



**TASK FORCE MEETING
Sacramento, CA
October 15-16, 2019**

Minutes

Tim Kelly (LFD)	Shanna Kuempel(CNT)	Kyle Heggstrom(LNA)
Jim Johnstone (CalOES)	Brook Spelman (Cal Fire)	Cathy Johnson (CalOES)
Grant Hubbell (BDC)	Dan Horton (VNC)	Rob Capobianco (ORC)
Garrett Huff (SBC)		
Dave Baldwin (SCR)	David Gerboth (SND)	

Not Present: Scott Lucas (DOI), Ira Peshkin(KRN), Andrew Henning (SFM), Jim Tomaselli (USFS), Brook Spelman (Cal Fire)- 1st day only, Jon O'Brien (LAC)
Guest: Kip Morrill (BLM)

October 15th, 2019

- **Call to order: 0900 by Tim Kelly**
- **Reviewed September Minutes**
- **Welcome and Logistics** (Kuempel)

Moment of Silence for Firefighters and Police Officers LODD:

Michael Bell Farmington Fire Department Farmington NM.....September 16, 2019
Claud G Messer Jonathan Creek Fire and Rescue Jonathan Creek NC.....September 20, 2019
Ed Nulton Sr. Kunkle Fire Co. Inc Wilkes Barne PA..... September 20, 2019
Kenneth Stavinoha Houston Fire Department Houston TX.....September 21, 2019
Scott P. Neuman Martin County Fire and Rescue Martin County FL.....September 26, 2019
Robbie James Pettingil Henderson Fire Department Henderson NV*.....September 30, 2019
Dayle Jaynes Burdette Fire Department Schuyler County NY.....October 1, 2019
Paul Rotondaro CAL FIRE Madeira Mariposa Unit California.....October 2, 2019
Christian Dean Johnson Okanogan County Fire District 3 Okanogan WA....October 3, 2019

Agenda review and Additions (Kuempel)

- None

Review and Approval of the September Draft Minutes (Hubbell)

Reviewed and approved. Minor modifications made, motion to approve by Heggstrom , second by Baldwin, minutes approved.

Task Force Update (Kuempel)

- Scott Lucas has received a promotion and will be leaving TF. TF needs to look for a DOI replacement for TF. Deputy State FMO will temporarily fill in for Lucas on TF
- BOD Meeting on October 9. Recognition of website development team. No documents to approve although a TF update was given. TF personnel changes and updates were discussed. Wildland preplan was presented in DRAFT format. No hazard mitigation funds are available due to them being earmarked for recovery. Search for funds are continuing. Cover sheet was approved when projects are submitted to BoD. Presentation regarding Moses (portable trailer that provides cell coverage and WiFi) was made. Unknown at this point how trailer will be added to ROSS. Area Command discussion/meeting resulted in forming Area Command document that will improve collaboration and possibilities in using Area Command throughout the state. Cal Fire report: Fuel Reduction goals 125% of target. 200,000 to 250,000 defensible space inspections made. 357 total Cal Fire engines in service statewide.
- State Fire Marshal Report: FSTEP courses, new regulations regarding marine craft pending, illegal fireworks
- EMS report: numerous EMS related bills were passed
- Blue Ribbon discussion regarding goals that have been achieved. Working Group will go through blue ribbon recommendations and update for the future.
- Power safety shut down discussion and possibility of adding criteria to FOG
- Prepositioning criteria requested to be added to FOG

Cal OES Update (Johnstone/Johnson)

- Update on Strategic Plan draft and feedback: Task Force and Ops Team to review and provide feedback by September 13, 2019; no later than September 16, 2019. Goal to integrate new goals into 2020 Plan of Work. Present to BoD during 2020 meeting in January. Will need Task Force input prior to Ops Team meeting in December.
- Type VI engines – Ops Team is researching documents that outline staffing requirements: FOG/NWCG Pocket Guide/CFAA
- 2-day meeting schedule approved for BoD (half day first day, full day second day)
- Tech Summit: EIT group and FIREScope will co-sponsor on Jan 22-23 at ESRI
- CFAA: Due to expire 12/31/19. In preliminary phase of updating agreement. Extension of current agreement is possible until new agreement can be signed.
- GACC MAC Groups and CALMAC do not have a mission for all hazards. Looking at planning a training exercise to improve understanding of process and start conversation to prioritize fire/rescue equipment to an all hazards major incident. Possible date of March 1.
- Letters of appreciation to Messaging and Marketing WG and Website Team were all sent
- Preposition was discussed. Recently 26 strike teams were mobilized in 6hrs. Agencies need to be very candid in evaluation process in order to improve process. Proposed solutions to pay for hotel and meals while strike teams are prepositioned are being discussed.
- AVL statewide survey is still being vetted
- MACS 405: availability of resources across the state. Region II,III,IV google sheets product being used to ascertain availability of resources for mutual aid throughout the state. May/June is anticipated deadline for other regions to implement system.
- Private resources on fires was discussed

State Fire Training Update (Henning)

- No report

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

STEAC Update (Heggstrom/Baldwin)

- October 11th last meeting.
- FFI and FFII revised curriculum was approved
- Online certification system will continue to be expanded
- Several academies were approved statewide
- Talk about “skills coach” for fire control III
- Fire inspector II curriculum
- River and flood boat curriculum was moved forward
- Behavioral health and cancer awareness is a placeholder for all levels of certification
- CSU and pathways to higher education was discussed (Humboldt State)
- Fee adjustment will be implemented next year
- PLUMAS LAFCO sent a request to look at reinstating Volunteer FF certification track. At this time, SFT is not interested in reinstating. Satisfied with FFI track.

Old Business/Projects:

Behavioral Health Working Group (Huff)

- Update on work group progress. Reworking the ICS Organization chart, Ordering Process, OSD, and development of an implementation plan.
- Group met last week (October 8th, 2019)
- Request to move packet of work for discussion/approval to January 2020 from November 2019 due to recent statewide bills that were recently passed (workers compensation and confidentiality with peer supporters)
- Upcoming conference call in December for working group
- Roster needs to be updated
- December conference call to give Ops Team an update on progress

CAD to CAD Interoperability (Spelman)

- Baldwin appointed Liaison to SCOUT project manager to discuss integration and timing of Task Force projects related to SCOUT. Kuempel as alternative liaison.
- Currently working on fixing IT related issue with SCOUT and hiring contractor to do so

- Long term plan is to hire a contractor to improve functionality with SCOUT and integrate better with other systems/products

Resource Typing Rehab Unit (Tomaselli/Enos)

- Status of Liaison to EMS Group. Kyle and James to connect EMS Specialist Group with Safety Group to collaborate on product development. Kyle and James to share documents with EMS Group.
- Safety Group and EMS group still need to connect and get a clarification on scope of assignment
- Update to be provided on Ops team agenda for December

SART Checklists (Tomaselli)

- Status of project. Discussion of combining into two checklists to reflect initial response, command, and agency representative
- Formatting issues being worked through
- Revised draft needs to be sent to TF for further review/approval

Standard Wildland Preplan (Heggstrom/Capobianco)

- Ops Team directed Task Force to produce White Paper with options (e.g.; hazard mitigation funds to develop statewide wildland preplans for state, fillable document only, etc.) Projected timeline September 18, 2019. Rob and Kyle volunteer to work on White Paper. Discussion at TF as to the intended audience for the project is an incoming strike team. Discussed creation of a working group with GIS and EIT. Funding and Maintenance also discussed. Task Force decided to make the preplan All-Hazard. Rob and Kyle to write White Paper with recommendations described above. GIS and EIT Specialist Groups will coordinate with the contractor on elements of the plan.
- Chief Marshal is very supportive of this initiative and continues to seek a funding source
- White Paper reviewed by TF and several changes were suggested and made
- Currently on Ops agenda for conference call in December
- Suggested language to add to White Paper: Identify costs with development and maintenance of product. Coordinate with Cal OES on funding sources

SCOUT Procedural Manual (Spelman)

- Brook working with Caroline on SCOUT development and timing of SCOUT Manual. In holding pattern until more information becomes available. Contract award will affect this project. SCOUT bringing in more data; military data being utilized for early warning detection. Dave B. to follow-up with Caroline on procedural manual development. Waiting on identifying contractor for SCOUT; projected first of year for awarding contract. Project on hold until contract awarded. Rich Drozen RA (CAL FIRE).
- Recommendation to remove from agenda until more information becomes available

FIRESCOPE Website (Johnson)

- Discuss any needed action items or issues. Confirm Specialist Group Liaisons sent reminder to Chairs regarding biographies due date of January 2020.

Smartsheet (Johnson)

- Discussion regarding how SG's transition from Dropbox to Smartsheet. Sheets are already built. Johnson needs to know who needs access from each SG. Liaisons need to help determine who needs access and forward to Johnson.
- Johnson does not want to dictate and micromanage how each SG utilizes their sheets

FIRESCOPE Polo Shirt Sales (Johnstone)

- Update on current sales.
- Discussion regarding FIRESCOPE vehicle stickers and positive feedback and discussion that Heggstrom received after placing sticker on his department vehicle
- Sales are strong and all levels of FIRESCOPE are wearing shirts
- Recommendation to have ordering information on TF Report and other internal updates
- Different style shirt may be available at lower cost
- Vendor requested that we eliminate 5-11 shirt due to back order issues
- Ordering information is on line 71 on Smartsheet and will be included on all Ops Team and BoD quarterly reports from the TF Chair.

Incident Communications Advisory Council (Johnstone)

- Monthly Update. Discuss Letter issued from the BOD. Communication to specialist groups.
- Recommendation to remove from TF agenda and replace with NIMS Coordination Group
- CICC lead should attend these meetings and represent FIRESCOPE
- Being discussed at NIMS coordination group level. Chief Kehmna still engaged
- ITSL is direction that NWCG and FIRESCOPE want to move toward
- This will be discussed on December Ops Team conference call
- Question if Bob Neamy should be involved in this process/discussion. Concept will be explored further

Evacuation/Repopulation and LELO WG (Johnstone)

- Update on Approval of terminology by OES, and Statewide implementation.
- No further update from last month
- Sherry Sarro is continuing to work on implementation process
- Johnstone will send White Paper to Sarro with the purpose to advance the rest of the implementation items

Mud and Debris Working Group (Gerboth)

- Update on M&DF Preposition Packet to be completed by October BoD. Gerboth will be present at meeting to present. 2014 Mud and Debris Flow white paper review on hold until after preposition project complete.
- Mud and debris flow prepositioning: same resource ordering sheet will be used with drop down menus. Resources and heavy equipment has been added. Score sheet has 12 criteria that are objective based. Next meeting in November to review and then to BoD for approval. Documents will be posted to Smartsheet for TF review.

ICS 215C Contingency Form (Barnett/Spelman)

- Status on development
- TF reviewed 3 DRAFT examples of form each illustrating a different type of incident
- Numerous conference calls were conducted to complete form. Rich Drozen, Phil Vanares, Dave Barnett and Spelman were on the call.
- Suggestion to add a title stated, “contingency form” to clearly illustrate that it is a contingency form
- Instruction sheet is also included
- Recommendation made for TF to review form and offer any suggestions for revisions
- Barnett is recommending using form in a beta test environment prior to full release with review/use by IMT’s
- Recommendation to have each TF member have their agencies review as well as IMT 3 Teams
- IAP purpose vs. 215C purpose was discussed

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

- Status on NWCG UAS Train-the-Trainer course for FIREScope UAS working group. Kelly reached out to DOI contact; no response; discuss contact options with Scott Lucas.
- Still in process of ascertaining additional information on 373 class
- SFT can adopt the NWCG 373 class and is a much easier approval process versus a new class
- LAFD on schedule for a 373 train the trainer class in March 2020. Several seats available for regional partners and FIREScope members
- State certified instructors (FSTEP) from UAS working group are being requested to go to train the trainer class so they are in a position to teach additional classes under the SFT umbrella
- Recommendation to have UAS WG chair contact Rich Fields

Use of Non-Public Radios on Incidents (Lucas)

- Progress report and confirmation of timeline of CSG White Paper; due date October 2019
- Spelman to attend communications SG meeting and will provide an update at the next TF meeting

EMS Specialist Group Report (Heggstrom)

- Chair Clayton Thomas review of ICS 701/NFPA 3000
- Is the intended goal to match documents? Much of the content is in alignment between the two documents already
- NFPA 3000 is a very specific document
- There is nothing in NFPA 3000 that conflicts with ICS 701. Could be some minor differences in terminology and definitions
- Suggestion to add NFPA 3000 as a reference document to ICS 701
- Reunification and planning sections can be added to ICS 701 from NFPA 3000 that would help to bolster ICS 701

FIRESCOPE Expense Projections-Excel Spreadsheet (All)

- Update: additional data added to spreadsheet
- Report will be presented as average cost for TF, SG, Ops, and BoD members to attend FIRESCOPE for 12 months (Lodging, Travel, Meals)

Work to Be Implemented:

2021 FOG 420-1 Revision (All)

- Kelly and Kuempel to work on plan and tracking sheet. Rewrite set for end of 2021 with publish date of 2022. Add general FIRESCOPE document review to project objectives.
- Create a schedule for SG's with deadlines for submittal
- TF will handle any renumbering needs
- Historical perspective will need to be obtained to determine a frame of reference or blue print to follow. OES A/C Lococo will be consulted.
- Suggestion to have a one-page guidance document that reviews correct process to follow for updating/reviewing material. This guidance document can be sent to all the SG's.
- Discussion regarding importance of incorporating a track change format when submitting any revisions and keep in Word format vs. changing back and forth from a PDF format.

Channel Load Survey (TBD/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. **ICS 225AH Form** (Gerboth)
- Status of ADA contractor conversion and posting to website and cover letter for distribution through Cal OES, including training officers, IMT Training staff. Letter to Training Officers
- Complete and letter sent out

- Formatting issue has been corrected
- Recommendation to remove from TF agenda
- It will be key that Training Specialists at incident have form readily available
- Important to have CICCIS push it from OES side. Javier will be consulted

Messaging/Marketing (Horton/Enos)

- October BoD meeting for formal recognition of work. Letters of Appreciation completed. Ops Team directed Task Force to develop White Paper on internal marketing and messaging strategies for FIREScope agencies (e.g.; Vehicle stickers, SFT training orientation, integrate into promotional processes, FIREScope meetings invite agencies/regions, events, annual brush training, etc.). Horton and Kelly working on white paper. Goal to have completed by December Ops Team conference call.
- Several members received recognition at last BoD meeting with others to be recognized at November TF meeting
- White Paper continuing with goal to be completed in December
- Request to have email sharing platform (constant contact) be included in the White Paper to share FIREScope products. Similar to NWCG use of product
- Request to TF and SG members to send pictures/content for FIREScope Quarterly Briefing

New Business/Projects:

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

- Update on staffing and training requirements. Update and impact to Federal partners. New qualification and task book. Discussion on number of vehicles arriving at incidents.
- Conversation with Scott Vail occurred regarding CICCIS qualifications
- Line 52 in Smartsheet has a placeholder for CICCIS quals
- Need authorization for a second vehicle
- Ongoing conversation regarding having a REMS typing mechanism based on number of overall qualified rescue technicians on team

Meeting Schedule (Tomaselli)

- Suggestion to have less frequent (every other month), but longer meetings- 2 days vs 1.5 days
- Challenging for BLM and DOI to attend a monthly meeting. Every other month would be welcome

- There is enough work at TF level to support a monthly meeting. Could present issues to coordinate with Ops and BoD if schedule changes
- Any consideration to have a remote meeting every other month to reduce travel costs. Problems with attention from members and participation. Meeting locations might not have technology to support that platform
- Face to face contact is priceless
- Consistency with one assigned person from month to month is critical
- Short phone in conference call options can be used for a member that can't make the meeting and needs to call in for a certain item(s)
- Majority of Task Force members support the continuation of monthly meetings

Cal OES Type 6 Staffing (All)

- Update to discussion. Operations Team, December conference call. Chief Marshall discussed having minimum of 3 personnel to deploy on mutual aid events versus daily staffing. Differs from current FOG typing. Discuss action by Task Force.
- BoD had a robust discussion at their last meeting
- NWCG and FOG minimum is two personnel. FOG guide will not change
- CFAA requirement states three personnel as a minimum
- Ops Team will identify language from CFAA, FOG, IRPG and write up a WP that is shared on December Ops Team conference call
- Safety, efficiency, effectiveness is important to have three personnel
- Mutual aid system could be impacted if Type VI engine only has two personnel and not sent
- Expectation has already been delivered that three personnel will staff any OES Type VI engine that is sent out
- Decision was tabled until January until White Paper is published

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 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

Specialist Groups POW, Charters and Rosters (All)

- Update to MACS 410-4 Kuempel . Task Force agreed to transition POW, Charters, and Rosters to November and December review and finalize period each year. Kelly and Kuempel to write white paper; requires project to go through Decision Process, since changes to MACS 410-4 and MACS Group Orientation is required.

- Will go to Ops Team for December conference call
- Discussion adding Rosters, and Bio's to 410-4
- December 2020 is implementation date if approved in January 2020
- Discussion regarding plan for each SG to complete biographies. Johnson made a request that completed bio's are posted to Smartsheet. Deadline is December 2019 for posting in January 2020.

Tech Connect White Paper (Spelman)

- Unified and uniform source for technical processes for entire firefighting community
- Link does work properly
- Place to host information and cut down time on research of products
- White Paper reviews mission and vision of project
- Outreach will be made to OES IT shop to confirm that there is a process and mechanism to support
- Will still be ADA compliant
- Spelman will confirm that Kristen Allison (EIT) has connected with OES IT to move project forward and also arrange a conference call with EIT SG
- No anticipated issues with Ops Team and BoD approval

Tech Summit (Spelman)

- ESRI wants to support public service and further the fire service
 - Want full buy in from FIREScope and working on joint flyer
 - Working with Cal Chiefs on a survey to see how ESRI products are being used in the fire service and looking for speakers
 - Conference call planned to see how FIREScope integrates into summit. Potential DINS presentation
 - Great forum to look at cutting edge technology
 - ESRI has offered to host EIT SG meetings and/or TF meetings
- Meeting adjourned at 1600**

October 16th, 2019
Meeting called to order 08:00

Specialist and Working Group Reports:

Aviation: (Huff/Peshkin)

- Meeting postponed to January 2020

Communications: (TBD/Spelman)

- No update

Safety: (Tomaselli/Huff)

- Conference call scheduled for October 16th
- Next meeting December 2019 in Solvang

EMS: (Heggstrom/O'Brien)

- Last meeting in September in Manhattan Beach
- Continuing to work on ICS 701/NFPA 3000

GIS: (Horton/Lucas)

- Next meeting scheduled for Nov 12,13,14 at UCSD in San Diego
- Will meet with WiFire (predictive fire modeling)
- Will attempt to conduct joint meetings with EIT to have better collaboration in 2020

Predictive Services: (O'Brien/Tomaselli)

- No update

Haz Mat: (Peshkin/Horton)

- Last meeting in September at Continuing Challenge
- Continuing to work on SEL updates
- Bios and cost sheets to be submitted
- NFPA 470
- Next meeting in December

Technical Search & Rescue: (Gerboth/Capobianco)

- September 26th training meeting in San Diego
- October 8-9 FEMA meeting in Riverside
- October 22nd regional task force working group meeting in Orange County
- Next SG meeting has not been scheduled
- Draft OSD still in draft form
- Intent for regional task forces (12 in CA) is to get them on the road in 45min (equipment is already loaded and ready to go)

High Rise: (Capobianco/Gerboth)

- No update
- Next meeting is November 21,22 in Fresno

EIT: (Spelman/Hubbell)

- Update on Tech Connect White Paper.
- Conference call this Thursday October 17th
- Next meeting November 12,13 in DavisRoundtable:

Meeting Adjourned at 1200 hrs.

UPCOMING MEETINGS:

Task Force

November 19-20, 2019	Santa Barbara (Enos/Huff)
December 10-11, 2019	Ventura (Horton)
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 nd 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

October 2019

No Report