

OPERATIONS TEAM NOTES
Ventura County Headquarters
October 1, 2, 1980

Attendance:

Creel (for King)
Sellers
Land
Griggs
Monesmith
Irwin

Clark
M. Barrows
Halliburton
D. Barrows
Borden
Masoner
Biddison

1. Irwin explained the status of the FY 81 budget. Essentially, the budget is presently tied up in Congress. A handout covering FY 81 fallback budget proposals was discussed in the event full appropriations are not forthcoming. The group agreed there was not much more we could do until additional information from Washington was received.
2. Monesmith presented a computer file management problem statement and the various proposed management alternatives. A lengthy discussion followed. Ken Clark suggested some criteria to be met by the management policy:

- a. Accountability--Agency designated representative
 --Program approval system
- b. Timely access--Mode 4
- c. Meet procurement authority

Some other thoughts brought out were:

- d. Use should not conflict with future OCC (MACS) needs
- e. Multiagency applicable
- f. Should at least have a cutoff date for storage

The group agreed to have Jerry Cook and John Uribarri present a staffed out proposal for computer file usage at the next meeting.

The group also agreed that each agency would provide an individual to be a contact for ADP matters. John Uribarri was designated to coordinate with the Operations Team for identification of the individuals.

3. Monesmith explained a 7-step sequential system for computer software development. The sequence included a decision process at each step. In addition, an ADP program of work for FY 81, 82, and 83 was presented.

Halliburton moved for approval of the FY 81 plan and priorities based on current manpower and funds. In addition, the Task Force be directed to review the plans and priorities for FY 82 and 83 and submit the results

through the decision process. Also recommended adoption of the software program development process. Seconded by Borden; unanimous vote.

4. Land presented a package indicating a planned sequence for accomplishing the future support functions of the OCC by the OES. A projection of specific manpower needs and an organization development was presented based on the planned progression of systems being transferred from development to operation and maintenance.

R. Barrows moved for a recommendation that the Board support Land's presentation of anticipated sequential organizational development of the support functions of the OCC to be accomplished by the OES in accordance with the future transfer of programs from development to operation and maintenance. Seconded by K. Clark; unanimous vote.

5. R. Barrows informed the group that the State Fire Marshals will be putting on a training representative to meet their needs for accomplishing State-wide FIREScope training. A discussion followed on what the role of this individual might be and how he/she should be integrated with the FIREScope program.

R. Barrows moved that the Operations Team recognize that a State Fire Marshals' training representative will be coming onboard and that we provide proposed guidelines for his interface during the first year. Seconded by B. Halliburton; unanimous vote.

K. Clark moved that the proposed guidelines be developed by Land and the State Fire Marshals with a presentation by both at the next Operations Team meeting. Unanimous vote.

6. Irwin stressed his concerns about agency support in the development of ICS lesson plans. Urban input is especially needed. All agreed to provide support.

7. Irwin reviewed the floor plan development phases for the interim OCC.

R. Barrows moved to recommend to the Board of Directors that they approve of progressing with the remodeling as shown in the Phase I portion of the floor plans. Seconded by Halliburton; unanimous vote.

R. Griggs moved to recommend to the Board that they approve progressing with the Phase II portion of floor plans as soon as funds can be made available. Following discussion, it was agreed that Phase II development was necessary to provide adequate space for the next 5 years. Seconded by Biddison; unanimous vote.

8. Irwin presented the guidelines for identifying matching funds. The group agreed to provide any comments to the Program Office prior to the October 22 Board of Directors meeting.

9. M. Barrows presented the Task Force's expanded interpretation of the Board-approved MAC's goals. In the discussion, it was indicated that it would be unreasonable to attempt any changes in the Master Mutual Aid law, but proposals for changes in the Master Mutual Aid plan could be considered.

The expanded interpretation of the goals were approved with minor revisions.

The Operations Team agreed with the perceptions of the Task Force and recommended the package be reviewed by the Board of Directors to achieve Board agreement before the Task Force moves on to developing alternatives for accomplishing the goals.


10. M. Barrows presented a Task Force recommendation to form an S&R section work group to develop S&R positional training courses. L. Biddison moved to approve the recommendation. Seconded by Griggs; unanimous vote. The Board of Directors will be notified of the decision.
11. F. Borden moved to recommend to the Board of Directors to approve "the MACS Information Officers' Procedure Guide" as presented by M. Barrows. Seconded by Creel; unanimous vote.
12. Irwin presented the FIREScope mapping process. Creel moved for acceptance of the process with a recommendation to the Board of Directors for their commitment to proceed through implementation of Phase 3.
13. Irwin presented a review of the Dry Falls and other incidents.

R. Barrows moved to recommend that the Board of Directors endorse and participate in an Agency Administrators ICS Management Familiarization Seminar. Seconded by Land; unanimous vote.

The Program Office agreed to coordinate the development and implementation of the Seminar.

F. Borden moved to recommend that the Board adopt the policy of requiring qualified ICS advisors be dispatched to all potentially critical incidents. Seconded by Biddison; unanimous vote. The Task Force was directed to develop a list of qualified advisors and other guidelines as necessary.

14. The next Operations Team meeting is scheduled for November 20, 21, 1980. The Program Office will select a location.


ROBERT L. IRWIN
Program Manager