



**TASK FORCE MEETING  
San Simeon, CA  
October 23-24, 2018**

**Minutes**

Tim Kelly (LFD)	Jon O'Brien (LAC)	Woody Enos (SBC)
Grant Hubbell (BDC)	Shanna Kuempel(CNT)	Jenn Ricci(CALFIRE)
Jim Tomeselli (USFS)	Sean Fraley (KRN)	Dan Horton (VNC)
Cathy Johnson (CalOES)	Kyle Heggstrom(LNA)	
David Barnett (SJS)		

**Not Present:** Van Arroyo (DOI), Andrew Henning (SFM), Matt Levesque(ORC), David Gerboth (SND)

**Guest:** Jim Johnstone (CalOES), Les Matarazzi (DOI), Anthony (SBC)

**October 23rd, 2018**

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

**Welcome and Logistics** (Enos)

**Moment of Silence:**

Russell Hayes – El Dorado Springs Vol. Fire (El Dorado Springs, MO).....October 4, 2018  
Brad Clark – Hanover County Fire and EMS (Hanover, VI).....October 11, 2018  
Joshua Eugin – Saint David Fire District (Saint David, AZ).....October 17, 2018

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

**Agenda review and Additions** (Kelly)

USAR White Paper added to Agenda

**Review and Approval of the September Draft Minutes** (Hubbell)

Reviewed and approved. Motion to approve by Barnett and seconded by Enos.

**Task Force Update** (Kelly)

- BoD October 10<sup>th</sup> Meeting – Summary Report
  - Summary report sent to all TF members
  - Meeting held at Sacramento OES HQ
  - Numerous Bills relating to public safety were discussed
  - Texting and videoing 911 were discussed in relation to new technology
  - Hazard mitigation funds- \$480 million (pre-disaster and flood mitigation)
  - CAL OES met blue ribbon commission recommendations
  - Importance of leveraging technology
  - All but 2 of 12 Hazmat units deployed
  - CALFIRE and USFS thanked and showed appreciation for fires of 2018. Challenge of managing fires and maintaining initial attack posture and maintaining posture during winter. Helicopter replacement schedule.
  - SFM plan to address seized fireworks
  - DOI/BLM conducting AAR with agency administrators. Staffing levels for 2019 remain static. Use of drones and soon to order through ROSS
  - CWCG Meeting Oct 11th. Trying to sustain 11 Type I teams and get rid of all Type II Teams
  - Pre-positioning will be tracked on Google Sheets with a Webex presentation to discuss
  - Type VI apparatus update
  - FOG analytics reports delivered and correlated with marketing and messaging plan. Discussion on how best to use data and how to leverage for marketing and messaging plan.
  - Channel limitations White Paper with some revisions regarding “portable radio” language being added to the survey. Discussion of adding a question about AVL, but decision was to eliminate from survey
  - Quarterly briefing approved
  - Incident Communications Advisory Council- Next meeting in Seattle on Nov 7/8. Discussion about keeping integrity of ICS pure and not implementing communications section. Motion approved by BoD; FIRESCOPE to craft letter signed by BoD Chair and send to Communications Advisory Council to notify of FIRESCOPE’s position. NWCG has also taken a position against this proposal as well.
  - Motion approved by BoD for Task Force to study adding Rehab Unit and/or Decontamination Unit to resource typing. Chief Miller motioned; Chief Richardson second motion. Assignment added to Task Force October 2018 meeting.

- Specialist Group Primary and Alternate Liaison assignments
  - Sheet handed out to TF Members with changes to assignments
- Discussion regarding an official replacement on the TF for Arroyo
- Ricci indicated that her replacement on the TF expected by November and will attend December meeting will the transition complete in January 2019

### **Cal OES Update** (Johnson/Johnstone)

- Cal Chiefs conference in Sacramento week of September 24-28 Update. Dan Munsey new Chair. Johnstone made presentation on ICS900; many questions from membership. Well attended and great discussions. Scott Vail covered CICCIS. FIREScope awareness and understanding amongst agencies very limited.
- Update on balance of \$25M - Information requested by Task Force. A total of \$50 million is now available (last year's funds and this year's funds). Less than \$5 million expended so far.. When logistical support has been requested, it has been granted with funds. Direction is to keep them together as a Strike Team. 45 requests have been filled so far. Generally requesting agencies need to re-apply every 12 hours. In some circumstances 24 hour approval is granted based on expected weather.
- Task Force discuss Cal OES sharing costs for FIREScope members to continue participation of FIREScope – Discussion with Chief Zagaris update. Zagaris is open to looking at situation and understands hardship. Funding available (\$20,000) for paying for local government air travel to attend BoD Meetings resulting from annual agreement with USFS and Cal OES. Johnstone to talk with R. Skelton about revising the agreement. Funding for Working Groups and Specialist Groups is a challenge. Can FIREScope apply for Hazard Mitigation Funds? Discussion amongst TF regarding this issue and the potential for it to further impact FIREScope and its participation as well as the ability to maintain relevance. Discussion needs to occur at BoD level. Recommendation from Johnstone for each TF member to reach out to Ops Team members and/or their Fire Chief's to get this item on the BoD agenda.
- Vail retired, but is now a retired annuitant.
- Johnson will be point person for Website project as it undergoes renovation
- AB2380 regarding private firefighting resources on incidents is posted on BoD documents. Several stipulations need to be met for private fire resources to function on incidents and operating policies need to be designed. Incident Commanders will hold private fire resources accountable to AB 2380.
- Improved relationship with Cal Chiefs OPS Group- Dan Munsey (BDC) is Chair. Can help FIREScope with messaging and marketing.

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

No report- Not Present. Brief report delivered by Barnett

Curriculum updates for FFI and FFII. Will affect training academies

S-300 rewritten to reflect NFPA requirements for IC's

FOR ADDITIONAL INFORMATION REFER TO APPENDIX DOCUMENT "SFT REPORT"

### **STEAC Update** (Barnett)

- STEAC meeting October 12<sup>th</sup>. CA 219 course curriculum update.
- Open water rescue boat operator class was approved
- Aircraft rescue and Firefighting awareness class approved. Designed for supplemental personnel that would respond to ARFF emergency.
- River/Flood rescue technician class revised
- Ethical leadership for instructors being revised
- CA-219 approved. Not be a requirement at this point. Meets NWCG and S-219 requirements. If burn does not happen, instructor is responsible for working with SFT to make sure students finish all requirements.

## **Old Business/Projects:**

### **Messaging/Marketing** (Arroyo/Enos)

- Working Group Update: Dan Horton and Woody Enos (October Conference Call). White Paper completed; placed in Dropbox. Task Force Discussed modernizing the FIRESCOPE website. Cathy Johnson to discuss with webmaster. Task Force to provide leader's intent on what website should look like. Discussed including predictive services component.
- White Paper sent to TF for review. White Paper presented to TF and discussed. Due date for White Paper is January 2019.
- Suggestion to maintain working group for a year to work on POW instead of developing a Specialist Group. Costs would involve agency support for the working group and other costs would be on Cal OES for website renovation, video, and social media. First priority would be producing video. Question raised about how messaging and marketing can effectively support all the Specialist groups and integrate the FIRESCOPE message. Branding or re-branding FIRESCOPE starts with the website renovation.
- Question raised and discussion if this strategy requires a Specialist Group to maintain long term and what that would require for TF to maintain effectively
- Enos revising White Paper Draft on cost analysis, implementation plan, need for specialist group etc. Will bring back in November for further review.

### **ITSS-COML Position White Paper** (Arroyo/Kuempel)

- Review Implementation Plan – Report from Jim on discussions of practical application with CWCG during October 11<sup>th</sup> CWCG parent meeting (BoD).
- CWCG communication read by Tomaselli to TF. No implementation and not holding teams accountable to it due to lack of knowledge regarding decision made. Tomaselli will speak with Skelton in order to bridge this gap and work on future communications. He will also share TF Minutes with CWCG after they are approved with the goal of connecting better with CWCG. Johnstone recommended getting topic on next CWCG agenda. Enos recommended inviting rep from FIREScope and CWCG to Ops Team meetings. Johnstone to share Task Force meeting notes with his contacts.
- Everything is done on implementation plan except for three items including implementation item planning for FOG update.

### **CISM/Peer Support Working Group** (Gerboth)

- Progress on White Paper. Peer Support/CISM tab changed to Behavioral Health on website.
- TF to review between October and November meeting if received by Gerboth and group
- No further update- Gerboth not present

### **CAD to CAD Interoperability** (Fraley)

- Still working on regrouping
- Fraley announced that he is leaving the TF and his last meeting will be January 2019
- Johnstone indicated that Cal Chiefs Ops group would also be interested in this project and collaboration/outreach is needed
- Fraley to follow-up with Chief Gardner as a possible liaison to work with

### **Channel Limitations Statewide Channel 3 Load** (Kuempel/Arroyo)

- Update on survey back from communication specialist group. Goal to present survey analysis to BoD in January 2019.
- Kuempel reviewed proposed survey to TF. Kuempel indicated that portable radio language would be added to the survey. Survey language and proposed revisions discussed by TF. Recommendation to change introduction to include purpose for survey using language from CSG White Paper.
- TF discussion regarding best way to distribute survey. Focus is only on local government not on CAL FIRE or USFS being that they are already compliant.
- Deadline needs to be added for departments to complete the survey.

- Discussion regarding the logistics of sending out survey and platform used. Survey Monkey vs. a CAL OES survey platform that has the potential to be blocked by IT Departments. Kuempel to manage survey work with Cal OES Johnstone and Johnson.
- Ops Team and Bod for preview and approval before distributing

### **S219** (Barnett)

- Update provided in STEAC update.

### **Standard Wildland Preplan** (Ricci)

- Project placed on hold by Ops Team – Form number will likely change to ICS 256. Update on conference call with Pokie Sanchez OFCA, Richardson, Kelly, Dave Barnett.
- Johnstone needs to reach out to Pokie for information and then potentially plan a conference call with all the interested parties to move project along.
- Project still has merit regardless whether or not we use established template
- TF to develop contingency plan based on information from Pokie

### **MACS 400-2 Document and Forms Description** (All)

- USAR change to “Technical Rescue.” Dave Gerboth delivered White Paper to justify changes. USAR designated ICS162 with all subcategories 162-1, 162-2 etc. REMS placed under Technical Rescue and taken out of Wildland category. ICS231 WUI Placard changed to ICS256; Shanna recreated form and will present to Task Force. Archive all I courses on website. Area Command 420-1.3 (ICS410-2) and 240; Kelly and Johnstone to revisit consolidating (ICS 410-1). Review MACS 400-2 final draft (On FIREScope POW).
- Project should be finalized by November 2018 with just a few items to finalize. Will present to Ops Team in December.
- Kelly and Johnstone to revisit consolidating (ICS 410-1)
- Review MACS 400-2 final draft (On FIREScope POW)
- Reached out to Mark Kendall to discuss Area Command
- USAR White Paper revised with TF input. Barnett to finalize and email to Kelly; Kelly to send to Gerboth
- Form 217A needs to be added
- Area command needs to be reconciled and changed to a MACS or ICS document with an associated number. Kuempel is looking at new number choices, possibly (ICS 410-1) and (ICS 410-2)

### **ICS Forms Review** (Levesque/Gerboth)

- ICS 225 Update – Dave Gerboth to talk with Scott Vail to see about having draft by October Task Force meeting.

- No further update- Gerboth and Levesque not present

### **Smartsheet Orientation** (Johnson/Barnett)

- Transition orientation to platform. 1 hour block for orientation (Administrators Kelly, Johnson, Hubbell).
- Smartsheet presentation delivered to TF by Johnson
- Several sheets developed and shown to TF including Plan of Work in Smartsheet format
- POW sheets developed for each SG
- Standardized FIREScope templates are all added to each POW
- Initial phase is to push out sheets to each Specialist Group and then eventual implementation phases is to have each TF project be placed on Smartsheet. However more discussion/training needs to happen with TF before that transition
- Discussion about keeping DropBox for archive purposes and storing minutes
- Emails with Smartsheet links sent out by Johnson to all TF members

### **ICS 010-1 Glossary of Terms** (Fraley)

- Progress Update- Still in process and will be completed prior to Jan 2019

### **SCOUT Procedural Manual** (Ricci)

- Update on discussion of workflow chart with IMTs to determine best practices and using flowchart as example. Research information on security defaults.
- Ricci has reached out to Plans Chief's and CAL FIRE IMT's regarding input on SCOUT. Are you using it? What do you use it for? How to you share information? If you don't use SCOUT, why not? What are your opinions on SCOUT?
- Has not reached out to any local teams. Fed teams are not using it at all.
- Ricci is finalizing all responses and compiling data she has received. She will deliver to TF at a future meeting and will share with Caroline
- EIT SG has not worked on workflow document or compiling data.

### **NIMS Communications Section Work Group** (Johnstone)

- Group name changed to Incident Communication Advisory Council. Recent Update.
- Update provided during BoD update as reported by Kelly

### **2018 Hoist Rescue Guidelines** (Enos)

- Task Force made few edits and placed revised copy in Dropbox folder. Review and approve final draft and prepare for January Ops meeting or possible December Ops Conference Call.

- Revisions were added to document that were discussed in Monterey
- Several changes were made to font, formatting
- Document will need to be reworked for ADA compliance
- Motion made by Barnett and seconded by Enos to approve document
- Enos to prepare and have ready for December Ops Team meeting

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

- Action Items: Develop Roster, Plan of Work, Implementation Plan, Meeting Schedule and Flyers once LELO personnel identified. Task Force to discuss new SoCal rep representative to replace Jenn Ricci.
- Johnstone still working with Sherri Sarro at OES Law and no updates from OES Law on determining personnel to sit on group.
- Need to identify replacement for Barnett on group
- Barnett to recommend contacting Chair of Police Chief Association to participate. Johnstone to contact

**Fire-line Flagging Tape White Paper** (Fraley)

- Action Items: Sean to meet with Safety Group to make revisions provided by Task Force related to implementation plan (ICS910). Write draft language and submit with revised White Paper. Projected completion by October or November Task Force meeting.
- Fraley discussed update on project with TF
- Don Reyes working on ICS910 language and will have ready by November TF Meeting
- Will submit to Ops Team in December

**Work to Be Implemented:**

**DINS/DINM** (Henning)

- Implementation Plan update on final piece of linking DINS/DINM curriculum and announcement to FIREScope what's new. Update on housing training curriculum on website but moving toward directing it back to SFT to house. May provide link to SFT curriculum on website (Johnson/Johnstone).
- Still in process



- FIRESCOPE hesitant to continue to develop curriculum for new courses
- Discussion regarding housing curriculum on FIRESCOPE website vs. SFT website. Recommendation is to move documents to SFT website and provide a link on FIRESCOPE website. Also avoids a duplication of material on two different websites.
- Johnson to handle linking AH330 on FIRESCOPE website
- FIRESCOPE logo will be placed on course documents
- Recommendation to move DINS/DINM off agenda due to implementation plan being complete

### **Polo Shirts** (Levesque/Johnstone)

- Implementation Plan update. Update on payment method with FM Graphics and researching other vendors (e.g.; Galls) for other ordering options. Galls contacted providing estimate.
- Relationship terminated with FM graphics due to inability for them to accommodate an acceptable ordering/payment method
- Reached out to Galls and a company in Riverside to provide shirts. Joy is contact orchestrating contact with vendors

## **New Business/Projects:**

### **2021 FOG 420-1 Revision** (All)

- All TF members reminded to track 2021 FOG revisions on projects they are working on. Dropbox FOG folder utilized to store updated material for 2021 revision

### **MACS 405 (Revised) Resource Status Fillable Form** (Johnstone)

- Task Force approve changes but keep form consistent with recently revised MACS405. Add Type 4, 5 and 7 back to form. Johnstone to make revisions and bring back to Task Force for review next month.
- Revised form presented and reviewed by TF
- Suggestion to add “other” category under OES equipment for Hazmat units. Also add a disclaimer that states “if resource availability changes due to resource deployment, submit a new Resource Status Report”.
- Johnstone will incorporate changes discussed
- Johnstone to revise and bring back in November for final review. To present to Ops Team in December

### **FIRESCOPE 2018 Plan of Work Review** (All)

- Resource typing will be added to plan of work
- Numerous items on POW have been completed

### **ADA Document Compliance Requirements** (All)

- Compliance date July 1, 2019 according to State law. Discuss 400-1 revision; Task Force to plan coordinating changes with Cal OES (Cathy Johnson).
- Johnstone and Johnson met with CAL OES IT regarding FIRESCOPE documents and website being compliant with ADA being FIRESCOPE is now being hosted on State website.
- June 30<sup>th</sup> of 2019 is date everything needs to be compliant. There is currently 40,000 pages of documents on FIRESCOPE website that are NOT compliant. Discussion regarding having a contractor work on documents to make them compliant.
- Website is also not compliant and will need to be modified
- SG Liaisons need to share this information with SG's to make sure that they are aware of mandate. Johnson will share informational links she has regarding ADA mandate and changes and formatting that are necessary
- MACS400-1 needs to be revised to incorporate the necessary changes to become ADA compliant. Cal OES (Cathy and Ysenia) to work on. Will present revised MACS 400-1 to Ops Team in December and then to BoD in January 2019
- All documents being developed have to comply with ADA requirements
- Johnson sending TF ADA instructions on how to craft/convert documents

### **Status of FIRESCOPE Feedback on NIMS Revisions** (Johnstone)

- Scott Vail previous point to contact. Johnstone will now be point of contact on NIMS feedback

### **Resource Typing Decontamination Unit and Rehab Unit** (All)

- Assigned to TF by BoD
- Discussion regarding scope of project and direction TF wants/needs to take
- Original idea for project is Cancer prevention activities
- Suggestion to give project to Safety, EMS, and Hazmat SG's. Start with Safety. Fraley and Enos to craft language for directive and will send assignment to Safety Group
- Safety Group will then develop SEL's that would indicate resource typing for agencies to spec and procure if desired.
- Potential problem to blend both of these projects together being they are functionally different
- Developing a best practices approach to both of these projects might be a better way to launch this project

- SEL's needed for current engines/trucks. Might not need a separate vehicle to accomplish these purposes
- Define capabilities of rehab/decon units and that will help with typing. Suggestion to define typing based off of how many firefighters are on the fire ground and then best practices approach for both of those disciplines. Once those two areas are defined then that will help define types/styles of vehicles
- DRAFT of directive to be reviewed in November
- Fraley to discuss with Kern County Chief's Miller and Marshall

**Proposed Specialist Group Name Change- USAR to Technical Rescue (All)**

- White Paper presented, reviewed and discussed by TF
- Impacts to name change were discussed including ramifications regarding FOG update
- Need to identify documents that are impacted by this change
- According to NFPA, technical rescue encompasses: structural collapse, rope rescue, confined space, vehicle mechanical rescue, water search and rescue, wilderness search and rescue, trench search and rescue
- Assuming change is made, another White Paper is potentially needed to identify changes that are required as a result of name change including changes to 400-2
- Website and Org chart changes will need to be made

**Meeting adjourned at 1700**

**October 24th, 2018**

**Meeting called to order 08:00**

**Specialist and Working Group Reports:**

**Aviation:** (Enos/Fraley)

UAS Working Group and Plan of Work update is focus at next meeting. Meeting Nov 7/8 in Solvang. UAS SME's will be attending meeting.

**Communications:** (Arroyo/Kuempel)

Next meeting October 24-25 San Diego. Channel Load Survey. Discussion from Johnstone on communication plans and private firefighting resources having access to channel plans. He strongly encouraged Comms Specialist Group to read AB2380

**Safety:** (Fraley/Enos)

Update on October 16<sup>th</sup> Conference Call. Next meeting Dec 12/13 in Solvang. SART documents sent to group for review. Discussion pending regarding using social media. Want to discuss changes to SEL's for line medics (tourniquets, quick clots, and pressure dressings). Want to discuss FF fatigue issue and signs and symptoms to look for with possible mitigation issues. Not on POW yet and should be cautious going down that road. Some concern with several TF members and once checklists are established they are hard to get rid of and could create additional liability issues as well as would potentially dictate policy changes.

**EMS:** (Heggstrom/O'Brien)

No formal discussion yet on SALT discussion; reviewing some documents. Task Force to look at for potential future change. Conference call scheduled for Oct 31<sup>st</sup>. EMS to review NFPA 3000 and compare to 701 Tactical EMS

**GIS:** (Horton/Arroyo)

Last conference call on Sept 11<sup>th</sup>. Two new members were introduced. Two pending White Papers: SCOUT integration from a GIS perspective and Suppression Repair. Next conference call Oct 2<sup>nd</sup>. Brief discussion about next meeting and two White Papers 1) Suppression Repair and 2) Common Operating Platform (COP). Nov 27-29 next meeting at FS84 in LA City. Barnett asked Horton to check on evacuation symbology.

**Predictive Services:** (O'Brien/Tomaselli)

Next meeting Nov 7/8 in San Diego

**Haz Mat:** (Kuempel/Horton)

Next meeting Dec 3-4 in Santa Clara. Share Point site used for sharing documents. Participation from SG is an issue, will be discussed. Meeting with NFPA group regarding HM typing.

**US&R:** (Gerboth/Levesque)

Radiological Distribution Device (RDD) Mobilization Exercise (MOBEX) for the five southern FEMA Task Forces scheduled Nov 11-15 at Del Valle in LA County. Draft USAR OSD is complete and distributed to SG Members for feedback. Next meeting Dec 3 at LAFD Station 89. FEMA National Sponsoring Agency Chief, Strategic Group and Working Group Meetings

December 4-7, 2018 in Irvine, CA. CA USAR Training Group Meeting December 12, 2018 in Sacramento. Recommendation to change USAR Specialist Group name to Technical Rescue Specialist Group. White Paper submitted

**High Rise:** (Levesque/Gerboth)

Next meeting in December TBD

**EIT:** (Ricci/Hubbell)

Conference call on 10/18/18 with 11 people on the call. Last minute location change resulted in cancelling in person November meeting. Discussed Jesse's performance as Chair. Reviewed Plan of Work. Jenn reminded them of having elections, POW and Rosters for next year. Discussed creating a blog website (How does that impact social media policy?). Discussed number limitations of group size. SCOUT Manual ongoing work; Jenn to have them analyze feedback for integration into SCOUT Manual. No date for next meeting. Johnstone recommend Cal Chiefs possibly tie in with EIT and GIS Groups. Task Force needs to provide direction to EIT Group on work (i.e.; FirstNet, Resource Ordering and Overhaul). Johnstone/Kelly to discuss CAD to CAD and Resource Ordering Overhaul; set up conference call with Dustin Gardner.

Roundtable:

**Meeting Adjourned at 1200 hrs.**

## **UPCOMING MEETINGS:**

### **Task Force**

November 13-14	Lompoc (Enos)
December 11-12	Ventura (Horton)
January 22-23, 2019	Pismo Beach (Enos)
February 19-20, 2019	San Diego (Gerboth)
March 12-13, 2019	Santa Cruz (Kuempel)
April 16-17, 2019	Redding (Johnson) North Ops MACS Exercise

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

January 24-25, 2019	Ops Team, Pismo Beach
January 9, 2019	Board of Directors, Burbank FD
April 10, 2019	Board of Directors, Cal OES Headquarters
July 10, 2019	Board of Directors, Burbank FD
October 9, 2019	Board of Directors, Cal OES Headquarters

**APPENDIX**

**CAL FIRE – Office of the State Fire Marshal**

**State Fire Training Report**

**October 2018**

No Report