

OPERATIONS TEAM MEETING
OPERATIONS COORDINATION CENTER

JULY 11, 1984

In Attendance: R. Barrows, OES R. Hebrard, CDF
 R. Praytor, OES D. Montague, USFS
 R. King, LAC F. Borden, LFD
 R. Manzo, OES (minutes) M. Barrows, USFS, T/F Chairman

The meeting was called to order by R. Praytor at 1000 hours.

I. APPROVE MINUTES FROM MEETING OF MAY 15, 1984

The minutes were approved as they were written.

II. AGENDA

R. King wanted the topic of the Red Flag Alert added to the agenda items. It was placed under the topic of Old Business.

R. Barrows wanted the topic of the Mapping Update added to the agenda. It was placed under New Business.

R. Barrows asked M. Barrows about the update FIREScope Program Report. M. Barrows told the Operations Team members that a revised copy of the report had been mailed to each of them.

III. TASK FORCE REPORT

M. Barrows presented reports from each of the FIREScope Specialist Groups and the Task Force showing their current projects and plan of work. For each group there was a handout and they were covered as follows:

A. Task Force Status Report identifying the number of meetings and attendance, plus their completed and uncompleted projects.

D. Montague commented that the form and content of the report showed a high standard.

B. ADP Group

This report explained the current direction in which the group was headed and a brief history of why the group was formed. This report lacked a Plan of Work but it was explained by M. Barrows that the reason was a lack of direction from the Task Force and Operations Team.

R. Barrows commented that the form of this report was good.

D. Montague commented that the idea of first establishing an Information Needs Assessment by the ADP Group was a very good idea.

C. Communications Group

This report was brief and no discussion on the report was made.

D. Information Specialist Group

This report did provide the group with an idea of its current status. M. Barrows notified all the Operations Team members of a meeting currently being scheduled for either the 18th or 25th of July. At this meeting the Task Force members, Information Specialist Group members and anyone who wishes to attend plan to discuss what direction the group will be given.

R. King made a motion that this group be chartered. D. Montague seconded the motion. All members present voted in favor of the motion.

E. Hazardous Materials Group

The handout of the HazMat Group was brief and so was its discussion by M. Barrows.

F. Mapping Group

M. Barrows had a report from this group and would provide each member with a copy of it.

D. Montague mentioned the U.S.F.S. has had a problem with a contractor for maps and this problem is currently being taken care of.

M. Barrows mentioned some groups are not having a Task Force Liaison member present at their meetings. Also, there are several groups in which one of the members is a Task Force member. The solution being, that member of the group should represent the Task Force as well as his own agency.

G. Weather Group

The handout letter from this group briefly covered the status of their projects.

H. Training Group

M. Barrows stated that this group has had problems since there has not been much direction.

Three changes need to be made to the Telephone and Mailing List of the Training Group. Member Robert Ramirez was changed to Roger Curry. Member Ronald Jones was changed to John Palozzi. Charlie Anderson's name would be replaced by Marty Barrows as the Informational Mailing recipient.

I. Position Papers

There was a change recommended for the Position Paper on Computerized Demobilization. The change was made to the second (2nd) paragraph, between the words: "Group and". The sentence: "Working with Demobilization Specialist;" was inserted.

There was a change made to the Position Paper on Resource Order Program. The third (3rd) paragraph was changed to read: The Task Force would like approval from the Operations Team to review, run, pre-test, evaluate, and make recommendations.

D. Montague made a motion that the changes he made to the Position Paper on Demobilization be approved. R. King seconded the motion. All members present voted in favor of the motion. There was a stipulation, the Demobilization Position Paper is to have a low priority until job priorities for the ADP Specialist Group are established.

R. Barrows made the motion that the Position Paper on Resource Order Program be approved as changed. F. Borden seconded the motion. All members present voted in favor of the motion.

J. METEOR Evaluation Report

The METEOR Evaluation Report was reviewed on a page by page basis. Beginning on Page 5 of the report, the following action was taken:

<u>PAGE</u>	<u>ITEM</u>	<u>ACTION</u>	<u>DUE DATE</u>
5	3	Turned over to Chairman of the Operations Team for appropriate action.	Draft 12/31/84
5	5	Turned over to Ray Hebrard for appropriate action.	Proposal 10/1/84
6	6	Turned over to Chairman of the Operations Team.	
6	9	Covered by Item 5 on Page 5.	
7	A 1a-1f	Turned over to Support Services Manager. (Bob Praytor)	
8	A2, A3	Turned over to Support Services Manager.	9/1/84
8	A4	Turned over to Support Services Manager and agency representatives.	
9	B1-B5	Turned over to representatives from USFS, CDF, and Lead Dispatchers at the OCC, and the Task Force Chairman.	12/31/84
10	Ca	Covered by Item 5 on Page 5.	

10	Cc	Turned over to Support Service Manager and USFS representatives.	Immediate Action
10	Cd	Turned over to Support Service Manager.	
11	C5	Turned over to Support Service Manager.	
11	C9-C11	Covered by Item 5 on Page 5 with assistance by Operations Team Chairman.	
12	D	Turned over to ADHOC Committee created by Operations Team.	
13	D5	Turned over to ADHOC Committee.	
13	D9-10-11 D14, 15	Turned over to Operations Team Chairman.	
14	D18	Put on hold for now.	
15	E3	Turned over to Support Service Manager.	
16	E7, E10	Turned over to the Information Specialist Group.	
17	Fg	Turned over to the Task Force Chairman.	

K. ADHOC Committee

R. King made a motion to create an ADHOC Committee consisting of the Operations Team Representatives from USFS, OES, and CDF, to design and recommend how the MACS Group Conference Room is to be set during Modes 3 and 4. D. Montague seconded the motion. All members present voted in favor of the motion.

IV. EXECUTIVE SUMMARY

R. Barrows distributed to each member a copy of a draft Executive Summary-FIRESCOPE Program Status-Proposed Action Plan. The group read it and the following changes were made:

1. Under the heading of Current Situation, in the second (2nd) sentence, the capital "C" in Contributions was changed to lowercase.
2. In the second paragraph under the same heading, in the third (3rd) sentence, was changed as follows: "However, during the three year delay in constuction, new and/or better materials have been developed that may be readily available at a reduced expenditure of time and money."

3. Under the heading of Current Situation, the second paragraph, in the fourth sentence, the words "information and sources" were placed within parenthesis.
4. The first sentence of Page 2 was changed to read as follows: "Two USFS aircraft capable of line scan down-link, one mobile and one fixed base unit receiver are available and operational."
5. The second and third sentences of paragraph two on Page 2 were combined. The period was changed to a comma, and the capital "P" in "Pending" was made lowercase and the letter "h" was missing from the word "establishment".
6. Under the heading of Mapping System, subtitle Status on Page 2, the word "these" was inserted between the words "developing" and "mapping" found in the third sentence. The word "existing" was also inserted in the fifth sentence, between the words "provide" and "products".
7. Under subtitle Recommendations under heading Mapping System, the words "Set priorities and" were inserted to begin the second sentence.
8. Under the heading of Automated Data Processing System, subtitles Objective and Status of Page 2, all program names are to be capitalized. Under subtitle Status in the fourth sentence, the word "which" is to be removed.
9. Under the subtitle Recommendation of heading Automated Data Processing System, the third sentence was changed to read as follows: "Contract for an independent analysis to provide an updated inventory and catalog of available scientific data, state of the art technology and hardware applications towards Initial Attack Assessment and Restat. (\$50,000 see proposal)."
10. Under the heading of Meteorology, subtitle Status on Page 3, the word "additional" is to be inserted between the words "six" and "stations" of the second sentence.
11. Under the subtitle of Recommendations of the Meteorology heading, the word "Encourage" is to replace the word "Acquire" and the "(Refer to Proposal.)" is to be changed to read as follows: "(To be considered in time frame funding base, see proposal.)"
12. Under heading Communications, subtitle Status, the words "Multiple incidents" are to replace the word "fire" in the second sentence.
13. Under subtitle, Recommendations of Communications heading, the word "vans" is to be replaced by the word "vehicles" in the second sentence. Also, the "(Refer to Proposal.)" is to be replaced by "(Remainder to be considered in time frame funding base, see proposal.)".
14. Under heading, Training Program, subtitle Status, in the first

sentence the words "Plans Section", will be changed to read "Planning Section". Also the word "sections" will be inserted between "Operations" and "are" of the same sentence.

15. On page 4 under the subtitle Recommendations, the third sentence was changed to read as follows: "Provide \$20,000 FY 84-85 to contract for editorial services. (Refer to Proposal.)"
16. Under heading of Proposal, in the first sentence was changed to read as follows: "Per directions of the Board, the Operations Team has designed a program strategy, including alternative funding sources."
17. Under the heading Proposal, the words "this project", in the first sentence of Item 2 were changed to read, "the ADP project". Also, in the second sentence of this item, the words "secure cooperation completion of the project," were changed to read as follows: "secure a cooperative completion of the ADP project,".

V. ICS LESSON PLAN DEVELOPMENT

After reviewing all the items in the ICS Lesson Plan Development packet, the Operations Team unanimously approved the letters and forms to be used for submitting lesson plans and instructor certification.

D. Montague made a motion that the Lesson Plan Distribution and Instructor Certification Flow Chart be approved as is. R. Hebrard seconded the motion. All members present voted in favor of the motion.

VI. MAY FIRE SEIGE INCIDENT 209 REPORT

R. Praytor informed the Operations Team of the fires during the month of May. Charts were posted on a board which showed the frequency of 209 entries by incident and agency.

VII. OCC SITSTAT COVERAGE

R. Praytor stated the time schedules of the personnel manning Sitstat were changed so there would be longer coverage and the weather would continue to be entered on the weekends.

VIII. ORC REQUEST FOR "SILENT 700"

The letter from Chief Holmes of the Orange County Fire Department requesting a "Silent 700" terminal was deligated to M. Scherr and R. Praytor.

R. Barrows made a motion that all "Silent 700" terminals be called in to be serviced, then be placed in a pool, and loaned on a thirty (30) day basis only. R. Hebrard seconded the motion. All members present voted in favor of the motion.

IX. LETTER TO SMAC CHAIRMAN KEN WOODWARD

A copy of the letter sent to SMAC Chairman Ken Woodward was supplied to each Operations Team member.

X. MISCELLANEOUS

Copies of articles in the American Fire Journal concerning ICS (May 84), also USFS and CDF aiding given to each Operations Team member for informational purpose.

XI. OCC STAFF RECLASSIFICATION

A copy of the letter sent to R.G. Barrows regarding Requests for Reclassification of OCC Staff in the FIREScope Program was supplied to each member for informational purpose.

XII. OLD BUSINESS

R. King made a motion that referenced the Orange County Fire Department request to be admitted as a member of the FIREScope Decision Process be accepted, and for the Operations Team to make the recommendation. F. Borden seconded the motion. All members present in favor of the motion.

The Operations Team wanted the following items noted in regards to their recommendation.

1. Orange County Fire Department's request include a commitment to participate with personnel, time, and whatever expense may be incurred in all levels of the Decision Process.
2. Such participation by Orange County would be a valuable asset to the overall objective of the FIREScope Program.
3. Orange County has previously contributed to the FIREScope Program effort through the USFS and CDF prior to becoming an independent county fire department and thus are familiar with all aspects and objectives of the FIREScope Program.

R. King made the motion these items previously mentioned be submitted. F. Borden seconded the motion. All members present voted in favor of the motion.

The Operations Team recommended the RECOPE Project be placed as an informational topic on the Agenda for the Board of Directors next meeting.

The Red Flag Alert Procedures were discussed by R. Praytor. It was mentioned during this discussion that M. Barrows and R. Praytor would work on the Red Flag Alert Procedures bearing the following items in mind.

1. Look into and possibly adopt the current Forest Service procedures.
2. Insure a notification procedure.

XIII. NEW BUSINESS

R. Barrows informed everyone about the progress being made in the area of Mapping and agencies from all over the state are showing interest.

There was a discussion of Ortho-Photo Mapping and all the agencies present at the Mapping Meeting were supportive of this particular issue.

R. Barrows mentioned he had discussed the idea of creating a Mapping Coordinators position with Medigovich.

XIV. NEXT MEETING

It was agreed upon by the Operations Team their next meeting would be scheduled for the same time the Board of Directors next meeting is scheduled. The location is to be together with the Board. The tentative date is the week of August 20, 1984.