spheres of Implementation

In the context of SCFRS, two spheres of implementation are required. Priorities for the two can be the same but execution will not be. The spheres of implementation are: Executive Committee and Program.

In particular, the Executive Committee has the responsibility to facilitate action by the Program, provide leadership, and to promote the Program, its activities, and key messages to responders, community leaders, and the public alike. The Executive Committee also has a responsibility to act as a steward of the Program. By necessity, the Executive Committee is *essentially* externally focused.

The Program, on the other hand, will deliver its actions through a variety of individual agency efforts, multi-agency partnerships, volunteer efforts, and other collaborations. Each effort will have accountability to the whole Committee without necessarily occurring at the hands-on direction of the Executive Committee. Since the Program is executed through multiple of execution mechanisms, a majority of the work is *internally* focused; meaning that while external messages may be present in aspects of the work, the work itself focuses on first responders, infrastructure, and those support functions, equipment, processes, etc. needed to achieve safe, stable, reliable, and confirmed results in the field.

Recognizing these concurrent realities, the Executive Committee determined that the Implementation section of the Strategic Plan needs to incorporate both.

Implementation Priorities

Taken as a whole, the small group discussions revolved around saving lives as a process. Communication and outreach are clearly valued as essential components of each step in the process. Simply stated, the Executive Committee's envisioned process requires:

Solid foundation/closure of gaps - Expand capabilities - Adapt to future needs/opportunities

In each step, follow up was identified as essential.

The discussions were clear in their shared opinion that documented mutual understanding of definitions, expectations, and requirements will be needed to achieve a solid foundation for future expansion. Resolving conflicts, sharing/maximizing resources, integrating systems (including sharing

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data), multi-way knowledge transfer, and debunking old habits/stereotypes will also be necessary to close system gaps and complete foundational work. Many of these foundational concepts can be spurred by SPMT development around Colorado. *First priority within the Strategic Plan will be for building a solid foundation and closing existing gaps.*

The discussions were also clear that continuous improvement is needed also. As foundations become solidified, capabilities can expand. Not all aspects of foundation building must be completed to the same level statewide prior to developing expanded capabilities that prepare the Program for continued maturation. Any Program, with a statewide footprint, will have some elements of incremental implementation. Similarly, advances in technological opportunities should be considered seriously as they arise; however, caution is needed to assure that technological investments are appropriately impactful and are not made at the expense of establishing a firm foundation for all responders.

Funding

Executing the full scope of the Strategic Plan will require significant funding. Currently, CSP has identified a small budget amount to contribute to the overall effort. The Executive Committee plans to pursue funding from all viable sources including, but not limited to, public transportation funding through local, state, and federal programs. Private industry grants focused on first responders may prove to provide equally strong funding opportunities for advancement of this work.

Documentation and Next Steps

Next, we will put everything together in writing. We will use plain language to appeal to multiple audiences. The Strategic Plan will provide a roadmap for the Committee to follow and update as needed.

A draft Strategic Plan will be ready for review at the end of October. Finalization of the document is expected by the end of 2018.

The Executive Committee's next steps will be to transition from a Strategic Plan focus with implementation elements to an Implementation focus committed to a strategic direction. The committee can use the Committee Governance Document as the framework and start day-to-day implementation of the Plan.

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2018-2019 Calendar

<p style="text-align: center;">October-December 2018</p> <ul style="list-style-type: none"> •Strategic Plan Completion •2018-2019 Initiatives •WIIFM Task Force •Communications/IPAWS Working Group •TIM Week Events 	<p style="text-align: center;">January-March 2019</p> <ul style="list-style-type: none"> •Develop Working Group & Task Force Initiatives for 2019-2020 •Assess in progress efforts for alignment with Goals & Objectives •Submit Implementation Plans
<p style="text-align: center;">April-June 2019</p> <ul style="list-style-type: none"> •Review & Adopt Implementation Plans •Set Committee Priorities for 2019-2020 	<p style="text-align: center;">July-September 2019</p> <ul style="list-style-type: none"> •Program Delivery & Reporting

Other Business

The Executive Committee is interested in developing a calendar of different groups, associations, and conferences so that the committee members conduct outreach to message: One Scene. One Culture. Save Lives to an expanded audience.

Captain Secor presented a package of videos in development for release during National TIM Week in November. All are encouraged to share the videos among their own contacts as they are released.

Next Meeting

The next meeting will be held in Lakewood at FHWA on November 9, 2018.

Adjourn

The meeting was adjourned at 12:33 pm.

