

STATE OF CALIFORNIA  
GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
FIRE AND RESCUE SERVICE ADVISORY COMMITTEE/  
FIRESCOPE BOARD OF DIRECTORS

Meeting Minutes  
April 14, 1999  
Sacramento, California

**MEMBERS PRESENT**

Elwood "Woody" Allshouse, Chief Deputy Director - CDF Sacramento  
William Bamattre, Chief - Los Angeles City Fire Department  
James Brannon, Chief - Linda Fire Protection District  
Michael Dougherty, Chief - OES - Fire and Rescue Branch  
Dan Francis, Chief - CDF/State Fire Marshal's Office (for Joan Jennings)  
Stewart Gary, Chief - Livermore-Pleasanton Fire Department  
Darrell Higuchi, Deputy Chief - Los Angeles CFD (for P. Michael Freeman)  
John Jansen, Northern Director - California State Firefighters' Association  
Pat Kidder, Fire Management Officer - USDI - Bureau of Land Management  
Tom Nichols, Protection Specialist - National Park Service - Fire Management  
Roger Purdie, Chief - Vista Fire Department  
Darrell Ralston, Deputy Chief - Ventura CFPD (for Bob Roper)  
Douglas Sporleder, Chief - Santa Clara County Fire Department  
Matt Vadala, Battalion Chief - Orange County Fire Authority (for Chip Prather)  
Steve Vittum, Division Chief - Santa Barbara CFD (for Keith Simmons)

**MEMBERS ABSENT**

Daniel Clark, Chief - Kern County Fire Department  
Brian Hatch, Director - California Professional Fire Fighters  
Dallas Jones, Director - Office of Emergency Services  
Ray Quintanar, Director - USDA Forest Service - Fire and Aviation Management  
Russell Richards, Fire Warden - Stanislaus County

**OTHERS PRESENT**

Andy Anderson, Chief - Quincy Fire Department  
Tom Bramell, Deputy Chief - Livermore-Pleasanton Fire Department  
Patrick Cooney, Deputy Chief - OES - Fire and Rescue Branch  
Cary Eckard, Deputy Chief - Kern County Fire Department  
George Ewan, Deputy EOC - USDA Forest Service - South Ops  
Duane Fry, Unit Chief - CDF - Shasta-Trinity RU - OES Region III Coordinator  
Michael Harris, Area Chief, South - CDF - OES Region VI Coordinator

Neil Honeycutt, Assistant Chief - OES - FIREScope North  
Ron McClain, Montecito Fire Protection District  
Robert Martines, Sierra Area Chief - CDF - Sierra-South Region  
Bob Neamy, Assistant Chief - Los Angeles City Fire Department  
Glen Newman, Chief - CDF - Coast/Cascade Region - OES Region II Coordinator  
Jim Owen, Deputy Director - CDF Sacramento  
Denise Orsel, Dispatcher - OES Fire and Rescue  
Teresa Romero, Office Technician - OES - Fire and Rescue Branch  
Brad Smith, Livermore-Pleasanton Fire Department  
Tim Turner, Region Chief - CDF - Sierra/South Region - OES Region V Coordinator  
T. J. Welch, Battalion Chief - Alameda County  
Hank Weston, Chief - Grass Valley Fire Department - OES Region IV Coordinator  
Chris Wurzell, Assistant Chief - CDF - FIREScope

### **WELCOME/INTRODUCTIONS/LOGISTICS**

Meeting was called to order at 9:30 a.m. by Chief Bill Bamattre, Acting Chair. Chief Dougherty made the logistics announcements. Assistant Chief Honeycutt explained the lunch arrangements, and the tour of the CDF Aviation Management Unit, here at Mather Field. Self- introductions were made.

### **APPROVAL OF JANUARY 13, 1999, MEETING MINUTES**

Chief Bamattre asked for a motion to approve the January 13, 1999, Minutes of the FIREScope Board of Directors Meeting. Motion by Chief Purdie and second by Chief Vittum. Minutes approved by unanimous vote.

The Y2K briefing discussed on Page Nine of the January 13th minutes will be covered today under New Business.

### **STATE FIRE MARSHAL UPDATE ON CERTS AND QUALS (Dan Francis)**

**Acting State Fire Marshal.** Chief Francis announced that Joan Jennings is the Acting State Fire Marshal. Chief Coleman retired this month.

**Certification and Qualification.** Chief Francis handed out a draft entitled *Incident Command System Certification Review Levels*. This is a working document. The program when finalized will be voluntary. The document includes ICS Levels 100 through 600 and includes an application and appeal process, Course Completion Certificates and Equivalency, and Fitness Standards. The program is being developed by the State Board of Fire Services. Chief Francis is the chair of the SBFS Certs and Quals sub-committee. The physical fitness standards in the California version are the same as in NWCG 310-1. 310-1 is due to be published in May.

The sub-committee will review the new 310-1 and develop training requirements for wildland firefighters. When completed, this system will be "all-risk".. A question was asked concerning "grandfathering" previous training and certifications. This is an issue the committee will be dealing with.

Chief Francis also stated he had copies of the *Incident Qualification System (IQS), User's Manual and Technical Reference* developed by Kajax Engineering for The National Association of State Foresters, in cooperation with the US Forest Service. It is a software package that is designed to track the current 310-1 certs and quals system. It will also track equivalencies for an agency. The software will be available at minimal cost in February from National Interagency Fire Center (NIFC). It is in an "all-risk" format on a CD. An Access database software is needed to run this program. There is minimal software support. Another option that is available is to contract with the developer for support.

The FIREScope Board needs to define the other risk applications, training, experience, etc. that apply, so these items can be included into the software program. The software will be compatible with the Forest Service database used for the "Red Card System". Two useful purposes are the tracking of training, qualifications and experience and tracking individual qualifications and needed training. In October of this year a committee will be meeting to update this program for Version 2.0. The committee is funded by the National State Association of State Foresters.

#### **CDF INTRODUCTION (Jim Owen)**

Deputy Director Owen announced that Assistant Deputy Director Jerry Geissler will present an overview of the Aviation Management Unit Program, and will conduct a tour of the CDF Aviation Facility.

The newly appointed Chief Deputy Director Woody Allshouse for CDF was introduced. Chief Deputy Director Allshouse stated he has been assigned to the fire protection side of the department and Director Andrea Tuttle will be in charge of the resource protection side of the Agency, in accordance with Governor Davis' direction.

#### **ALAMEDA COUNTY CERTS AND QUALS TRAINING PROPOSAL (Stewart Gary)**

Battalion Chief's T.J. Welch of the Alameda County Fire Department and Brad Smith of Livermore-Pleasanton made a presentation on a local version of 310-1 training. There currently is no standardized process to review instructor qualifications and determine the level at which these classes are being taught. The Northern California Training Officers, a sub-section of the California Fire Chiefs, and the State Training and Education Advisory Committee have been involved in wildland fire training issues. They have develop a regional training program to be used for certs and quals. The training would be offered on a voluntary basis. They presented an outline of their program.

They outlined three major points. The first is to identify and utilize qualified instructors with significant experience. The second is to develop a method to allow municipal agencies meet the experience requirements; i.e. the task books. The third is to package the program in a way to meet the concerns of fire service management. The California Inter-Agency Wildland Training Program was used to as the basis for this program. This is a partnership between the California Fire Chiefs Association, the State Fire Marshal Office, and members of the Five-Party Agreement.

The purpose of the training program is to prepare fire service personnel for the demands of the wildland fire environment through education and experience based training.

The advisory board has members from the USFS, NPS, BLM, CDF-SFM and OES. The board's role is to establish criteria for peer review, provide historical perspective, uniform recognition of performance standards, and endorsement of the program in general.

They are developing a course announcement listing the courses offered. The courses will be offered on an annual rotating basis.

Once a final draft is completed, the Cal-Chiefs and the State Board of Fire Services will be asked to approve the program. All departments will they have the opportunity to determine the financial and practical implications this program may have. Fire Chiefs will have to determine the appropriate levels of training, and the associated costs, funding sources, and training locations. Their goal is to provide cost effective training in a regional academy.

Motion made by Chief Sporleder to have the Joint Op's Team research similar programs, statewide, then provide the Board with a recommendation on how best to consolidate those efforts. Second by Chief Gary. Motion passed.

#### **FIRESCOPE WEBSITE INFORMATION TECHNOLOGY GROUP INFORMATION** **(George Ewan)**

George Ewan outlined the information in the handout, FIRESCOPE Task Force Report on Information Technology. Items discussed that will be on the FIRESCOPE website were FIMS, PFIRS, AIRS/ FAPS, ICS Documents, and MACS 405.

He asked the Board to provide direction relating to the retirement of FAPS and replacing it with AIRS. He pointed out that FAPS may contain historical data that will need to be archived. AIRS is a legislated statewide program that will serve the California Fire Service. The future funding for this program in the State Fire Marshal Office is in question. The SFM will not have the answer until the new FY 1999-2000

Budget is approved. If this becomes a problem, the FAPS button on the website can be deactivated until funding is provided.

### **OPERATIONAL AREA SEARCH AND RESCUE M.O.U. AND OPERATING PLAN** **(Mike Dougherty)**

These documents were developed by OES, using SEMS, to provide guidance to both fire and law agencies. They were developed to answer questions relating to jurisdictional responsibility and agency capabilities for wilderness and urban emergencies, especially as it relates to search and rescue. Chief Dougherty reviewed the two documents with the Board. They are *Search and Rescue – Model Memorandum of Understanding* and *Search and Rescue – Model Operating Plan*. Chief Dougherty suggested that the best way to distribute this information is through the Regional and Operational Area Fire and Law Coordinators.

### **OPERATIONS TEAM UPDATE** (Cary Eckard/Andy Anderson)

**ICS 910 Firefighter Incident Safety and Accountability Guidelines.** Chief Eckard reviewed the document with the Board. He reiterated the ICS 910 is only a guideline. Each agency will develop their own policy. He asked the Board to review and approve the document. Chief Eckard congratulated the Ops Team for processing this document through the Decision Process very quickly. A "job well done".

Motion made by Chief Vadala to approve the document. Second by Chief Sporleder. Motion passed.
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**GIS Technical Specialist Group.** This group is currently working on several documents that will be presented to the Joint Op's Team and the Task Force for their review. Once the final drafts are completed, these documents will be forwarded to the Board for approval.

**Joint Operations Teams, North and South.** The current schedule calls for the Op's Teams, North and South to meet jointly twice per year. The January meeting in Morro Bay (south), and the July meeting at Buck's Lake (north). It was decided to expand this schedule to four times per year, following the Board of Directors meeting. The meeting may be face-to-face or by conference call, depending on the agenda and other needs.

The Joint Ops Team discussed having a single Operations Team. After discussion it was determined the needs of the fire service can be better addressed by having two Operations Teams. The teams will continue to meet jointly.



### **TASK FORCE REPORT (George Ewan)**

The Task Force has been working on the FIREScope Website and the ICS 901. The Task Force Activity Report was distributed. It includes the status of the ICS Curriculums S-430 Operations Section Chief Course, J-430 OSC Job Aids, and the S-339 Division/Group Supervisor Course. When developed these courses will be "all-risk". The Three-Letter Designator System Protocol was distributed and discussed. George commented that the NWCG 310-1 in its purist form is for federal agencies. The FIREScope Liaison has been working with the NWCG Working Team on the 310-1. NWCG has released this document as an interim final, to allow feedback, prior to the final product due date (2000). FIREScope will be conducting a MACS Exercise on May 11 and 12, 1999, at the OCC in Riverside. AC Goltfelty has based the exercise on the 1993 Fire Seige. The BOD was invited to attend. The last item is that Wilma "Lee" Weiss, OES staff member at the OCC, is retiring after fifteen years of state service.

### **OES FIRE AND RESCUE BRANCH UPDATE (Mike Dougherty)**

The testing process has been completed to fill a number of vacancies in the Fire Branch. Selections will be made soon. We have hired Sharon Baker as our branch budget analyst. The procurement process for the new fire engines was stopped. The contract issued in January was inappropriately completed and became void. Departmental attorneys agreed to have Department of General Services cancel the contract and re-bid it. This was done to avoid future litigation. The contract will be awarded before the end of this fiscal year. It may be possible for OES to obtain between 23 to 25 new Type I Engines.

### **OLD BUSINESS**

The Board agreed to make the presentation to Santa Barbara County Fire Chief Keith Simmons honoring his retirement at the FIREScope Board of Directors Meeting in October.

### **NEW BUSINESS**

**Y2K (Chief Dougherty).** Two documents were handed out by Chief Dougherty. One was the document developed by FEMA entitled *Contingency and Consequence Management Planning for Year 2000 Conversion – A Guide for State and Local Emergency Managers*. The other is a letter and an Information Bulletin that Chief Dougherty and Assistant Chief Jim Marquis developed. The Information Bulletin discussed equipment, communications, record management systems, and infrastructure issues, as well as pre-planning preparedness and consequence management and a list of available websites for additional information on the Y2K issue. This letter and bulletin will be mailed to all fire chiefs in the state. Assistant Chief Marquis created a Power Point Program Y2K Presentation that he will be presenting at

Fire Rescue West, and the next Board Meeting. He noted that CDF has completed a Y2K Incident Action Plan that was very professional. It is being shared with other agencies on request.

The OES Fire and Rescue Branch has been tasked with consequence management for fire services by Executive Order D-399 that was signed by Governor Davis. Deputy Chief Pat Cooney, Assistant Chief Marquis and Chief Dougherty are working on this task. A task group has been developed. Director Jones and the Governor agreed to use the SEMS Technical Committee to synthesize this information. OES will be using the Op's Team to assist in this task.

Chief Dougherty asked the Board if they would provide direction to a sub-group of the Op's Team to be the Y2K fire service support group to Fire and Rescue Branch. Moved by Deputy Director Owen and seconded by Chief Vadala. Motion passed.

**FBI Terrorism Grants (Cary Eckard).** There are \$250,000, \$200,000, and \$150,000 grants available from the FBI. Chief Dougherty indicated he thought these grants were coming through programs from the California Department of Justice and does not think they have gone to OES for dissemination. Director Jones is actively pursuing how to obtain funding for the California fire service. Chief Dougherty will discuss this further with Director Jones and report on the status of this at the next Board Meeting. Deputy Chief Higuchi stated that Franklin Page is the grant coordinator for the Department of Justice. There will be another round of solicitation paper guidelines sent to agencies. There is a list from Congress that specifies for what you may apply for. Some agencies did not obtain grants because they did not specifically follow the guidelines. There have already been grants awarded and the next round will be coming on May. The grant information is going to the Governor's Office.

### **OES REGIONAL COORDINATORS REPORTS**

**Region I.** Deputy Chief Higuchi had nothing to report at this time. The Region I Meeting will be held on May 19<sup>th</sup>.

**Region II.** Chief Newman had nothing to report. It's been very quiet. Preparing for the regional meeting scheduled for April 29<sup>th</sup>.

**Region III.** Chief Duane Fry reported that it has been fairly quiet winter. Their regional meeting is scheduled for May 7<sup>th</sup>. Shasta County has an exercise planned for the first part of May, a strike team rotation where 25 engines will be rotated around to see how this process works. The Public Information and Education Specialist Group (north) is hosting a Media Day in conjunction with the Region III meeting.

**Region IV.** Chief Weston stated that exercises are all planned. Has been doing Y2K tabletop scenarios to see how systems work. The regional meeting is scheduled for April 19<sup>th</sup>.

**Region V.** Chief Turner reported that their regional meeting is scheduled for April 21<sup>st</sup> in Kings County. Meetings are being held with the Dispatch Office Supervisors and the Regional Office Supervisors on the Mutual Aid Procedures.

**Region VI.** Chief Harris reported that Inyo County had some early fire activity. There was an exercise held in the Riverside Operational Area relating to a potential civil disturbance where pre-staging resources was discussed. The regional meeting will be held on May 17<sup>th</sup>, at the OCC in Riverside.

### **CLOSING COMMENTS**

Chief Bamattre stated that every department has been asked to prepare for Y2K for the next fiscal budget. About a month ago, Los Angeles City became aware that there were going to be nine public assemblies of at least 100,000 participants at each event, which made them realize that you not only have to pre-plan technically for apparatus and dispatching and embedded chips, but also for public events such as this.

Deputy Chief Cooney commented that FEMA just held an event in which each of their ten regions in the nation hosted a multi-agency and multi-disciplined workshop. They brought in a lot of deputies from federal agencies to give an overview of how federal preparations were going. The group that Deputy Chief Cooney participated in dealt with troubleshooting emergency operations in the State of California and identifying the vulnerable areas were, what the consequences of those vulnerable areas were and what kind of action should be taken to mitigate those consequences. We will be using this information and discussing it at the Joint Op's Team Meeting tomorrow because of the task assigned to OES by the Governor's Office relating to this issue.

### **NEXT MEETING**

Next meeting will be held on July 14, 1999, in Sacramento.

### **BRIEFING AND TOUR OF CDF AVIATION FACILITIES AND PROGRAM (Jerry Geissler/Marshall Graves)**

CDF's Assistant Deputy Director, Jerry Geissler, Chief of Aviation, Marshall Graves and their staff gave an overview of CDF's Aviation Program. Some of the aircraft in CDF's Aviation Program include the S-2A, S-2T and SP-2H air tankers, the Bell UH-1H helicopter, the Cessna O-2A, and the Rockwell OV-10A, and a Fairchild C-26B for fire mapping. After the slide presentation, Board members were given a walk-through tour of CDF's Aviation Facilities and a flight demonstration.





**End of Meeting**

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James Brannon, Chief - Linda Fire Protection District  
Michael Dougherty, Chief - Office of Emergency Services - Fire and Rescue  
Dan Francis, Chief - CDF&FP - State Fire Marshal Office - Training for Ron Coleman  
Stewart Gary, Chief - Livermore-Pleasanton Fire Department  
Darrell Higuchi, Deputy Chief - Los Angeles CFD for P. Michael Freeman  
John Jansen, Northern Director - California State Firefighters' Association  
Pat Kidder, Fire Management Officer - USDI - Bureau of Land Management  
Tom Nichols, Protection Specialist - National Park Service - Fire Management  
Roger Purdie, Chief - Vista Fire Department  
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Brian Hatch, Director - California Professional Fire Fighters  
Dallas Jones, Director - Office of Emergency Services  
Ray Quintanar, Director - USDA Forest Service - Fire and Aviation Management  
Russell Richards, Fire Warden - Chief Executive Office, Stanislaus County

**OTHERS PRESENT**

Andy Anderson, Chief - Quincy Fire Department  
Tom Bramell - Livermore-Pleasanton Fire Department  
Patrick Cooney, Deputy Chief - OES - Fire and Rescue - Fire Operations  
Cary Eckard, Kern County Fire Department  
George Ewan, Deputy EOC - USDA Forest Service - South Ops

Duane Fry, Unit Chief - CDF - Shasta-Trinity RU - OES Region III Coordinator  
Michael Harris, Area Chief, South - CDF&FP - OES Region VI Coordinator  
Neil Honeycutt, Assistant Chief, FIREScope North - OES - Fire and Rescue  
Ron McClain, Montecito Fire Protection District  
Robert Martines, Sierra Area Chief - CDF&FP - Sierra-South Region  
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Glen Newman, Chief - CDF - Coast/Cascade Region - OES Region II Coordinator  
Jim Owen, Deputy Director - CDF&FP Sacramento  
Denise Orsel, Dispatcher - OES Fire and Rescue  
Teresa Romero, Office Technician - OES - Fire and Rescue - FIREScope - OCC  
Brad Smith, Livermore-Pleasanton Fire Department  
Tim Turner, Region Chief - CDF - Sierra/South Region - OES Region V Coordinator  
T. J. Welch, Alameda County  
Hank Weston, Chief - Grass Valley Fire Department - OES Region IV Coordinator  
Chris Wurzell, Assistant Chief - CDF&FP - South Op's

### WELCOME/INTRODUCTIONS/LOGISTICS

Meeting was called to order at 9:30 a.m. by Chief Bill Bamattre, Acting Chair for Chief P. Michael Freeman. Chief Dougherty made the logistics announcements. Assistant Chief Honeycutt made the lunch and tour of the CDF Aviation Facilities logistics. Self-introductions were made around the room by everyone present.

### APPROVAL OF JANUARY 13, 1999, MEETING MINUTES

Chief Bamattre made the motion to approve the January 13, 1999, Minutes of the FIREScope Board of Directors Meeting. So moved by Chief Purdie and second by Chief Vittum. Minutes approved by unanimous vote.

The Y2K briefing discussed on Page Nine of the January 13th meeting minutes will be addressed today under New Business.

### STATE FIRE MARSHAL UPDATE ON CERTS AND QUALS (Dan Francis)

**Acting State Fire Marshal.** Chief Francis announced that Joan Jennings is the Acting State Fire Marshal until one is appointed.

**Certification and Qualification.** Chief Francis handed out a draft entitled *Incident Command System Certification Review Levels*. This is a working document yet to be finalized for the ICS certs and quals on a voluntary system. The document includes ICS Levels 100 through 600 with an application and appeal process, Course Completion Certificates and Equivalency, and Fitness Standards. This is sponsored by the State Board of Fire Services and a sub-committee of the State Board is working on this of which Chief Francis is the chair. The Fitness Standards are the same as in the new 310-1 that should be coming out at the beginning of May, 1999.

The next step is to go through the new 310-1 and develop the training requirements for wildland. This system will not only be used for wildland but for other risk applications such as urban search and rescue. One question was asked as to how old of a certificate would be accepted to qualify a person? This is something the committee will be discussing.

Chief Francis also stated he had copies of the *Incident Qualification System (IQS), User's Manual and Technical Reference* by Kajax Engineering for The National Association of State Foresters in cooperation with the US Forest Service. It is the software package that is designed to track the certs and quals system currently in place by 310-1. It will track equivalencies for your department. The software will be available at minimal cost in February from the National Inter-Agency Fire Center. It is on CD and has been designed for all-risk. You need Access database software to use this program. There is minimal software support. One option would be to write a contract with the developer for support.

FIRESCOPE needs to define the other risk applications, the training, experience and other things that apply like the 310-1 so that these items can be included into the software program. The software will be compatible with the Forest Service database for Red Card System. It does allow you to issue Red Cards. Two useful purposes are the tracking of training, qualifications and experience and keeping track of those qualified and who needs training. In October of this year a committee will be meeting to update this program for version two which will be funded by the National State Association of State Foresters.

#### **CDF INTRODUCTION (Jim Owen)**

Deputy Director Owen announced that Assistant Deputy Director Jerry Geissler will be giving an overview of the Aviation Management Unit Program and conduct a tour of the CDF Aviation Facility to view the S-2T aircraft.

The new Chief Deputy Director Woody Allshouse for CDF was introduced to everyone by Deputy Director Owen. Chief Deputy Director Allshouse stated he has been appointed to the fire protection side of the department and Director Tuttle will be in charge of the resource protection side of the department per the Governor's direction.

#### **ALAMEDA COUNTY CERTS AND QUALS PROPOSAL (Stewart Gary)**

Battalion Chief T.J. Welch of the Alameda County Fire Department and Brad Smith of Livermore-Pleasanton made a presentation on 310-1 training. There is no standardized process to look at which the instructors are and what level these classes are being taught. The Northern California Training Officers is a sub-section of the California Fire Chiefs Section, in which they sit on the State Training and Education Advisory Committee and have been involved in some of the wildland issues. This is the platform they used for certs and quals. This would be a volunteer system. We looked at how we are going to make this happen.

There are three major points. The first one is access to quality instructors who have the experience to supply the delivery. The second is some form medium to allow municipal agencies access to the experience stage requirement; i.e. the task books. And the third one is to put this together in some form of package to fire service management. The California Inter-Agency Wildland Training Program was used to develop the program. It is a partnership in concept between the California Fire Chiefs Association, the State Fire Marshal Office and members of the Five-Party Agreement.

The purpose of the training program is to prepare fire service personnel for the demands of the wildland fire environment through education and experience based training.

There is an advisory board made of the USFS, NPS, BLM, CDF-SFM and OES. The role is to help establish criteria for peer review, provide historical perspective, uniform recognition of performance standards, and endorsement of the program in general.

There will be a course announcement coming out soon listing all the courses offered. These courses will be offered on an annual rotating basis, not just on a one-time only basis.

Once a final draft is completed, the Cal Chiefs and the State Board will be asked to review and adopt the document under resolution. A resolution has already been received for the 310-1. Everyone also needs an opportunity to determine the financial and practical implications this may have. We have to keep in what is the appropriate level of training for the various levels of the fire service as we become increasingly specialized, how much will it cost, how will it be funded, and where will it be taught.

Motion made by Chief Sporleder to have the Joint Op's Team gather all the information is to what is being done on this statewide and then bring back to the Board a recommendation on how best to consolidate those efforts for a statewide program. Second by Chief Gray. Motion passed.

#### **FIRESCOPE WEBSITE INFORMATION TECHNOLOGY GROUP INFORMATION** **(George Ewan)**

George Ewan reviewed the handout regarding the FIRESCOPE Task Force Report on Information Technology. Items discussed on the website were FIMS, PFIRS, AIRS/ FAPS, ICS Documents, and MACS 405.

A decision needs to be made regarding retiring FAPS and replacing it with AIRS. FAPS may contain historical data that will need to be archived. AIRS is a legislated statewide service program that is meant to serve the California Fire Service. Will the State Fire Marshal Office have funding to continue to maintain this program? SFM won't know until the new budget comes up this June or July. If need be, the FAPS button can be removed from the website until funding is provided.



## **OPERATIONAL AREA SEARCH AND RESCUE MOU AND OPERATING PLAN (Mike Dougherty)**

This is a model and agreement between fire and law that determines who has jurisdictional responsibility as it relates to search and rescue for fire and law. Chief Dougherty reviewed two documents, *Search and Rescue – Model Memorandum of Understanding* and *Search and Rescue – Model Operating Plan*.

Distribution of these documents should go out through the fire and law regional and operational area coordinators to share with their local entities.

## **OPERATIONS TEAM UPDATE (Cary Eckard/Andy Anderson)**

**ICS 910 Firefighter Incident Safety and Accountability Guidelines.** Chief Eckard reviewed the document. This ICS 910 is only a guideline for each fire service agency to use to develop their own. This draft is offered to the Board for their review and approval. Congratulations to the group for processing this document through the Decision Process so fast. Job well done.

Motion made by Chief Vadala to approve this as a final document for approval. Second by Chief Sporleder. Motion passed.

**GIS Technical Specialist Group.** This group is currently working on several documents that will be presented to the Joint Op's Teams and the Task Force for their review and approval. Once the final drafts are completed, these documents will then be presented to the Board for a final review and approval.

**Joint Operations Teams, North and South.** The current schedule calls for the Joint Op's Teams, North and South to meet twice per year. They meet at Morro Bay in January for the Southern Meeting, and meet at Buck's Lake in May for the Northern Meeting. The Joint Op's Teams have now agreed to meet four time per year, after each Board of Directors Meeting. If a face-to-face meeting is not required, then a conference call will be held.

The Joint Op's Teams also looked at just having one Operations Team instead of a Joint Op's Teams, North and South. In order to respond better to the individual needs of each area, it was agreed to keep the North and South Op's Teams separate and continue to have joint meetings.

## **TASK FORCE REPORT (George Ewan)**

The Task Force has been working on the Website and the firefighter accountability guidelines. The Task Force Activity Report included the status on the ICS Curriculums of S-430 Operations Section Chief Course, J-430 OSC Job Aides, and the S-339 Division Chief Course. As they work on these courses they are moving towards all-risk and not just wildland fire incidents. The Three-Letter Designator System Protocol was

distributed and discussed. The NWCG 310-1 in its purist form is for the federal agencies. Our CDF Liaison has been working with the NWCG working team on the 310-1. NWCG has released this document as an interim final allowing feedback prior to the final product due in the year 2,000. There will be a MACS Exercise held on May 11 and 12, 1999, at the OCC in Riverside. Everyone is invited to observe or participate. And the last item is that Lee Weiss, an OES OCC staff member is retiring after fifteen years of service.

### **OES FIRE AND RESCUE BRANCH UPDATE (Mike Dougherty)**

The testing process has been completed to fill some of the vacancies in the branch and selections will soon be made. Sharon Baker is our new budget analyst for the branch. In regards to the state procurement process on the \$5 million dollars for the engine contract did not go well. The contract that was issued in January was inappropriately completed and became void. Departmental attorneys had to get involved and it was agreed to have DGS cancel the contract and re-bid the contract, thus, avoiding a lot of further litigation. The aim is to reward the contract before the end of the fiscal year. It now appears that we may be able to get 23 to 25 new engines.

### **OLD BUSINESS**

It was agreed to make the presentation to Keith Simmons upon his retiring at the FIREScope Board of Directors Meeting in October.
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### **NEW BUSINESS**

**Y2K (Chief Dougherty).** Two documents were handed out by Chief Dougherty. One was the document developed by FEMA entitled *Contingency and Consequence Management Planning for Year 2000 Conversion – A Guide for State and Local Emergency Managers*. The other is a letter and an Information Bulletin that Chief Dougherty and Assistant Chief Jim Marquis developed. The Information Bulletin discussed equipment, communications, record management systems, and infrastructure issues, as well as pre-planning preparedness and consequence management and a list of available websites for additional information on the Y2K issue. This letter and bulletin will be mailed to all fire chiefs in the state. Assistant Chief Marquis created a Power Point Program Y2K Presentation that he will be presenting at Fire Rescue West, and the next Board Meeting. Also, CDF has completed an Incident Action Plan that was done very well and is sharing it with other agencies.

The OES Fire and Rescue Branch has been tasked with the consequence management side for fire service as it relates to issues around the state by Executive Order D-399 that was signed by Governor Davis. Deputy Chief Pat Cooney, Assistant Chief Marquis and Chief Dougherty are working on this task. A task group has been developed. Director Jones and the Governor agreed to use the SEMS Technical Committee to synthesize this information. OES will be using the Op's Team to assist in this task.

Chief Dougherty asked the Board if they would provide direction to a sub-group of the Op's Team to be the Y2K fire service support group to Fire and Rescue Branch throughout this process. So moved by Deputy Director Owen and second by Chief Vadala. Motion passed.

**FBI Terrorism Grants (Cary Eckard).** There are \$250,000, \$200,000, and \$150,000 grants available from the FBI for different cities. For the state of California, rumor is that the grants will be distributed through OES, but it is not known if it will be from the Law Enforcement Branch or the Planning and Technical Assistance Branch. Chief Dougherty thought these grants were coming through programs from the Department of Office Justice within the state and does not think they have gone to OES for dissemination. Director Jones is actively pursuing how to obtain some of this money for the California fire service for terrorism. Chief Dougherty will discuss this further with Director Jones and report on the status of this at the next Board Meeting. Deputy Chief Higuchi stated that Franklin Page who is the grant coordinator for the Department of Justice. There will be another round of solicitation paper guidelines sent out to agencies. There is a list from Congress that specifies for what you may or may not apply for. A lot of agencies did get the grant because they did not specifically follow the guidelines. There have already been grants awarded and the next round will be coming on May. The grant information is going to the Governor's Office.

#### **OES REGIONAL COORDINATORS REPORTS**

**Region I.** Deputy Chief Higuchi had nothing to report at this time. The Region I Meeting will be held on May 19<sup>th</sup>.

**Region II.** Chief Newman had nothing to report. It's been very quiet. Preparing for the regional meeting scheduled for April 29<sup>th</sup>.

**Region III.** Chief Duane Fry reported that it has been fairly quiet winter. Their regional meeting is scheduled for May 7<sup>th</sup>. Shasta County has an exercise planned for the first part of May, a strike team revolution where 25 engines will be rotated around to see how this process works. The group that Assistant Chief Honeycutt is involved with, the Public Information and Education Specialist Group has been meeting is very active.

**Region IV.** Chief Weston stated that exercises are all planned. Has been doing Y2K desktop scenarios to see how things work. The regional meeting is scheduled for April 19<sup>th</sup>.

**Region V.** Chief Turner reported that their regional meeting is scheduled for April 21<sup>st</sup> in Kings County. Meetings are being held with the Dispatch Office Supervisors and the Regional Office Supervisors on the Mutual Aid Procedures.

**Region VI.** Chief Harris reported that Inyo County had fire activity. There was an exercise held in the Riverside Operational Area relating to a potential civil disturbance where they discussed pre-stage resources. This was a good verbal exercise among the

law and fire service folks. The regional meeting is held for May 17<sup>th</sup> at the OCC in Riverside.

### **CLOSING COMMENTS**

Chief Bamattre stated that everyone has been asked to prepare for the Y2K for the next fiscal budget. About a month ago, they became aware that there were going to be nine public assemblies of at least 100,000 participants in each event, which made them realize that you not only have to pre-plan technically for apparatus and dispatching and embedded chips, but also for events such as this.

Deputy Chief Cooney commented that FEMA just held an event in which each of their ten regions in the nation hosted a multi-agency and multi-disciplined workshop. They brought in a lot of deputies from federal agencies to give an overview of how federal preparations were going. The group that Deputy Chief Cooney participated in dealt with troubleshooting emergency operations in the State of California and identifying the vulnerable areas were, what the consequences of those vulnerable areas were and what kind of action should be taken to mitigate those consequences. We will be using this information and discussing it at the Joint Op's Team Meeting tomorrow because of the task assigned to OES by the Governor's Office relating to this issue.

### **NEXT MEETING**

Next meeting is to be held on July 14, 1999, in Sacramento.

### **BRIEFING AND TOUR OF CDF AVIATION FACILITIES AND PROGRAM** (Jerry Geissler/Marshall Graves)

CDF's Assistant Deputy Director, Jerry Geissler, Chief of Aviation, Marshall Graves and their staff gave an overview of CDF's Aviation Program. Some of the aircraft in CDF's Aviation Program include the S-2A, S-2T and SP-2H air tankers, the Bell UH-1H helicopter, the Cessna O-2A and the Rockwell OV-10A airplanes, and a Fairchild C-26B for fire mapping. After the slide presentation, Board members were given a walk-through tour of CDF's Aviation Facilities and a flight demonstration.

### **End of Meeting**