

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

Minutes of the Meeting
January 14, 1998
Riverside, California

DRAFT

MEMBERS PRESENT

Richard Andrews, Director - Office of Emergency Services
William R. Bamattre, Chief - Los Angeles City Fire Department
Daniel J. Clark, Chief - Kern County Fire Department
Ronny J. Coleman, Chief Deputy Director - CDF - State Fire Marshal Office
P. Michael Freeman, Chief - Los Angeles County Fire Department
Neil Honeycutt, Chief - Office of Emergency Services - Fire and Rescue
John Jansen, Northern Director - California State Firefighters' Association
Charles Prather, Chief - Orange County Fire Authority
Roger K. Purdie, Chief - Vista Fire Department
Ray Quintanar, Director - USDA - Forest Service - Fire and Aviation Management
Russell Richards, Chief - Stanislaus Consolidated Fire Protection District
Bob Roper, Chief - Ventura County Fire Protection District
Keith Simmons, Chief - Santa Barbara County Fire Department
Douglas Sporleder, Chief - Santa Clara County Fire Department

MEMBERS ABSENT

James Z. Brannon, Chief - Linda Fire Protection District
Gary Costamagna, Chief - Sacramento City Fire Department
Stewart W. Gary, Chief - Livermore-Pleasanton Fire Department
Brian Hatch, Director - California Professional Fire Fighters
Tom Nichols, Protection Specialist - National Park Service

OTHERS PRESENT

Patrick Cooney, FIREScope Assistant Chief, North - OES - Fire and Rescue
Michael Dougherty, Assistant Director, U.S. Forest Service - South Op's
Cary Eckard, Deputy Chief - Kern County Fire Department
George Ewan, Emergency Op's Coordinator - U.S. Forest Service - South Op's
Dan Francis, Chief - CDFFP - State Fire Marshal Office - Training
Gary Gilbert, Region Chief - CDFFP - OES Region V Coordinator

Mike Harris, Area Chief - CDFFP - OES Region VI Coordinator
Jim Jeffery, Retired - OES - Fire and Rescue - FIREScope Asst. Chief, South
Jeff Jones, Chief of Operations - CDFFP - Coast Cascade - OES Regions II and III
John K. Linder, Assistant Chief - OES - Fire and Rescue Region VI
Robert R. Martines, Chief of Operations - CDFFP - Sierra South Region
Les Matarazzi, Assistant Chief - Bureau of Land Management
Jim Owen, Deputy Director - California Department of Forestry and Fire Protection
Gary Pavusko, Deputy Chief - OES - Fire and Rescue - FIREScope Administration
Teresa T. Romero, Office Technician - OES - Fire and Rescue - FIREScope
Tim Turner, Area Chief - California Department of Forestry and Fire Protection
Steve Vittum, Division Chief - Santa Barbara County Fire Department
Hank Weston, Chief - Grass Valley Fire Department - Region IV OES Coordinator
Chris Wurzell, Assistant Chief - California Department of Forestry and Fire Protection

OPENING REMARKS/INTRODUCTIONS (Neil Honeycutt)

Chief Honeycutt welcomed the Board to the Ben Clark Public Safety Training Center. He then introduced and thanked Aggie Goodacre of the Riverside County Sheriff's Office for her assistance in arranging our meeting at this facility. Self-introductions were made. Deputy Director Jim Owen of the California Department of Forestry and Fire Protection attended the meeting on behalf of Director Richard Wilson. Assistant Chief Les Matarazzi of the Bureau of Land Management attended the meeting on behalf of Fire Management Officer Pat Kidder.

On behalf of the Board, Chief Honeycutt presented former OES Assistant Chief Jim Jeffery with a Certificate of Commendation for his ten years of service to OES, Fire and Rescue Branch, for his service to the FIREScope Program, and his assignments in Region One, and at the OCC Riverside. A retirement dinner will be held March 28 in Los Angeles for Chief Jeffery.

Chief Deputy Randall Yankee and Sheriff Larry Smith of the Riverside County Sheriff's Office welcomed the Board to the Ben Clark Public Safety Training Center. They gave a brief description of the facility and discussed the importance of the cooperative effort exhibited between the fire service and law enforcement. In addition to the Riverside County Sheriff's Office, the Riverside County Fire Department, the California Highway Patrol, the California Department of Forestry and Fire Protection, the State Fire Marshal's Office, and Riverside Community College support this training center. Ms. Goodacre invited the Board to tour the facility following our meeting.

APPROVAL OF OCTOBER 8, 1997 MINUTES

No changes were made to the minutes and Chief Keith Simmons moved that the minutes of the October 8, 1997 meeting be approved. Second by Chief Bob Roper. Motion passed by unanimous vote.

DIRECTOR'S REPORT (Richard Andrews)

The Legislature is back in session. It's been a relatively quiet period of time. Director Andrews thanked the Information Technology Specialist Group for their efforts on the FIMS Report. A letter from Director Andrews to the FIREScope Board of Directors, dated January 9, 1998, regarding FIMS replacement was distributed. The letter outlines OES's reasons for choosing the Response Information Management System (RIMS) to replace FIMS (the PRIME Computer System.) Chief Honeycutt will make regular progress reports on this project to the Board of Directors.

FIREScope APPARATUS COMMITTEE FINAL REPORT (P. Michael Freeman)

The OES Engine Working Group submitted two documents for the Board's review and approval. The first one is the *OES Engine Program Working Group Report* that had been approved at the October 8, 1997 meeting with revisions and additional instructions from the Board. The second document is the *FIREScope Advisory Board Response to the 1997-98 Budget Request for Studies*, requested by the California Legislature.

Revisions to the OES Engine Program Report include a User Survey sent to the Fire and Rescue Mutual Aid Regional and Operational Area Coordinators regarding the appropriate type of engines, rescue, and communication vehicles. The second revision added language that better explains the viability of the OES Engine Program in greater detail. These revisions are noted on the report and submitted for approval.

A discussion on these documents took place. A suggestion was made by Chief Coleman to change the word "placement" to "concentration" under Recommendations, Governor's Office of Emergency Services, Item 1. This refers to geographical location. Chief Freeman stated that there are over 300 requests on file for OES engines.

Motion for approval with the one-word change was made by Chief Freeman. Moved by Chief Roper and second was by Chief Simmons. Motion passed by unanimous vote. The approved report will be forwarded to OES Director Andrews.

Following approval by the Board, the *FIREScope Advisory Board Response to the 1997-98 Budget Request for Studies* will be submitted to the Legislative Analyst's Office. Mr. Craig Cornett of the Legislative Analyst's Office approved the request to have the report submitted on January 21, 1998, in lieu of the original January 1, 1998 deadline.

In the Response document, Deputy Director Jim Owen of CDF requested that specific wording be removed and/or changed. On page four, paragraph three, second sentence - remove the wording "rather than a natural or man-made disaster." Also in the same paragraph, in the last sentence remove the word "trustworthy," and in paragraph five, third sentence, change the word "trustworthy" to "effective."

Motion was made by Chief Freeman for approval of the Response document to include those changes requested by Deputy Director Owen. So moved by Chief Sporleder and second was made by Chief Bamattre. Motion passed by unanimous vote. The Response document was approved and will be forwarded to the Legislative Analyst's Office on behalf of the Board.

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Vice Chair Freeman had to leave the meeting to return to Los Angeles County. He turned the Chair over to Chief Russ Richards, the Senior member present on the Board of Directors.

FIRE APPARATUS FUNDING TASK FORCE REPORT (Bob Roper)

Chief Roper, Chair of the Working Group for OES Engine Funding, presented their report to the Board. Attached to this report was a letter to Chief Roper, from Chief Honeycutt, outlining the minimum annual funding needed to fully support fire, rescue, and communications/support vehicles.

Chief Roper stated that the subcommittee had contacted elected officials seeking advice on legislative budget procedures and support for this program. One problem was the time constraints for submitting budget requests for funding to the Legislature which could include submitting a BCP, a "trailer bill," or a Member's Request. Three recommendations were submitted in the report for the Board's approval. Emphasis was placed on having the FIREScope Board of Directors use their influence to seek as much support as possible from the Legislature and fire labor groups for this program. A concern was stated that we need to ensure we are asking for an appropriate amount of money to meet our mission needs and that this money will only be used for OES fire and rescue fleet replacement needs.

Chief Honeycutt provided the Board with an OES Fire Engine Location Directory (map) which listed the state-owned OES fire engines by region and county.

Motion was made by Chief Richards to accept the recommendations in the OES Engine Funding Working Group Report. Moved by Chief Simmons and second was made by Chief Purdie.

Note: CDF Chief Deputy Director Coleman and Deputy Director Owen abstained.

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FEDERAL FIRE POLICY IMPACT ON CALIFORNIA FIRE SERVICE (Neil Honeycutt)

The response letter to Director Andrews from Regional Forester Sprague was discussed. In addition, an Issue Paper with the subject title of "*Structure Protection from Wildland Fires*" was distributed. Issues discussed related to the policies and procedures of the U.S. Forest Service in obtaining resources from the State of California. Questions were raised

relating to the applications of the Federal Fire Policy, the relationships in the Five Party Agreement and obtaining resources as Mutual Aid. This discussion is a result of two fires in southern California where resources were ordered as Mutual Aid and the resulting confusion over which agency was responsible for providing support and reimbursement.

The Department of Agriculture, U.S. Forest Service is making the effort to improve their financial accountability of who is going to pay for specific resources. They are working on this now. In order to improve the reimbursement process, we need to know during the ordering process who is requesting resources, so everyone will know who is going to get paid for what. There is a need to separate operational decisions from fiscal decisions.

It was requested in the letter to have the Five Party Agreement signatories meet to discuss areas of concern and identify any corrective action necessary to fix what is not working properly, and to have this completed before the start of the 1998 fire season. Two other areas of concern expressed by the California Fire Service that they would like to see addressed are additional depth and clarity on the specific language of the Five Party Agreement, as well as a higher level of detail on the billing process.

Assistant Director Dougherty and Chief Honeycutt will meet to discuss this as well. Please direct any comments or issues you would like addressed at that meeting to Chief Honeycutt by no later than February 15, 1998.

Assistant Director Dougherty also went over the handout depicting four scenarios explaining the reimbursement process based on a standardized ordering process. The California Fire Service stressed that it was important that all agencies involved in the Five Party Agreement as well as their staff at all levels understand both the ordering process and the reimbursement process

OES FIRE AND RESCUE BRANCH REPORT (Neil Honeycutt/Gary Pavusko)

The new OES reimbursement procedures are in place. OES Information Technology Branch is continuing to work on a new computer system that will update RIMS to meet the current needs of the California Fire Service and that will be compatible with fire service needs. FEMA disaster reimbursements are being processed for payment. We have been informed that FEMA would have this completed by Christmas. (No checks had arrived at the time of the meeting.)

Deputy Chief Pavusko stated that they have developed the Stress Program in Lotus Notes and will mail it to all fire agencies in the state next month. This new form requests additional information to assist OES in obtaining a true picture of the California Fire Service's resources. The data collected in this program will have a direct connection to the reimbursement data base. Chief Pavusko would like to get all responses in early in order to have the system ready to go before the next fire season. A cover letter explaining

how the system works will be included in the STRESS package. Another issue OES has been working on is the TORT Claims from last fire season.

STATE FIRE MARSHAL'S REPORT (Ronny J. Coleman/Dan Francis)

The SFM has posted on their website a schedule of the classes they provide in California. This includes Asylomar, the State Fire Academy, all fire related classes sponsored by community colleges, and all classes that are coordinated through the State Fire Marshal's Office.

The website also has a master calendar of all Fire Service related meetings and conferences being held throughout California. This will assist you when scheduling a meeting or an event. The calendar is updated every two weeks and covers twelve months. You can phone or fax in information to Joan Jennings, attention State Fire Marshal Master Calendar.

The Fire Marshall's Office has obtained 10,000 copies of the National Fire Academy's *Self-Study Guide for Terrorism*. They are available to the California Fire Service at no cost. Contact the State Fire Marshal's Office for copies..

Also, the SFM has made an agreement with the National Fire Academy to provide ICS/EMS/ hazardous materials courses in California. They are called ICS for Special Operations. They will be offering these classes in California which are highly specialized EMS classes with an ICS flavor.

The document entitled *All Risk ICS Certifications and Qualifications For The Fire Service* was handed out and discussed. One correction in the document was in the first paragraph. It should read, "At the **October** FIREScope Board of Directors Meeting....," not "November."

Chief Coleman stated that he has a 300 page document that OSHA finalized and signed in Washington, D.C. on January 8, 1998, on the "**Two In, Two Out**" Ruling. The specific ruling is about eighteen pages long, with the remainder supporting documentation. To obtain a copy contact Chief Coleman.

OPERATIONS TEAM REPORT (Mike Dougherty)

The Operations Team has not met since the last Board Meeting, but will meet next week in Morro Bay. The Ops Team will have a report at the next (April) Board Meeting.

In regard to the NWCG 310-1 document, FIREScope is going to do an internal supplement to the 310-1 and make some of the recommended training mandatory. This will not have a great impact on California, as we meet or exceed 310-1 requirements. The FIREScope report on Engine Typing Standards has been completed and forwarded to NWCG.

At the December Task Force Meeting, it was pointed out that a draft of a US&R operational system description regarding swift water rescue is being revised. The Task Force felt that it did not go through the FIREScope Decision Process. This is an area of concern because the latest draft contains new forms and specific training requirements.. The copy obtained by the Task Force has an ICS number on it, but it was not processed through FIREScope. The US&R group working to develop this document has been asked to work closer with the Task Force. The US&R Working Team is the FIREScope Swift Water Rescue Working Group. Task Force members have been identified to maintain contact with the SWR Working Group Chair.

TASK FORCE REPORT (George Ewan)

The NWCG Incident Operations Standards Working Team decided to make only minor changes to the Fireline Handbook at this time with the exception of those recommendations made by FIREScope. These recommendations were accepted because NWCG was given a camera-ready format which they could just photocopy and insert into the handbook, thanks to the efforts of Ralph Alworth.

The three recommended changes dealt with: 1) adding a chapter on incident management team transitions; 2) adding a section to Chapter Five on fire fighter safety regarding fire fighter entrapment; and 3) adding a minimum typing standard for helitankers.

A second item is that the Task Force is forming a working group to address an issue regarding developing ICS Damage Assessment Technical Specialist/Team Standards. Assessment of life and property loss is generally managed by a Technical Specialist. At this time, there are no ICS standards or guidelines on how an assessment team should operate, document, and report. Chris Wurzel will head this working group, and they will hold their first meeting in February.

The last item to report on is the FIREScope Website on the Internet. This is being developed by Ray Manzo and Don Weiss.. It is now available for preview. The website address is: members.tripod.com/~firescope/index.html. (The character following com/ is a *tilde* and is located at the upper left of most keyboards.) The Task Force is interested in receiving comments from the fire service and emergency management community as

to what type of information they would like to see on the website. FIREScope is not only receiving requests for documents from California agencies, but also from other states and countries. FIREScope recently received a request for multi-casualty documents from Brazil through the website.

CORRESPONDENCE - Washington State Fire Defense Board (Neil Honeycutt)

A letter addressed to Chief Gary Costamagna dated October 24, 1997, was received from James Graue, Chairperson of the Washington State Fire Defense Board, Spokane, Washington. He is requesting a meeting to discuss the possibility of developing a joint all-risk major incident management system. This would be to combine the FIREScope Program of all-risk operating procedures and training with the Washington-Oregon Program of position qualification and certification only. Chief Costamagna will be contacting Mr. Graue requesting that he submit a proposal to the Board with additional details as to what they expect from FIREScope.

OLD BUSINESS

None

NEW BUSINESS

None

REGIONAL COORDINATORS REPORT

Region One: Nothing to report.

Region Two: Chief Jeff Jones reporting for Chief Glen Newman that streams are running full with the possibility of flooding. They are keeping a close eye on them and are preparing for that possibility.

Region Three: Nothing to report.

Region Four: Chief Hank Weston reported that there are no major incidents relating to El Nino. Concentrating on preparing for fire hazards.

Region Five: Chief Gary Gilbert reported that everything has been fairly quiet and there is nothing major to report on.

Region Six: Chief Mike Harris reported that things have been operationally quiet. They are currently in the process of modifying a command center-dispatcher training session to be presented in Region VI.. John Linder and CDF staff of South Op's

will be conducting this training February 10 and Feb17. It is an excellent lesson plan and Chief Harris will be happy to provide copies to anyone who would like one.

1998 MEETINGS

Meeting dates for 1998 are: April 8, July 8, and October 14. These meetings will be held in Sacramento with a location to be determined.

INFORMATION SHARING

Chief Coleman stated that State Fire Marshal's Office has a book entitled *Fire Services on the Internet*. It is an address book listing those in the fire community related to training and education. He has copies available for anyone interested.

ADJOURNMENT

Chief Richard made a motion for the meeting to adjourn. So moved by Chief Roper and second was made by Chief Simmons. Motion passed by unanimous vote. Meeting was adjourned at 2:08 p.m.

A tour of the Ben Clark Public Safety Training Center was provided by Aggie Goodacre of the Riverside County Sheriff's Office to members of the Board.