



**TASK FORCE MEETING
San Francisco, CA
June 4-5, 2019**

Minutes

Tim Kelly (LFD)
Ira Peshkin(KRN)
Jim Johnstone (CalOES),
Jon O'Brien (LAC)
Dan Horton (VNC)

Grant Hubbell (BDC)
Jim Tomaselli (USFS)
Shanna Kuempel(CNT)
Brook Spelman (Cal Fire)
Scott Lucas (DOI)

Kyle Heggstrom(LNA)
Cathy Johnson (CalOES)
David Gerboth (SND)
Dave Baldwin (SCR)
Rob Capobianco (ORC)

Not Present: Andrew Henning (SFM), Woody Enos (SBC)

Guest: Garrett Huff (SBC)- Representing Woody Enos, Sean Fraley (KRN)-2nd day, Kevin White (Menlo Park Fire)- UAS Presentation

June 4th, 2019

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

Welcome and Logistics (Velo)

Moment of Silence for Firefighters and Police Officers LODD:

Barry Boulton, Sr., Plantation Fire Department (Plantation, FL).....May 7, 2019
 William N. Franck, Willow Street Fire Company (Willow Street, PA).....May 12, 2019
 Michael Lundgaard, Appleton Fire Department (Appleton, WI).....May 15, 2019

Agenda review and Additions (Kelly)

- Reviewed agenda and highlighted key areas
- Joint safety memo with CWCG

Review and Approval of the May Draft Minutes (Kelly)

Reviewed and approved. Minor modifications made, motion to approve O'Brien, second by Gerboth, minutes approved.

Task Force Update (Kelly)

- Liaison Assignments
- Task Force Update to Ops Team
 - Reviewed document with Task Force
 - Task Force discussion on MACS AAR and suggestions for the future. Comments captured in Recommendations section on document
- Review Ops Team Agenda and Document packet (Smartsheet) to Ops Team
- Letters of Appreciation
 - Fraley
 - Levesque
- Succession Planning
 - Kelly to leave TF in Dec 2019
 - Enos to leave TF in Dec 2019

Cal OES Update (Johnstone/Johnson)

- Preposition for mud and debris flow meeting. Gerboth is the Chairperson
- Important to communicate preposition success stories and constructive input when preposition process is utilized
- Situational awareness in AVL: Chief Marshall very pleased by input on survey that was given
- Public Safety Power Shut Off (PSPS): CalOES is working on a notification process for fire agencies impacted.

State Fire Training Update (Henning)

- No report

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

STEAC Update (Heggstrom)

- No report. Next meeting July 12th, 2019

Specialist Groups POW, Charters and Roster Review (All)

- Completed: Safety, Predictive Services, EMS and Technical Search and Rescue.
- GIS SG
 - Plan of Work reviewed and minor revisions made
 - Roster reviewed
 - Charter reviewed

- All documents approved
- Communications SG
 - Plan of Work reviewed
 - Roster reviewed and discussion regarding the addition of “representing” for each member on roster. Direction to drop area of representation on roster
 - Charter pending
 - Documents reviewed approved
- Hazmat SG
 - Plan of Work reviewed and needs to be reformatted and completed
 - Roster reviewed
 - Charter reviewed
 - Documents reviewed approved
- High Rise SG
 - Plan of Work reviewed and dates need editing to reflect April 1st, 2019 for POW, Charter, and Roster
 - Roster reviewed and minor changes made
 - Charter pending
 - Documents reviewed approved
- EIT
 - Plan of Work reviewed
 - Roster reviewed and minor changes suggested
 - Charter reviewed
 - Documents reviewed approved
- Aviation
 - Plan of Work reviewed and minor formatting suggestions made
 - Roster reviewed and minor formatting change needed
 - Charter reviewed
 - Documents reviewed approved
- TF discussion regarding transitioning TF approval of POW, Charter, and Rosters to the end of the year (November/December) with approval at the beginning of the year. Ops team could approve with conference call in December and then move to the BoD for January meeting
- Need language change in 410-4 to move these dates and MACS Orientation Sheets
- Need biographies by the end of 2019 for SG
- Full transition for SG’s to Smartsheet by the end of 2019
 - TF Discussion on which members in SG’s will get Smartsheet access and what levels of access
 - This decision will be up to each SG. Each SG member could have access if that is desired

Old Business/Projects:

Behavioral Health Working Group (Gerboth/Huff)

- Presentation of final draft
- Pending for September approval during Ops conference call and BoD approval in January
- Federal agencies have agreed to keep mnemonic CISM with the goal to keep the process moving forward
- Ongoing discussion on getting a vetted clinician into the IROC system
- TF discussion on how clinicians are ordered to an incident and how they are paid
- Several suggestions made to edit current White Paper in regard to full implementation plan and how project is implemented
- Updated PowerPoint will be presented to Ops Team

CAD to CAD Interoperability (Spelman)

- May 22nd meeting to discuss
- Chief Gardner attended meeting and summarized that CAD to CAD is only a piece to solve problem and added more layers
- EIT Chair developing document that had detailed notes from meeting and potential steps to take

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

- SART draft and Resource typing draft in progress
- June 18th deadline

Standard Wildland Preplan (Heggstrom)

- New format is partially based on the ICS209 form
- Risk assessment matrix is still in development
- DRAFT presented to TF- 6 pages long
- Suggestion to add staging location
- Suggestion to have pre-plan filled out as a sample when presented to Ops team
- Concern about potential plagiarism from original Rohde document
- Suggestion to have Hazard mitigation funds be used to develop a statewide standardized preplan that is accessible to everyone. Standardization is important. Johnstone will bring idea to Chief Marshall. Could be further leverage to make SCOUT more relevant statewide

SCOUT Procedural Manual (Spelman)

- Next meeting on June 12th with EIT group
- Framework of SCOUT is constantly changing making it difficult to finalize project
- Situational awareness survey is in progress and will enlighten current situation with SCOUT

- Caroline Jacobs is no longer working on SCOUT project
- Suggestion to hold further work on project until survey results are complete. Projected completion date is now December 2019

FIRESCOPE Website Redesign Update (Johnson)

- Discuss specialist groups document prioritization and archive process. Needed introduction language for tabs on home page.
- Johnson gave briefing on history of website migration project and objectives behind it
- Johnson presented current version of the FIRESCOPE website design
- Discussion regarding how documents are listed on the website (Name vs. ICS number)
- Several suggestions from TF on how to organize documents on website and how website should look
- Old website will not be accessible after July 1st, 2019.
- List of all downloadable documents on old website have been sent to the contractor for ADA conversion
- All SG documents on each SG page have been pulled off website and have been archived on Smartsheet and need to be ADA converted.
- SG's need to look at older documents that might require updates and ADA conversion. Need to prioritize and place in the POW as well as forward to Kelly ASAP, no later than June 24th in order to send to contractor for ADA conversion
- Documents need to be updated with new South Ops address
- Suggestion to look at analytics of website use at least quarterly for ultimate reporting to the BoD

ICS 010-1 Glossary of Terms (All)

- Final review with Task Force prior to presentation to Ops Team
- Question on whether all position descriptions need to be added to the Glossary of Terms

Incident Communications Advisory Council (Johnstone)

- Monthly update
- Initiative to create a communications section in ICS
- Meeting in San Diego that developed DRAFT position paper
- Johnstone wrote comments on position paper
- Three potential options were offered:
 - ITSL under logistics section
 - Communications Branch
 - Communications Section
- Johnstone believes that it is reasonable to have an ITSL under logistics section
- Next meeting in Sacramento- week of June 10th

Evacuation/Repopulation and LELO WG (Johnstone)

- Review terminology document in SmartSheet with Task Force
- Agreed upon terms being proposed:
 - Evacuation order
 - Evacuation warning
 - Shelter in Place
- Further discussion needs to occur with statewide law enforcement partners regarding these proposed terms

Joint CWCG and FIREScope Fatigue Memo (Tomaselli)

- Joint memo presented and reviewed by TF
- When memo is released it will be posted on FIREScope website
- It will need to be ADA compliant before posting

Channel Load Survey (Kuempel)

- Final review with Task Force prior to presentation to Ops Team
- 10-minute presentation planned
- Overview of statistics from survey will be presented
- Channel requirements reside in CFAA document

Aviation Air to Ground Communications White Paper (Enos)

- Removed from Ops Team Packet pending further review by USFS and CAL FIRE. Woody, Brook and James to provide update
- Mike Eaton was consulted and he felt that USFS and CALFire need to work out differences first before moving forward
- In the meantime, it will be operations as usual on incidents
- Kelly will make sure that Enos is updated on current status

Mud and Debris White Paper (Gerboth)

- Mud and Debris Flow PrePo Group meeting May 21-22 will gather information for updating white paper.
- Chief Marshall arrived on second day
- Intent is to redefine pre-position guidelines on mud and debris flow and put science behind the guidelines more than just rain amount totals per hour
- Bringing in National Weather Service, USGS, and predictive services as a consultant
- Reviewed objectives for group
- Huff is the secretary
- Conference call scheduled in June
- White Paper itself is on hold for now
- Deadline for completion is October 2019

Work to Be Implemented:

ADA Document Compliance Requirements (Johnson)

- Update given from Johnson including a demo of new FIRESCOPE website

ITSS-COML Position White Paper (Lucas)

- Discuss ITSS Position Description; 2021 FOG Update

2021 FOG 420-1 Revision (All)

- Task Force members to track 2021 FOG revisions for their projects. Finalize FOG submittal dates.

US&R Specialist Group Title Change (Gerboth)

- Review Implementation Plan
- Need to go through documents that need wording change and update FIRESCOPE organizational chart

ICS 225AH Review (Gerboth)

- Review Implementation Plan
- Dave sending PDF document to Shanna to have converted to fillable document
- TF reviewed document
- New document will be sent to contractor for ADA compliance
- Gerboth drafted memo that explains updated ICS225AH. This will be sent out through normal FIRESCOPE distribution methodology
- Will be ready for July BoD meeting for final approval
- Document will be posted on current website

Messaging/Marketing (Horton/Enos)

- Review Implementation Plan
- Waiting to hear back from BoD on PIO position
- Discussion on video rollout: Suggestion to hold video until new website release and then blast on all FIRESCOPE social media outlets
- All agencies can also send out video on their social media links
- North Ops and South Ops footage needs to go into editing to develop into a short video. Footage will be sent to Hansen
- Editing will be completed by Kevin Hansen (ORC) so footage can be posted on website. Proposed draft video to be completed by August with final to be approved in September. Will be reviewed by Ops Team.

FIRESCOPE Vehicle Stickers (Johnstone)

- Kelly to discuss at July BoD as part of marketing and messaging. Cost \$9.00. Work with Jim on purchasing process for agencies
- Cal OES can't sell stickers to agencies that are interested, but can provide them if agencies are interested
- Suggestion to bring awareness to Chief Officers on the BoD regarding the ability to obtain FIRESCOPE vehicle stickers

ICS 215C Contingency Form (Barnett)

- Brook forwarded document to CAL FIRE IMT Ops Team. Brook to bring back at May meeting. Brook to check with Dave on doing presentation for CAL FIRE.
- Contacted all CAL FIRE IMT Ops Chiefs and waiting for responses and comments
- Kelly to check with Barnett on current status
- Probably ready to move forward to Ops Team

UAS White Paper, Task Book, Operations Guide (Enos)

- No report given

UAS Presentation (Kevin White)

- UAS applications
 - Victim search/wide area search
 - Hazmat incidents
 - Wildland fires
 - Structure fires
 - Fire prevention
 - Law enforcement incidents
 - Focus is an all hazard approach
- Replace aerial terminology with aircraft in all documents
- Concerns with creating FIRESCOPE branded task book that might not be universally accepted when it is essentially the same as an NWCG task book.
- In order for training and qualifications to be accepted nationally, then it needs to be accepted by NWCG and any course equivalencies need to be adopted and approved. Otherwise personnel will not be able to leave California and not entered into ROSS.
- Recommendation is to use current course plan, NWCG task book and then determine course equivalencies. CICCIS needs to be consulted as well. Henning will be consulted
- Job course aid's can be added to NWCG task book if anything is missing that CA or the TF requires

Use of Non-Public Radios on Incidents (Lucas)

- Scott Lucas to discuss with Comms Group to identify issue and have them develop white paper as necessary. Will discuss during next Comm's Group meeting
- Focus of discussion at Comm Groups Meeting was: Why is this happening and what is the issue?
 - Not enough frequencies
 - Radios are handy
- White Paper is currently being drafted to detail issues

Meeting adjourned at 1700

**June 5th, 2019
Meeting called to order 08:00**

New Business/Projects:

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

- Hold until next meeting

SFT Water Rescue Curriculum Review (All)

- Update by Gerboth on recent discussion
- New SFT curriculum has been changed
- FIRESCOPE documents that need to be changed as a result of new SFT curriculum are currently in DRAFT format
- Gerboth to draft summary document that highlights changes

FIRESCOPE Travel Costs Spreadsheet 2018 (Kuempel)

- Spreadsheet is being updated to reflect travel/lodging costs for all members of an organization that participates on all levels of FIRESCOPE
- Submit updated spreadsheet to Smartsheet when complete

NWCG Dozer Typing Standard for Wildland Fire (All)

- This proposed typing standard deviates from our current typing standard in the FOG now
- Will this proposed typing standard end up replacing and updating our typing standards in FOG guide?
- Comment period ends on July 1st, 2019

Specialist and Working Group Reports:

Aviation: (Enos/Peshkin)

- Next meeting June 26-27 in Orange County

Communications: (Lucas/Spelman)

- Next meeting in October in San Diego

Safety: (Tomaselli/Enos)

- Next meeting June 19-20 in Rancho Cordova

EMS: (Heggstrom/O'Brien)

- Next meeting June 27th in Tahoe

GIS: (Horton/Lucas)

- Next conference call is being planned

Predictive Services: (O'Brien/Tomaselli)

- Meeting May 22-23 at McClellan
- Portion of meeting centered on discussion of large number of civilian deaths in Europe due to wildland fires
- Next meeting in November in Southern California

Haz Mat: (Peshkin/Horton)

- Next Meeting July 9-10 in Santa Barbara County
- New member added to group- Kevin Cullison from Roseville FD. Agency support letter sent

Technical Search & Rescue: (Gerboth/Capobianco)

- Next meeting not currently scheduled
- Discussion on TF and regional TF's and how they fit into master plan
 - June 11th meeting in Oxnard to discuss this

High Rise: (Capobianco/Gerboth)

- Last meeting May 22-23
- Next meeting in November in Fresno and in conjunction with safety officer symposium

- Inquiry on FIRESCOPE marketing options during symposium: Suggestion to play video and distribute Quarterly Briefing during symposium and advertise new FIRESCOPE website
- New member to SG: Mike McBride from San Diego City FD
- Working on firefighter Decon procedures during high rise incidents
- Working on FOG 2021 update: Position descriptions
- RAT function: tactics are being utilized but leader position is not

EIT: (Spelman/Hubbell)

- Tech Connect for Ops presentation being worked on
- Next meeting June 20th- Conference call

Roundtable:

Meeting Adjourned at 1030 hrs.

UPCOMING MEETINGS:

Task Force

June 4-7, 2019	San Francisco (Velo)
July 16-17, 2019	Lake Arrowhead (Hubbell)
August 13-14, 2019	Orange County (Levesque)
September 17-18 2019	Monterey (Kuempel)
October 15-16, 2019	San Simeon (Lucas)
November 19-20, 2019	Santa Barbara (Enos)
December 10-11, 2019	Ventura (Horton)

Future Board of Directors and Operations Team Meetings

July 10, 2019	Board of Directors, Burbank FD
September 18, 2019	Ops Team Conference Call- 2 nd Day of Task Force Meeting
October 9, 2019	Board of Directors, Cal OES Headquarters
January 30-31, 2020	Ops Team, Pismo Beach

APPENDIX

CAL FIRE – Office of the State Fire Marshal

State Fire Training Report

June 2019

No additional report