



**2017**  
**AVIATION OPERATIONS SPECIALIST**  
**GROUP CHARTER**

**MISSION STATEMENT**

The FIRESCOPE Aviation Operations Specialist Group has been established to bring together public safety and military aviation representatives to foster relationships and develop processes and products that will support operations in the “All Hazard” environment. The Group will strive to produce products utilizing a best practice model, free of political or geographic bias, drawing upon the experience and knowledge gained in the delivery of public service by all members in accordance with all FIRESCOPE policies and procedures.

**RESPONSIBILITIES**

1. Develop, maintain and gain approval from the Task Force for a “Plan of Work” consistent with the Group’s mission.
2. Collaborate with other members, appropriate stakeholders and subject matter experts on issues related to the “Plan of Work” to insure integration of a broad range of ideas in the final product.
3. Develop and maintain FIRESCOPE documents and products specific to the “Plan of Work.”
4. Present a single document for each “Plan of Work” project representative of group consensus.
5. Maintain an awareness of current and future trends and technology consistent with the Group’s mission.
6. Determine the potential for inter-agency cooperation and operational capabilities representative of the Group’s mission.
7. Review current training, certification, and qualification requirements representative of the Group’s mission and make recommendations for consistency and enhancement.
8. Develop as necessary or required, position manuals, task books and other documents for use in filling ICS positions related to the Group’s mission.
9. Review and revise documents and ICS structure related to Group’s mission.
10. Maintain accurate confidential and non-confidential membership rosters for the Group.
11. Report to the FIRESCOPE Task Force Liaison assigned to the Group.
12. Complete other assignments as deemed appropriate by the Task Force.



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**MEMBERSHIP**

Group Membership shall assure representation of the California Fire Service from throughout the state. The members shall possess a sufficient level of technical expertise to support the Group's primary area of responsibility.

Members shall be approved by the FIRESCOPE Task Force and may include, but are not limited to:

- State agencies such as CAL FIRE, CAL OES-Fire and Rescue Division
- Federal agencies with fire suppression responsibilities
- Local fire agencies representative of the CAL OES Mutual Aid Regions, cities, counties and rural areas.

Associate Advisors may be assigned from interested non-fire service groups to provide technical expertise with the approval of the Task Force.

**OFFICERS**

The only required Officer of the FIRESCOPE Group is the position of Chair. The Group may select a Vice-Chair and Secretary as necessary. All Officers must be active members of the Group. Officers will be selected annually on a calendar year basis, January 1 to December 31.

The Chair will be responsible for managing the Group to accomplish the annual "Plan of Work" in accordance with the FIRESCOPE Decision Process and providing status reports on the Group's efforts to the designated FIRESCOPE Task Force liaison.

**AD HOC GROUPS**

Ad Hoc groups may be established by the Group when appropriate. Ad Hoc group members shall be from the approved group roster.

**MEETINGS**

At least one meeting will be held annually. Additional meetings will be held as necessary to accomplish the goals and objectives of the FIRESCOPE Aviation Operations Specialist Group "Plan of Work". Meetings will be held so they do not conflict with Task Force meetings.

**Revised 2/21/17**