



TASK FORCE MEETING

Riverside, CA

May 14-15, 2019

Minutes

Tim Kelly (LFD)
Ira Peshkin(KRN)
Jim Johnstone (CalOES),
Jon O’Brien (LAC)
Dan Horton (VNC)
Andrew Henning (SFM)

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

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

Not Present: Scott Lucas (DOI), Woody Enos (SBC), Dave Baldwin (SCR)

Guest: Garrett Huff (Representing Woody Enos), Kip Morrill (Representing Scott Lucas),
Kristen Allison (FIRESCOPE Tech Connect Presentation)

May14th, 2019

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

Welcome and Logistics (Spelman)

Moment of Silence for Firefighters and Police Officers LODD:

John Leming, Cape May Point Vol. Fire (Cape May Point, NJ).....April 15, 2019
 David Hudson, Argyle Vol. Fire (Custer, SD)..... April 17, 2019
 Michael Watkins, Northeast Lakeside Fire (Mountain Home, AK).....April 24, 2019
 Brad Gregrich, Desoto County Fire Rescue (Arcadia, FL).....April 27th2019
 Kody Vanfossan, Christopher Fire Department (Christopher, IL).....May 5, 2019

Agenda review and Additions (Kelly)

- MACS 441-1 Communications Guidelines

- New Business: Guest attendance protocols

Review and Approval of the April Draft Minutes (Kelly)

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

Task Force Update (Kelly)

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Cal OES Update (Johnstone/Johnson)

- Prepositioning: \$25 million a year dedicated to local government. Legislature is questioning how effective this is. Extensive tracking being utilized in order to issue reports to legislature. AVL is very important for tracking of units.
- CFAA: Chiefs Webb, Lorenzen, and Gilbert from BoD are currently representing Local Government interests. Significant changes in CFAA are coming. This can have a major impact on the mutual aid system, especially dealing with volunteer fire departments
- FOG sales are currently off line due to South Ops moving and will be back on line shortly
- July BoD meeting will be in Burbank with future consideration holding meeting at South Ops.
- Future BoD meetings could also move around the State at different locations. Concept currently being discussed at the BoD level.

State Fire Training Update (Henning)

- Fee increase: Getting close to implementation. Last fee update in 2008. Sacramento State did an independent analysis of fee structure and forecasted four years into the future. Proposed fee increases are currently going through approval process with implementation of July 1, 2020.
- New transcript delivery system is being put into operation

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

STEAC Update (Heggstrom)

- July 12th, 2019 is the next meeting

Specialist Groups POW, Charters and Roster Review (All)

- Predictive Services: Reviewed Charter and made minor changes. Reviewed Plan of Work and made changes to dates. Reviewed Roster and made formatting changes and corrections.
- Discussion about the definition of associate members and how to notate them. All approved pending discussed changes.

- Safety: Reviewed Plan of Work and made minor formatting changes as well as revised and added several dates. Reviewed Roster. Reviewed Charter and made date changes. All approved pending discussed changes
- EMS: Reviewed Charter, updated dates and made minor formatting changes. Reviewed Plan of Work and made minor grammatical and content changes. Reviewed Roster and made minor formatting changes. All approved pending discussed changes.
- Technical Search and Rescue: Reviewed Charter and discussed necessary changes. Reviewed Plan of Work. Reviewed Roster. All approved pending discussed changes.

EIT Specialist Group Presentation (0945 – 1015hrs) (EIT Vice-Chair)

- FIRESCOPE Tech Connect Presentation
- Landing place for agencies to go to when upgrading or reviewing any new technology or systems. Aggregating spot for technology to be placed for agencies to get started to buy technology products.
- Will help streamline process to research and educate new technology available to fire service
- Will help agency representatives find and sort through latest technology
- Build out would include key components to drive traffic, educate and elevate user group
 - Heavy calendar
 - Hardware
 - Software
 - Liveware
 - SA Links
 - Bookmarks
 - Data/Forms
 - How to's
 - Videos
- Sharepoint
 - Highly configurable without coding
 - Currently users constrained to CalOES emails
 - Has some configurable plug ins
- Sway
 - Blog like experience
 - Fully integrated
- Google
 - A lot more functionality
 - Link from website to external site
- 508 Compliance
 - Specialized software packages and templates
 - Lynx
 - Cathia says
 - Jaws
- Demonstrated example of what webpage would look like on different platforms

- How this concept fits within current FIRESCOPE website development is the key. Initial concept was run through Justin to determine feasibility.
- Recommendation from Johnstone to have Kristen plan an in-person meeting with Justin to further discuss concept.
- EIT group prefers an outside site. Google is first choice. Second choice is Sharepoint 365. Third choice would be Sway.
- EIT group is in process of building Tech Connect page and aggregating products/companies on site
- Featured products and technology will be listed on site with link. No endorsement will be offered
- Vendor will provide a link.
- Tech Connect link/button suggested to be on front page of FIRESCOPE website
- Kelly wants to move project forward and stated it is in line with goals and objectives of FIRESCOPE to best leverage technology. Kelly wants to also schedule a presentation with the Ops Team. White Paper will need to be completed to provide a summary of project.
- Spelman indicated that this project will make FIRESCOPE and the website relevant worldwide

Behavioral Health Presentation (1015 – 1045hrs) (Garrett Huff)

- In person meeting in March 2019 with working group with representatives from local, state, federal, and CPF.
- Developed a POW, Position Guides, Task Book and White Paper
- Federal partners want to rely on their current system and not make any changes
- Baseline of different viewpoints centers on keeping positions and mnemonics the same:
 - ICISF platform (current) relies on group setting debriefing (CISM mindset)
 - IAFF relies on peer support that does not rely on group setting debriefing
- O'Brien stated that utilizing the concept of best practices approach, a compromise should be able to be reached
- Task Force discussed various methods to bridge the gap. Working group needs to get consensus to move this project forward
- Huff will go back to CPF representative and work to get consensus on a potential compromise
- Kelly suggested that group review POW to see if the group is meeting the objectives

Old Business/Projects:

Behavioral Health Working Group (Gerboth)

- Continued to June Meeting

CAD to CAD Interoperability (Spelman)

- Continued to June Meeting

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

- Continued to June Meeting

Standard Wildland Preplan (Heggstrom)

- Continued to June Meeting

SCOUT Procedural Manual (Spelman)

- Continued to June Meeting

FIRESCOPE Website Redesign Update (Johnson)

- Continued to June Meeting

ICS 010-1 Glossary of Terms (All)

- Draft completed; reviewed as Task Force
- Several grammatical and formatting changes discussed and made
- Discussion about adding “three stripes your out” in hazard zone section
- Content in yellow was material that was added/updated by Fraley and reviewed by TF
- Several positions within high rise were added to document
- Deleted “Patient Unit” definition
- Discussion of FIRESCOPE definition on page #9 and eliminating the word “wildland”
- Revisions that were discussed/approved will be made and document will be presented to the Ops Team for approval

Incident Communications Advisory Council (Johnstone)

- Continued discussions on proposed development of Communications ICS positions. Next ICAC Meeting – 2nd week of June in SF.

Evacuation/Repopulation and LELO WG (Johnstone)

- Kelly to share document with Task Force. Place on agenda for Ops Team June meeting. Evac WG is vetting the White Paper on Evacuation Terminology.

Channel Load Survey (Kuempel)

- Shanna to have completed. Reviewed by Task Force at May meeting
- 231 agencies responded to survey out of a total of 1100 agencies
- Summary data updated in Smartsheet

- Received more information on how many agencies are not compliant and how many pieces of apparatus are not compliant
- A majority of big agencies are compliant
- Comments were presented and discussed
- Recommendation to increase radio capacity in 5 years (2024)
- Contingency plan was discussed
- Presentation will be made to Ops Team that reviews White Paper and discusses relevant data from survey with recommendation and contingency plan

Aviation Air to Ground Communications White Paper (Enos)

- Woody not present during April meeting; document will be covered during next agenda. CAL FIRE agrees to evaluate on incident-by-incident basis. CAL FIRE email given to Woody. Woody to present findings at next meeting in June and discuss.
- Need to clarify and confirm that CAL FIRE does not support White Paper as written
- Enos indicated that document is good to push forward
- Definitions need to be provided for next FOG update so firefighters understand the difference between Air/Ground Command and Air/Ground Tactical
- Discussion regarding Federal stance and that it is also on a case by case basis. Tomaselli indicated that this procedure has been used, but it is rare occurrence that it is used.
- Does White Paper need to be revised to reflect current discussion on this topic and CAL FIRE concerns that were brought forward? Suggestion to add language describing criteria that would dictate potential use. This will further define the how and why of use.
- Consensus to regroup and revise/add language to further identify and clarify use.
- Recommendation to have Air Attack be the driving force to make the decision to utilize this procedure

Mud and Debris White Paper (Gerboth)

- Mud and Debris Flow PrePo Group meeting May 21-22 will gather information for updating white paper.

Work to Be Implemented:

ADA Document Compliance Requirements (Johnson)

- Compliance date July 1, 2019. YouTube videos, ADA instructions in SmartSheet

ITSS-COML Position White Paper (Lucas)

- Discuss ITSS Position Description; 2021 FOG Update

Preparation for 2019 North and South MACS Exercises (All)

- Confirm Ricci and Maserrati as SMEs for groups and to facilitate the Group discussions after exercise. Teams: 1.) Shanna- 2.) Gerboth-Peshkin, 3.) Brook-James, 4.) Jon-Kyle, 5.) Cathy-Rob. Dan Horton Photos and coordinating filming. Review survey results.
- Displayed survey results to the Task Force and discussed. Only 3 out of 18 surveys were completed. Suggestion to give a defined time period for attendees to complete survey prior to closing arguments with the hope that more surveys are completed.
- RSVP's: 35-60 attendees could attend South Ops Exercise
- Recommended to add federal apparatus to past-present-future video
- Reviewed newly produced video. Decision to show at exercise. No suggestions for editing video

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

Fire-line Flagging Tape White Paper (Tomaselli)

- Review Implementation Plan

ICS 225AH Review (Gerboth)

- Review Implementation Plan
- Gerboth to send PDF document to Shanna to have it converted to fillable document

Messaging/Marketing (Horton/Enos)

- Review Implementation Plan
- Waiting to hear back from BoD on PIO position

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.

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)

- All the documents have been added to Smartsheet for review
- Henning looked at documents for formatting. Plans to send UAS paperwork to technical editor for grammatical review
- Concerns with Task Book and federal employees not being able to develop skill set because training in proposed Task Book may not be recognized outside CA. NWCG has Task Books already. Issue revolves around if FIREScope task books are not NWCG recognized. Should be a national product.
- Concern that FIREScope might be duplicating work with its own Task Book that might not be necessary if it is the same as NWCG's Task Book.
- Suggestion to have UAS subgroup do a presentation on this topic and explain how close NWCG Task Book is to proposed FIREScope Task Book. If someone is going to get a qualification and have it listed in ROSS, it should be the same approved Task Book.
- FIREScope product in this area is definitely needed to help big/small fire agencies figure out use, user qualifications, and training.
- This issue could create inconsistencies and could put CA on an island
- Suggestion to get NWCG input on this issue and consider global impact of proposed direction
- Recommendation to have Task Force members re-read White Paper that might further clarify direction of project
- Issue will be brought back in June

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.

New Business/Projects:

FIREScope Document Routing Process (All)

- Continued to June Meeting

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

- Continued to June Meeting

MACS 441-1 (Tomaselli)

- Discussion regarding wording concerns on page #1 on explanation of VHF frequencies and their use as a default. Does not specify or define use on wildland fires. Recommendation to further define and clarify expectation for wildland use and defined as the VHF being the primary frequency. VHF should be emphasized and further clarified that it is the Primary frequency for mutual aid.
- Changes to language were discussed and will be reflected in revised document

Attendance of Guests at FIRESCOPE meetings (All)

- No language in 410-4 that allow a “permanent guest”
- Meetings are open to all interested parties.
- Guests are not entitled to receiving electronic documents other than the Agenda prior to the meeting.

Specialist and Working Group Reports:

Aviation: (Enos/Peshkin)

- Continued to June Meeting

Communications: (Lucas/Spelman)

- Continued to June Meeting

Safety: (Tomaselli/Enos)

- Continued to June Meeting

EMS: (Heggstrom/O’Brien)

- Continued to June Meeting

GIS: (Horton/Lucas)

- Continued to June Meeting

Predictive Services: (O'Brien/Tomaselli)

- Continued to June Meeting

Haz Mat: (Peshkin/Horton)

- Continued to June Meeting

Technical Search & Rescue: (Gerboth/Capobianco)

- Continued to June Meeting

High Rise: (Capobianco/Gerboth)

- Continued to June Meeting

EIT: (Spelman/Hubbell)

- Continued to June Meeting

Roundtable:

Meeting adjourned at 1720

May 15th, 2019

Meeting called to order 08:00

MACS Exercise

Meeting Adjourned at 1200 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	Santa Barbara (Enos)

November 19-20, 2019 San Simeon (Lucas)

Future Board of Directors and Operations Team Meetings

June 6-7, 2019 OPS Team Meeting, San Francisco
July 10, 2019 Board of Directors, Burbank FD
September 18, 2019 Conference Call- 2nd Day of Task Force Meeting
October 9, 2019 Board of Directors, Cal OES Headquarters

APPENDIX

CAL FIRE – Office of the State Fire Marshal

State Fire Training Report

May 2019

A. Retired and Retiring Certifications (April 2019)

- Chief Officer and Fire Investigator I/II certification retired 12/31/2018. Applicants who did not finish the retired certification tracks will need to complete new Chief Fire Officer of Fire Investigator (single level)
- Fire Marshal – certification retires 12/31/2019

B. Fire Fighter I Certification Update (April 2019)

- Certification exam is **mandatory** for all applicants who apply for FF1 certification.
- Red Scantron's were discontinued in Dec 31, 2017
- Please see the [Fire Fighter I webpage](#) for more information
- Fire Fighter 1 academies need to continue using textbooks listed in the course plan. SFT's test banks are only validated to these editions, and not the new editions.
 - i. Fundamentals of Fire Fighter Skills, Jones and Bartlett Learning, Third Edition; or
 - ii. Essentials of Fire Fighting and Fire Department Operations, IFSTA, Sixth Edition

C. Future and In-Development Curriculum (Sep 2018)

- Burn Boss Certification (SB 1260)- cadre meets in July and September. Implemented on or before January 2021.
- Rope Rescue Operational and Rope Rescue Technician (replacing LARRO)
- Behavioral Health/Cancer Awareness Curriculum Cadre
- Command of Expanding All-Hazard Incidents Cadre
- Ethical Leadership in the Classroom – approved July STEAC
- River / Flood Motorized Board – July STEAC
- Fire Control 3 – July STEAC

- ICS 300/400- SFT will be utilizing same requirements as OES. Curriculum through OES for the time being. SFT will have IB in July.
- New Curriculum coming on line:
 - i. FSTEP Aircraft Rescue and Firefighting (ARFF) Awareness FSTEP Course
 - ii. Open Water Rescue Boat Operator — Small Vessel FSTEP Course
 - iii. Open Water Rescue Boat Operator — Large Vessel FSTEP Course
 - iv. River and Flood Rescue Technician FSTEP Course

D. Office of Administrative Law Proposed Rulemaking – Title 19

- The State Fire Marshal (SFM) is providing notice to adopt proposed regulations related to revisions to the certification and training standards for the California fire service.
- Updates to the Procedure Manual, CIRM, forms, CTS, and title 19 language.
- The new proposed regulations will be implemented in July 1, 2019.
- Chapter 11 is a new chapter for Fire Fighter Certification Exam

E. Instructor Changes (April 2019)

- Instructor Certification is now required (beginning January 1, 2019)
 - i. Fire Fighter Instructor: Instructor 1 Certification and Ethics
 - ii. CFSTES/FSTEP Instructor: Instructor 1 and 2 Certification, Ethics, RIO
- Existing Registered Instructors and Instructors who applied for registration on or before December 31, 2018, will not be required to become certified.
- Please see the [Instructor Changes Information Bulletin](#) for more information
- Please see the [Fire Fighter I/II Instructor Historical Recognition Information Bulletin](#) for more information

F. SFT Instructor and Host Agency Accountability (April 2019)

- The Registered Instructor, Evaluator, accredited facility, or the host agency shall provide written notification to SFT of any changes in course delivery prior to the first class meeting. These changes can include: start or end date, facility or location, primary or senior instructor, shipping or billing contact information, hosting agency
- The Registered Instructor, in conjunction with the accredited facility and/or host agency, shall: verify student eligibility for course enrollment, ensure the maximum student limit for the course is not exceeded (listed in CIRM and Course Plan), ensure the minimum course hours are met, ensure the appropriate instructor-to-student ratio is maintained, ensure the safety of all students participating in the course

- If a Registered Instructor, accredited facility, or a host agency does not obtain SFT approval for a course, a student will not receive recognition (i.e. a diploma) for the course.

G. Steering Committee

- The steering committee is comprised of 2 ARTP reps, 2 ALA reps, 2 TOs, and a labor rep. They provide guidance Fire Fighter 1 implementation, as well as several other special projects. Currently working on:
 - i. Open Task Books- initiating task books like CICC
 - ii. Mid-Career- modifying course prerequisites to allow mid-career persons into SFT courses who do not have the lower level courses
 - iii. IFSAC/Pro Board Reciprocity Process for all SFT CFSTES levels
 - iv. Cognitive Exam Proctors- allowing Skills evaluators and/or admin staff to proctor the cognitive exam.

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.
- Starting January 1, 2019, students will be required to have their SFT ID's to complete SFT courses. SFT will no longer be using SSNs to track students. SFT ID's can be found using one of the look up tools.
- SFT now requires electronic course returns for all courses. Instructors will return the course materials through the SFT User Portal, and students will be able to print their training history and course completion diplomas directly from the portal
- Please see the [SFT ID Number Information Bulletin](#) for more information on the different ways to look up your SFT ID.
- Please see the [Records Management System Online User Portal Information Bulletin](#) for more information on the SFT User Portal.

I. SFT Fee Adjustment (April 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 has formed an Ad-Hoc working group to review the fee adjustment.
- STEAC had its first hearing of the proposed fees in April 2019. The fee adjustment will then go to STEAC/SBFS for approval in July/August 2019. The fee increase goes

through the Office of Administrative law rulemaking process. The anticipated implementation of the fee adjustment is July 2020.

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

- Next STEAC Meeting- July 12, 2019. [STEAC Website](#).
- Next SBFS Meeting- May 23, 2019. [SBFS Website](#).

K. Stay Engaged

- For new information see the Latest News section on the [SFT Website](#):
- Subscribe to [SFT E-News](#).