



Communications Specialist Group Plan of Work 2019

Work Task	Action	Assigned To/Date:	Projected Completion Date	Actual Completion Date
Review and update FCSG Charter	Update	FCSG Members	April 1st	
Provide current FCSG Plan of Work to Task Force	Update	FCSG Members	April 1st	
Provide current FCSG Roster (confidential & non-confidential) to Task Force.	Update	FCSG Members	April 1st	
Review FCSG content on the Firescope.org website	Review every meeting & provide suggested changes	FCSG Members	Quarterly	Ongoing
Provide answers to technical questions received via the FIRESCOPE website, OES, Task Force or Board of Directors.	Review and comment	FCSG Members	Ongoing	Ongoing
Provide training material or assistance on communications related issues		FCSG Members	Ongoing	Ongoing
Update ICS Forms 217A and 205	Review and Update	FCSG Members	Annual	March
Participate in the California Statewide Interoperability Executive Committee (Cal-SIEC)	Cal-SIEC liaisons attend meetings, participate in work groups, and report on activity.	V Chair Kerwin & FCSG members	Ongoing	Ongoing
Provide recommendation on ICS Typing for Communications Resources.	Monitor and Recommend to TF	FCSG Members	As necessary	
Seek new membership based on changes to technology.	Forward proposed members to TF for review and authorization	FCSG Officers	Ongoing	

Provide a recommendation to TF on All Hazard Com Unit integration into the Fire Service in CA.	Discuss and Formulate position	FCSG Members	Ongoing	
Review and update the MACS 441-1 Appendix A.	Forward updated version to TF. Recommend course of action post 2019.	FSCG Members	March 1 of each year	
Update the data in the FIRESCOPE ICS 217A.	Update and provide to Cal OES for posting	FSCG Members	March 1 of each year	
Monitor the statewide COML/COMT need for refresher training	Work with agencies to provide training and help publicize events.	FCSG Members	Annual	
Best Practices documents for COML	Submitted to TF, review and update as necessary	FCSG Members	Annual	
Best Practices documents for KNG Operations Manual	Submitted to TF, review and update as necessary	FCSG Members	Annual	
Create an operation system description (OSD) for the communications section	Develop a draft and send to TF for review	FCSG Members Brent Finster	Dec 2019	
Continue to monitor and provide updates to the TF on First Net in cooperation with the Emerging Technologies Specialist group.	Participate in stake holder meetings.	FCSG Members	Ongoing	
Continue to support the adoption of increased channel capacity for mutual aid radios.	Continue to engage with TF.	Lawrence	Ongoing	
Monitor national communication groups (NPSTC, SAFECOM)	Action as necessary	FCSG Members	Ongoing	