

UNITED STATES DEPARTMENT OF AGRICULTURE  
FOREST SERVICE

PACIFIC SOUTHWEST FOREST AND RANGE EXPERIMENT STATION  
FOREST FIRE LABORATORY  
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RIVERSIDE, CALIFORNIA 92507

5170  
December 22, 1976

Mike Scherr  
California Division of Forestry  
P. O. Box 1067  
Riverside, California 92502



Dear Mike:

The fifth meeting of the Operations Team was held December 14, 1976.  
Present were:

Schori	Borden
Millar	Smith
Philpot	Halliburton
Barlow	McElwee
Irwin	Barrows

Principle actions, discussions, and decisions are shown below.

- I. The "Review Draft" of the Implementation Plan was distributed and reviewed. Objectives for the review are attached (#1).

This was the first view of the total plan in a form close to its final format and contents. There still seems to be some concern over the objectives of the plan itself. To reiterate:

1. The plan has been structured to assist in the acquisition of Federal monies to begin the implementation of FIRESCOPE.
2. It is purposely timed and structured to provide a maximum of control by partner agencies in future years.

Some of the things the plan is not:

1. The plan is not "locked-in" to either schedules or funding after the first year (P.I.&E.).
2. It is not an accounting tool for partner agencies.
3. It is not a depiction of the final system unless first-year studies lead to decisions making it so.

If it becomes necessary or desirable to review the final plan with governmental or fiscal departments of the partner agencies, it must be made clear that the "partner contributions" figures are general, lump-sum estimates--included in the plan for Federal information. They provide the measure of partner commitment needed to justify national capital outlays.

The specific, documented partner contributions necessary to maintain and operate the system will have to be developed over time by each partner according to the system options we decide to implement during and after the first year.

A questionnaire was distributed asking for Operations Team positions on the plan (attachment #2). This will be returned by the January 5th meeting.

- II. OCC "Service Manager" or "Coordinator" position description was reviewed (attachment #3). It was accepted as a general expression of the required duties.

Barrows will work with the State Personnel Board to find acceptable titles for the position (which should include "FIRESCOPE" as a part). He will impress the Board that this position will be needed in the future and negotiate the steps necessary to establish the job.

The timing and potential funding of the new position are unknown at this time. They depend on factors such as size and scope of interim program, source(s) of funding, etc.

Consensus was to pursue this new position, and work around the above problems rather than settle for the overloaded, interim measures used in 1976.

Irwin will draft an outline (for review January 5th) which lays out Operations Team support for the OES in establishing this position.

- III. Interim OCC budget (January 1 - June 30, 1977).

The revised budget presented was approved insofar as elements and costs are concerned. Dollar commitments by agencies will come with the signing of a cooperative agreement.

That agreement will be prepared by the partner's fiscal specialists under OES guidance.

Approximate funding breakdown will be:

25% USFS (\$885±)  
 25% CDF (\$885±)  
 50% Other partners at 10% each  
 (\$354±)

IV. OCC budget --July 1, 1977 - June 30, 1978.

Ulrey will work with the Task Force to develop a product similar to the approved budget (above). It will be specific to next year's needs and should be limited to necessities.

A draft of this budget should be presented January 5th.

V. Training Documents

All partners agreed to the ordering process and confirmed the numbers of major documents ordered by each.

The CDF may have a potential printing source which can provide the products at a lower price than that researched by OES. Ulrey will recheck this source, making certain that the time factor for production can be met. (Present low bidder will deliver within 30 days.)

After checking, OES will contract with best source and then process billings with partners for their orders.

This printing order will be for the major documents and will exclude the Field Operations Guide. The Guide is being revised by contract and will be ready for printing after March 15, 1977.

VI. Meeting Attendance.

Through Smith, Chief Masson proposed that Task Force members be in attendance at Operations Team meetings. This would be helpful in improving communications and effectiveness.

Deliberations recognized the pros and cons of open meetings, free expression etc. Both open and closed meetings seemed to have equal, but different, values and consequences.

A compromise proposal was presented by Halliburton and Philpot. This suggests that the Task Force Chairman attend the Operations meetings. His duties will be:

1. Official meeting recorder
2. Present a 10 - 15 minute report on Task Force actions and progress.
3. Serve as liaison between Operations Team and Task Force.

It was affirmed that this arrangement would not preclude joint Task Force - Operations meetings, nor would it eliminate specific "substitutions" of a Task Force member for an Operations officer because of emergency absence from a meeting.

All present approved this proposal except Ventura County. With this majority, we should begin the new system with the January meeting.

VII. The next meeting will be held Wednesday, January 5, 1977 at the same time and place.

Agenda items will be:

- o Feedback on Implementation Plan (including Operations Team "positions questionnaire")
- o Review draft of outline for Operations Team support to OES (item II, above)
- o Progress on cooperative agreement
- o OCC budget draft -- July, 1977 - June, 1978
- o Printing of training documents
- o Continuation of Operations Team

Sincerely,



ROBERT L. IRWIN  
Program Manager

Enclosure