



**TASK FORCE
Riverside, CA
May 15-16, 2018**

Minutes

Tim Kelly (LFD)
Elizabeth Barrera (USFS)
Jenn Ricci(CALFIRE)
Shanna Kuempel (CNT)

Grant Hubbell (BDC)
Cathy Johnson (CalOES)
David Gerboth (SND)
Matt Levesque(ORC)

Woody Enos (SBC)
David Barnett (SJS)
Jon O'Brien (LAC)
Dan Horton (VNC)

Not Present:

Kyle Heggstrom(LNA), Sean Fraley (KRN), Van Arroyo (DOI), Andrew Henning (STFM),

Guest: Jim Johnstone (CalOES)

May 15th, 2018

- **Call to order: 0900 by Tim Kelly**
- **Reviewed April Minutes**

Welcome and Logistics (Ricci)

Moment of Silence:

Gregory Jackson - Fort Benning Fire Department (Fort Benning, GA).....April 19, 2018
 Herbert T. Wilcox - Rocky Mount Vol. Fire Depart. (Rocky Mount, VA).....April 19, 2018
 Anthony Colacino - Sierra Conservation Center CDC (Jamestown, CA).....April 21, 2018
 Philip H. Nuebich – Spooner Fire District Department (Spooner, WI).....April 25, 2018
 Michael Godzak – Rostraver Township Vol. Fire Depart. (Webster, PA).....April 28, 2018
 Jeffrey Holt – Lawrence Fire Department (Lawrence, IN).....April 30, 2018
 Thelonious Adams – Las Vegas Fire and Rescue (Las Vegas, NV).....May 1, 2018
 Mark A. Groziano – City of Hudson Fire Department (Hudson, NY).....May 9, 2018

As well as all law enforcement officers killed in the line of duty throughout the United States

Agenda review and Additions (Kelly)

None added

Review and Approval of the April Draft Minutes (Hubbell)

Reviewed and approved. Motion to approve by Horton and seconded by Kuempel

Task Force Update (Kelly)

- May 15th and May 16th Cal Chiefs Technology summit is occurring in Redlands. Several EIT and GIS specialist group members are attending. Written briefing will be developed to present to Ops Team in June
- Kelly and Johnstone attended May 3rd SCAFFW conference in Yucaipa. Enos presented Montecito mud slide presentation
- NIFC 1-6 channel currency safety message distributed by Zagaris May 1st and on the what's new tab on FIRESCOPE website
- DRAFT CICCS qualification guides for REMS. REMS subfolder created on DropBox under current work. Task Force to discuss assigning the REMB/REMS task book development to the REMS working group or USAR Specialist Group. A recommendation to clarify "High Angle" will also be needed to provide guidance under Required Training for the positions
- Request by Johnson to remove FEMT and FEMP from ROSS April 26th
- Recognition of Elizabeth Barrera's FIRESCOPE service Letter of Appreciation and mug. Randy Skelton to identify replacement. Jim Johnstone to stay in contact with Skelton

Cal OES Update (Johnson/Johnstone)

Two new Assistant Chiefs have been appointed. Courson assigned to Region 2- north. Unkovich assigned to Region 6- south. CWCG IMT meetings were held at McClellan, FIRESCOPE briefing distributed. Johnstone attended breakout group on REMS and discussed implementation. Zagaris will be going to Australia and New Zealand to spread the message of the CA Fire Service and to discuss the 2017 Fire Seige.

State Fire Training Update (Henning)

No report. Henning absent.

STEAC Update (Barnett)

Next meeting in July 2018. SBFS meeting to approve 2018 CICCS qual guide

Old Business/Projects:

PROJECTS TO BE IMPLEMENTED:

Aviation Interagency Summary (Enos/Johnson)

Posted to website

CICCS Qualification Guide Revision (Barnett/Gerboth)

Waiting to hear from State Board of Fire Services during their May 24/25 meeting.

Templates/Bio Template Implementation (Barnett/Kelly)

Emailed by Barnett to TF members. Discussion on having same white paper template for all the specialist groups. Bio's should be completed in January 2019 and ready for review by February meeting. All templates should be delivered by liaisons to Specialist Group Chairs. Johnstone to work with Ops team and BoD to get bio's completed.

Plan of Work 2018 (Kelly/Johnson)

Completed, posted on website and moved on DropBox

DINS/DINM (Update Implementation Plan to include Impact Statement) (Henning)

State Board of Fire Services to review in August. Impact statement from implementation plan will be put in FIREScope quarterly briefing. Implementation plan will provide a summary to Ops Team and BoD to assist approval process without reading all the documents.

Line Medic/EMT Curriculum (Barrera/O'Brien)

Pending SBFS approval of qualification guide at May 24th meeting.

Polo Shirts (Levesque/Johnstone)

Reviewed and discussed white paper. Discussed potential language change(s) regarding white paper listing specific vendors, color choices, logo, format. Recommendation made to have a TF member oversee entire process. Recommendation also made to include white paper as an appendix in 410-4 in order to provide information on procurement, proper use, etc. White paper will be ready in June. Shirt mock-up will be produced and ready for review by TF at June meeting and presentation to Ops Team.

Discussion on template, process, and proper storage/archiving of white papers. Recommendation to include white paper process in 400-1 revision. A new project will be created to address this issue regarding white papers.

CURRENT WORK:

MACS Exercise AAR (Kelly/Johnson/Johnstone)

Reviewed FIREScope Past/Present/Future PowerPoint and showed video addition. Feedback solicited from April facilitators with intent to gather information in order to put together an AAR. Two comments were made regarding spending more time on reviewing 209's. Suggestion to email packets to attendees prior to exercise for review to allow greater familiarity with information. Suggestion to streamline scoring process by using an electronic 429 spreadsheet to save time.

Groups:

Johnson-O'Brien

Ricci-Gerboth

Greenwood-Kuempel

Enos-Hubbell

Barrera-Levesque

Review Specialist Groups POW, Charters and Rosters (All)

For all SG- create or revise as needed an OSD for 2021 FOG revision. All approved documents are being moved to the "Approved 2018" folder on DropBox.

Aviation- Change(s) made to plan of work removing completed work. Fraley needs to be listed as alternate liaison on both confidential and public roster.

Communications- Change text in rosters from blue to black and keep phone numbers in red.

EIT- Changes made to formatting on the plan of work. Need to produce a confidential roster. Need to add Hubbell to both rosters as a secondary liaison.

EMS- Completion dates changed to April 1st for items (plan of work, charter, roster) on plan of work

GIS- Add backup liaison to rosters. Removal of DINS line in plan of work.

Haz Mat- No changes made

High Rise- Clean-up to rosters and plan of work

USAR- Need charter and both rosters

Predictive Services- No changes made

ITSS-COML Position White Paper Revision (Kuempel/Arroyo)

Reviewed revised draft in Dropbox. Present to Ops Team at June Meeting. Additional language added to clarify document and also provided a more detailed explanation of the duties between the COML and ITSS positions in regards to who is responsible for setting up internet and telecommunications devices. White paper was reviewed by TF and several changes were made and incorporated into document and placed into Dropbox. Kuempel to develop implementation sheet. TF discussed implementation plan (e.g.; Position Description development, FOG update, etc.). Position description will need to be developed for the future. Announcement for PD in January 2019 and FOG 2021.

Channel Limitations Statewide Group 3 Load White Paper revision (Kuempel/Arroyo)

White paper being revised to reflect Task Force directions. Present to Ops Team in June. MACS 441-1 revised draft completed. To be placed in DropBox “current work” folder. Need to be ready to address questions regarding fiscal piece of requiring a radio load of 400 channels in 2021. Suggestion for the TF to get input from the Assistant Chiefs representing all the regions to gauge the ramifications of this change statewide. Process of distributing cover letter and white paper was discussed. Kuempel to compose white paper. Kuempel also will provide an approximate cost to bring a unit up to proper radio standard.

MACS 410-1 MACS Procedure Guide Revision (Johnstone)

Reviewed and Discussed Final Draft. Present to Ops Team in June and BoD in July.

CISM/Peer Support Working Group (Gerboth)

Conference call summary- discussed expectations for group. Huff from Santa Barbara will be the chairperson. Number one priority is to produce charter, POW, roster and white paper. First in person meeting May 16th in Orange County. Discuss plan for White Paper for Ops Team in June.

CAD to CAD Interoperability White Paper (Fraley)

Fraley absent. Kelly provided update. Had May 10th conference call. Work Group: Eric Prosser (Santa Clara Fire), Xo Gikas (LAFD), Roger Fisher (SDFD), Zach Wells (Kern Co. Fire), Caroline Jacob Thomas (Cal OES). Next meeting May 21st. On track to produce White Paper in June. Discussed what the leaders intent for group was. Overhaul of resource ordering was suggested to be a part of this project/white paper. Next meeting is May 21st. Cathy email contact info for IROC reps.

Messaging/Marketing (Barnett/Johnson)

- MACS 400-1, Document Implementation Checklist- Revised draft in Dropbox. Reviewed by TF. Final placed in Dropbox to Ops Team in June
- Implementation Plan Template/Impact Statements
- Establish Working Group – LFD has two members from Public Information Office. TF members to solicit agencies for SG. Form by June meeting and assign lead
- Quarterly Summary Draft Template- Quarterly Briefing in Dropbox. Part of 400-1 package

This is just one piece of marketing and messaging, but a way to get updates and information out to stakeholders quarterly. Discussed changes to 400-1 incorporating new Quarterly Summary process. Discussed contact list for distribution of summary and best way to get information to federal partners. Need to further develop email distribution list to make sure that all the

stakeholders are included. Need to develop a working group to further develop the FIRESCOPE messaging and marketing component and need a TF member to chair the working group.

400-2 Update (Kuempel)

Gave progress update and more detail to follow in June

SmartSheet Orientation (Johnson/Barnett)

Transition Update- projected to move over to Smartsheet in the Fall. DINS will be the pilot project in Smartsheet. Each TF member will have a project in Smartsheet (Phase #2 of training). Further training to TF will be delivered.

Standard Wildland Preplan (Ricci)

Form and instructions creation. Discuss Number assignment, ICS 267 proposed. Ricci discussed steps on how to create a plan using three basic steps that can be expanded if desired. Plan could be on paper or digitized to deliver via an electronic format. Discussion regarding editing to make it an “all hazard incident pre-plan” versus a wildland preplan to incorporate an all hazard approach. Suggestion to make it a form and make it a 200 series number. Numbering scheme available is from 267-299.

ICS 010-1 Glossary of Terms (Fraley)

No report- Fraley absent

SART (Fraley)

Update Alvin Brewer meeting with Chief Richardson. NWCG 210 document is a good resource for developing SART process.

S219 (Barnett)

White Paper and proposal ready for June meeting. Firing checklist in curriculum, but where does it live so in mutual aid situations there is a common operating platform. Currently there is no codified firing checklist document being used statewide. Barnett to update White Paper to include NWCG not including firing piece in their curriculum.

ICS Forms Review (Levesque/Gerboth)

No update. NWCG subscription link sent to TF

New Business/Projects:

Evacuation/Repopulation and LELO Position Description White Paper (Barnett)

Barnett reviewed LELO White Paper with TF. Discussion regarding common symbology and terminology for evacuation and repopulation procedures. Common terminology may present a problem for implementation, because evacuation terminology is set at the County level. Barnett has volunteered as working group lead if the direction is to proceed with working group. Present to Ops Team in June.

FIRESCOPE Social Media Sites (Johnstone)

Instagram, Twitter, and Facebook are current social media sites. Gmail account also set-up to receive emails. Currently no “posting” plan and Joy from south ops is waiting for direction from TF. Postings will go through TF Chair and Vice-Chair before being sent to Joy for posting. Suggestion to post at least twice a week to maintain relevancy. Joy is currently working on a plan to increase followers by following fire agencies on social media.

Specialist and Working Group Reports:

Aviation: (Enos/Fraley)

Next meeting in Orange County- June 27th and 28th finish hoist guidelines and reconvene UAS subcommittee. Discuss air to air and air to ground terminology.

Communications: (Arroyo/Kuempel)

Full roster. Next meeting Oct 24th and 25th in San Diego.

Safety: (Fraley/Enos)

Next meeting June 20th and 21st in Lake Arrowhead. Larry LaVogue and Wayne Saida will be given letters of appreciation.

EMS: (O'Brien)

Next meeting June 28th in Lake Tahoe. Working on posting Fire Line EMT and Fire Line Medic curriculum to website.

GIS: (Horton/Arroyo)

Refresher course currently being delivered May 15/16 at McClellan.

Predictive Services: (O'Brien/Ricci)

Spring meeting in Mather last week. Looked at Thomas fire review. Conclusion was that winds were being under predicted. Working on system to fix that. Discussion about cleaning up current FIRESCOPE documents. Looked at fire behavior modeling system. Next meeting Nov 7/8 in Ventura

Haz Mat: (Kuempel/Horton)

Next meeting June 18/19 in LA County at DelVal. Mass Decon, Fentanyl presentation and OSD.

US&R: (Gerboth/Levesque)

Group discussion REMS for 2019, Task Book, Implementation of ROSS qualifications May 1st conference call. Meeting in Fresno on Aug 1st and 2nd.

High Rise: (Levesque/Gerboth)

May 21st/22nd in Solvang. Bob Fisher from North County Fire Authority left group.

EIT: (Ricci/Hubbell)

Two members are attending Cal Chiefs Technology summit and several members are involved in CAD to CAD project.

Roundtable:

Meeting adjourned at 1700

May 16, 2018

Meeting called to order 08:00

MACS Exercise

Adjourned 1200 hrs.

UPCOMING MEETINGS:

Task Force

April 24-25	Redding (Johnson) North Ops MACS Exercise
May 15-16	Riverside (Ricci) South Ops MACS Exercise
June 12-13	San Francisco

July 17-18	San Bernardino (Hubbell)
August 14-15	Orange County (Levesque)
September 25-26	Monterey (Kuempel)
October 23-24	San Simeon (Enos/Arroyo)
November 13-14	Solvang

Future Board of Directors and Operations Team Meetings

June 14-15	Ops Team/Task Force, San Francisco
July 11	Board of Directors, Burbank
September 6	Ops Conference Call (1300hrs)
October 10	Board of Directors, Mather