



Cancer Prevention Subcommittee 2023 Charter

MISSION STATEMENT

The FIRESCOPE Cancer Prevention Subcommittee has been established to develop, recommend, and make widely known, measures to aid in the prevention of cancer among firefighters. The Subcommittee 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 Subcommittee’s mission.
6. Determine the potential for inter-agency cooperation and operational capabilities representative of the Subcommittee’s mission.
7. Review current training, certification, and qualification requirements representative of the Subcommittee’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 Subcommittee’s mission.
10. Maintain accurate confidential and non-confidential membership rosters for the Subcommittee.



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11. Report to the FIRESCOPE Task Force Liaison assigned to the Subcommittee.
12. Complete other assignments as deemed appropriate by the Task Force.
13. All products and publications shall conform to approved FIRESCOPE templates and fonts.

AD HOC GROUPS

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

MEMBERSHIP

Members will be representative of the California Fire Service and based on the issues identified in the “Plan of Work” and the subsequent level of technical expertise required to ensure statewide representation. 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
- Local 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 Cancer Prevention Subcommittee is the position of Chair. The group may select a Vice-Chair and Secretary as necessary. All Officers must be active members of the Subcommittee. Officers will be selected annually on a calendar year basis, January 1 to December 31.

The Chair will be responsible for managing the Subcommittee 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.

MEETINGS



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