



**FIRESCOPE OPERATIONS TEAM  
MEETING MINUTES**  
Conference Call  
1300 Hours – March 18, 2019

Members Present:

Dave Richardson (LAC)	Jim Johnstone (OES)	Al Poirier (LFD)
Mark Sanchez (ORC)	Dustin Gardner (VNC)	Eric Walder (Region IV)
Ray Barber (Region III)	Jose Velo (SFR)	Don Trapp (BDC)
Jason LeMoine (ACF)	Mike Minton (WRP)	Jeff McLaughlin (TLC)

Task Force Members Present:

Tim Kelly (LFD)	Ira Peshkin (KRN)	Dave Tomaselli (OSCC)
Woody Enos (SND)	Dave Gerboth (SND)	Sean Fraley (KRN)

**Monday March 18, 2019 – 1300 Hours**

1. 1300 hours – Welcome and Introductions.....Richardson
2. Agenda Review..... Richardson
3. Review and Approval of Minutes.....Richardson briefly discussed minutes – **Motion** by Ray Barber to approve January 24 & 25 Pismo meeting minutes. 2<sup>nd</sup> by Don Trapp – approved.
4. Task Force Report.....Tim Kelly

**Staffing:**

- a) Matt Levesque -OCFA – leaving Task Force; April will attend last meeting. Battalion Chief Rob Capobianco will shadow next meeting.
- b) Volunteers Fire Departments position remains vacant. Battalion Chief Dave Baldwin Sacramento City expressed interest in Cities North position. Will discuss with Cities North BoD Representative when appointed. Dave attended March meeting and is a very qualified candidate.
- c) Brook Spelman, Ira Peshkin, James Tomaselli have made transitioned extremely well. They “hit the ground running” and are making meaningful contributions.
- d) Several Specialist Groups have new members. Rosters will be updated to reflect new personnel.



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#### Task Force Plan of Work:

- a) The Task Force has completely transitioned to “Smartsheet” as project management system. Task Force working on building Smartsheets for Specialist Groups and integrating their POWs; transition projected for January 2020. Ops Team provided view only privilege to FIRESCOPE POW. Discussion on Ops Team and BoD need to have collaboration rights. Task Force creating Master Calendar for all FIRESCOPE stakeholders to align and optimize collaborative work (e.g.; STEAC, NWCG, CWCG, CICCS, etc.).
- b) Resource Typing for Rehab Unit: Assignment added to 2018-19 Plan of Work, as result of BoD directive from 2018 October meeting. Provided Safety Specialist Group with written assignment with project timeline of June 18, 2019 (See SmartSheet Row No. 38).
- c) CAD-to-CAD: Today, Task Force and Ops Team discussed project to clarify work for EIT Group. Group should identify SMEs as needed to produce White Paper consistent with language in the FIRESCOPE 2018 Plan of Work. Chief Gardner stressed that this is a long-term project. Project completion date revised to 12/31/2019 (See project history SmartSheet Row No. 41).
- d) Marketing and Messaging: White Paper undergoing final revisions. Working Group being consulted by Cal OES staff on major redesign of FIRESCOPE website. Website survey produced some actionable feedback design team. FIRESCOPE video production team released first draft of video. Expected to have completed by April to incorporate into MACS exercise introduction. White Paper to BoD April 2019; ICMP ready to be implemented discuss recommendations with BoD on how best to accomplish, e.g.; FIRESCOPE PIO vs. Specialist Group (See project history SmartSheet Row No. 10). Task Force attending CWCG Interagency Wildland Risk Management Conference in San Diego April 9-11 and Foresters & Fire Wardens Conference May 2-3, 2019.
- e) CISM/Peer Support White Paper: Change name of working Group to Behavioral Health Working Group to be consistent with industry nomenclature. Working Group Chair Garrett Huff SBC provided Task Force with update during February meeting in San Diego. Task Force provided direction to revise White Paper. Product to be integrated into the 2021 FOG rewrite. Project deadline pushed back to September 2019. Projected to BoD October 2019 (See project history SmartSheet Row No. 55).
- f) Cal Chiefs / FIRESCOPE 2019 Technology Summit: Well attended by EIT Specialist Group members. Provided “Key Points-Session Notes” document from Summit. Task Force to study and make recommendations on potential technology initiatives to Ops Team and BoD. Will cross-reference existing projects for nexus to new technologies identified during summit (See document on SmartSheet Row No. 31).
- g) SART: The FIRESCOPE Safety Specialist Group given direction to develop a series of procedural checklists to guide both field personnel/supervisors and command staff/agency administrators through the required steps to be taken in the event of a serious accident or



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fatality involving fire service employees. The following four checklists are the desired products: 1.) Serious Accident Checklist–Field Personnel/Supervisors; 2.) Fatality Checklist – Field Personnel/Supervisors; 3.) Serious Accident Checklist – Command Staff/Agency Administrators; 4.) Fatality Checklist – Command Staff/Agency Administrators.

### **NIMS Review:**

- h) Task Force requested to review NIMS Job Titles/Position Qualifications and Resource Typing Definitions regarding HAZMAT. FEMA deadline March 28, 2019; HazMat Specialist Group requested to have feedback form completed by March 25th. Task Force requested to review proposed updates to the NIMS National Emergency Communications Plan. Communications Specialist Group assigned to review and provide feedback by March 15, 2019. FEMA deadline March 22nd.

### **Schedule of Task Force Documents for OPS Team and BOD Review:**

Document to BoD April 2019 – Approved by Ops Team January 2019

- Marketing and Messaging White Paper
- Technical Search and Rescue White Paper

Document to BoD April 2019 – Pending approval by Ops Team March 2019

- FIRESCOPE ICS 225 Performance Rating
- Fire Line Flagging Tape White Paper
- MACS 441-1 Annual Update

Projected to Ops Team June 2019 - BoD July 2019

- ICS 010-1 Glossary of Terms Revision
- Statewide Channel Load Survey Analysis
- Aviation Air-to-Ground Communications White Paper
- UAS White Paper, Task Book, Operations Guide
- New FIRESCOPE ICS 215 Contingency Planning Analysis Form

Projected to Ops Team September 2019 -BoD October 2019

- Rehab Unit Resource Typing
- CISM/Peer Support White Paper
- Serious Accident Review Team Serious Injury/Fatality Checklists

### 5. Ops Team Document Review/Approval:

- a) Fireline Flagging White Paper and ICS 910 Revision – Kelly/Johnstone  
**Motion** by Poirier to approve, seconded by Walder – unanimously approved.
- b) ICS 225 All-Hazard – Gerboth  
**Motion** by Trapp to approve, seconded by Gardner – unanimously approved.
- c) Board of Directors Orientation – MACS 410-5 – Kelly/Gerboth  
**Motion** by Poirier to approve, seconded by Walder – unanimously approved.
- d) 2019 California Aviation Summary – Enos



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**Motion** by Gardner to approve, seconded by Velos – unanimously approved.

6. Discussion Items:

- a) Roster/Member Biography Reminder – Johnstone provided update and reminder. All but five (5) members on OPS team have complied. Other than that – the roster is up to date.
- b) Polo Shirt Update – Johnstone conveyed that shirts are available, and how to order on-line.
- c) Incident Communications Advisory Council Update – Johnstone discussed visit to San Diego and DHS group – under former Fire Chief Bill Bamattre - changing directions for I&I versus a separate Communications Section.
- d) FIRESCOPE Member Agency Travel Cost Spreadsheet – Johnstone discussed challenges of some agencies in supporting travel for Firescope activities and endeavors. Chief Brian Marshall has asked agencies to provide a breakdown of annual costs and the Task Force has developed a spreadsheet and will be reaching out to fiscal staff to determine actual costs which will be delivered to Chief Marshall for discussion at the BOD meeting in July.
- e) CWCG/FIRESCOPE Collaboration – Skelton/Minton/Kendall/Johnstone discussed trying to coordinate our schedules so that varying OPS groups and BOD so that entities such as CWCG and Firescope are more collaborative and communicative – especially as it relates to documents and codified policies so that we are in alignment.

7. Election of 2019 FIRESCOPE Ops Team Officers.....Johnstone

- Chief Johnstone related that a vote was not taken in January due to the Federal Government shut down. The existing nominations were reviewed and the floor was opened to take additional nominations. No new nominations were offered, and the following nominations were presented.
- Chief Dave Richardson was nominated for Chair. No other nominations.
- Chief Al Poirier was nominated by Neamy for Vice Chair. No other nominations.
- Chief Dustin Gardner was nominated by Poirier for Secretary. No other nominations.
- **Motion** by Don Trapp to vote on the nominations. Seconded by Jose Velo. Motion was unanimously approved. Vote was taken and all members were unanimously elected.

8. Next FIRESCOPE Board of Directors Meeting

- April 10, 2019 in Mather CA

9. Next Ops Team Meetings

- June 6-7, 2019 in San Francisco. Details to be provided via email. (May 1 Hotel deadline)

10. 2019 MACS Exercises

- North Ops, April 17, 2019 - Redding
- South Ops, May 15, 2019 - Riverside

11. Roundtable with nothing significant. Meeting Adjourned at 1348 hours.