

OPERATIONS TEAM MEETING

DRAFT MINUTES

SANTA BARBARA COUNTY FIRE DEPARTMENT

AUGUST 29-30, 1983

In Attendance:

E. Anderson, USFS	C. Anderson, OES, Task Force Chmn
R. Barrows, OES	M. Barrows, USFS (1st day)
D. Carlson, SBC (2nd day)	J. Uribarri, OES
C. Creasey, LFD	
R. Griggs, CDF	
R. King, LAC	
G. Lund, VNC (2nd day)	
R. Montague, USFS	
D. Perry, SBC (1st day)	
M. Scherr, OES, Chairman	
M. Sellers, VNC (1st day)	

Chief Peterson welcomed the Operations Team to Santa Barbara.

I. APPROVE MINUTES FROM PREVIOUS MEETING

Moved by Barrows, 2nd by Montague to approve the minutes of June 1-2 as submitted. Unanimous vote.

X. TASK FORCE REPORT

C. Anderson reviewed the following items from the packet:

B) Assignment Record "T" Card

- \*\* - change Accountable Property Transfer CARD to TAG in two places.

C) Decision Process Phone Lists

- Scherr should be listed as Deputy Chief, not SSM.
- \* next to a name marks a formal voting member.
- To the Board list, designate chairman, executive secretary, courtesy copies, etc.
- Add the Chief of PSW Research to the BOD list.

- \*\* Scherr and the Task Force will clean up the lists before the next Operations Team meeting.

D) Information Officer's Specialist Group Position Titles

- This item was discussed long ago. The Operations Team members asked for time to review the document again and discuss it with their Task Force member.

- \*\* The Task Force will finalize the document on Sep 12-13.

F) Communications Specialist Group Charter

- Discussion centered around statewide communication coordination. Motion by Griggs, 2nd by King to approve the charter. Unanimous vote.

G) Weather Specialist Group Charter

- Motion by Barrows, 2nd by Montague to approve the charter. Unanimous vote.

A) 1984 OCC Exercise

- M. Barrows presented the handout on the exercise and answered questions.
- The exercise will cover only fire.
- OES Region I, OES Region VI, OES Sacramento, CDF Sacramento, USFS North Zone and BIFC were added as "real" players as opposed to "role" players.
- Motion by Griggs, 2nd by King to accept the exercise outline. Unanimous vote.

E) Task Force Plan of Work

- deferred until later.

#### IV. ROUNDTABLE DISCUSSION

Barrows discussed the "Southern California" FIREScope area and the expansion statewide. He also introduced the idea of FEMA's IEMS (Integrated Emergency Management System). He discussed agency cooperation in Sacramento between CHP, National Guard, OES, Cal Trans, State Fire Marshall, Health, etc.

OES is charged with coming up with a system for "Comprehensive Emergency Management" statewide. The Governor's staff is interested now. How much of the \$8.1 million (as defined in the FIREScope final report) needed to complete the program do we go for?

CSTI (California Specialized Training Institute) in San Luis Obispo is teaching ICS to law people. Barrows met with CHP and other law people about setting up a Decision Process for law.

OES has been asked to submit a mid-year budget proposal. We will ask for:

- 1 mapping coordinator (USGS wants to help)
- 1 programmer
- 1 stenographer
- A second computer and peripherals
- Appropriate office space.

The questions was raised: "How can we successfully operate with two systems - FIREScope and the rest of the state? Would the Operations Team object to extending FIREScope technology statewide even though it isn't finished in the South. How about stepping over the existing boundary lines? The State Board of Fire Services, at their meeting, wanted to know about ICS statewide. Who is responsible for training and document control? The answer is the State Fire Marshall. It was noted that IFSTA is altering the ICS manuals to make them slicker and better.

Barrows is looking for support from the Operations Team to use FIREScope assets to expand the technologies statewide.

General discussion followed:

\*\* Development of a statewide Decision Process should be an item on the BOD agenda.

- Griggs is concerned that a product be finished and proven before we let it go.
- Concern was expressed that development in the south may become static if we dilute our efforts by transferring technology.
- Anderson thinks that we have run out of track as far as data processing is concerned. We need to have more software products before we can expand the hardware.
- King says that none of the FIREScope products have been finished.
- Montague feels we should place priorities on the unfinished products and on getting them done.

#### V. NORTHRIDGE TOX CENTER

Scherr briefed the group on the Northridge Tox Center. The wish is to use the FIREScope computer system to transfer Haz Mat data from the Tox Center to fire agencies. The concept fits neatly into "All Risk". The Operations Team feels we should continue contact with the Tox Center and with experienced Haz Mat people until a firm proposal is developed. Then, let the Ops Team act on the proposal.

\*\* Letter should be written from Scherr to agency chiefs requesting assistance from experienced Haz Mat personnel. A meeting needs to be set up with Haz Mat people and computer people to find out what resources exist and how fire services can better use Haz Mat data.

IV. ROUNDTABLE (continued)

- Santa Barbara County reported using ICS on interagency incidents. It was well received.

- CDF was concerned about the "indiscriminate" use of the Red Flag Alert. The history of the Red Flag Alert Committee was reviewed.

\*\* Motion by Montague, 2nd by Sellers, that the Red Flag Alert committee be reactivated. Unanimous vote. Agencies agreed to be prepared to identify appropriate personnel.

- CDF inquired about training and lesson plans for Information Officers. Ione is handling.

- CDF stated that Santa Barbara is doing "double duty" in the reporting of incidents because SBC is in CDF Region V. The Operations Team may want to consider putting in a computer terminal in R05 in Monterrey. This item will be discussed during the ADP Report.

- Scherr reviewed the handouts in the General Information packet:

- Ione products
  - Map Evaluation Form
  - Morro Bay use of ICS
  - Example of a Joint Command INC209
  - IFSTA letter regarding ICS documents

\*\* Barrows moved that we respond to the State Fire Marshall stating that, as the state document control point, SFM should insure that any IFSTA altered manuals are not returned to California. We reinforce the concept that the SFM is the California state delivery system for ICS documents. We should purchase one each of the IFSTA altered documents to evaluate the changes made. Motion seconded by Perry. Unanimous vote.

- Scherr reviewed the map products and the available paper types.
- Scherr reviewed his contacts with ESRI, Environmental Systems Research Institute. He discussed the possibility of federal funding from FEMA's Fire Administration. Griggs said that we got a demonstration of the computer system at ESRI, but we were not able to tell them what our needs were. Where are we, and where are we going?

Other organizations exist which can perform the same functions.

## IX. AGENCY ASSESSMENT FORMS

Scherr presented an explanation of this form, which is part of the Mode 3 Conference Call Packet. Motion by King, 2nd by Montague to use the form on a trial basis. Unanimous vote.

## VII. CLASSIFICATION OF INCIDENT TYPES

Scherr presented the idea of a firmer method of classifying "Type of Incident" in the INC209 program. There would be no change in the reporting requirements for the 209's.

- \*\* The Operations Team sent the type classifications to the Task Force for cleaning up.

## 1983-84 BUDGET

Scherr presented the completed 1982-83 budget and the current 1983-84 figures. Discussion centered around the costs for the computer center.

- \*\* Uribarri will investigate the TELENET rate structure, to see if the fees we pay are flat or if they vary by the minute.

There is a statewide fuels group trying to pull together all available information.

The Operations Team needs to go back to the research design and look at what has been done and set priorities on the rest. Then take the priorities and go to ESRI or whomever to find out what it would cost.

- \*\* Next Operations Team meeting should be a priority setting session. "If someone gave us a million dollars, what would we spend it on?" For reference material, use the "10 year report" from the Program Office.

#### VI. TRAINING SPECIALIST GROUP CHARTER

- \*\* Scherr should contact the President of the Cal Chiefs T&E (Ron Adams, Laguna Beach) to express concerns and ask if we can have a representative attend meetings to keep pace.
- \*\* Task Force will rework Training Specialist Group Charter to conform to the format of the others. Approval should be done by mail before the next meeting.

#### XI. PROGRAM OFFICE ADP REPORT

E. Anderson reported that on October 1, the EDS programming contract will end. He reviewed the current status of programs from the "Computer Systems Job Status" sheet he distributed.

- \*\* Anderson and Uribarri will meet to determine the remaining effort needed to integrate the programs into a complete system.

Montague expressed his appreciation to Anderson for his fine work in administering the EDS contract.

#### XII. ACCOUNTABLE PROPERTY PLACEMENT

Uribarri presented the package which contained the current locations of computer terminals and requests for new terminals. CDF Region V in Monterrey and the Riverside Fire Lab were added to the list of requests.

Montague asked for priority recommendations on assignment of computer terminals no longer needed by the EDS contractors.

- The Ops Team asked for (and received) a reaffirmation of the current terminal placement locations.

- Barrows requested a terminal and letter quality printer for OES Sacramento.
- Montague expressed the opinion that perhaps our "spare" terminals could be place and used, but that they would be considered as a "cache" rather than as spares.
- Barrows would like to see the agencies upgrading their equipment and possibly purchasing graphics terminals. OES would replace the area coordinators, CDF the Ranger Units, and USFS the forests.
- Barrows suggested that terminal placement be as follows:
  - LA Olympic Organizing Committee - terminal & modem (short term)
  - CDF Region V Headquarters - terminal and modem (long term)
  - USFS Riverside Fire Lab - terminal and modem (short term)

\*\* Requests from the Inyo National Forest, Los Angeles City, and Santa Barbara County were referred back to the originator for additional justification.

OES will assume maintenance responsibility for those terminals assigned.

### XIII. OES ADP REPORT

Uribarri presented the OCC Data Processing report, covering login identifiers and training. There were four new login id requests:

- Sacramento County Fire Communications Center
- Bureau of Land Management, Bakersfield
- National Weather Service, Riverside
- USFS for the BEHAVE test.

Motion by Griggs, 2nd by Barrows to approve all four, with the proviso that they be reviewed annually. Unanimous vote.

### XV. BOARD OF DIRECTOR'S AGENDA

Discussion centered around items which the Operations Team felt were important enough to be included on the BOD agenda. Since there will be four new members at this meeting, the following agenda seemed to be appropriate:

1. Program History (Intentions, Hopes, and Directions)
2. Current program Status
3. Where do we need to go from here?
  - Program
  - Agency

4. Role of the Board in the Future

- Statewide vs local needs
- future organization

5. Budget Considerations

- Operations and Maintenance
- Research and Development
- Statewide

\*\* Scherr to discuss with Chiefs Bragdon and Masson the ideas on this agenda and the contents of the "Program History" item.

\*\* Scherr to write a letter to the Board members saying "Here is what the Operations Team sees as part of your agenda. What else do you see?" There is a lot to do. Suggest the meeting run from 9 until plane-catching time on Sept 30. A copy of the letter should go to the respective Ops Team member. Barrows suggested a well planned presentation, complete with visual aids, etc.

XVI. NEXT OPERATIONS TEAM MEETING

\*\* Between now and the Board meeting, a subcommittee of the Ops Team needs to convene to review and finalize the Board agenda. Suggested participants are Scherr, Griggs, F. Borden, and E. Anderson.

Next full Operations Team meeting will be October 11-12 at the Ontario Airport. Meeting will convene at 1000 on the 11th and in the interest of time, the first day will feature a working lunch.

II. PREVIOUS MEETING ACTION ITEMS

Property Agreements - Done

Operations Team Computer Conference - Working

\*\* Agency Advisor Lists - Agencies will update

\*\* ADP Specialist Group - Agencies will submit names of reps by Sep 13.

VIII. NATIONAL WEATHER SERVICE BULLETINS

Scherr provided a briefing regarding NWS storm alerts and bulletins.

\*\* Should the NWS Riverside office be putting these alerts into the computer system for us? OCC will pursue.