



**FIRESCOPE OPERATIONS TEAM
MEETING MINUTES**
Conference Call
1300 March 30, 2018

Members Present:

David Richardson (LAC)	Steve Oaks (SBC)	Mark Kendall (Cal Fire)
Jim Johnstone (OES)	Ray Barber (Region III)	Jim Call (Region II)
Mike Miller (KRN)	Al Poirier (LFD)	Don Trapp (BDC)

Task Force Members Present:

Tim Kelly (LFD)	Dave Barnett (SJS)	Andrew Henning (Cal Fire)
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1. Welcome and Roll Call.....Dave Richardson
2. FIRESCOPE Task Force Update.....Tim Kelly

A. Task Force elections and liaison assignments to Specialist Groups effective February 2018:

- Tim Kelly (LFD) Chair
- Dave Barnett (San Jose Fire Department) Vice-chair
- Grant Hubbell (BDC) Secretary

B. New members joining Task Force:

- Kyle Heggstrom (Linda Fire Protection District) – Fire Districts North
- Dave Gerboth (San Diego Fire) – Fire Districts South
- Van Arroyo (Department of Interior) -National Park Service
- Matthew Levesque (Orange County Fire Authority) – OCFA.

Retired or retiring members:

- Ken Cruz (OCFA); replaced my Matthew Levesque
- Eric Holly – Volunteers Fire Departments; position remains vacant
- Jason Loomis (NPS) – replaced by Van Arroyo (DOI) effective April 2018
- Elizabeth Barrera (USFS South Ops) – USDA FS retiring in May 2018; identifying replacement

C. State of the Task Force: The relationship of team is cooperative, cohesive and highly professional. Strong mix of tenured and newly appointed members with vast array of experience, skill sets, knowledge and abilities. Enhances group’s ability to produce top quality products and fulfill FIRESCOPE mission. Tenured members provide necessary mentoring and development of new members while maintaining best practices, protocols, historical perspective, and continuity of operations in the delivery of work products.

D. 2018 Task Force Objectives: 1) Complete FIRESCOPE Plan of Work consistent with established timelines; 2) Review and update processes as needed to enhance the Task Force’s effectiveness,



FIRESCOPE OPERATIONS TEAM

MEETING MINUTES

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1300 March 30, 2018

efficiency and productivity; 3) Seek and capitalize on opportunities to strengthen the relevancy of FIRESCOPE while leveraging technology and innovation to position the organization for the future.

- E. Task Force Project Management: Dropbox reorganization and interim project management tracking sheet. Transition to “Smartsheet” project management system (target date Fall of 2018).
- F. Letters of Appreciation: Task Force: Elizabeth Barrera and Eric Holly. Several members on Specialist Groups. Cathy Johnson prepared for signatures at April 11, 2018 BoD meeting.
- G. Task Force 2018 Public Roster: Posted to FIRESCOPE website. Confidential Roster in Dropbox in “Rosters” subfolder under “Task Force” main folder.
- H. California Fire Service Behavioral Health Update: Placed on CISM/Peer Support tab on FIRESCOPE main page. Outstanding product. Highly recommend agencies link to internal behavioral health resource list.
- I. NWCG collaboration: Contacts established by Chief Johnstone with Mike Cherry (NIMS Integration) and Steve Shaw (Operations and Training). Provided access and NWCG committees schedules and link for members to subscribe to receive current updates.
- J. Plan of Work: Update on projects assigned to Task Force by Ops Team in January 2018:
 - I - ICS 900 - CA Fire Services User’s Guide to Disaster Declarations and Agreements for Cooperation; II – Review and Revise MACS 410-1 Procedures (Johnstone); III - CISM/Peer Support Guidance (Barnett); IV - CAD to CAD Interoperability Study; V - Resource Ordering and Overhaul; VI - Marketing and Messaging
- K. MACS Exercises: North Ops (Redding) April 25, 2018; South Ops (Riverside) May 16, 2018. Lead facilitators from Task Force identified with junior members shadowing to move into lead role in 2019. FIRESCOPE Past, Present and Future PowerPoint updated by Chief Johnstone with Task Force feedback. Exercises will all be wildland based and recent events will be used to create simulated 209s for the exercises. Evaluation forms will be provided to participants to improve future product delivery.
- L. Specialist Groups: Plan of Work, Charter and Rosters being updated to Task Force for review during April meeting. To Ops in June.
- M. Documents - Work projected for Ops Team in June 2018: I - Cad to CAD White Paper; II - CISM/Peer Support White Paper; III - MACS 410-1 Revision; ICS 900; IV - ITSS - COML Position White Paper & Channel Limitations Statewide Group 3 Load White Paper; V - Document Implementation Checklist and MACS 400-1 (MACS Document Control System) language revision for Document Distribution and Filing Section in MACS 400-1.



FIRESCOPE OPERATIONS TEAM MEETING MINUTES

Conference Call
1300 March 30, 2018

N. Follow-up Items: 1) NIFC Command Frequencies 1-6 availability. Communications Specialist Group preparing operational briefing by April 6th for Chief Zagaris to disseminate to California Fire Service; 2) ICS 420-1.3 (Area Command) and ICS 240 (Managing Large Scale Incidents Area Command) inquiry by Robert Neamy on need to consolidate. Task Force reviewed and recommends keeping both, but ICS 240 requires formatting update to be consistent with MACS 400-1 (MACS Document Control System).

O. FIRESCOPE Task Force and Specialist Groups Review of NIMS Job Titles/Positions Qualifications and Resource Typing Definitions; Groups listed below were solicited for input and either did not respond, or did not provide feedback.

- HazMat Specialist Group
- US&R Specialist Group
- Communications Specialist Group
- EMS Specialist Group
- EIT Specialist Group
- Aviation Specialist Group
- Safety Specialist Group

3. Ops Team Document Review/Approval – Ops Chair Richardson led this discussion.

a) Aviation Interagency Summary – Tim Kelly discussed

Motion by Poirier to move to BoD, 2nd by Kendall - approved

b) Member Biography White Paper and Template – Johnstone discussed

Motion by Trapp to move to BoD, 2nd by Barber - approved

c) CICCIS Qualifications Guide Review – Barnett discussed

No vote, but approved to move forward for discussion with Chief Vail (OES)

d) DINS/DINM Documents – Henning discussed

Motion by Poirier to move to BoD, 2nd by Oaks – approved, “pending input and acknowledgement from CICCIS Coordinator” Chief Scott Vail (OES).

e) 2018 FIRESCOPE Plan of Work – Kelly discussed in detail

I - ICS 900 - CA Fire Services User’s Guide to Disaster Declarations and Agreements for

Cooperation; II – Review and Revise MACS 410-1 Procedures (Johnstone); III - CISM/Peer

Support Guidance (Barnett); IV - CAD to CAD Interoperability Study; V - Resource Ordering and

Overhaul; VI - Marketing and Messaging

Motion by Poirier to move to BoD, 2nd by Miller - approved

4. Discussion on the following items:

a) ICS 225 – Barnett discussion on creating one (1) all hazard form.

b) S 219 Course – Barnett discussion on inclusion of a live fire component for STEN qualification

c) Cal Chief Ops Team Collaboration - Miller

d) Resource Ordering Working Group Update – Gardner unavailable, group discussion

e) FIRESCOPE Messaging and Marketing Update – Kelly

f) MACS 410-1 Revision and MACS Exercises Update – Johnstone

g) CAD to CAD discussion.



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6. Future Board of Directors Meetings
 - a) April 11th, Cal OES Headquarters – Mather 0900

7. Reminder Next Ops Team Meeting
 - a) June 14 – 15 San Francisco
Room Deadline May 11, 2018

8. Meeting Adjourned 1430 hours and call ended