

OPERATIONS TEAM MEETING
ORANGE COUNTY FIRE DEPARTMENT
OCTOBER 29 AND 30, 1984

In Attendance: M. Scherr, OES (Chairman) J. Radley, ORC
R. Manzo, OES (Minutes) M. Sellers, VNC
R. Barrows, OES D. Perry, SBC
R. Griggs, CDF R. King, LAC
G. Wayne, CDF F. Borden, LFD
T. Haney, RECOPE (Guest) J. McFadden, CFA
D. Montague, USFS D. Castleman, CDF (Task Force)
J. Farrel, ORC (Guest) J. Smith, OES (Guest)

I. Opened Meeting and reviewed Minutes from last meeting.

M. Scherr made some opening comments and handed out copies of the following material:

- California O.E.S. Fire and Rescue Service Advisory Committee Roster
- FIRESCOPE Budget (Proposed FY 84-85)
- Copy of Broadcast concerning Accountable Property Officer
- Letter to R. G. Barrows from State Fire Marshal's Office
- Letter from D. Castleman (Task Force Chairman) to M. Scherr (Operations Team Chairman) concerning Incident Weather Forecast Request Form
- Letter to Chief Perry (SBC) from Chief McElwee (SBC) concerning FIRESCOPE Map Book.

R. Griggs made the introduction of the CDF personnel present.

M. Scherr introduced Terry Haney (TEMJAM), representative for the RECOPE Program.

A correction was made to the minutes from the last Operations Team Meeting. On page 3, the name "M. Scherr" was changed to read "M. Sellers".

A motion were made to have the minutes approved, provided the correction was penciled in. There was a second and all members present voted in favor of the motion.

D. Montague mentioned that it is quite apparent the RECOPE Program is not going to threaten FIRESCOPE Operations in any manner.

R. Griggs mentioned it would be a wise decision to keep abreast of RECOPE's progress in order to determine whether this concept can be useful to the FIRESCOPE Program.

M. Scherr suggested the Operations Team stay on top of RECOPE and its development through its association with Terry Haney. Also, that information about the program be kept at a high level of visibility, to see if any part of the program would be beneficial to FIRESCOPE.

II. RECOPE Program Presentation

Terry Haney shed some light on the concept for the RECOPE Program. Terry said 4 months ago a plan was initiated to create an 80 acre site at the Rialto Airport for an Emergency Management Site and Training Facility by the County of San Bernardino. Terry handed out a Concept Summary Report for RECOPE. He also displayed a blue print of the proposed site and then went on to describe what the space utilization of the 80 acre site will be.

R. Griggs mentioned to Terry Haney that as far as he knew no such commitment has been made and that CDF's participation would be clearly through its affiliation with San Bernardino County.

R. Griggs asked Terry to share any information he had concerning OES's involvement with RECOPE.

Terry informed the group that the Director of OES has expressed a desire to occupy some space at the site for OES's Region 6 Headquarters.

Terry responded by saying certain Federal agencies have been approached or have inquired about the concept, but have shown no interest in it to date.

R. Barrows asked Terry what the estimated cost would be for the main building.

Terry Haney told the group it was estimated about 3 million dollars for a Seismic, 3 Level (one level above ground and two underground) non-nuclear protected building and 7.6 million dollars for a Seismic 3 level underground nuclear protected building. Terry also mentioned the preference is with the latter. The proposed completion of the RECOPE Master Plan is scheduled for November.

Terry also mentioned that the San Bernardino County Sheriffs Department currently has a bid out for a Computer Aided Dispatch (CAD) System.

M. Sellers asked Terry if RECOPE has created a group that could try and attain some kind of funding assistance. Terry responded by saying FEMA was approached and there was some lobbying being done on RECOPE's behalf.

III. Old Business

A. Copy Machine: M. Scherr informed the Operations Team that OES has leased a Minolta Copier that meets or exceeds the specifications set by the Board, but the lease will only last through the month of December at which time OES would have to purchase a machine, because State Regulations prohibit leasing a machine for a period longer than 90 days.

The approximate cost of the machine is about \$10,000 which M. Scherr has been able to extract from the current FIRESCOPE Budget. But purchasing the machine would sharply cut into the Maintenance Budget for copying.

- R. Barrows approached CDF and USFS about possibly funding the maintenance at an estimated cost of \$900 a month.
- B. Red Flag Alert Program: M. Scherr informed the group the MACS 410-3 Red Flag Alert Notification Guide has been approved by the Operations Team and is to be utilized. He also stated distribution of the Red Flag Alert Notification Guides to the operational areas was under way.
- C. OCC Conference Room: M. Scherr informed the group the cabinets installed in the OCC Conference Room were currently being stained and when the staining is completed the final preparations for the room would be made.
- D. FIRESCOPE Cooperative Agreement: R. Barrows briefly covered what was in the actual Agreement Package. D. Montague asked R. Barrows a question about the increase in the USFS share. R. Barrows explained the increase to D. Montague.
- E. Terminal Agreements: R. Griggs asked M. Scherr to have all CDF Units Terminal Agreements sent to his office at Region VI Headquarters.
- R. Barrows felt M. Scherr should also have an agreement signed for every piece of equipment turned over by the USFS.
- F. Lesson Plans: M. Scherr informed the group the Lesson Plans are moving right along and those that were submitted are currently being reviewed for approval.
- J. McFadden mentioned to the group that those submitted to his officer are being processed and preparations are under way for attaining and training qualified instructors.
- J. McFadden also mentioned the latest Lesson Plan, Strike Team Leader Engines, is almost finished and would be submitted for final review.
- D. Castleman said they had circumvented the current system, so they could present their latest Lesson Plan at this meeting for review.
- J. McFadden distributed a copy of the latest ICS Contract Lesson Plan Development, which showed the progress of all Lesson Plans submitted.
- G. SFM, ICS Lesson Plans and Instructor Certification: D. Montague suggested a face to face meeting with the State Fire Marshal representative in order to clarify certain matters that have been addressed and no response has been returned by that office.
- R. Barrows reminded the group the current system for Lesson Plan review and approval was designed and implemented solely for FIRESCOPE and it should remain within the systems structure. If statewide implementation is desired later on, let those agencies interested pursue the matter with FIRESCOPE Program. For the present, return all control for Lesson Plan approval back within the FIRESCOPE System.
- R. Barrows also suggested this matter of Lesson Plan approval or certification be brought up at the next State Advisory Committee Meeting, to get their input on this matter.

After a lengthy discussion on this matter, it was agreed that the following question would be presented to the State Fire Marshal:

- What needs to be done to have Approved Courses?
- What needs to be done to have Approved Instructors?
- What needs to be done to have a Fire Officer and Chief Officer Certified courses using Approved ICS courses as a standard?
- What needs to be done to have a statewide I.C.S. Coordinator?

J. Radley made a motion that D. Montague, R. Barrows, and J. McFadden set up a face to face meeting with the Fire Marshal in order to get answers to the above questions and clarification on other Lesson Plan matters. D. Perry seconded the motion, and all members present voted in favor of the motion.

- H. Mapping Program-SMAC/Coordinator: R. Barrows said the Mapping Coordinator matter is being pursued and a lot of interest is being generated. R. Barrows informed the group that Caltrans, Department of Conservation, Department of Forestry and the Department of Water Resources are very interested in supporting both the Map Products and the Mapping Coordinator position.

R. Barrows said it would take approximately \$65,000 to get the Mapping Coordinator position implemented. It will be a \$3,000 contribution per agency.

R. Barrows reminded the group both the Board of Directors and this group (Operations Team) had agreed they would provide funding if OES got the program started.

R. Barrows informed the group USGS and OES agreed that the State would have full control of the Mapping Coordinator (Resident Cartographer). R. Barrows asked the group to show support for this program by lobbying to whatever level or body is necessary.

- I. RETRACK Program- San Bernardino Area Coordinator

R. Manzo informed the group on the progress and functionality of the proposed Strike Team Tracking Program. It was mentioned that the program description has been completed and the program development has begun.

- J. FIRESCOPE-Augmentation Budget Request

R. Barrows informed the group about the current Budget Change Proposal, the progress of getting a technological study done and the Radio Cache.

R. Barrows said there were currently 5 items for which the Office of Emergency Services is trying to get support and funding. They are as follows:

1. State Sponsorship of FIREScope- as estimated million dollars a year for a 5 year period.
2. Full-time Mapping Coordinator position.
3. Mapping Products for Regions I and VI (approximately \$158,000 for 386 quads in Southern California)
4. A Computer Programmer position for OES Sacramento.
5. Continuing budget of the OCC.

R. Barrows also informed the group these items were to be totally State sponsored and hoped all Local and Federal agencies will benefit from these programs would share some of the expense.

R. Barrows and M. Scherr explained to the group the concept of the Document Control Revolving Fund.

R. Barrows informed the group about the Hazardous Material Form and Data Base created on the Prime Computer for the OES Hazardous Material Section. He went on to explain its relationship with the Hazmat Specialty Group of FIREScope and its potential informational benefits at our disposal.

R. Barrows also mentioned the State asked OES about possibly using a satellite link for the two computer systems on an experimental basis and OES said yes.

K. CALFIRMS-FIREScope Extension North

R. Barrows informed the group various key people on the Fire and Rescue Service Advisory Committee will provide vital FIREScope representation in CALFIRMS (FIREScope North).

L. Silent 700's:

The copy of the letter informing the FIREScope Coordination Points how the Silent 700 Portable Terminals can be obtained and where they will be located, also explaining the procedure was handed out.

R. Griggs suggested this letter be submitted to the Task Force in order to have guidelines set up for requisition of these terminals according to current procedures used.

This matter was then discussed by the group and a motion was made that the letter be re-done, including a procedure for maintaining and ordering. This letter is to be returned to R. Praytor (SSM). D. Montague second the motion, and all members present approved the motion.

IV. Task Force Report

D. Castleman informed the group about the Task Force's establishing of criteria for admission into FIREScope. The report FIREScope Program Membership Criteria was presented.

D. Perry then asked a question about item 5, page 2 of this report. The question was, "What should be the parameters described as; should have major wildland protection area.?"

R. Griggs also mentioned maybe there should be something in this report concerning resources as another parameter for meeting criteria under item 5.

It was then suggested the word "significant" replace "major" on item 5. But it was agreed upon to leave item 5 alone.

D. Montague brought up the item of staffing and typing of Engines. D. Castleman explained how the Task Force arrived at the current wording for items 6 and 7, also item 7 refers only to staffing of Strike Teams.

R. Barrows asked D. Castleman how much of this criteria would have to be met before there was acceptance into FIREScope.

M. Scherr and D. Castleman both said that all the criteria must be met.

D. Montague made a motion that the document be accepted with the title change from "Basic Criteria" to "Basic Minimum Criteria" and the word "FIREScope" be inserted before the words "Decision Process" of item 6. F. Borden second the motion and all members present approved.

R. Barrows then made the motion for a copy of this criteria be sent to each member of the Board of Directors. This copy would be sent in a round robin fashion with a sign off sheet attached and a scheduled due date.

D. Castleman discussed an area of concern with the Field Operations Guide, this area refers to typing and changes to this guide and the actual system. Also how the Task Force goes about requesting these changes. Currently the only change desired is Typing of OES Engines with a staffing or manning of two (2).

R. Barrows then said typing of engines has always been a problem and a possible solution would be to take the Task Force suggestions to the Board of Directors thus feeling such changes could have statewide effect on ICS.

M. Scherr suggested these items be looked at and any suggestions be made to the Operations Team. The Operations Team can then determine what kind of impact the suggestion will have and how to pursue its solution.

R. Griggs made the motion that the Task Force set a high priority on providing a problem statement on the items discussed, and this statement be delivered by June of 1985. D. Montague second the motion and all members present approved the motion.

D. Castleman said the Task Force has suggested the Incident Weather Report Form be accepted into the ICS Forms System, as per request of the National Weather Service.

R. Griggs suggested the Task Force talk with the National Weather Service and determine why the form should be made an ICS form. M. Scherr supported R. Griggs on this issue.

R. Griggs asked that the Task Force do its suggesting and recommending to the Operations Team.

F. Borden recommended the Operations Team look at the proposed changes and then a decision be made by this group whether to pursue the matter at this level or pass it on.

D. Castleman said he was looking for an answer to whether the Task Force should go ahead with reviewing the Field Operations Guide on an annual basis. R. Griggs and M. Sellers both believed annual reviewing should continue.

V. New Business

A. FIRESCOPE Mapping Briefing for USFS Director:

R. Barrows informed the group that about the briefing for the USGS Director on November 2. He also mentioned Carol Toman and Alex Cunningham of the Department of Water Resources and Debbie Bouler and Joe Mori of Caltrans would be present.

B. USFS FIRESCOPE Inventory Report:

D. Montague said this is simply going to be a visual check of all the property turned over to the FIRESCOPE Program by B. Hall of South Zone.

C. Mapping Response Book - Santa Barbara County:

M. Scherr talked about mapping, the main area of concern being the letter from D. Perry (SBC) on the Mapping Response Book with Orthophoto mapping.

M. Scherr feels it is very important to get Ventura's Response Book up to speed with the possibility of reducing the size of the maps, in order to make a more viable evaluation of the books.

The subject of producing an Evaluation Form for standardizing evaluation of these Response Books was brought up.

F. Borden made a motion that there be a Cooperative Agreement to provide support to acquiring Ventura's Response Books. In order to begin the utilization and evaluation by May of 1985, also, that the Task Force and Mapping Specialty Group to develop an evaluation form to be used by Ventura on the Response Books. R. King second the motion, and all members present approved.

M. Scherr mentioned he was asked to attend a State Wide Mapping Meeting concerning a project in the Bay Area, this meeting is sponsored by the Environmental Protection Agency.

M. Scherr shared the information concerning some quick response for Mapping Products from OES by the USFS and their effective utilization.

M. Scherr informed the group about the ICS Training for Monterey Park. The request for training came from R. King (LAC) by Monterey Park. A

total of 52 people attended and expressed their satisfaction with the training.

VI. Closing

F. Borden shared some information concerning the Multi Casualty Incident plan. It was mentioned this would not interfere with ICS, but could enhance it.

J. McFadden asked if LAC and LFD had any questions concerning the ICS Lesson Plans and Training. Neither representative did.

R. King mentioned one of his Assistant Chiefs is a member of the Earthquake and Disaster Group and that the Assistant Chief recommended to that group that ICS be adopted for all public agencies.

VII. Next Meeting

December 13 and 14, 1984
L. A. Camp #2