

- Discussed Sean Fraley's leadership and service to FIRESCOPE; will present letter of appreciation to Sean during Ops Team Meeting
- Will present Jenn Ricci's letter of appreciation during MACS exercise at South Ops in May

Task Force Update (Kelly)

- Report on BoD Meeting (Burbank) January 9, 2019
 - Reviewed report with TF
 - Full report is listed on Smartsheet
 - Overriding theme was leveraging technology
- Reviewed Quarterly Briefing with TF
 - Posted on Smartsheet
 - Push out to organization if your own organization doesn't send it out. Part of marketing and messaging project
- New member Specialist Group Liaison Assignments (Discuss new member assignments)
 - Reviewed assignments
 - Aviation- Enos/Peshkin
 - Communications- Lucas/Spelman
 - Safety- Tomaselli/Enos
 - EMS- Heggstrom/O'Brien
 - GIS- Horton/Lucas
 - Predictive Services- O'Brien/Tomaselli
 - Hazmat- Peshkin/Horton
 - US&R- Gerboth/Levesque
 - High Rise- Levesque/Gerboth
 - EIT- Spelman/Hubbell
 - STEAC- Heggstrom/VACANT
 - Discussion regarding deadline for POW's and being a quarter way through the year already. Are we maximizing efficiency? Kelly to review
- Member Biography
 - Due date Jan 31st for TF and SG's
 - Send to Kelly when complete. Send as a group instead of individually
 - Suggestion to add "update member biography" to standard POW for all FIRESCOPE groups
- Polo Shirt
 - Some concerns with vendor meeting 7-14 day order processing time, now changing processing time to 10-14 days, and overall customer service
- Reimburse Kyle \$6.00 each member Chief Hood memorial fund
- Task Force discussed realignment POW due dates for beginning of year vs. April. Further discussion required. Kelly to put together a plan.

Cal OES Update (Johnson/Johnstone)

- Marshall appointed to replace Zagaris effective Feb 4th
- Javier Lara new Cal OES CICC Chief, effective immediately
- MARS (Mutual Aid Reimbursement system) will go into a test phase by April. Phased roll out through 2019 – goal to have on line F-42 and payment process

- OES Engine Inventory: 114 Type 1 Engines, 65 Type 3 Engines, 81 Type 6 Engines, 12 Water tenders and 12 Hazmat units. Still need letters of interest for Type 6 engines. Moving forward with engines purchased to meet the Blue-Ribbon Commission recommendations
- Will be adding 2 additional mechanics for a total of 4 OES mechanics
- Chief Lara is the primary contact for CICC and Chief Bailey is his backup
- Working to standardize the ordering process/procedures for the LG Type 3 IMTs. Still in planning phase
- Governor Newsom initiative to modernize situational awareness
- Ability to send text and video through 911 system for situational awareness capability
- FMAG and ROC's- will now be required to enter into SCOUT

State Fire Training Update (Henning)

- No Report, Henning not present

FOR ADDITIONAL INFORMATION REFER TO APPENDIX DOCUMENT "SFT REPORT"

STEAC Update (Heggstrom)

- Task Force emailed Kris Rose (STEAC) notification letter placing Kyle Heggstrom as Primary Liaison to STEAC for Task Force. No Alternate Liaison identified at this time due to Task Force vacancies.
- Meeting Friday Jan 11th.
- Motion made and approved to teach FFII, Fire Control 4, Vehicle extrication. Can be taught in conjunction with FF1 course.
- Fee adjustment in 2020/2021
- User portal launched on website
- Curriculum development season

Old Business/Projects:

Messaging/Marketing (Horton/Enos)

- Revise White Paper to include cost projections on Cal OES PIO staff v. recommendation to stand up Specialist Group; consult Working Group for recommendation. Breakout short term strategies and long-term strategies
- Result of BoD recommendation (January 9, 2019). Revise 400-1 Electronic Distribution List to include State Legislature; Kelly to discuss with Meston.
- White Paper discussed amongst group and final draft completed
- White Paper presented to TF
- SME's on working group conducted an audit and determined several short and long-term strategies

- Short Term Strategies: Develop an Integrated Marketing Communications Plan (IMC), redesign of website, building a survey in Survey Monkey in regard to website re-design suggestions, produce a FIREScope marketing video that is displayed on website
- Discussion about concern with some that new FIREScope leadership is not included in the video and is just focused on outgoing leadership
- Long term strategies: potential to transition working group to specialist group, capitalize on fire service leadership, build a robust social media following, develop informative social media content, develop a Cal OES PIO position that updates and monitors FIREScope content, engage FIREScope bodies to distribute content
- Future plan; Marketing and Messaging FIREScope PIO (once established) to attend NWCG and IMT Team meeting to brief on FIREScope products
- Reviewed cost analysis for Cal OES funded position, Specialist Group travel cost per person assuming monthly meetings, website rebuild, and social media outreach
- Several suggestions made to edit White Paper and Cost Analysis section
- Discussion regarding who actually develops IMC plan- Task Force or Working Group
- Working Group will remain together for now until data is ascertained and analysis is complete to determine if SG is warranted
- POW for group was reviewed to confirm that all objectives were met
- Decision made to push White Paper to Ops Team on Thursday

CISM/Peer Support Working Group (Gerboth)

- Status on White Paper progress. Group working on challenges of discrepancies between ICISF and IAFF programs and the Working Group recommendations. Will include in White Paper.
- Federal shutdown/furlough has affected and delayed completion of project
- Chair of working group (Garrett Huff) will attend February TF meeting to present an update on work and review White Paper product.

CAD to CAD Interoperability (Fraley/Peshkin)

- Ops Team motion (carried) to roll CAD-to-CAD working group into EIT Specialist Group and form subcommittee; expand SMEs to include Cal Chiefs Ops Team member(s).
- Conference call completed on Jan 4th with Wells, Fraley, Munsey, Gardner, Peshkin to discuss project. Munsey will share names of potential SME's to join subcommittee and then be supervised by Gardner and EIT SG Chairperson.
- Brook Spelman to manage group
- Gardner to speak at Tech Summit at Esri on CAD-to-CAD
- Fraley to connect Spelman with Gardner during Ops Team Meeting

Resource Typing Decontamination Unit and Rehab Unit (Enos/Fraley/Tomaselli)

- James and Woody to craft language to send assignment to Safety Group. Develop typing for rehab unit predicated on number of personnel serving on incident. Safety Group to then develop SELs that would indicate resource typing for agencies to produce apparatus

specifications; include best practices. SEL update to be housed under ICS 020-1. Added to existing Current Work SmartSheet.

- Fraley will hand off to Tomaselli for project completion
- Safety Specialist Group to add to 2019 POW
- Chair to meet with Richardson and Osby for direction. Kelly to clarify with Richardson on Decontamination Unit.

Standard Wildland Preplan (All)

- Form number will likely change to ICS 256-1. Ops Team directed Task Force to not entertain third party document and develop as part of POW. Task Force discussion.
- Formation of preplan will occur from scratch with a TF project coordinator
- Will be placed on 2019 POW
- Heggstrom volunteered to lead project
- Suggestion to modify preplan to be used for an all Hazard preplan document
- Heggstrom to check with Gerboth and look at San Diego's plans

US&R Specialist Group Title Change (Gerboth)

- TF Reviewed White Paper, suggestions made, and several revisions were made to document
- Will present to Ops Team January 2019 for approval.

Fire-line Flagging Tape White Paper (Fraley)

- Task Force approve language in ICS910 as submitted. Draft ICS910 and White Paper to Ops Team in January 2019 for approval
- Minor revision made to ICS910
- TF reviewed White Paper
- TF discussed ideas for best method to present to IMT teams in April after BoD approval. Suggestion to have FIREScope representative attend team meetings and present new updates/information and then be able to deliver messages/feedback back to the TF

Smartsheet Orientation (Kelly/Johnson/Hubbell)

- Transition Tutorial – Interactive all members.
- Direction given to TF members to continue to use and learn Smartsheet platform
- Task Force actively working with SmartSheet during meeting

SCOUT Procedural Manual (Ricci)

- Review and discussion of IMT data. Transition project to new lead: Spelman
- Spelman to receive a briefing from Ricci on status of project
- Flowchart that EIT group established could be used as a platform for project completion

- Concern that GIS group could be duplicating work in this area. Spelman to check with GIS representative
- SCOUT meeting on February 5th, 2019, Spelman attending
- Spelman to deliver progress report at Feb 2019 meeting

FIRESCOPE Website Redesign Update (Johnson)

- Update on Cal OES ADA contractor to work with Task Force on prioritizing documents to be converted and posted back to website; use analytics to determine priority.
- Discussed during meeting; moving along as projected.
- Collaborating with MMWG on redesign
- Johnson to assess data and manage conversion of documents with Cal OES IT Staff

ICS Forms Review (Gerboth)

- ICS 225 Update – Draft document projected for review January 2019 meeting.
- Gerboth had discussion with Chief Vail and Bailey
- Recommendation from CICCIS to use Coast Guard version due to all hazard capability and better evaluation/signature section with increased accountability
- White Paper will need to be written to discuss recommendation and implementation plan. White Paper will be presented at February 2019 TF meeting
- Ops Team will be briefed during meeting

ICS 010-1 Glossary of Terms (Fraley)

- Progress Update
- Several glossaries have been combined into one
- Technical Search and Rescue definition added to the document
- NFPA 7 disciplines of Technical Search and Rescue added to definition in Glossary of Terms
- Highlighted areas are changes/additions that were made to the document
- Recommendation for TF members to review document and make suggestions/comments using SmartSheet for approval at Feb/March 2019 TF meeting

Incident Communications Advisory Council (Johnstone)

- Monthly Update – ICAC Update; SAFECOM interested in implementing Communications Section in ICS. Reviewed BoD approval to submit letter to ICAC to oppose or not support initiative.
- No further update: Johnstone absent from meeting

Meeting adjourned at 1700

**January 23rd, 2019
Meeting called to order 08:00**

Work to Be Implemented:

ADA Document Compliance Requirements (Johnson)

- Compliance date July 1, 2019. Recap: Documents to be sent to Task Force and Ops Team in Word format. Task Force recommendation to post ADA tutorials on website as part of marketing and messaging. Task Force to train specialist groups using YouTube videos. Cathy checking on cut and paste existing documents.
- Cal OES approved contractor to convert documents. Currently going through the bid process and has not been awarded yet. There is 40,000 to 50,000 pages of documents that need to be converted
- Focus on most current documents and work backwards
- No estimated completion date for the conversion of all the documents
- Johnson will look at analytics to help focus project on documents that need to be converted first

ITSS-COML Position White Paper (Kuempel)

- Review Implementation Plan (2019 IMT Briefings, 2019 Position Description, 2021 FOG Update). Consider FIREScope development of OSD for the COML as option to remedy IT and Communication challenges that have spurred discussions about implementing Communications Section.
- Development of COML OSD may help to resolve proposed Comms Section development. This OSD would incorporate:
- 1. An organization/responsibilities chart to include dispatch, COMTs, ITSS and other responsibilities that are identified which could be covered by Technical Specialists or new positions. (Note: Uncertain what others there might be, but it is important to ask the question of FEMA OEC in favor of Section: "What are the responsibilities that are being proposed to be placed under the Communications Section?" It's likely that there are some operational functions that come up. Example: A cyberattack by terrorists. In this case, ITSS personnel may be called to perform control objectives, since combating this attack is a control objective, not a support objective. Only true support objectives go under the COML.
- 2. Key responsibilities and outputs of each position/group.
- 3. There may be guidelines for the COML to address each of the support functions. The OSD should identify and outline as appropriate.
- Kuempel to check with Lucas and report back at the next TF meeting
- Kuempel to give CSG and transition project to Lucas when off work furlough

Evacuation/Repopulation and LELO Position Description White Paper (Johnstone)

- Dave Gerboth to invite IMT member to Joint Task Force meeting in January meeting to overview of Law and Fire search and Rescue operations.
- Presentation held at joint OPS/Task Force Meeting

New Business/Projects:

2021 FOG 420-1 Revision (All)

- All Task Force members reminded to track 2021 FOG revisions on projects they are working on. Dropbox FOG folder utilized to store updated material for 2021 revision. Create Smartsheet Project Tracker.
- Need to transfer documents from Dropbox.

FIRESCOPE 2019 Plan of Work Review (All)

- Discussion regarding items that might be added to POW
- Review of current POW
- Made several changes to POW based on completion of several projects
- Kelly to review project completion deadlines and make new dates for 2019.
- 2018 Current Work Items will be added to POW

Preparation for 2019 North and South MACS Exercises (All)

- Cal OES PIO staff is available to film MACS exercises. Could be used for training and marketing and messaging objectives. O'Brien to work with Horton on coordinating Cal OES PIO.
- Reviewed comments from 2018 MACS exercises evaluation forms.
- O'Brien has volunteered to present past/present FIRESCOPE PowerPoint presentation during MACS exercises
- Discussed alternative strategies for attendees to complete post evaluation. O'Brien offered use of cognito platform for attendees to complete post evaluation/survey

Aviation Air to Ground Communications White Paper (Enos)

- White Paper presented to TF
- White Paper is a proposal from Aviation Specialist Group to use two air to ground frequencies when incident goes from initial attack to extended attack/major incident. This will alleviate radio congestion and confusion between ground and air resources. The two air to ground frequencies would be air to ground command and air to ground tactical.
- Suggestion to have Communications SG take a look at DRAFT White Paper for potential input before it goes to Ops Team in March and BoD. Comms Group Chair has already indicated that Comms SG has no issue with practice.
- Enos to make some grammar changes and will update SmartSheet file
- Spelman to check with CAL FIRE and report back. Comms Group did validate CAL FIRE concern.

OCFA Cancer Awareness Video (Kelly)

- Discussion to add video to health and wellness tab on FIREScope website. No concerns stated
- Video will be sent to Johnson for addition to website and approved to place under Health and Wellness tab

FIREScope Vehicle Stickers (Fraley/Johnstone)

- Some Cal OES vehicles have a FIREScope sticker
- Suggestion from Fraley as a part of the marketing and messaging piece to add to agency vehicles
- Additional discussion needed with Johnstone and Marketing and Messaging Group

Roster Heading (Fraley)

- “Representing” heading on rosters does not properly signify SG and Working Group members standing in FIREScope. They represent the Specialist or Working Group as SME’s, not their specific agency
- Suggestion to replace “Representing” column heading to “Agency” column on SG and Working Group rosters. Fraley motion and Horton seconded. TF rosters and above would not be affected
- Change would be made when rosters are submitted in the spring
- Template to be revised for 2020
- Add update Biography to each SG POW and due date April (Rosters, POW, Charter, and Bios)

Safety Specialist Private Fire Departments (Fraley)

- Discussion of assembly bill 2380 amongst TF with further review by each TF member. Fraley to discuss further at Ops Team Meeting.

ICS 215C Contingency Form (All)

- Identify decision points and events that result in changes to objectives, resource orders, and considerations based on SBC flood contingency plan tool
- Will tie in with preposition guidelines with a matrix and trigger points
- Discussion regarding use and necessity of form with a similar preposition document already being developed
- Gerboth and Enos to check with Chief Torrez and will report back at the next TF meeting for more discussion. Possible integration with Preposition Document

GIS White Paper (All)

- Task Force to discuss/review recommendations. Considerations: Develop OSD which covers the Sit Unit Leader functions, Organizational Chart, and guidelines for data processing/approvals. Assign to GIS – Gikas
- Proposed response to the Ventura presentation by GIS Chair Gikas that a Situation Unit OSD be placed on GIS SG POW. This OSD would incorporate:
 - 1) An organization/responsibilities chart to include damage inspection, GIS, FOBS, situational awareness tools like SCOUT, ICS 209 and any other functions or positions.
 - 2) Key responsibilities and outputs of each position/group.
 - 3) Guidelines for gathering, sharing and using information across all C&G staff functions and internally to the SITL organization described above. Language in an OSD could outline how a SITL reviews these processes for an incident and provides input to the IC or Plans approving them (Input from Plans and SITL personnel is needed here, but the primary outcome here should be for Plans and SITL to create an organization that gathers, shares and uses information effectively supporting ALL the needs of the incident and its cooperators).
 - 4) Guidelines covering coordinating with an Intelligence function and maybe the concept to use assistants or technical specialists to collaborate and coordinate with them.

BoD Orientation Document (Fraley)

- Suggestion to develop document that will assist a new BoD member that joins BoD and help him/her become familiar with FIRESCOPE. Document will be especially helpful for a new member that has limited to no knowledge of FIRESCOPE
- Document can be designed using current Task Force and Ops Team orientation document MACS 410-6 and 410-7
- Gerboth and Hubbell volunteered to lead project
- Added to TF POW
- Update will be provided at the next month TF meeting on scope of project

Mud and Debris Flow (Gerboth)

- Discussion about PDF mud and debris flow document and current status of project
- Gerboth to check with Chief Torres and Technical Search and Rescue Group. Will report back with an update at the next TF meeting
- Group to review White Paper and discuss direction

Specialist and Working Group Reports:

Aviation: (Enos/Fraley/Peshkin)

Last meeting chairperson was chosen- Chuck McFarland. Tim Perkins- Vice Chair. Glen Dupont- Secretary. Feb 12-13 will be next meeting in Van Nuys. Will be working on updating roster, POW, bios, and charter as well as UAS objectives.

Communications: (Kuempel/Lucas/Spelman)

Elections postponed to January 2019 meeting. No changes from current leadership. Conference call on December 19th. Kuempel updated Task Force on Survey results. Next meeting Jan 30-31 in Concord.

Safety: (Fraley/Tomaselli/Enos)

Last meeting Dec 12-13. Next meeting Feb 5-6 in Pismo. Elections completed- Kushiro re-elected Chair, Reyes re-elected Vice Chair, Summers from Orange County elected Secretary. Daron Pisciotas last meeting. April 8th meeting prior to Risk Management Conference. June 19-20 in Rancho Cordova meeting dates set. Tomaselli introduced as next chairperson. SART template subcommittee (Walsh, Parker, Brewer) is meeting this month with recommendations expected to be done in February. Twitter account established (FIREScope Safety Specialist Group@FIREScopeSSG) and will re-evaluate effectiveness in June 2019. Planning for risk management conference. Rehab-Decon unit recommendations will be given in February with potential direction or a DRAFT of specifications for typing.

EMS: (Heggstrom/O'Brien)

Last meeting Dec 6th. Updated roster and POW. S223 update wanted from State Fire Training on a 3year cycle. Need direction from TF. Conference call scheduled for Jan 24th. Elections will occur on conference call. Next meeting March 21st. Kelly to provide LFD TEMS SME contact for NFPA 3000 review.

GIS: (Horton/Lucas)

Next meeting March 5-7 in Ventura. Biographies are 50% complete. Horton to deliver OSD assignment to Gikas.

Predictive Services: (O'Brien/Tomaselli)

Leadership change due to current Chairperson Rolinski leaving Forest Service. Steve Leach is current chairperson. Ron Crone is Vice Chairperson. Meeting planned in May. Exact dates TBD

Haz Mat: (Kuempel/Peshkin/Horton)

Last meeting in Santa Clara County. OSD and templates worked on. NIMS team typing discussions. Working on mass Decon OSD. Low attendance at meeting. Feb 7-8 next meeting in Santa Fe Springs. Jack Fry will be retiring and attending last meeting in February. Appreciation letter will be presented.

US&R: (Gerboth/Levesque)

Last meeting in December. Feb 5-6 next meeting in Long Beach. Currently working on OSD. Working on consolidating 120-1, 120-2, and 020-1. James Underwood is Chairperson. Dan Quigly is Vice Chair. Brendan Barahura is Secretary.

High Rise: (Levesque/Gerboth)

Next meeting Feb 21-22 in Los Angeles.

EIT: (Ricci/Spelman/Hubbell)

Conference call Jan 21st. Biographies are being completed. Jesse is current chairperson. Aware of CAD-to-CAD subcommittee. Presentation will be made to Cal Chiefs summit next month. Working on coordinating with UAS Working Group. Next meeting is scheduled in April. Roundtable:

Follow-up discussion needed on meeting locations and price of hotels not honoring State rate negatively impacting some TF members.

Meeting Adjourned at 1200 hrs.

UPCOMING MEETINGS:

Task Force

February 19-20, 2019	San Diego (Gerboth)
March 12-13, 2019	Santa Cruz (Kuempel)
April 16-17, 2019	Redding (Johnson) North Ops MACS Exercise
May 14-15, 2019	Riverside (Ricci) South Ops MACS Exercise
June 4-7, 2019	San Francisco (Velo)
July 16-17, 2019	Lake Arrowhead (Hubbell)

Future Board of Directors and Operations Team Meetings

April 10, 2019	Board of Directors, Cal OES Headquarters
June 6-7, 2019	OPS Team Meeting, San Francisco
July 10, 2019	Board of Directors, Burbank FD
October 9, 2019	Board of Directors, Cal OES Headquarters

APPENDIX

CAL FIRE – Office of the State Fire Marshal

State Fire Training Report

January 2019

No Report