



**TASK FORCE MEETING  
Ventura, CA  
December 10-11, 2019**

**Minutes**

**Present:**

- Tim Kelly (LFD)
- Jim Johnstone (CalOES)
- Garrett Huff (SBC)
- Shanna Kuempel(CNT)
- Brook Spelman (Cal Fire)
- Ira Peshkin(KRN)
- Dan Horton (VNC)
- Jim Tomaselli (USFS)
- Kyle Heggstrom(LNA)
- Cathy Johnson (CalOES)
- Rob Capobianco (ORC)
- David Gerboth (SND)
- Jon O'Brien (LAC)
- Andrew Henning (SFM)

**Not Present:** Dave Baldwin (SCR), Grant Hubbell (BDC)

**Guest:** Dave Brinsfield (BLM), Dean Zipperman (LFD)

**December 10th, 2019**

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

**Welcome and Logistics** (Horton)

**Moment of Silence for Firefighters and Police Officers LODD:**

- Daryll Rollins Amityville Volunteer Fire Company, Suffolk County, PN.....November 20, 2019
- Lloyd Musich, Summit Hill Fire Department, Carbon County, PN.....November 20, 2019
- Tamara Thatcher, Sacramento Fire Department, Sacramento, CA.....November 26, 2019
- Jeremy McCay, Colowitz Clay County Fire Department, Clay County, FL...December 1, 2019

Jonathan Diaz, Lenmore Police Department, Lenmore, CA.....November 2, 2019

**Agenda review and Additions** (Kuempel)

- Update to Member Roster and updated to Smartsheet with minor changes

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

Reviewed and approved. Minor modifications made, motion to approve by Tomaselli , second by Huff, minutes approved.

### **Task Force Update** (Kuempel)

- Liaison Assignments (SS Line 75)  
Dave Brinsfield is being reassigned in his agency but will continue with Comm Liaison until he is replaced
- Chief Kelly presentation for his work on the TF. Chief Kelly was presented a mug in appreciation for his dedication.
- Elections  
Chair – Kuempel  
Nominated by Tomaselli, second by Kelly  
Vice-Chair – Gerboth  
Nominated by Kuempel, second by Tomaselli  
Secretary – Heggstrom  
Nominated by Gerboth, second by Tomaselli

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

- Chief Johnstone- we need recollect 20.00 per member for mug purchases for past members
- CFAA-in the next week an executive committee will meet and discuss extension of the present CFAA. Plan extension through April 2020.
- Tomaselli- The CFAA negotiation is happening at a national level. This will be the national template.
- Jan 8 and 9 will be the BOD meeting. 1600 on the 8th field trip to the National Guard UAV hanger.
- OPS discussion, documents to be approved have been shared with the OPS group for discussion.
- District South BOD member needs to be filled.
- Cities north BOD position is open and will be filled soon. That can change the TF representative.

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

- December 31, 2021 is the deadline to apply for your FF 2. After Jan 2021 you will have to test for FF 2.
- Horton- discussed adding a FIRESCOPE element to the FF 1 curriculum. This will be brought up to the OPS group via the message and marketing white paper. Horton asked feasibility of adding it long term. This will be discussed more in detail. Henning stated adding it to company officer curriculum would be possible.
- Johnstone- brought up fees. Did fee increase happen? It is still in the works. July 1 2020 is the anticipated date to come in affect. At the latest July 1 2021.
- Fire line Medic and EMT is in the works with SFT. Seems to be working well per Henning.
- SFT will adopt curriculum but it still needs to go through SFT process.
- SFT cannot maintain FIRESCOPE curriculum it will need 5-year review.

- NOTE: FOR ADDITIONAL INFORMATION- REFERENCE APPENDIX “A” FOR COMPLETE STATE FIRE TRAINING REPORT

**STEAC Update** (Heggstrom/Baldwin)

- Next meeting January 10<sup>th</sup>. Ronnie Colman has stepped down from STEAC. There will be a celebration for his retirement. Looking for a larger space to host this event.
- **Old Business/Projects:**

**Behavioral Health Working Group** (Huff)

- Update OSD (SS Line 55)
- Working to get their presentation done for Januarys TF/OPS meeting in January.
- Presentation needs to be provided to the TF a couple weeks prior to this meeting.

**Common Operation Platforms / Interoperability (aka CAD to CAD)** (Spelman)

- Update Spelman- EIT group is getting close to finishing the white paper. Should be ready by the January TASKFORCE meeting for review. May not be ready for the January BOD meeting.
- Tech Summit request from Johnstone, 120 sign-ups for Tech Summit. Participation looks good per Spelman. 85-90 spots still available for this summit. ESRI stated, a week before the event they will broadcast to fill any available spots.
- **Resource Typing Rehab Unit** (O’Brien/Heggstrom)
- EMS to take on project. Discussion (SS Line 38)
- December 5<sup>th</sup> this was given to the EMS specialist group. They have been given the project description to understand the project. TF has requested April deadline.

**SART Checklists** (Tomaselli/Zipperman)

- Update (SS Line 58) Place in the ICS 420-1
- The intent was to have multiple checklist. Tomaselli asked the question, we have this in the IRPG, can we use this? The group should identify available checklists.

**Standard Wildland Preplan** (Heggstrom/Capobianco)

- Ops Team Item (SS Line 41)
- Reviewed and ready to be presented to the OPS team.
- **FIRESCOPE Website/ SMARTSHEETS** (Johnson)
- Update-Agency support letter belong in line 65 in Smartsheets.
- Visitors and non-rostered people should not have access to Smartsheets.
- Need to be clear on who is on the specialist group and visitors.

- Kelly brought up conflict of interest with private vendors. It was discussed that the Chairperson will regulate these requests and issues.

### **FIRESCOPE Polo Shirt Sales** (Johnstone)

- Updated link to Ordering Instruction in (SS Line 84)
- URL was updated and no issues were reported on ordering.

### **NIMS Coordination Group** (Johnstone)

- NIMS Coordination Group. CICCIS as well as integration with all Items ICS December OPS Team item. NIMS Integration versus Consortium
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### **Evacuation/Repopulation and LELO WG** (Johnstone)

- Update
- The Director has approved the standardization of evacuation terminology. The Director will coordinate with Chief Marshall and share this information.
- **Mud and Debris Working Group** (Gerboth)
- OPS Team Agenda Item Dec 11, 1100hrs.

### **ICS 215C Contingency Form** (Barnett/Spelman)

- Update (SS Line 56)
- The document was sent out to the Type 1 Cal Fire teams for review. They are ready for a trial period.
- Allow a one-year beta test. Allow this document to be reviewed and used in the field.
- This document will be beta tested and reviewed by State, Federal and Local government for review and input.
- **TECH Connect White Paper and Technology Summit** (Spelman)
  - January 22, 23rd in Redlands, CA.
  - Flyer posted on line 87 in Smartsheets. If anyone would like to share this flyer.
  - April BoD tech connect will be displayed.
  - **UAS White Paper, Task Book, Operations Guide** (Huff)
- Update LA City Program Certification as an equivalency. Contact is Rich Fields. State certified Instructors need to attend.
- Direction of the Working Group on how we get pilots certified in CA.
- DOI has been too busy for train the trainer course. They need to train their people.
- The train the trainer class was scheduled in November but was canceled last minute.
- Adopting NWCG's curriculum and task books.

- **Use of Non-Public Radios on Incidents** (Baldwin/Spelman)
- Update- Group is still working on the white paper.

**FIRESCOPE Expense Projections-Excel Spreadsheet** (All)

- Task Force Current Work (SS Line 5) OPS Team Agenda Item
- Will be shared with Chief Marshal.

**Work to be implemented**

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

- Johnson to coordinate project (SS Line 44)
- Chief Johnson should have a timeline by the January TASKFORCE meeting.
- Still has a version date of 2022.
- **Channel Load Survey** (Baldwin/Spelman)
- Discuss/review implementation plan; Comms group to develop contingency communication plan following establish criteria for channel plan. Prepare MACS 441-1 Radio Communications Guidelines language. Update in November Smartsheet Line 23 and 25.
- Channel load is being worked on. Group feels confident they are on track.
- **Messaging/Marketing** (Horton/Kelly)
- Update (SS Line 10) Ops Team Agenda Item White Paper
- White paper was presented to the group for review.
- Horton discussed adding FIRESCOPE information in RT-130

**New Business/Projects:**

**Woolsey AAR Report** (O'Brien)

- (SS Line 86) AAR
- John O'Brien presented a CITYGATE Associates AAR on the Woolsey.

**MACS 410-2** (All)

- Update resource number designations
- Chief Johnstone requested track change on this document.
- SS (85) TF asked to review and provide feedback.

**REMS Task Book, CICCIS Qualifications REML, REMH** (All)

- Update (SS Line 52)

- Gerboth reported standing the working group back up to discuss REMS
- Brian Gatis will return as the chair for this working group.
- There is a conference call in January to discuss moving the REMS qualifications.

### **ICS 256** (Gerboth)

- Gerboth brought up concern that we need to inform people of the number change from ICS 231 to ICS 256
- The ICS 256 is still at the vendors for ADA compliance and will be posted on the website once it returns.

### **Cal OES Type 6 Staffing** (All)

- Update to discussion on December conference call.
- Chief Johnstone will be reporting to the OPS and BoD of information Chief Marshal requested. Information will be specific type 6 information from FOG, IRPG, and CFAA.

### **NFPA Incident Within an Incident** (All)

- 5.3.1 The incident commander shall have overall authority for management of the incident. A.5.3.1 The practice of “an incident within an incident” (which sometimes occurs in wildland incidents) is not consistent with the National Incident Management System in regards to the incident commander managing the entire incident. This does not prohibit the incident commander from delegating responsibilities when appropriate and in accordance with NIMS. The most important tasks in any emergency situation are to rescue and treat the member in a life-threatening situation that triggered the emergency. 5.3.1.1 The incident commander shall have the responsibilities and duties of all unassigned ICS positions.
- Update from the NIMS and NFPA compliance
- Kuempel recommended keeping this on the plan of work for 2020.
- TF agrees we need to work with the publicist of the IRPG to recommend changes.

### **Specialist Groups POW, Charters and Rosters** (All)

- Update to MACS 410-4 Kuempel. Ops team Agenda Item (SS Line 77). Invitation of Specialist Chairs to January Meeting of TF and OPS (SS Line 87)
- The invitation will be an opportunity to provide leaders intent to the Chair persons of the specialist groups.
- The invitation will be on (SS line 4)
- The MACS 410-4 was brought up in track changes for review by the TF.

**Meeting adjourned at 1600**

**December 11th, 2019  
Meeting called to order 08:00**

## Specialist and Working Group Reports:

### **Aviation:** (Huff/Peshkin)

- Meeting Schedule January 8-9 in Los Angeles at Barton Heliport.

### **Communications:** (Baldwin/Spelman)

- Meeting schedule February 5-6 in Sonoma
- White paper for non-public radio usage will be done in January.

### **Safety:** (Zipperman/Huff)

- December 11<sup>th</sup> is the scheduled meeting in Solvang

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

- Meeting was on December 5<sup>th</sup> in San Francisco
- Charter, plan of work, roster was updated.
- Added Rehab project to Plan of work.

### **GIS:** (Horton/Zipperman)

- Meeting Scheduled December 19<sup>th</sup> (conference call)

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

- Last meeting November 20-21
- Several presentations
- Overviewed and updated the plan of work, rosters, charter.
- Steve Leech will remain Chair.

### **Haz Mat:** (Peshkin/Horton)

- Meet in November
- Working on SEL
- Transitioning to Smartsheets
- 2020 meeting schedule. March 3-4, May 13-14, September 7-10, December 2<sup>nd</sup>

### **Technical Search & Rescue:** (Gerboth/Capobianco)

- December 2<sup>nd</sup>
- Discussion was on the restructure of the USAR course
- December 3<sup>rd</sup> regional taskforce meeting
- Ad Hoc group together to provide standardization on response models, foot print.
- Next meeting will be Dec 12<sup>th</sup>. Focus on OSD.

### **High Rise:** (Capobianco/Gerboth)

- No report, working on meeting date

### **EIT:** (Spelman/Hubbell)

- Conference call December 11<sup>th</sup>
- Last meeting Updated rosters voted in new members for Chair, Vice Chair, Secretary.
- EIT would like to develop an information sheet from the Tech summit.

Roundtable

**Meeting Adjourned at 1200 hrs.**

**UPCOMING MEETINGS:**

**Task Force**

January 28-29, 2020	Pismo Beach (Combined Ops Team – Task Force Meeting)
February 18-19, 2020	San Diego (Gerboth)
March 10-11, 2020	Santa Cruz (Kuempel)
April 14-15, 2020	Redding (Johnson)
May 12-13, 2020	Riverside (Spelman)

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

December 11, 2019	Ops Team Conference Call- 2 <sup>nd</sup> Day of Task Force Meeting
January 30-31, 2020	Ops Team, Pismo Beach
January 8-9, 2020	BoD Meeting, Riverside
April 8-9, 2020	BoD Meeting, Mather

**APPENDIX**

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

**State Fire Training Report**

**December 2019**

**CAL FIRE – Office of the State Fire Marshal State Fire Training (SFT) Report**

A. Statewide Training and Education Advisory Committee (STEAC) / State Board of Fire Service (SBFS) (Dec 2019)

- Next STEAC Meeting- January 10, 2020. STEAC Website.
- Next SBFS Meeting- February 20, 2020. SBFS Website.



#### B. SFT Fee Adjustment (Nov 2019)

- SFT is special funded and is funded 100% by user fees. The last fee adjustment was in 2008. SFT contracted with Sacramento State to provide an independent review of the current fees, and to set up Activity Based Costing for the new fee structure. STEAC formed an Ad-Hoc working group to review the fee adjustment.
- STEAC and SBFS has approved the proposed fee adjustment. The fee increase is now beginning the Office of Administrative law rulemaking process. The anticipated implementation of the fee adjustment is July 2020.
- Please see the SFT Fee Report.

#### C. Office of Administrative Law Proposed Rulemaking – Title 19 (Dec 2019)

- SFT currently has a rulemaking package that is accepting public comment. The rulemaking package contains fees for the new Fire Fighter 1/2 (2019) testing and certification, updated language for our appeals process, and codifies existing fees.
- The public comment period closed on December 9, 2019.

#### D. Fire Fighter 1 and 2 Certification Update (Dec 2019)

- Fire Fighter 1 (2019)- new curriculum will be available January 1, 2020. With the 2019 curriculum, candidates will be able to apply for Fire Fighter 1 certification at completion of State Certification Testing. All candidates will receive IFSAC/Pro Board Fire Fighter 1, Wildland Fire Fighter 1, and Haz Mat FRO/FRA certifications.

- Fire Fighter 2 (2019)- will require state certification testing. Task Book will include both Fire Fighter 1 and Fire Fighter 2 job performance requirements (JPRs). All candidates will receive IFSAC/Pro Board Fire Fighter 2 certification.
- Fire Fighter 1 (2013) curriculum retires on December 31, 2020. Fire Fighter 1 (2013) certification retires on December 31, 2021.
- Fire Fighter 2 (2013) curriculum and certification retires on December 31, 2021. All candidates seeking SFT Fire Fighter 2 certification without completing State Certification Testing must apply to SFT on or before December 31, 2021. Candidates who apply on or after January 1, 2022 will be required to utilize Fire Fighter 2 (2019), which requires State Certification Testing.

#### E. Curriculum and Certification Update (Nov 2019)

- The following courses are new FSTEP courses that are now available. Course material can be found on SFT's FSTEP webpage:
- Aircraft Rescue and Firefighting (ARFF) Awareness (2018)
- Open Water Rescue Boat Operator — Small Vessel (2018)
- Open Water Rescue Boat Operator — Large Vessel (2018)
- River and Flood Rescue Technician (2018) oCA-219: Wildland Firefighting
- Firing Operations (2018)
- Ethical Leadership for Instructors (2018)
- FEMA has released new editions of the ICS 300 and ICS 400 courses. The 2013 versions of the curriculum will retire on June 30, 2020. Additionally, there is a required

instructor update requirement to teach the new courses. Please see the Implementation Plan for more information.

- Through input of the Steering Committee, and approval from STEAC and SBFS, SFT changed several course prerequisites. They include:
- Fire Fighter 2- changed from Fire Fighter 1 certification, to meet the educational requirements for Fire Fighter 1.
- Fire Control 4: Controlling Ignitable Liquids and Gases- changed from Fire Fighter 1 certification to specific units from Fire Fighter 1. This will allow the course to be taught within a Fire Fighter 1 academy.
- Vehicle Extrication- changed from Fire Fighter 1 certification to specific units from Fire Fighter 1. This will allow the course to be taught within a Fire Fighter 1 academy.
- Community Risk Educator- added new courses to meet course prerequisites.
- Community Risk Specialist- added new courses to meet course prerequisites.
- Community Risk Officer- added new courses to meet course prerequisites.
- Curriculum in development or in the approval process
- Fire Control 3 – seeking approval October STEAC / November SBFS. Please see the following STEAC Staff Report and attachments for more details and proposed implementation:
- Fire Control 3: Structural Firefighting (2018) ii. Instructor: Live Fire Training – Fixed Facility (2018)
- Instructor: Live Fire Training – Acquired Structure (2018)

- Rope Rescue Operational and Rope Rescue Technician (replacing LARRO)- SFT will be running pilot courses. Please see the STEAC Staff Report and attachments for more details.
- Behavioral Health/Cancer Awareness Curriculum Cadre – cadre has finalized the module for Fire Fighter 1 and Company Officer. The cadre will be completing the modules for Chief Fire Officer and Executive Chief Officer.
- Command of Expanding All-Hazard Incidents Cadre – will be going to STEAC for a first reading at the October 2019 meeting.

#### F. Open Task Books (Nov 2019)

- SFT is transitioning to open Professional Certification Task Books. The new open task book process would allow a Fire Chief, or Authorized Designee, to verify the requirements needed prior to self-initiating a Task Book rather than SFT.
- The new process is more in line with CICC practices. It is the responsibility of the Fire Chief to ensure that only the Fire Chief, or his or her Authorized Designee issue task books. When initiating task books, they will need to ensure that all prerequisites are met.
- Open Task Books will be available on SFT's website on January 1, 2020.

#### G. Business Process Changes

- ALA's Testing Non-employees- would allow ALA's to test employees from neighboring agencies. Please see the Interim Procedure for more details.

#### H. SFT User Portal (Jan 2019)

- SFT launched a new Records Management System that includes a SFT User Portal.
- This portal allows personal access to professional certifications and training history 24/7. Through the portal students can print their course completion diplomas. Starting January 1, 2020, applicants will be able to print their certifications.
- Students are required to have their SFT ID's to complete SFT courses. SFT will no longer be using SSNs to track students.

#### I. Stay Engaged

- For new information see the Latest News section on the SFT Website
- Subscribe to SFT E-News.