

Scherr

TASK FORCE MEETING SUMMARY  
OCC RIVERSIDE  
8/4/78

Attendance:

G. Vickery, LAC  
M. Scherr, OES  
G. Lund, VNC  
C. Mills, USFS

H. McElwee, SBC  
T. Haney, SDC  
M. Harris, CDF

General

- Chairman presented a draft of chairmanship duties which was accepted with some minor modification (see attached). *OK*
- Mike Scherr needs fuel type, age and slope for FIRECAST locations due 8/7/78. *Done (CDF to USFS 8) STARTED 8-12-78*
- Task Force directed chairman to forward Mapping Committee recommendation to the OPS Team with our vote of approval and request for positive action. *OK*
- T. Haney gave an overview on his proposed report to the OPS Team. *OK*
- Work started on Action Plan Matrix. Completed on 8/8/78. Copy to be forwarded under separate cover. *OK*

Prepared by J. M. Harris  
Task Force Chairman

JMH:bab

Attachment

Attachment to Task Force Meeting Summary  
8/4/78

DUTIES OF TASK FORCE CHAIRMAN

1. Scheduling and organization of all Task Force Meetings.
2. Publish meeting agendas as necessary.
3. Act as chairman of meetings.
4. Record activity of meetings and publish meeting summary reports.
5. Produce necessary correspondence from the Task Force to other FIREScope groups.
6. Act as liaison between the Task Force and other FIREScope groups, i.e. work groups; prepare briefs and give necessary reports to Operations Team, Board of Directors and the Program Office.