



FIRESCOPE

REMS Working Group

Charter



I. **MISSION STATEMENT**

The FIRESCOPE Rapid Extraction Module Support (REMS) Working Group is tasked with the responsibility to review, update, and maintain minimum operational standards necessary to support the REMS discipline.

II. **RESPONSIBILITIES**

- A. The Group is responsible to the Chairperson of the FIRESCOPE REMS Working Group and will present the Chairperson with a single document for each project developed.
- B. To review, update, maintain, and develop, as needed, the FIRESCOPE documents and products specific to the REMS discipline.

III. **MEMBERSHIP**

- A. Members are selected as subject matter experts representative of the California Fire Service from local, county, regional, state, and federal agencies. Members have the responsibility to speak for their areas of representation in all matters relating to the REMS Discipline.

IV. **OFFICERS**

- A. The chair will be responsible for managing the group to accomplish the identified plan of work in accordance with the FIRESCOPE Decision Process. The vice-chair will act in absence of the chair. The secretary will be responsible for ensuring that the minutes and related documents are recorded and submitted to the Task Force.
- B. The officers will be elected from the membership on an annual basis by a vote of the members. The term will run from January 1st through December 31st.

V. **MEETINGS**

- A. Meetings will be held as necessary to accomplish the goals and objectives. Meetings will be held periodically, but at least annually, and

not to conflict with Task Force meetings.

- B. At the direction of the group, the chair will form subcommittees for specific tasks. The subcommittees may hold meetings to accomplish those tasks. The vice-chair will be the point of contact for these subcommittees who will report back to the group.