

State Wildfire Qualifications Review Committee

MINUTES

February 28, 2011

01230 - 1700

PRESCOTT, AZ

MEETING CALLED BY	Susan Burger, ASFD Training Specialist
TYPE OF MEETING	Qualifications Review
ATTENDEES	Jim Downey – ASFD, Bob Arthur –Globe FD, Darrell Willis – Prescott FD, Kevin Boness - ASFD, Jayson Coil – Sedona FD, Chris Jessop – Show Low FD, Brian Lauber – ASFD, Stuart Rodeffer – Northwest FD, Mark South – Tubac FD
ABSENT	Al DiBenedetto – Scottsdale FD
GUESTS	Don Howard – Summit FD; Dugger Hughes – Northwest; Eric Marsh – Prescott FD; Mark Sachara – Ponderosa FD; Tony Sciacca - Jay Walter – Daisy Mountain FD;

ITEM #1 Discussion Items

- **Faller Certification:** Kevin Boness announced that Scott Hunt, the Arizona State Forester, has signed the Chain Saw Program. Kevin presented an overview of the program and informed the Committee Members that the Standard Operational Guideline for the program can be viewed online at www.azsf.az.gov. Kevin explained that the Chain Saw Program is not yet fully operational and is just now in the initial stages of being implemented. Some of the specific areas that are in the process of being developed include: (1) The Guideline requires that each District Forester select a District Chain Saw Program Coordinator. At the time of the meeting the Phoenix District and Tucson District have not selected a Chain Saw Program Coordinator. Bruce Banke will be the Coordinator for the Flagstaff District. The requirements and recommendations for the Program Coordinator are identified in the Guideline; (2) Including the employees from Arizona State Forestry as well as the Cooperators, there are not a sufficient number of Fallers/Sawyers who are qualified as C Certifier's to manage the training/certification needs. Kevin stated simply that we have to start somewhere and when the Chain Saw Program Coordinators have been selected, they, along with input from the District Foresters will identify a number of C Certifiers to qualify. Those people will provide a foundation upon which the program will build.
- Kevin made note several time that the State of Arizona is fully aware that there will be a need for detailed discussion and likely some revision of the criteria as the program is put into practice. Kevin offered the 15 tree cut requirement in the FALC Task Book as one example.
- There were questions regarding the qualification/certification process. Kevin explained that the FALA qualification will continue to be delegated to the authority of the Fire Departments. The Initiation of FALB/FALC task books and approval for FALB/FALC qualifications will require approval from the Qualifications Review Committee. All required NWCG training (currently S-212) and the Arizona State Forestry Task Book will be required for approval.
- Several Fire Departments have been using task books from other agencies along with the NWCG S-212 Course as they could not wait for this official State Chain Saw Program to be implemented. This fire season will be a season of transition. The people who have already been qualified (or approved as trainees) for FALB/FALC through their Fire Departments will need to submit their S-212 Certificate and the Task Book documents that the Fire Departments have been using. These documents must be submitted as soon as possible (March 15th) in order for the qualifications to be approved (or denied) by the committee via email and then included on their State Issued Red Card for the 2011 season. The Committee has decided to focus on the Hotshot Crews and the Type 2 Crews as the first priority and then will continue with the firefighters who are not on a crew as the season continues. The Granite Mountain Hotshots are active on April 9th and the Ironwood Hotshots are active April 26th.
- Request was made that the Hotshot Crews be given authority to initiate the FALB task books through the summer. That request was declined as there is already a procedure in place to contact the District Forester to gain approval between meetings.
- Kevin reminded the committee members that while it is acceptable this fire season for the Fire Department's to submit documentation for FALB/FALC based on the systems they have been using independently, at some point the Chain Saw Program will be fully in effect and the Program Committee will then identify, in greater detail, the requirements for certification.

- Some members of the Committee discussed developing, essentially, an S-312 class as a way of managing the demand for FALB/FALC certifications. The class would allow a limited number of students (i.e. 20), each student would have 2 trees, the class would be supervised by a qualified C Certifier and be observed by several qualified FALC. After the class is complete the field experts would have an audit of the course and develop it further. Once the course has been developed they would offer the class as a train the trainers class and be able to start with a developed standard.
- A request was made to post a document on the Arizona Website stating that the policy for FALA Certification has been delegated to the local Fire Departments. When the people who are in IQS and who receive their card from the Arizona State Forestry (rather than the Fire Department) are at an incident they sometimes are denied the use of Saws due to having their FALA certification on a separate red card. I suggested that the FALA qualification be included on the State Issued Red Card if the person is already in IQS and already receives their card from the Arizona Forestry. Agreed. Also noted that the FALB/FALC will be the priority this year.
- **Request to revise the open 3 task book limit for persons working on the IHS Crews:** Darrell Willis requested a revision to the requirement of "3 task books open at one time" for people who are working on Hotshot Crews and also potentially for the people working on Type 2 Crews. He stated that the people who work on the crews have a high volume of fire assignments and opportunity and need to have the option to pursue the opportunities when they arise. The Committee decided to count the combined task books as a single open book when determining the total number of books that are open. In other words, if someone has been approved to initiate their ENGB, CRWB, and FIRB task books that only "counts" as one task book open since all of those qualifications are a single resource boss qualification. The Committee still requires that a request be made to the committee to initiate the task books before the books are initiated.
- **Data Entry into IQS/ROSS:** Bob Arthur suggested that someone from each district be trained to enter the raw data into IQS and ROSS to support data entry projects. It was noted that during the summer, if activity is slow in the dispatch center, the Dispatchers do support the ROSS Data Entry for FFT1 and FFT2 firefighters as time allows. The option to merge or download data from remote users has not been utilized up to this point and the availability of such functions with IQSWeb is unknown. Susan will find out about these options and report back to the committee on April 25th.
- **Re-Initiating Task Books:** If someone has a task book that requires Committee Review and it expires, the Az. State Forestry Training Specialist (currently Susan Burger) can authorize the person to initiate a new task book provided the person's file was reviewed by the Arizona Qualifications Review Committee when they initiated that book. Copies of the cover sheet and evaluations from the expired book must be turned in to be filed in their Arizona State Training file when the new book is initiated. A copy of the Cover Sheet from the new task book must be submitted for the qualification to be entered in IQS/ROSS. While the evaluations from the expired task book may be used to demonstrate depth of experience, the person will need to complete the tasks in the new task book in their entirety.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Type 1 and 2 Crews submit documentation for FALB and FALC quals • Susan to compile for email review and update Red Cards accordingly • Phoenix District Forester select Chain Saw Program Coordinator • Tucson District Forester select Chain Saw Program Coordinator • Find out re: merging data from remote IQS Stations 	Crew Coordinators Susan Burger Jim Downey Brian Lauber Susan	asap – No Later than 3/15 Red Cards by March 30th Asap Asap April 25 th

ITEM #2	File Reviews
CONCLUSIONS	<ul style="list-style-type: none"> • <u>BEERY, Lee Ann – Az. Forestry Flagstaff:</u> Initiate RESL task book - approved • <u>BIRTCHEER, David – ADOC:</u> Initiate CRWB task book – approved • <u>BLACK, Randy William – Summit FD:</u> Initiate STEN task book - approved • <u>CLUFF, Darren -Show Low FD:</u> Initiate ICT4 task book - approved • <u>COIL, Jayson – Sedona FD:</u> Initiate SOPL task book - approved • <u>CONGER, John – Tubac FD:</u> Initiate ENGB task book -approved • <u>DAWSON, Larry – Cottonwood FD:</u> Completed ENGB task book - approved • <u>EADS, Joshua – Maricopa FD:</u> Initiate ENGB task book – approved • <u>ELLIOTT, Phillip – Az. Forestry Tucson:</u> Initiate TFLD task book – approved • <u>ELLIS, Ryan – Surprise FD:</u> Re-Initiate ENGB task book - approved • <u>EVANS, Robert – Tusayan FD:</u> Initiate MEDL task book - approved

- **FOREMAN, Dirch – Highlands FD:** Re-Initiate ICT3 task book – approved
- **FOSTER, Todd – Tempe FD:** Re-Initiate STEN & TLF D task books - approved
- **GIFFORD, Kevin – Pinion Pines FD:** Complete ENGB task book - approved
- **HEBRARD, Ted – Az. Forestry Phoenix:** New File – requesting CRWB, ENGB, ICT4 & Initiate STCR & STEN – ENGB qualification approved, submit successful evaluation from CRWB(t) assignment and ICT4 assignment then approved, when evaluations have been submitted Ted is approved to initiate STCR and STEN task books
- **JARVIS, Robert – Christopher-Kohls FD:** New File - Request ENGB – not approved; committee requests evaluations from ENGB task book and fire experience logs to document fireline hours. Also highly recommend completing S-131 training.
- **MALDONADO, Phillip –Prescott FD:** Initiate CRWB, DOZB, FIRB task books – approved provided all documents are turned in.
- **McCARTY, Dan – Prescott FD:** Complete CRWB task book, Approve CRWB assignments since October 2010 as qualified & Initiate ICT4 task book – approved. Eric Marsh agreed not to assume the committee will grant approval when someone has completed their task book while on assignment and will seek interim approval in the future from the District Forrester according to the Requirements.
- **REICHLING, Mike – Tempe FD:** Initiate PIO2 task book – approved pending BWFF documentation.
- **REIMAN, Elizabeth – Groom Creek FD:** Initiate RESL task book – approved pending required SCKN task book documents and fire experience logs documenting SCKN experience.
- **RENZI, Mary – Prescott FD:** Transfer CRWB(t) and FIRB(t) task books and initiate DOZB task book – approved pending necessary documents are on file.
- **ROSE, Marty – Helsgate FD:** New File – requesting DIVS, ICT3, STCR, TFLD, DOZB, FIRB, FALC, LSCT - approved as DIVS(t) (approved to initiate New Task Book, assignments must be local (within Arizona) until approved as DIVS), approved qualified for TFLD, STCR, DOZB, FIRB, and FALA (if he wants to pursue FALB/C he will need to complete task books per policy). ICT3 not approved – can request to initiate ICT3 task book after DIVS is complete.
- **SACHARA, Mark – Ponderosa FD:** Complete SOFR task book & Initiate DIVS task book - approved
- **SAVAGE, Bryan – Lakeside FD:** Request STEN using Crosswalk – approved as ENGB & CRWB pending submission of re-created ENGB and CRWB task books, approved to initiate STEN and ICT4 task books.
- **WALTER, Jay – Daisy Mountain FD:** Complete DIVS task book - approved
- **WHITTED, Clayton – Prescott FD:** Complete CRWB task book, Approve CRWB assignments since October 2010 as qualified & Initiate ICT4 task book – approved. Eric Marsh agreed not to assume the committee will grant approval when someone has completed their task book while on assignment and will seek interim approval in the future from the District Forrester according to the Requirements
- **WRIGHT, Larry – Cottonwood FD:** Initiate FOBS task book - approved
- **WRIGHT, Tracy - Surprise FD:** Re-Initiate ENGB task book – approved
- **YOUNG, Darren – Lakeside FD:** Complete ENGB task book & Initiate MEDL task book – ENGB qualification approved pending one more successful evaluation (do not re-create eval – obtain an evaluation from next assignment), approved to initiate MEDL task book pending Paramedic Card.

	PERSON RESPONSIBLE	DEADLINE
Update ROSS/Red Cards accordingly	Susan Burger	April 15 th 2011
ITEM #3	Next Meeting Date: April 25 2011 @ 1000 – Az. State Forestry; State Office	
CONCLUSIONS	Susan to arrange for Conference Room at State Office.	