



**TASK FORCE  
Dana Point, CA  
August 9-10, 2016**

**Minutes**

Brad Darbro (CNT)	Ralph Domanski (CalOES)	Ken Cruz (ORC)
Sean Fraley (KRN)	Eric Holly (SFW)	Mike Lozano (SAC)
Elizabeth Barrera (USFS)	Steve Winter (VNC)	Woody Enos (SBC)

**Not Present:** Jeff Birchfield (BDC), Nate Gogna (DOI), Anthony Whittle (LAC), Dave Barnett (SJS), Shawn Newman (CalFire)

**Guests:** Dan Johnson (CalFire) Tracey Kern (USFS)

**August 9-10, 2016**

■ **Call to order: 0900 by Fraley**



**Reviewed the July minutes**

Minutes approved with minor revisions.

**Welcome, Introductions and Logistics (Cruz)**

Chief Pokey Sanchez, Chief David Thomas, Chief Jeff Bowman, Chief Daryl Millot

Moment of silence for Dozer Operator Randy Reagan and San Diego Police officer Jonathan DeGuzman

**Cal OES Update (Domanski)**

Still working on filling positions. Approved to fill a second Assistant Chief for each region. Management Service Technician position testing will be required for computer skills for Word and spreadsheets. There is currently not a succession plan to fill behind Chief Ralph Domanski

Hazmat rigs have an issue, there is a fee not tax, but one of the Taxpayer group is contesting it. Our intention it to go ahead and purchase the Hazmat rigs and send them to the locations I sent out in an email earlier, I can send email out again if needed.

### **Hazmat Document (Domanski)**

I checked with CSTI and they don't have the same concerns that Chief Domanski did. No problem re-numbering the document.

What did we finally number the Safety group paper? Did we discuss it? Per group didn't talk about the white paper. If we archive do we need to assign it a number?

Domanski: I don't think we need to put a number on it, it is archived in the documents. Fraley will work on it.

### **State Fire Training Update (Domanski)**

No updates available due to no FIRESCOPE Task Force member. No status on anyone representing FIRESCOPS Task Force. Chief Domanski will have Chief Zagaris bring it to the Director.

### **Update High Rise Position Manuals (Kelly)**

High Rise Base Manager ICS-HR-222-4, First Position Manual Chief Butler went through base manager and rapid base manager. Chief Kelly went through the document and the checklist on page 4, it is consistent with 2017 FOG checklist, no changes made to that.

Move to personnel and procedures. No wire chart in it but will work on the formatting. Previous PM, comparing the update of Aug 2016 Position Manual, per Chief Butler it wasn't done in tracking document. Labor intensive Chief Kelly will have specialist group use Track Changes so we can see the changes. Compared to Organization, Personnel everything was the same just reorganizing the language. A & B the only change I found after Chief Butler, Reports to Support Branch Director. Checking the 2017 FOG. 2.2 No changes. 2.3 Major Responsibilities and procedures #2 identify location and existing assignments, condensed a little bit with language but no change. C is new addition: Determine Needs. **Suggest** the number consistent with other PM numbering like the Hazmat guides, getting away from the HR. Based on Hazmat document should be ICS 1000, 1001, 1002. So 222-4 should be 1006. **Suggest** when we number things look at sequence under the FOG PM, certain order when we have PM should be in same order as Operations Guide. A little more organized.

Rapid Intervention Group Supervisor- should be ICS 1006 – New in the FOG. Organization 2.1 checklist is consistent with fog no review needed. a, b, c are exactly the same as the FOG. Everything else 2.2 & 2.3 needs to be reviewed. 2.2 Personnel I reviewed, looks really good. Chief Kelly had a question under 2.3 F considering a minimum of one Rapid Intervention should add Crew after that. Possible Format changes for F.1 move it to the next page to complete sentence. Document should have page number because the TOC references page number. Chief Fraley has approval to send to Ops changes with new numbers and format changes made.

RAT (Rapid Assent Team) should be available by next meeting for Review.

On the checklist of all the PM's 1.2 a. obtain briefing from Support Branch Director, Logistics Section Chief or Incident Command. Can we add *Review 420-1 FOG common responsibilities chapter 1*, so it is consistent with the FOG?

### **Numbering Position Description**

Hazmat 222-1 is 1101 and then 1102, 1103. Ops Max 410-6, Task force Orientation Max 410-7, Fireline Paramedic 363-1, Fireline Course Plan 363-2, No Number for Task Book.

ICS 900 gave to Chief Richardson this morning. LA City is waiting for it, so need to push it to the board ASAP.

**Suggest** Can we have in the Dropbox a document that has a list of changes for the next version of the FOG.

### **MACS 405 (Domanski)**

Chief Domanski has not had time to complete this project. He will schedule a meeting with Chief Chuck Butler (LFD) and is scheduling a couple hours with a technician at South ops to knock it out quickly.

### **FOG Update (Domanski)**

We were to give the publisher the updates by end of July. What didn't happen is proof reading, some of the things suggested switching it so it will switch to the device you are using (portrait or landscape). Sub-contractor has proof read and it is done. Office of state publishing think printing and delivering by end of October.

Fraley: Proof reader came up with 920 suggested changes, I accepted 580 changes.

Task Force presented a thank you gift to Jon Kolman for all his work with helping with the FOG edits. Chief Domanski stated that no one has ever done that for Jon and will pass on to Jon.

Jon can make the changes in two weeks. Hard copies should be printed at the end of October.

### **App**

2017 FOG book same page colors. Can only have a link and 1 sub link, Can we have Chapter 1 and then afterwards have radio buttons below it with Chapter 1-23, or if when we scroll it has a hyperlink to go to the chapter.

Domanski; every page will be able to Zoom--that is what we told developer. Logo per the designer has to have an art background. Chief Domanski will work with the designer on the logo.

Not going to be able to fill out the forms and create an IAP through the App, but will be able to print or download each form individually and create the IAP. Creating the forms to the resources tab, that is where we list the Forms. Fillable forms need to be reviewed to make sure they weren't changed.

### **ICS Fillable Forms (Fraley)**

Forms to be reviewed assigned below:

201 Darbro, Winter, Whittle  
202 Holly, Cruz, Barnett  
203 Lozano, Enos, Newman  
204 Barrera, Kelly, Gogna  
205 Holly, Cruz, Barnett  
208 Darbro, Winter, Whittle  
208 Lozano, Enos, Newman  
211 Barrera, Kelly, Gogna  
212 Holly, Cruz, Barnett  
213 Darbro, Winter, Whittle  
214 Holly, Cruz, Barnett  
216 Lozano, Enos, Newman  
226 Barrera, Kelly, Gogna  
227 Darbro, Winter, Whittle

If you discover a problem with a form, please discuss with the other members looking at that form before involving Chief Fraley or Chief Birchfield. After the form has been vetted, please advise Chief Fraley by noon Wednesday the 17th. We can't move forward with the app until this portions is complete.

**Meeting adjourned at 1700**

**August 10, 2016**

**Meeting called to order 08:30**

**Old Business/Projects**

**AR STEN Curriculum** (Birchfield/Darbro)

No discussions in the last weeks

**ICS Forms Review** (Cruz)

No report

**Standard Wildland Preplan** (Newman)

Chief Fraley expressed to Chief Johnson how impressed the Task Force was with Chief Newman's presentation of this project at the July Task Force meeting. Task Force members are currently having members of their departments look at the template in order to suggest any needed changes.

**DINS Task book Revision** (Holly)

DINS doesn't have a task book, so people are treating it differently. CalFire requires trainee assignments. Federal requirement is to go through training and you are qualified. This is a concern with training groups. Task Force group cannot fix, need to decide if DINS should have a task book? CICCIS will weigh in on it whether a task book is needed.

**ICS 010-1 Glossary of Terms** (Holly)

Read thru the Glossary, should have an update for September meetings.

**Specialist and Working Group Reports**

**Aviation** (Enos/Barrera)

Conference call July 20 where we approved final work.

Chief Enos will provide Don Weiss the 220 Air Ops form and update the plan of work to post on the website.

Hoist standards add Coast Guard Rep, and Fred from Ventura to the email list.

UAS paper is continually changing regarding when to ground aircraft and when to bring them back up, every day with legislation changes.

Requested to add a 3<sup>rd</sup> meeting in January for a day and a half. Two meetings are already scheduled for November and April.

**Communications** (Gogna/Winter)

No updates for the group

**Safety** (Fraley/Enos)

No report

**EMS** (Whittle/Barnett)

No update for the group

**GIS** (Winter/Birchfield)

Moving forward putting together a joint half day meeting with Chairs of GIS, EIS and COMM to make sure they are coordinating their work. Possible meeting in Buellton for a half day in November. Come up with a letter of intent from Task Force group for the GIS, EIS, and Comms group. GIS is interested with the DINS. Chief Winter spoke with Lorri Peltz-Lewis regarding roster process. Check with Nate to see if this works for him if not Steve is the backup.

**Predictive Services** (Barrera/Cruz)

Fall meeting Nov 2-3 will be held in Sacramento. Working on the MACS 410-3 a few minor edits.

**Hazmat** (Darbro/Barnett)

Haven't spoken since email in July but we are having a meeting on the 8<sup>th</sup> of September.

**US&R** (Cruz/Winter)

OES task group is working on REMS typing changes for next year is the only plan of work they have. They are putting together a White paper on the issue. I have no work for them except for collecting data for updating REM. Chief Domanski will talk to Chief Zagaris about the RTF group.

**High Rise** (Kelly/Whittle)

No update on setting next meeting. Chief Kelly transitioning with Chief Chuck Butler as liaison. Will inform High Rise Chair of liaison change.

**EIT** (Birchfield/Darbro)

No report

**STEAC** (Lozano/Barnett)

Meeting in October, No updates to report. In contact with Chief Barnett the curriculum not ready.

**Review of Upcoming Task Force Meetings (All)**

- September 28-29      Monterey (Barnett)
- October 18-19        San Simeon (Enos)
- November 15-16      Buellton (Enos)
- December 6-7        Ventura (Winter)
- January 17-18        Shell Beach (Domanski)
- February 22-23      San Diego (Barrera)

**Future Board of Directors and Operations Team Meetings**

- A. October 12      Board of Directors, Sacramento
- B. January 19-20, 2017 Ops Team Meeting, Shell Beach

Roundtable..... All