

MABAS WISCONSIN
Mutual Aid Box Alarm System
Division 114
Serving Oneida County, Wisconsin

Meeting Minutes 12-08-10, Stella Fire Department

Departments Present:

Lake Tomahawk Fire Department	Rhineland Fire Department
Little Rice Fire Department	Stella Fire Department
Newbold Fire Department	Sugar Camp Fire Department
Nokomis Fire Department	Three Lakes Fire Department
Pelican Fire Department	Woodruff Fire Department
Pelican Lake Fire District	Dispatch
Pine Lake Fire Department	Emergency Management

Additional Attendees:

Tomahawk Fire Department

Approve Minutes of Last Meeting:

Motion by: Andy Beach, (Three Lakes FD), second by Bob Reimert, (Little Rice FD), to approve the minutes of the October 13th, 2010 meeting. Motion Passed.

Treasurer's Report:

Date	Check	Description	Amount	Balance
07/08/10		Beginning Balance	\$250.00	\$250.00
07/08/10		Savings Account Transfer	\$5.00	\$245.00
07/08/10		Costs of Checks	\$10.95	\$234.05

Motion by: Andy Beach (Three Lakes FD), second by Doug Rehm (Lake Tomahawk FD), to approve the Treasures Report. Motion Passed.

Old Business:

Timeline:

Chief Kinnally stated MABAS went live October 13th, 2010 and asked if there were any MABAS calls. No calls were reported.

Dispatching:

Lt. Hess stated dispatchers reviewed the MABAS cards and highlighted items that may need updating or correcting. Chief Kinnally asked to have the cards forwarded to him for review.

Lt. Hess suggested Pelican Lake Fire District should revert back to using Fire District ALPHA as their department name. This would be consistent with the dispatch computer system and avoid confusion with Pelican Fire Department. This request will be brought to the Fire Chief's Attention.

Dispatch Assistance: Dispatch assistance during a MABAS activation was discussed. The consensus of the group was to create a list of personnel that would be available to assist in dispatch. The list would be given to dispatch and used as needed. Chief Kinnally passed around a sign-up sheet for anyone interested in assisting dispatch. Additional personnel not in attendance may contact Chief Kinnally to be added to the list. The list will be reviewed at the next MABAS meeting on February 9th, 2011.

Dispatch Training: Chief Kinnally relayed to the group the concerns of area dispatch centers not being trained in MABAS and asked for suggestions on how to train them. The group discussed a couple options and agreed it was our responsibility to provide the training. Andy Beach offered to work with Vilas and Langlade Counties.

Box Alarm Cards Status:

Department Books: Director Kortenhof stated all departments received a MABAS book with the exception of Willow Fire Department. Arrangements will be made between Lt. Hess and Director Kortenhof to get the book to the Willow Fire Department. Area dispatch centers were also provided MABAS books.

Card Revisions: March 1st, 2010 is the deadline for the next MABAS card revision. A suggestion was made to obtain audio tapes of MABAS calls in Wisconsin. Chief Kinnally would try to do this and distribute them to the members. Chief Kinnally stated the original signed cards should be kept in dispatch. Lt. Hess suggested the original signed cards should remain with Emergency Management. Chief Kinnally explained the e-mail approval procedure and 30 day review.

Electronic MABAS Cards: Chief Kinnally reminded members to submit electronic version of the MABAS cards to Director Kortenhof.

Fire Department Training:

Scheduled Training: Chief Kinnally does not have any scheduled trainings at this time. Little Rice Fire Department will make arrangements with Chief Kinnally to set up a department training.

PowerPoint and Guidelines: The Emergency Management Web Page has PowerPoint Presentations, Operational Guidelines and other related documents. This includes the Box Alarm Request Worksheet Lt. Hess created.

Department Radio Drills: Chief Kinnally reminded members to practice MABAS radio drills within their individual departments.

Outside Department Assistance: Chief Kinnally advised all members that if they list a department on their MABAS card that is not part of MABAS 114 Division it is their responsibility to train them.

Towns not signed up: Director Kortenhof received a MABAS resolution and cards from Hazelhurst, but did not receive the agreement. Director Kortenhof had a conversation with Chief Roberts from Monico. Chief Roberts relayed that he plans on assigning MABAS to one of his members. No members present had contact with Woodboro First Responders regarding MABAS.

Committee Reports:

MABAS Wisconsin:

Chief Kinnally gave an update on a MABAS Wisconsin, MABAS Wisconsin Webpage and Newsletter. The next MABAS Wisconsin meeting is Thursday, December 9th, 2010 at 7:00pm. There will be a video conference setup at the Tomahawk High School and a phone bridge available.

New Business:

Training Committee:

At the last meeting, a suggestion was made to develop a Training Committee. There was discussion about the size and objectives of the committee. It was the consensus of the group to establish a Training Committee consisting of 5 members responsible for training and exercising.

Motion by: Andy Beach, second by Bart Tegan to establish a Training Committee consisting of five members to provide guidance on training and exercising. Motion Passed.

Chief Kinnally stated Scott Counter was interested in serving on the Training Committee and asked for additional volunteers. Andy Beach volunteered to be a member.

Resource Authorization:

Chief Kinnally passed out a Resource Authorization Card and explained how it worked. Suggestions were made to modify the card and simplify it for the members. The consensus of the group was to utilize a modified Resource Authorization Card and make it available prior to the March 2011 MABAS Card update deadline. The following schedule was agreed upon:

- December 31st, 2010 Authorization Card Developed
- January 7th, 2011 Authorization Cards sent to Emergency Management
- February 9th, 2011 Card Development Meeting at Sugar Camp Fire Dept.
- March 1st, 2011 Cards completed start of 30 day review period
- March 31st, 2011 Turn cards into Emergency Management
- April 13th, 2011 Updated cards returned to MABAS Departments

There was lengthy discussion regarding the authorization of MABAS Cards. It was the consensus of the members present to require signatures on MABAS Cards.

Open Discussion:

Next Meeting:

The next meeting is scheduled for Wednesday, February 9th, at 7:00pm at the Sugar Camp Fire Department.

Future Agenda Items:

Adjourn:

Motion by: Andy Beach, (Three Lakes FD), second by Doug Rehm, (Lake Tomahawk FD), to adjourn. Motion Passed.

The Group conducted a MABAS Radio Drill.

Approved Date _____ Signature _____