



**TASK FORCE  
Ladera Ranch (Orange County), CA  
August 21-22, 2013**

**Minutes**

**Members Attending:**

Chuck Butler (LFD)	Steve Winter (VNC)	Brad Darbro (CNT)
Kirk Wells (ORC)	Woody Enos (SBC)	Dave Stone (LAC)
Sean Fraley (KRN)	Ramiro Rodriguez (SFM Training)	

**Members Absent:**

**NOTE: Due to extensive fire activity and National Fire Preparedness Level 5, attendance at the Task Force meeting was limited.**

Cole Stratton (DAL)	Marc Hafner (CalFire)	Bob Bell (USFS)
Mike Lococo (Cal OES)	Ken Hood (DOI)	Gary Lane (NCF)
Ralph Domanski (Cal OES)		

**August 21, 2013**

■ **Call to order: 0957 by Chief Butler**

The Task Force (TF) was greeted by Chief Wells on behalf of Orange County Fire Authority.

**Agenda Review and Minutes Approval:**

The July Task Force meeting minutes were approved with minor corrections.

**OES Report** - No report.

***Drop Box Software Review (Non-Agenda Item) - (Wells)***

Chief Wells briefed the group on the use of ***Drop Box*** document sharing software to potentially improve FIRESCOPE document editing and sharing.

## **MACS 400-1, MACS (FIRESCOPE) Document Control System - (Wells)**

Chief Wells presented a spread sheet developed to catalog all ICS / MACS / FIRESCOPE documents. The spread sheet identifies several conflicts in the current numbering system.

- There are duplicate numbering series that are used by several specialties ( i.e., HM -222 and the HR-222 ).
- Document numbers don't always coincide with the document numbering system as described in the approved MACS 400-1 (1980).

There is not clear historical record on the document number assignment process. It appears that the ICS and MACS system may have outgrown the basic numbering system contained in the original and amended 400-1.

Task force discussion keyed on the merits and drawbacks of assigning the individual document numbers vs. reworking the indexing system.

The TF concluded that renumbering documents could cause issues with ICS / NIMS integration and other interoperable partners and systems. The TF agreed that the more practical approach is to rework the indexing titles in the 400-1 to better catalogue the current documents by name and function without amending the document numbers.

**Break 1130 - 1140**

## **MACS 400-1, MACS (FIRESCOPE) Document Control System (continued)**

Chief Wells will continue refining document and report back at next Task Force meeting.

**Lunch 1210-1320**

## **FEMP Position Manual (ICS 223-11) - (Enos)**

The draft version of the Fireline Emergency Medical Technician – Paramedic (FEMP) ICS 223-11 was reviewed. A final version of the document was edited and approved.

**Break 1455 - 1505**

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### **Haz Mat Standard Equipment List (SEL) - (Darbro)**

Chief Darbro presented a final edited version of the Haz Mat SEL as submitted by the Haz Mat Specialist Group. The Spec. Group assures that the document has been revised to meet the Task Force requests for clarity on specific items and format. A copy of the document was distributed to all TF members for review. Final consideration and approval of the Haz Mat SEL is anticipated at the September TF meeting.

A FIRESCOPE Power Point program was reviewed and amended for presentation at the “Continuing Challenge” Haz Mat Conference in Sacramento on Wednesday, September 4<sup>th</sup>, 2013.

An initial document addressing “Rapid Extraction” practices was submitted to the TF members for review prior to the September TF meeting.

### **Tactical Medic Position Manual (Butler)**

The Task Force has been asked by the Ops Team Chair to develop guidance to establish basic operational and tactical protocols for a Tactical Medic position, somewhat like the FEMP position. A request for the work will be delegated to the EMS Spec. Group through EMS Spec Group Liaison. The item should be added to their Plan of Work. The Task Force recommends aligning the concepts with current LE and EMSA work.

**Adjourned for the day by Chief Butler at 1705**

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**August 22, 2013**

■ **Call to order: 0800 by Chief Butler**

The Task Force was greeted and briefed by OCFA Deputy Chief Craig Kinoshita.

### **Lessons Learned Document (Butler)**

The Operations team has requested a “lessons learned” document to capture successes and challenges on the recent large fire incidents. Chiefs Stone, Darbro and Enos will collaborate on the document before September TF meeting.

**“Fire Following Earthquake” Document (Butler)**

Need to create a set of guidelines and expectations for fire protection during periods of time following significant earthquakes. The focus on re-establishing a consistent water supply is a key element of concern.

The Task Force feels that there are several sources of information already available on the subject in FEMA and OES documents.

The item will be tabled pending further direction from the Ops Team.

**Specialist Group Documents (Winter)**

Templates for the three core Specialist Group documents were reviewed and amended by the Task Force. Final versions were approved and will be forwarded to Chief Lococo to be posted on the web site.

**Agenda Items tabled to September meeting:**

- Web site update
- MACS 412-1 Information Coordination Procedures Guide

■ **Roundtable Discussion**

**OLD BUSINESS:**

**Spec Group Liaison Alignment**

<b>Group</b>	<b>Primary</b>	<b>Alternative</b>
Aviation:	Hood	Fraley
Communication	Stone	Stratton
Safety	Enos	Fraley
EMS	Stratton	Enos
GIS	Hafner	Lane
Predictive Services	Lane	Hood

Haz Mat	Darbro	Wells
US&R	Winter	Rodriguez
High Rise	Wells	Stone
IT	Hafner	Darbro

### **Upcoming Meetings**

- **Sept. 17-18, 2013**                      **Monterey**
- **Oct. 16-17, 2013**                      **Sacramento (McClellan)**
- **Nov. 13-14, 2013**                      **Buellton**
- **Dec. 10-11, 2013**                      **Ventura County**
- **January 28-29, 2014**                      **Shell Beach**
- **January 30-31, 2014**                      **Shell Beach (Ops Team)**
- **February 18-19, 2014**                      **San Diego**

■ **Meeting Adjourned by Chief Butler at 1130**

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**ACTION ITEMS:**

**Wells:** Continue work on 900-1 document re-write and return to Sept meeting with recommendations.

**ALL:** Review HM SEL and Rapid Extraction Documents

**Stone, Darbro and Enos:** Collaborate on Lessons Learned document before September TF meeting.

**Winter:** Forward templates and instructions to Lococo for posting.

**All:** Review *MACS 412-1 Information Coordination Procedures Guide*