

RACES January 23, 2013 @ 0800 hours

**FINAL** Meeting Notes @ PECOC Building, 3434 E 22nd Street, Tucson, AZ 85713

**Attendance:** F.Brady-N0KWP, T.Brown-KF7SYU, J.Christian-KE7VJW, R.Comins-W1GHF, D.Donnelly-KD7VDA, L. Donnelly-KF7CNR, J.Hand-OEM, M.LePree-K7PKG, M.Long-KA7WLG, T.Long-N7HOR, C.Prather-OEM, L.Romero-OEM, C.Sternberg-KF7GPX

**Review & Approval of January 9 2013 Meeting Minutes:** T.Long called the meeting to order and asked the committee to approve the Draft Meeting Notes from January 9, 2013.D.Donnelly made a motion to approve. J.Christian seconded. The motion was approved unanimously.

**Chief Radio Officer Report:** C.Michels was absent.

**Communication Operations Manager Report:** T.Long stated they received the two new radios which have been programmed and used by D.Donnelly and J.Christian over the weekend at TMC and Oro Valley hospital.

T.Long stated an exercise was done over the weekend involving a hospital originating a message as an attachment using the ICS 213 form and sending that message to a home unit station (VHF).The Home Unit Station then sent the message, to an internet email address (simulating message to unaffected area), using HF (to HF RMS Gateway). T.Long stated overall it was a successful exercise with an After Action Report to follow.

T.Long presented and demonstrated the new hospital lap top that will be issued to the hospitals which has been programmed with RMSExpress, Flmsg,software. T.Long stated 8 laptops will be issued to Tucson hospitals.

**Hospital Operations Manager Report:** M.Long stated that she spoke to Jim S. in the Carondelet Network and was told Kenwood D710A radios are on order. C.Sternberg reported that he had a radio problem at St. Joe's Hospital. A RMS express white-list issue at St. Mary Hospital was resolved during the hospital exercise. The white-list will be good for 400 days. Kerry R. is trying to set up a HF communications for VA Southwest Region. This includes Los Angeles, Albuquerque, Phoenix, and El Paso VA Hospitals.

**Home Unit Manager Report:** B.Hickey was absent

**OEM Report:** J.Hand stated L.Romero submitted a work request order to have the parts that were ordered for the RACES HF Antenna mounted. J.Hand stated he will be on vacation beginning February 7 and is currently working on who his back up will be during his absence. J.Hand stated he has not heard back from the radio shop but will follow up today in regards to the power source in the RACES room. J.Hand stated a work order will be submitted to facilities this week to service the generator that is inside the TOAD. T.Long stated that the State should be notified that the TOAD is out of service (Redlined) at this time. J.Hand will notify the State today.

**New Business:**

T.Long stated RACES will be going to Ajo, AZ for training on February 9<sup>th</sup> and would like OEM to reserve a county vehicle to use along with a portable projector, badging system tote, and fuel key. L.Romero stated she will reserve a vehicle and will work with J.Hand to make sure all equipment needed is provided and checked out to T.Long.

T.Longs stated RACES will have a make-up training on February 2 at the PECOC at 0900 hours.

J.Hand passed out a memo and stated that the memo was composed as a directive from OEM Director Mike Hein. J.Hand read the memo aloud and stated all RACES volunteer will be sent this memo. J.Hand stated that OEM will take a more active role with respect to RACES to help the group focus on preparedness for events that may require the involvement of its members.

J.Hand stated M.Hein has requested the following:

1. Jay Hand is to be the single OEM point of contact with RACES.
2. Lisa Romero is to provide administrative support to the RACES organization that will entail preparing and distributing OEM/RACES meeting agendas and minutes, maintain membership documentation, keep track of members' training records, etc.
3. Jay is to work with RACES to create a work plan/calendar for the coming year;
4. RACES is to be fully prepared to participate in the Statewide exercise this coming November.
5. OEM is to assume complete responsibility for vehicle maintenance of TOAD-2, Warrior, assorted trailers and non-radio equipment maintenance.

J.Hand stated he would like the committee to consider one monthly RACES meeting to be held in the evening or on a weekend. This could possibly allow more members to come to the meeting. J.Hand stated this memo and a draft of these minutes will be available to the entire RACES membership, and all members are invited to comment and make suggestions.

T.Long asked the committee to review the memo and feedback is very important.

**Round Table Discussion:**

**J.Christian** stated the radio worked out really well along with the exercise.

**F.Brady** asked if RACES gets deployed and need to leave personal vehicle at PECOC who will he have access to the secured parking. T.Long stated once you arrive you are given a temporary access card that will allow you to park your vehicle in the secured parking lot.

**M.LePree** asked about the generator key to Mt.Lemmon and J.Hand stated he would follow up with Andy D'Entremont.

**T.Brown** stated he is unavailable to attend the February 2<sup>nd</sup> training and asked if J.Christian would be available. J.Christian stated he is available.

**R.Comins** asked about the Red Ladder truck and was informed that it is not a resource vehicle for RACES. R.Comins asked how many certified COML/COMT we have and T.Long stated at this time there is none.

**D.Donnely** stated Tim did an excellent job at the training and the exercise went well had no issues.

**M.Long** asked how often ICS 300 course are offered. L.Romero stated OEM can offer RACES their own 300 course with a minimum of 15 attendees. L.Romero stated the 2013 training

calendar is currently “in the works” and once finalized will be sent and posted on the RACES website.

R.Comins made a motion to Adjourn. J.Christian seconded. The motion was approved unanimously.

**Meeting Adjourned at 1120 hours**