ORANGE COUNTY FIRE AUTHORITY

OPERATIONS COMMITTEE
Regular Meeting
Agenda

Tuesday, February 13, 2024
12 noon

Orange County Fire Authority
Regional Fire Operations & Training Center
Classroom 1
One Fire Authority Road
Irvine, CA 92602

Committee Members

Bob Ruesch, Chair • Joe Kalmick, Vice Chair
Anne Mallari • John O'Neill • Vince Rossini
Dave Shawver • Chris Duncan

NOTICE REGARDING
PUBLIC ACCESS AND PARTICIPATION

This meeting is open to the public. Committee members will participate in person. There are several alternative ways to make comments including:

In Person Comments at Meeting: Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Committee on items within their subject matter jurisdiction, but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Committee and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

If you wish to speak, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to item being considered. Speaker Forms are available at the entryway of meeting location.

E-Comments: Alternatively, you may email your written comments to coa@ocfa.org. E-comments will be provided to the Committee members upon receipt and will be part of the meeting record as long as they are received during or before the Committee takes action on an item. Emails related to an item that are received after the item has been acted upon by the Committee will not be considered.

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Committee members after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact the Clerk of the Authority at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at http://www.ocfa.org under Board & Committee Agendas/Minutes.

In compliance with the Americans with Disabilities Act and Board of Directors policy, if you need reasonable accommodations to participate in this meeting, please complete the ADA Reasonable Accommodation Form available on the Agency's website and email to COA@ocfa.org, or you may contact the Clerk of the Authority at (714) 573-6040 during regular business hours to submit your request orally.   Please notify us at least 48 hours prior to the meeting to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

CALL TO ORDER - Chair Ruesch

PLEDGE OF ALLEGIANCE – Director Mallari

ROLL CALL - Clerk of the Authority

PUBLIC COMMENTS

Please refer to instructions on how to submit a public comment on Page 1 of this Agenda.

1. **PRESENTATION**
   - Quarterly Update by Deputy Chief McGovern

2. **CONSENT CALENDAR**
   All matters on the consent calendar are considered routine and are to be approved with one motion unless a director or a member of the public requests separate action on a specific item.

   A. **Minutes for the Operations Committee Meeting**
      Submitted by: Maria Huizar, Clerk of the Authority

      The record will reflect that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

      Recommended Actions:
      Approve the Minutes for the November 14, 2023, Regular Meeting as submitted.

3. **DISCUSSION CALENDAR**

   A. **Introduction to OCFA Incident Management Team**
      Submitted by: Shane Sherwood, Assistant Chief Emergency Operations North and Steve Dohman, Division 7 Chief

      Recommended Action:
      Receive and file the report.

   B. **Election of Committee Chair and Vice Chair**
      Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Maria D. Huizar, Clerk of the Authority

      Recommended Action:
      Elect a Chair and Vice Chair for 2024.

REPORTS
No items.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next regular meeting of the Operations Committee is scheduled for Tuesday, May 14, 2024, at 12:00 p.m.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54954.2(a), that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting.

_____
Maria D. Huizar, CMC
Clerk of the Authority

FUTURE AGENDA ITEMS – THREE-MONTH OUTLOOK:
- Operations Quarterly Update
- New Firehawks Helicopters (FS41)

UPCOMING MEETINGS:

Budget and Finance Committee	Wednesday, February 14, 2024, 12 noon
Executive Committee	Thursday, February 22, 2024, 5:30 p.m.
Board of Directors	Thursday, February 22, 2024, 6:00 p.m.

MINUTES
ORANGE COUNTY FIRE AUTHORITY

Operations Committee Regular Meeting
Tuesday, November 14, 2023
12 Noon

Regional Fire Operations and Training Center
Classroom One
1 Fire Authority Road
Irvine, CA 92602

CALL TO ORDER
A regular meeting of the Orange County Fire Authority Operations Committee was called to order on November 14, 2023, at 12:02 p.m. by Chair Ruesch.

PLEDGE OF ALLEGIANCE
Vice Chair Kalmick led the Assembly in the Pledge of Allegiance to the Flag.

ROLL CALL:

> Bob Ruesch, Mission Viejo, Chair
> Joe Kalmick, Seal Beach, Vice Chair
> Anne Hertz-Mallari, Cypress
> John O'Neill, Garden Grove
> Dave Shawver, Stanton

ABSENT   Chris Duncan, San Clemente
> Vince Rossini, Villa Park

Also present were:

Deputy Chief Lori Zeller	Deputy Chief TJ McGovern
Assistant Chief Robert Cortez	Assistant Chief Lori Smith
Assistant Chief Rob Capobianco	Assistant Chief Jim Ruane
Assistant Chief Tim Perkins	Assistant Chief Shane Sherwood
Assistant Chief Stephanie Holloman	Assistant General Counsel Michael Daudt
Director of Communications Matt Olson	Clerk of the Authority Maria D. Huizar

PUBLIC COMMENTS
None.

1. **PRESENTATION** (FILE 12.02E1)

Deputy Chief TJ McGovern provided a PowerPoint presentation of the Operations Quarterly Update.

2. **CONSENT CALENDAR**

    A. **Minutes for the Operations Committee Meeting** (FILE 12.02F2)

    The record will reflect that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

    On motion of Director O'Neill and second by Director Kalmick, approved 5-0 (Directors Duncan and Rossini absent) the Minutes for the August 8, 2023, Regular Meeting as submitted.

3. **DISCUSSION CALENDAR**

    A. **Overview of OCFA's Emergency Medical Services (EMS) Section** (FILE 12.02F1)

    Assistant Chief Rob Capobianco presented an Overview of the OCFA's Emergency Medical Services (EMS) section. He introduced his team of staff and their roles in managing the day to day aspects of EMS.

    On motion of Director Kalmick and second by Director Shawver, approved 5-0 (Directors Duncan and Rossini absent) to receive and file the report.

REPORTS
No items.

COMMITTEE MEMBER COMMENTS

Director Shawver reported attending a site visit of the Tustin Air Station Hangar, and inquired to the cause of the fire.

ADJOURNMENT – Chair Ruesch adjourned the meeting at 1:13 p.m. The next regular meeting of the Operations Committee is scheduled for Tuesday, February 13, 2024, at 12:00 p.m.

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Maria D. Huizar, CMC
Clerk of the Authority

Operations Committee Meeting	**Agenda Item No. 3A**
February 13, 2024	**Discussion Calendar**

Introduction to OCFA Incident Management Team

Contact(s) for Further Information

Shane Sherwood, Assistant Chief   shanesherwood@ocfa.org   714.573.6014
Emergency Operations North

Steve Dohman, Division 7 Chief   stevedohman@ocfa.org   949.396.8106

Summary

This item is submitted to provide a background and briefing on the Orange County All-Hazards Incident Management Team (OC AHIMT) that will be presented to the Operations Committee.

Prior Board/Committee Action

Not Applicable.

RECOMMENDED ACTION(S)

Receive and file the report.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Not Applicable.

Background

OCFA members have played a pivotal role on Incident Management Teams (IMT) at the local, state, and federal levels. In this presentation, we will provide an overview of the Incident Command System (ICS) and delve into the Orange County All-Hazards Incident Management Team (OC AHIMT), sharing insights from various team deployments.

The Incident Command System (ICS) originated in the 1970s as a response to wildfires in California's urban areas. FIRESCOPE (Firefighting Resources of California Organized for Potential Emergencies), an interagency task force, developed ICS. By 1980, ICS had proven successful in major wildland and urban fire incidents, evolving to become a standard for managing all-risk incidents, including special events.

In a commitment to enhance incident management efficiency, the fire service integrated the team concept with the Incident Command System (ICS). The establishment of management teams ensures the swift deployment of motivated and qualified personnel, facilitating effective response and mitigation of emergency incidents. Team members, possess extensive experience and knowledge, contribute to their home agencies, sharing valuable insights during critical times and collaborating with colleagues. OCFA proudly has numerous members embedded in local, state, and federal incident management teams.

Incident Management Teams (IMT) have a long-standing history here at the OCFA. The OCFA formed its first IMT in the early 2000s. The original team roster consisted of eleven members filling out Command and General Staff positions. The IMT supported three rosters providing weekly coverage 24/7/365. Today, the OCFA supports the Orange County All-Hazards IMT (OC AHIMT) supporting a roster of twenty-eight (28) members across three teams. The OC AHIMT is an interagency team with members from the Orange County Operational Area including law enforcement and the Camp Pendleton Fire Department.

OCFA consistently roster a Type 3 Incident Management Team on a weekly basis, ready to respond when called. The OC AHIMT is one of ten (10) Type 3 All-Hazards IMTs recognized by Cal-OES and is available to respond outside the county borders and federally under an Emergency Management Assistance Compact (EMAC). The team's diversity not only ensures success but also enriches the depth of valuable experience within the roster. Over the years, the OC AHIMT has been deployed on numerous occasions. They have responded not only to wildfires but also played crucial roles in managing vaccination pods. Most recently, the team was involved in the Tustin Hagar Incident, showcasing their adaptability and effectiveness in diverse emergency situations.

Attachment(s)
None

Orange County Fire Authority
AGENDA STAFF REPORT

Operations Committee Meeting
February 13, 2024

Agenda Item No. 3B
Discussion Calendar

Election of Committee Chair and Vice Chair

Contact(s) for Further Information

Robert Cortez, Assistant Chief   robertcortez@ocfa.org   714.573.6012
Business Services Department

Maria D. Huizar, Clerk of the Authority   mariahuizar@ocfa.org   714.573.6041

Summary
The Rules of Procedure includes provisions for the election of a Chair and Vice Chair.

Prior Board/Committee Action
This is an annual and routine item for Committee Member consideration.

RECOMMENDED ACTION(S)
Elect a Chair and Vice Chair for 2024.

Impact to Cities/County
None.

Fiscal Impact
None.

Background
The Rules of Procedure adopted by the Board of Directors includes a provision for election of the Chair and Vice Chair, as follow:

> **"RULE 10. THE STANDING COMMITTEES**
> Section (e)(2) At the first meeting of the Operations Committee following the annual election of the Chair and Vice Chair of the Board of Directors, the Directors assigned to the Operations Committee shall elect from their members a Chair and Vice Chair of the Committee."

The Chair may call for nominations for the 2024 Chair and/or Vice Chair positions, close the nominations, vote on the matter and declare the results.

Attachment(s)
None.

Orange County
All-Hazards
Incident Management Team

Objectives

➢ What is Incident Command System

➢ What is an Incident Management Team (IMT)

➢ IMT Types

➢ The Orange County All-Hazards IMT (OC AHIMT)

➢ Roles and Responsibilities

➢ Activations

➢ Questions

What is the Incident Command System(ICS)?

➤ The ICS concept was formed in 1968 at a meeting of Fire Chiefs in Southern California. The program reflects the management hierarchy of the US Navy and at first, was used mainly to fight California wildfires.

➤ During the 1970s, ICS was fully developed during massive wildfire suppression efforts in California (FIRESCOPE) that followed a series of catastrophic wildfires, starting with the massive Laguna fire in 1970.

➤ Property damage ran into the millions, and many people died or were injured. Studies determined that response problems often related to communication and management deficiencies rather than lack of resources or failure of tactics.

Incident Command System addresses

➢ Weaknesses in incident management were often due to:

- Lack of accountability, including unclear chain of command and supervision.

- Poor communication due to both inefficient uses of available communications systems and conflicting codes and terminology.

- Lack of an orderly, systematic planning process.

- No effective predefined way to integrate inter-agency requirements into the management structure and planning process.

- "Freelancing" by individuals within the first response team without direction from a team leader (IC) and those with specialized skills during an incident and without coordination with other first responders

- Lack of knowledge with common terminology during an incident.

ICS Key Concepts

➢ Unity of Command

➢ Common terminology

➢ Management by objective

➢ Flexible and modular organization

➢ Span of Control

➢ Coordination

➢ Incident Action Plans

➢ ICS forms (standardized)

➢ Comprehensive resource management

➢ Integrated communications

## Unity of Command

Under unity of command, personnel:
- Report to only one incident supervisor.
- Receive work assignments only from the assigned supervisor.

FEMA

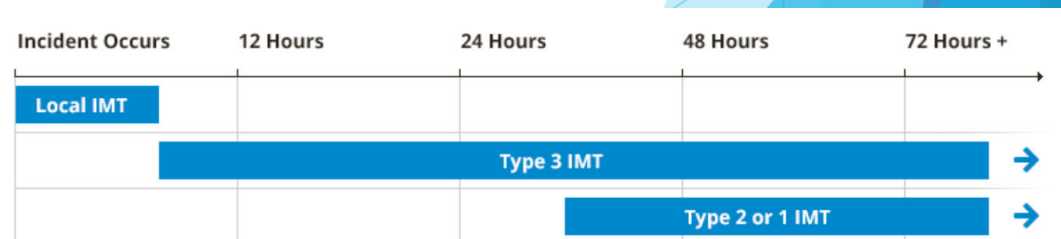Visual 3.14
ICS Features and Principles

What is an IMT?

➢ Group of highly trained and qualified personnel within defined disciplines working together on an incident or event bringing organizational structure and planning process.

➢ Has a statutory authority (Delegation of Authority / Letter of Expectations).

➢ Works for the Authority Having Jurisdiction (AHJ).

➢ Employed to handle All-Risk large-scale disasters to allow the AHJ to maintain normal operations.

➢ Includes Command and General Staff members and support personnel.

➢ Capable of supporting 24-hour day operations.
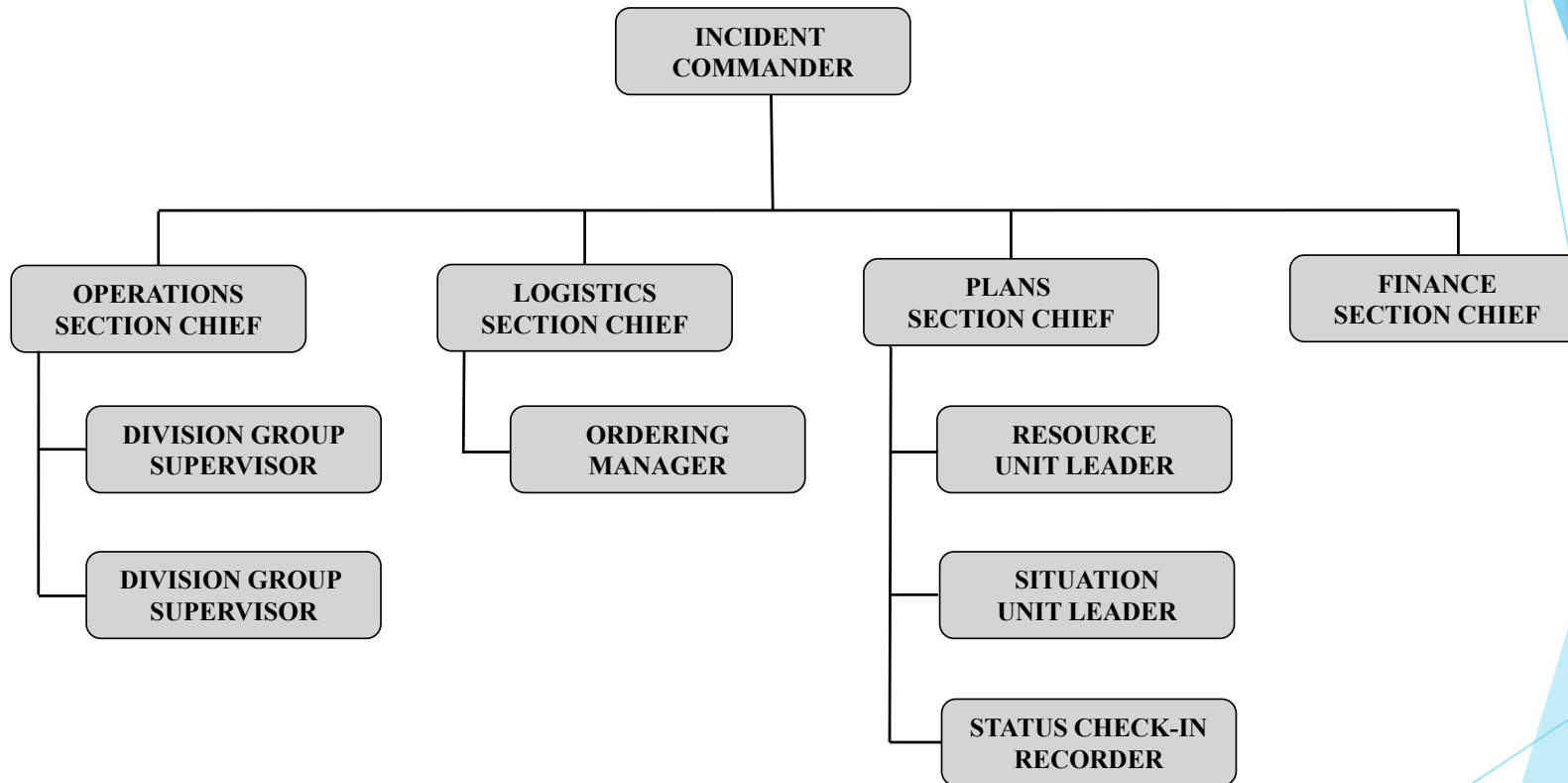
➢ Available 24 / 7 / 365.
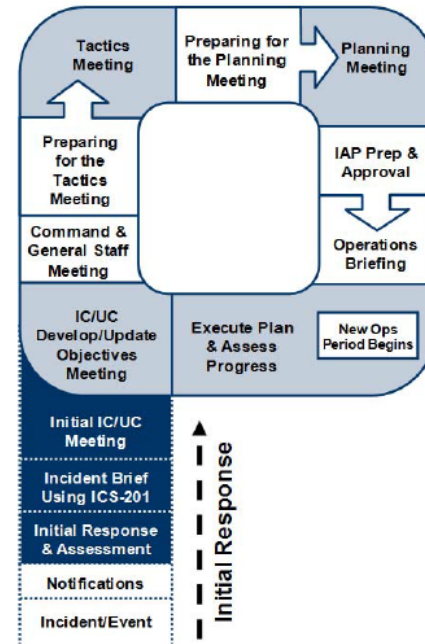
Incident Management Team Typing

Typing - Type 1 / Type 2 / Type 3

➢ Operate on local, state, and federal incidents

➢ **Type 1** (State and Federal Teams / up to 70 members)

  ➢ Large incidents with multiple operational periods (greater than 1,000 responders)

  ➢ Multiple divisions/branches

➢ **Type 2** (State and Federal Teams / up to 56 members

  ➢ Large incidents with multiple operational periods (500 – 1,000 responders)

  ➢ Multiple divisions/branches

➢ **Type 3** (Local teams / up to 28 members)

  ➢ Large incidents with multiple operational periods (up to 500 responders)

  ➢ Multiple divisions

  ➢ Incident duration 72 – 96 hours avg.

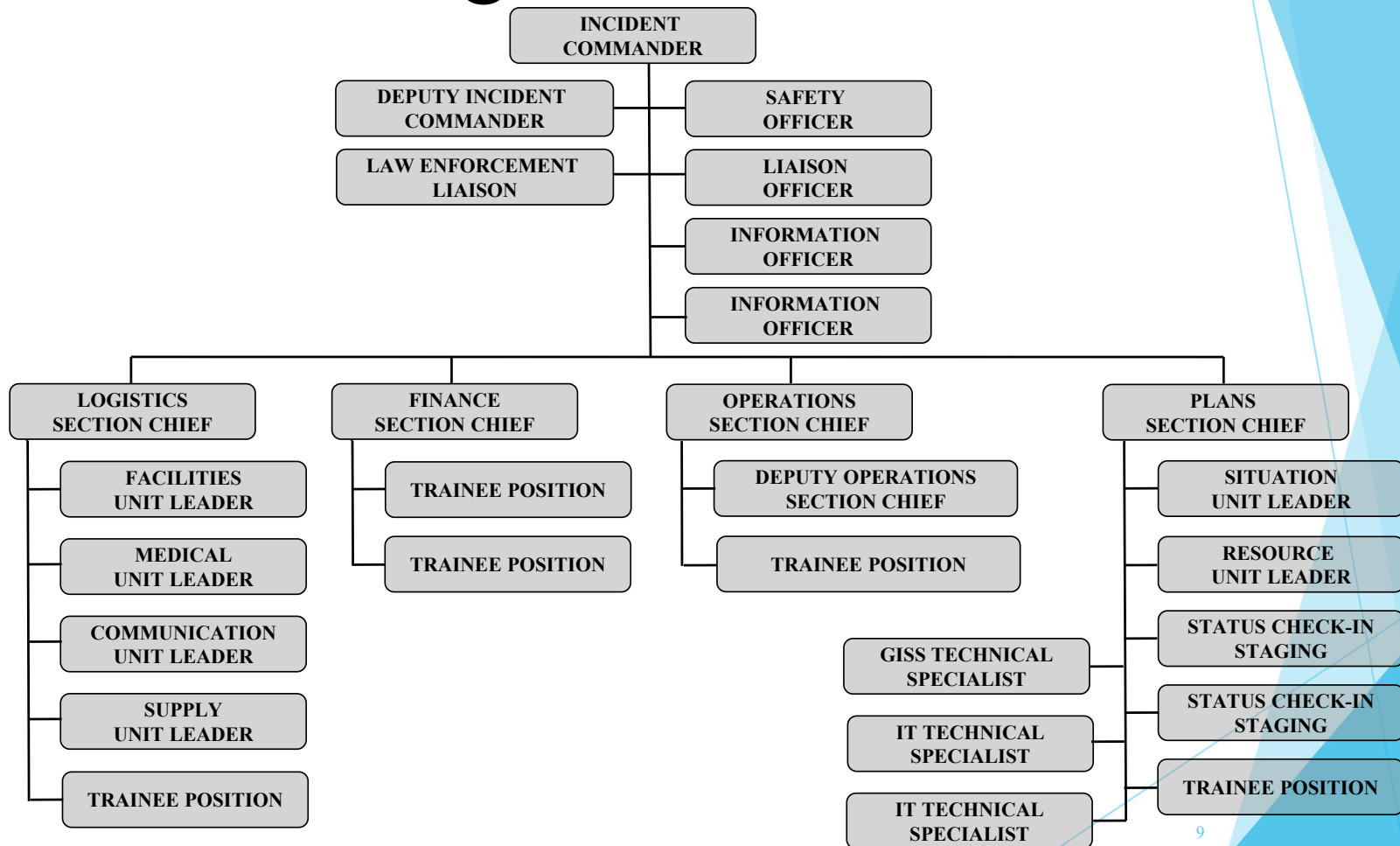| Incident Occurs	12 Hours	24 Hours	48 Hours	72 Hours +
Local IMT				
	Type 3 IMT			→
			Type 2 or 1 IMT	→

Original IMT Org Chart

*11 IMT Members / no trainees

OC AHIMT Org Chart

*23 IMT Members + 5 trainee positions

OC AHIMT Org Structure
Command and General Staff Members

Command Staff (7 members)

- Incident Commander x 2
  - Liaison Officer
  - Law Enforcement Officer
  - Safety Officer
  - Information Officer x 2

*Trainee's (5 members)

- Operations x 1
- Logistics x 1
- Plans x 1
- Finance x 2

General Staff (16 members)

- Operations Section Chief x 2
- Plans Section Chief
  - Situation Unit Leader
  - Resource Unit Leader
  - Status/Check-In x 2
  - GIS Specialist
  - IT Tech Specialist x 2
- Logistics Section Chief
  - Facility Unit Leader
  - Communication Unit Leader
  - Medical Unit Leader
  - Supply Unit Leader
- Finance Section Chief

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OC AHIMT

➤ Team Rotations

  ➤ Weekly Rotation between the 3 rostered OC AHIMTs

➤ Available for 14-day assignments

➤ Paid portal-to-portal for the duration of the incident

➤ Available to support local incidents and events

➤ May deploy to state and federal incidents as requested

➤ Attend required and recommended training as available

➤ Participate in annual exercises and meetings

ORANGE COUNTY
All Hazard Incident Management Team

Team Expectations

ACCOUNTABILITY AND AVAILABILITY

- Each team is up for rotation every three weeks. It is the expectation that as a member of this team, you will respond to emails, text notifications, and request promptly. The Plans Section will send out an availability link one week prior to your scheduled rotation week that requires your attention and input

- If you are not available to cover your rotation week, it is your responsibility to find a substitute to cover your spot. Once your sub has been identified, update your IMT Weekly Rotation Roster and notify your supervisor and your Resource Unit Leader (RESL) with the name and contact information for your substitute.

OC AHIMT AVAILABILITY LINK / ROSTERS / ROTATION CALENDAR

- Please try to be available during our Team Rotations. Many, if not all of us, have commitments with other teams, not to mention our home lives. If you know you are not going to be available, please don't wait until the last minute to find coverage.

ACTIVATIONS

- Team Activations will be communicated through any/all the following means: Phone Tree, Text Msg, WhatsApp, Alert OC.

- When your team is activated, it is expected that you will immediately begin to prepare to mobilize to the reporting location within 30 minutes. Your immediate response to support the IMT is important and should not be delayed.

- **On-Duty:** Immediately notify your supervisor and DMPC that you need priority relief due to the IMT Activation. You are not permitted to leave your duty assignment until you have been relieved or received direct approval from your IC.
  - Notify your direct supervisor and the RESL of your status and ETA to the incident.

- **Off-Duty:** Immediately prepare to respond to the incident. Secure uniforms, safety gear, personal kit, and Agency vehicle (if needed) and respond to the identified reporting location and check-in with your direct supervisor or Incident Commander.

- Participate in the Team Activation Conference Call. Be ready to speak for your Section and address any concerns/needs known.

- Ensure you capture any challenges and successes starting with the Activation and throughout the incident for your Section. All Team Members are expected to provide input for the After-Action Review (AAR) and Post Incident Action Summary (PIAS).

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OC AHIMT - TEAM EXPECTATIONS
6/11/2023 Updated

OC AHIMT

Interagency IMT

- OCFA, HBFD, CMFD, OFD, AFD, CPD FD, IPD, OCSD

- Typically responds to local incidents within Orange County Operational Area

- Can respond to State and Federal incidents through Cal-OES or EMAC

- Rostered with 23 members (includes 5 dedicated trainee positions)

- Deployed to multiple OCFA incidents as well as local Op Area and EMAC request

- Past Deployments

  - Santiago Fire, Canyon 1 & 2 Fire, Silverado Fire, Bond/Blueridge Fire, Emerald Fire, and Coastal Fire

  - New Mexico EOC (EMAC)

  - Hangar Fire and Covid Vaccination Pods (OC Operational Area)

TEAM LINKS

| TEAM 1 AVAILABILITY / ROSTER | TEAM 2 AVAILABILITY / ROSTER | TEAM 3 AVAILABILITY / ROSTER |
| ROTATION CALENDAR | OC AHIMT STANDARD OPERATING GUIDELINES | TEAM FOLDERS (G-DRIVE) |

CURRENT INCIDENT INFORMATION

CURRENT INCIDENT WEBSITE

OC IMT REMOTE CHECK-IN

ORDERING FORM (213) **UNDER CONSTRUCTION**

MAP REQUEST FORM **UNDER CONSTRUCTION**

FOR PUBLIC SHARING

COMMON LINKS

Questions?