



CAD-TO-CAD SUBCOMMITTEE 2026 CHARTER

MISSION STATEMENT

The FIRESCOPE CAD-to-CAD Subcommittee has been established to develop and promote accountability and efficient dispatching of resources through a common set of data exchanges. 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 Subcommittee’s mission.
2. Collaborate with other members, appropriate stakeholders, and subject matter experts on issues related to the “Plan of Work” to ensure 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 the Subcommittee’s consensus.
5. Working with the FIRESCOPE Emerging Information Technology (EIT) Subcommittee, evaluate existing and future CAD-to-CAD interoperability technologies for application to California’s Fire and Emergency Services.
6. Facilitate CAD-to-CAD interoperability and inter-agency cooperation with local, state, tribal, and federal partners.
7. Serve as the Fire Service Working Group to the California Statewide Interoperability Executive Committee (Cal-SIEC)
8. Review and revise documents and ICS structure related to the Subcommittee’s mission.
9. Maintain an accurate membership roster for the Subcommittee.
10. Report to the FIRESCOPE Task Force Liaison assigned to the Subcommittee.



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11. Complete other assignments as deemed appropriate by the Task Force.

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 and CAL OES
- Federal agencies
- Tribal governments
- 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 elected officers of the FIRESCOPE Subcommittee will consist of a Chair and may include a Vice-Chair and Secretary. Additionally, two members of the Subcommittee will serve as officers on the respective Specialist Subcommittee. The Chair is responsible for managing the Subcommittee to accomplish the identified annual “Plan of Work” in accordance with the FIRESCOPE Decision Process. The Vice-Chair acts in the absence of the Chair, and the Secretary is responsible for ensuring that the minutes and related documents are recorded and submitted to the Task Force.

Officers are elected annually by the membership, with voting completed prior to October 31. The Chair will serve a two-year term, while all other elected officers will serve a one-year term. All terms will run from January 1 to December 31.

MEETINGS

Minimum two in-person and two virtual meetings will be held annually. Additional meetings will be held as necessary to accomplish the goals and objectives of the FIRESCOPE CAD-to-CAD Subcommittee “Plan of Work.” Meetings will be held so they do not conflict with Task Force meetings.