



Meeting Minutes:

November 8, 2017 @ 12:30 PM
Arlington Heights Station #2

Attendance:

Representative	Position	Department	Present	Absent
Dwayne Wood		Arlington Heights FD	x	
Pete Dyer	Vice-Chairperson	Des Plaines FD	x	
		Elk Grove FD		x
Hans Gustavsen		Elk Grove Township FPD		x
Pat Fortunato		Hoffman Estates FD		x
John Dolan		Mount Prospect FD		x
Pat Gratziana	Secretary	Palatine FD	x	
		Palatine Rural FPD		x
Terry Valentino	Chairperson	Rolling Meadows FD	x	
Dan Johnson		Schaumburg FD	x	
Bob Kukla		Streamwood FD	x	
Mike McGreal		Wheeling FD	x	
Cindy Brick		Northwest Central Dispatch	x	
Jeb Lyons		Northwest Central Dispatch	x	

New Business:

1. Discussed OGPS review procedure including checklist from OGPS No. 102; *OG/PS Creation*, and the mark-up feature in MS Word.
2. Discussed designating common leadership positions amongst the various MABAS Div-1 groups. For example;
 - **Executive Group**; President, Vice President, Secretary & Treasurer
 - **Sub-Committee(s)**; Chairperson, Vice-Chairperson, & Secretary
 - **Special Team(s)**; Team Leader, Asst. Team Leader, & Secretary
3. Gratziana attended the recent MABAS Div-1 Dive Team meeting to update them on the OGPS committee's projects. The idea was discussed and agreed that a member from the OGPS committee attend the other special team meetings to do the same.
4. The OGPS committee discussed the idea of developing two (2) separate documents or divided sections within the Water Rescue Team's "operational" OGPS; a sub-surface and a swift-water section.
5. OGPS Committee member changes: Rich May was replaced by DC Scott Mohr (PRFPD). Pat Fortunato was replaced by ADC Rich Englund (HEFD). Both members were sent an E-vite to the shared Drop-Box file.

Old Business:

1. Drop-Box e-vites were sent to Cindy Brick and Jeb Lyons
2. The group reviewed and approved changes to OGPs No. 308 and 550.
3. A working draft of MABAS Div-1's OGPS No. 440; *Tech Rescue Team Overview*, was sent to the team leaders for an initial review.
4. The Communication OGPS consolidation was pushed to December.
5. Revisions to OGPS No. 320; *Rehab* will be proposed to the group in December.
6. A working draft similar to MABAS Div-3's OGPS No. 180; *Box Card Formatting, Numbering, and Distribution*, will be presented and reviewed at the next meeting in December.
7. A standardized template for MABAS Div-1 committee minutes was sent to all MABAS Div-1 teams and sub-committees.
8. A working draft of the Incident Safety Officer OGPS will be presented and discussed at the next meeting in December.
9. A working draft similar to MABAS Div-3's OGPS No. 334; which pertains to roadway incident management will be presented and reviewed at the next meeting in December.
10. It was determined that MABAS Div-1's "Tech" group is not a formal standing committee and will not be addressed in the OGPs at this time.
11. A working draft of the current MABAS Div-1 Training constitutional by-laws will be presented and reviewed at the next meeting in December.

Action Items:

1. **DYER:** Continue working on consolidation of communication OGPS and present at December meeting.
2. **GRATZIANNA:** Work with MABAS Div-1 TRT team leaders to develop a draft of the OGPS No. 440; *Technical Rescue Team – Overview*.
3. **GRATZIANNA:** Review OGPS No. 320; *Rehab* and propose any revisions to the group to discuss at the next meeting in December.
4. **FORTUNATO (ENGLUND):** Review Div-3's OGPS No. 180; *Box Card Formatting, Numbering, and Distribution* and present a working draft for the group to discuss at the next meeting in December.

5. **DOLAN:** Develop a draft of the Incident Safety Officer OGPS for review by the group to discuss at the next meeting in December.
6. **MCGREAL:** Review MABAS Div-3's OGPS No. #334; which pertains to roadway incident management, and develop a working draft to be discussed at the next meeting in December.
7. **WOOD:** Review the current MABAS Div-1 Training constitutional by-laws and develop a working draft to be discussed at the next meeting in November.

Next Meeting:

December 13, 2017 @ 12:30 AM
Arlington Heights FD Station #2