



**TASK FORCE MEETING
Santa Cruz, CA
March 12-13, 2019**

Minutes

Tim Kelly (LFD)
Ira Peshkin(KRN)
Jim Johnstone (CalOES),
Jon O'Brien (LAC)
Scott Lucas (DOI)

Matt Levesque(ORC
Jim Tomaselli (USFS)
Shanna Kuempel(CNT)
Kyle Heggstrom(LNA)

David Gerboth (SND)
Woody Enos (SBC)
Matt Levesque(ORC)
Brook Spelman (Cal Fire)

Not Present:, Grant Hubbell (BDC) Cathy Johnson (CalOES) Dan Horton (VNC) Andrew Henning (SFM)

Guest: Garret Huff (SBC) Dave Baldwin (SCR) Dave Barnett (SJS)

March 12th, 2019

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

Welcome and Logistics (Paul Horvat, Kuempel)

Moment of Silence for Firefighters and Police Officers LODD:

Jason Byrd, Fayette County Fire Department (Somerville, TN).....February 18, 2019
 Brendan A. Pierce, Palmdale Fire District, (Pinson, AL).....February 23, 2019
 Thomas Nye, Marion Fire Department (Marion, MA).....February 27, 2019

Agenda review and Additions (Kelly)

Review and Approval of the February Draft Minutes (Hubbell)

Reviewed and approved. Minor modifications, motion to approve Heggstrom, second Enos , minutes approved

Task Force Update (Kelly)

- Matt Levesque announced his replacement to the position on the task force as Rob Capobianco from Orange County Fire Authority. (OCFA)
- Member Biography – Status Task Force and Specialist Groups Bios
 - TF and Ops Team are nearly done
 - SG's still need to complete. Request for each liaison to get with SG chairperson and push for completion.
 - New deadline set for April 1, 2019
- Discussion on Task Force Expense report. Background of request was for agencies to provide information from all participating FIREScope members for the 2018 calendar year. The request also will include data for the entire program including all levels of participation. Deadline for this information is due by June 4 and 5 San Francisco meeting. Task Force members will collect their own agencies information and agencies not covered will submit data to their Task Force Liaisons.
- Discussion of Cities North Position, Process to fill the membership request is normally through the corresponding member on the BOD. Process to the Task force involves a Resume to the Task Force and submit to Ops team for approval. Kuempel will submit Dave Baldwin from Sacramento City. Resume added to the Smart Sheet.
- Discussion of Calendar in Smart Sheet. Need to work on completing dates to Include NWCG and CWCG dates to avoid conflicts. Kuempel will coordinate with Henning to complete dates. Lucas will assist with CWCG dates and coordinated adjacent to OPS and BOD meeting dates.
- Private Firefighting resources. CAL OES will hire a consultant to craft policies regarding the AB2380. Paper will be forwarded by Kelly to Chief Marshall.
- Dave Barnett Presentation of the Contingency Planning worksheet as a proposed new form as the ICS 215C. Developed as a 2018 flood contingency spreadsheet during the 2018 flood events in Santa Barbara. Proposed a new ICS document that will address Alternate, Contingency, or Emergency plans. CAL OES prepositioning form is a local government document. It is possible to use a 215 as a contingency worksheet but not practical. Discussion to have Plans/Operations Section Chiefs of teams review the worksheet. Gerboth, Spellman, and Lucas, to receive further input and review at a later date, possibly at team meetings.
- UAS Conference Call. Matt Menard Menlo Park Fire, discussed the UAS white paper, position task book modeled after NWCG. Discussion of interest and excitement in the technology. Discussed appropriate use of it as a tool and what problems does it solve? Increases incident situational awareness. Value in the gathering of information about an

incident. Value in the use at the Camp Fire was in public awareness and damage assessment. Next goal is to standardize the ordering process. New task book will address all hazards components and give a designator to order resources. For example, how to legally use on large scale events, structure fires, hazardous materials etc. Review of each component of the Task Book. Standardization and training are the key concepts in this process comparison to the implementation of REMS. Operations Guide review borrowed from NWCG with the addition of incursion protocols. Still needs to develop an ICS ORG Chart and potentially a new ICS 220A. Will look at RS220 documents created to order resources. Data downloads and Sit Stat input to use of data needs to be addressed. Discussion of curriculum development. National model, and National approval language has potential certification issues, i.e. what are the agencies doing beyond FAA process? Discussion on all hazard differences and the need for a FIRESCOPE Document or adoption of an existing document. Potential to add a chapter to an existing document. How will interface with CICC requirements.

Cal OES Update (Johnstone)

- Mutual Aid Summit update. First Summit was in 2017, Chief Marshall wanted direct input from the designated parties. How will we improve the percentage of unable to fill issues (UTF's). Discussion on how accurate is the data if a position is shopped multiple time and multiple days. Discussion on number of days of deployment. Logistics of crew swapping was an issue for some agencies.
- CFAA Audit, was conducted and is in draft and is out for public comment to those involved agencies. Considering the discrepancies between the CFAA with the Reciprocal Fire Act.
- MACS 409 (ICS900) is on hold for the moment until the issues on CFAA are addressed.
- IMT emergency management training is being conducted with OES employees.
- IROC has a solid foundation and is simpler and easier user interface. e.g. mobile device enabled, canned reports are being developed with more user input. (ability to communicate with IRWIN)

FIRESCOPE Website Update

- CAL OES web design team met at OES HQ March 26th. The website architecture was completed for website metadata. Design team is on track with the timeframe to meet July 1st transition. We will have a testing phase prior to the rollover date to trouble shoot web content.
- Preliminary Marketing/Messaging web page survey results were shared with the design team. Although the small survey results, the web team found the results useful. The survey is posted on the FIRESCOPE website and extended until March 15.

ADA Compliance – FIRESCOPE documents

- ADA Resources are posted on Smartsheet for the group. Reminder to educate the Specialist Groups on the process. Roster and Plan of Work Templates to be sent out early next week.
- Per Jerry Kincaid – CAL OES IT: A contract was signed on March 6 for work to begin on migration of FIREScope documents to meet ADA compliance. His vision is to have Don Weiss work with the contractor to provide documents through an FTP process. Documents have been prioritized for conversion.
- AH330 and EMT course work will be priority for converting to ADA compliance, along with the last 2 calendar years of approved Board of Directors documents.
- Task Force needs to have a conversation regarding AH Division and Ops training course. Curriculum is not current. There are a few options. If the Task Force does not feel they want to update the content, they can be retired and refer everything to NWCG curriculum. If they want to update the curriculum, a work group needs to be identified to start working to update the course. Task Force agree to keep course, but archive courses. These courses are obsolete. Kelly to report out to Ops Team and BoD.
- Reminder! Any new documents, Biographies, white papers, meeting notes etc., wishing to be posted on the caloes.ca.gov website needs to be compliant coming forward. Liaison should be checking them, as well. Many documents have been sent back for modifications prior to sending on to the web manager. Shanna to create templates for ADA compliance.

Smart sheets

- If anyone is having access issues, please contact Cathy Johnson. All Specialist Groups have a sheet.
- Calendar will allow multiple events to be in the program.
- Check all Task Force members access, not everyone has Specialist Group sheets.

MACs Exercise – Mather

- MACS exercise. Documents for the Mather and Riverside exercises are loaded into a sheet. As RSVPs are received, they will be emailed exercise documents for the specific session.
- Lee Dorey is confirmed for the SOC Orientation and tour. The MACS exercise starts at 0900 and concludes at 1230. SOC will be at 1230.

State Fire Training Update (Henning)

No SFT report this meeting

STEAC Update (Heggstrom)

- Next meeting April 12th, SFT April 23rd

CICCS Update (Gerboth)

Discussion of course curriculum maintenance and ownership. Specifically, Operations and Division classes L-Series class has potential for grant funding.

Task Force recommends archiving the Operations Section and Division Group supervisor course curriculum as it is out of date and has been replaced by NWCG L- Series courses.

IMT Meetings in Northern and Southern California. Roster of the Type III teams. Roster the Incident Commanders.

L-Series Class Discussions related to FEMA and Delivery of classes.

Remote Learning possibilities as a result of LA Area Regional Fire Chiefs Training group activities.

Discussion of having their own CICCS website to receive feedback and input.

New Qualification Guidebook allows for up to 10 years to complete a book.

Discussion New Curriculum for S219 and the discussion of implementation.

Discussion of current proposed timeline to implement to IROC. Updates to water handling Task Force Leader in ROSS.

ICS 225 Update will affect the CICCS process.

Old Business/Projects:

Messaging/Marketing (Horton/Enos)

- Online survey for website redesign complete.

- Review document packet; place in BoD Smart Sheet folder after review (Document approved by Ops in January to BoD in April).
- Video is complete.
- Review of the White Paper on short term and long-term strategies for marketing and messaging.
- MACS exercise will be filmed in April. Group wants to know scope of videotaping MACS exercise. TF discussion centered on the video focusing on the collaboration piece of different agencies working together. Horton to provide Cal OES PIO with direction on filming MACS exercises.
- Next meeting in April.

CISM/Peer Support Working Group (Gerboth)

- Status report. Garrett Huff – Next working group meeting March 26th in Long Beach

CAD to CAD Interoperability (Spelman)

- Status report given as an assignment to EIT.
- Looking to clarify goals and mapping out agencies that have CAD to CAD in a functioning environment. Looking for SME's to say how and why it works and for who.
- Meeting scheduled in the next two weeks to map out the work plan.

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

- Reviewing a template of work assignments to the specialist group.
- 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 rehab unit apparatus specifications; include best practices. SEL update to be housed under ICS 020-1. Added to existing Current Work SmartSheet. Safety Specialist Group to add to 2019 POW.
- DRAFT should be complete by June 2019
- SEL might reference 9 points of rehab- NFPA 1584

Standard Wildland Preplan (Heggstrom)

- Status report. Form number will likely change to ICS 256-1.
- New document will be an all hazard document
- Progress in making a FIRESCOPE Document

US&R Specialist Group Title Change* (Gerboth)

- Document ready for April BoD
- No additional report

Fire-line Flagging Tape White Paper (Tomaselli)

- Review document packet; place in BoD SmartSheet folder after review (*Document approved by Ops to BoD in April).
- Review and updated information.
- ICS 910 Review to make sure that it is consistent with white paper.
- Discussion to include the specific language of the NWCG Redbook to include in the white paper and the ICS 910. Discussion on formatting and clarification on language of both documents.

Radio Capacity Survey (Kuempel)

- Kuempel reviewed survey results to date.
- As of March 12th, 2019, 233 agencies have responded to the survey which equate to 20% of total agencies (1,100) in the state
- Survey results finalized.
- Survey was pushed out to Assistant Chief's again with focus to have OA's contact departments that had not answered yet which allowed for 67 new responses.
- Update of survey results. Presentation of recommendations to Task Force to submit for approval. Presentation to OPS on March 18th
- Updated language of Recommendations and Contingency plan.

SCOUT Procedural Manual (Spellman)

- Direction given to EIT to complete a quick reference guide that incorporates the Scout videos into verbiage.
- Group discussion that we need clarification on this project for the EIT group.
- Direction to create a white paper on the issues surrounding the limitations of Scout.
- Reviewed the Common Operating picture document to make current and add language specific to this project.

Interagency Aviation Information Spreadsheet Update 2019

- Updates of air resources to include Forest Service, Orange County Updates and the National Park Service

ICS Forms Review (Gerboth)

- ICS 225AH Update – White Paper development and progress update
- Adoption of a FIRESCOPE form that more clearly identified the evaluator who completed the evaluation.
- Gerboth to update the ICS 225CG form as a FIRESCOPE Document.

ICS 010-1 Glossary of Terms (All)

- Draft completed; yellow highlights represent items not found in any glossaries. Need new project lead to replace Fraley.

Incident Communications Advisory Council (Johnstone)

- Meeting scheduled in San Diego next week. DHS representative interested to utilize the intelligence and investigation section to improve process. NWCG and FIRESCOPE have decided not to support the Communications Sections chief position.

Evacuation/Repopulation and LELO WG (Johnstone)

- Evacuation working group tasked to create standardized terminology, for evacuation and repopulation. Law has assumed the lead role in the process. Woody Enos and Jim Johnstone were in attendance. Three specific terms were agreed upon as standard and a white paper was created. Document will move forward in the Sherriff's and Police Officers association
 - Evacuation Order
 - Evacuation Warning
 - Shelter in Place

CSG Development of OSD for the COML (Lucas)

- IT and Communication challenges that have spurred discussions about implementing Communications Section. See notes in SmartSheet.
- OSD best practices document will be used as template
- Kuempel to follow up with Lucas on transition of project

Meeting adjourned at 1645

March 13th, 2019

Meeting called to order 08:00

Work to Be Implemented:

ADA Document Compliance Requirements (Johnson)

- Compliance date July 1, 2019
- Johnson conducted a tutorial for TF members on Word to format a document for proper ADA document compliance
- Kelly to send YouTube video and instructions to SG's

- Kuempel to look up procedures for Apple devices

FIRESCOPE 2019 Plan of Work Review (All)

- Reviewed with Ops Team in January. Updates are complete

Preparation for 2019 North and South MACS Exercises (All)

- Review Past, Present and Future PowerPoint presentation; discuss improvements. Review AAR.
- Obrien will deliver Past, Present and Future PowerPoint
- Updated invitation will be sent out with RSVP to Johnson (North) and Spelman (South)
- Once RSVP'd attendee will get Smartsheet link with all the documents
- At North Exercise: 4 rooms are reserved for exercise
- Johnson checking with Kendall, Masavaro, and Materazzi on assisting with exercise
- Building for North exercise is highly controlled for security purposes
- 209's are in smart sheet for North/South exercise
- Exercise will include three incidents
- Laminated cheat sheets reviewed.
- Media room reserved for North exercise that seats 90 personnel
- 4 or 5 groups are being planned with each group having a TF exercise facilitator
- Groups assigned
- SOC tour will take 30-45 minutes

Communications Interagency

- Discussion of improving the process to communicate between CWCG and FIRESCOPE. Discussion of options to schedule face to face meetings annually.
- BOD meeting having a 15-minute discussion on the topic.
- Lucas to attend CWCG Ops in May and report back. Lucas will become CWCG Ops Chair at that meeting.
- Discussion on Foresters & Fire Wardens meeting- Jim Johnstone to present on FIRESCOPE at the meeting.

2021 FOG 420-1 Revision (All)

- All Task Force members reminded to track 2021 FOG revisions on projects they are working on. Created Smartsheet Project Tracker

New Business/Projects:

FIRESCOPE Vehicle Stickers (Johnstone)

- Johnstone to discuss with Marketing and Messaging Group. Put on agenda for March

Use of personal radios on incident teams

- Discussion in group, Communications group to develop a white paper regarding solutions to the practice and guidelines.

FEMA NIMS for Haz Mat and Communications

- Work deadline for groups to comment on March 15th.
- Review DHS Draft Document

BoD Orientation Document (Gerboth/Hubbell)

- Dave Gerboth and Grant Hubbell to produce. Use MACS 410-6 and 410-7 documents as template. Report back in February on estimated completion date.
- TF reviewed document and offered several suggestions
- Direction was given for each TF to review
- Further editing will be discussed and considered during the next meeting

Mud and Debris Flow (Gerboth)

- Update on feedback from Technical Search & Rescue Group and discussion with Chief Torrez.
- Discussion on menu of equipment and resources available with bundling of equipment
- Adhoc committee should meet next month and discuss
- Original white paper written on this subject was from 2014
- Cal OES Chief Torrez moving forward with PrePo working group. Gerboth brought to TSRSR and group will look at developing new white paper after completing work on OSD and hearing back from PrePo group

Specialist and Working Group Reports:

Aviation: (Enos/Peshkin)

Next meeting April 10,11 in Ventura. Aircraft interagency summary sheet will be ready for presentation to BoD. Group working on UAS and Aircraft rescue typing. letters, etc.

Communications: (Lucas/Spelman)

Update on Channel Load Survey and meeting on January 23,24. POW items for 2019 discussed. Group 3 load in 2020 will shift to FIREScope responsibility. Critical initial attack channels will be published in a future 441-1. Current 441-1 will be ready in April 2019 with language changes. Travel channels and 700/800 megahertz channels were discussed. Discussion about using non- public safety radios on incidents. Many teams use them for logistical purposes in camp. White paper being written on this subject. Discussed air/ground tactical. EMSA was present at their meeting and asked if any agencies had a radio plan for multi-agency responses to active shooter incidents. Plan to revise bulletin 28- Use of VFIRE channels. Next meeting April 30 – May 1st at Pebble Beach.

Safety: (Tomaselli/Enos)

Group reviewed the SART Checklist and Rehab typing document. Bios are being completed by the group. Next meeting scheduled since April 8-11.

EMS: (Heggstrom/O'Brien)

- Group working on the OSD's.
- Discussion on the ordering and utilization of Ambulance Strike teams and the ICS process. Operations Manager for American Medical Response brought the issue to EMSA is discussing last year's issues on events such as, crew safety, communications, and utilization of resources to Camp fire and the Carr fire.
- Discussion whether the EMS group should attend the EMSA meetings. Enos, discussion that FIREScope Members in the past have attended the EMSAC and MDAC meetings as guests. FIREScope meetings should be scheduled in concurrence with them. Kathy Chittister, is a good contact on FIREScope EMS group.

Next meeting March 21st in San Diego.

GIS: (Horton/Lucas)

Predictive Services: (O'Brien/Tomaselli)

No report. Next meeting Mclellan Sacramento May 22nd and 23rd Plan of Work Roster and Charter Complete. Chair is now Steve Leach. Bios are in progress. Working on members from Utility companies predictive services divisions.

Haz Mat: (Peshkin/Horton)

Update on February 8-9 meeting. Updating bios. Next meeting April 4-5 in Orange County. Discussed SEL and FOG update and 4th generation nerve agents. Soliciting to add members to SG. Reaching out to UAS group to collaborate and discuss on several ideas regarding UAS use on hazmat incidents.

Technical Search & Rescue: (Gerboth/Levesque)

Oakland Meeting with the CAL OES Swift water teams. Billie Milligan from Riverside is now on the specialist group. Working through OES Equipment upgrades and support. OSD is in draft form for review. Friday USAR training working group focus on the Regional Task Force standardization use and utilization through Chief Marshall in OES. Data collection and search standards are in place on the FEMA teams etc. March 19-22 Federal USAR meeting. Bios in progress.

High Rise: (Levesque/Gerboth)

Elections took place Chair Brian Price, Vice Chair, James Henry, Secretary Serguy Tomlinson High rise walkthrough took place in Los Angeles. Next Meeting is San Francisco May 21st and 22nd

EIT: (Spelman/Hubbell)

Working on Roster and Bios for the group. Cad to Cad and SCOUT are the primary projects. Looking for new membership. Next in person meeting scheduled for April 2-4 in Los Angeles.

Roundtable:

Meeting Adjourned at 1200 hrs.

UPCOMING MEETINGS:

Task Force

March 12-13, 2019	Santa Cruz (Kuempel)
April 23-24, 2019	Sacramento (Johnson) North Ops MACS Exercise
May 14-15, 2019	Riverside (Spelman) South Ops MACS Exercise
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)

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