

MEETING MINUTES

Arizona State Wildfire Qualifications Review Committee

Date 04/12/2006

Time 1000

Location Phx Community Center, Deer Valley

Scheduled Time			Actual Time		
Start	Stop	Total Hours	Start	Stop	Total Hours
1000	1400	4.0	1000	1500	5.0
Persons Attending					
1	Scott Hunt – ASLD				
2	Kevin Boness – ASLD				
3	Brian Lauber – ASLD				
4	Judy Wood – ALSA				
5	Bob Arthur – Globe F.D.				
6	Mark South – Rio Rico F.D.				
7	Duane Steinbrink – Prescott F.D.				
8	Jason Coil – Sedona F.D.				
9	Cliff Pearlberg - ASLD				
10					
Items Discussed					✓
1	<p>Introductions. Paul Summerfelt, Flagstaff Fire Department and Dan Wills, Sedona Fire Department, attended as guests. Their input was welcomed during the review process.</p>				
2	<p>Additions and/or Changes to Committee Bylaws and/or Guidelines: The question was raised – Who issues Taskbooks, who certifies taskbooks? Can the State issue taskbooks, or should that responsibility remain with the individual Departments? It was unanimously decided (and voted upon to include into the Committee Guidelines) that the Home Unit shall be responsible for issuing taskbooks, only AFTER the Committee approval. In other words, if an individual would like to start training as a Strike Team Leader, he/she shall request approval from the Committee, and after receiving that approval, his/her Home Unit shall initiate the new taskbook, and the State will issue a new Qualifications Card. Likewise for Agency Certification. Reference NWCG 310-1, January 2006, page 24.</p>				
3	<p>Discussion regarding Contractors: Steve McDaniel with Rural Metro – Yuma (a private contractor) has requested that the Committee review his file and issue a Red Card to him. Per NWCG 310-1, page 11, “Agencies shall not certify private contractors except where formal agreements are in place...” The State District Foresters will clarify whether or not an EERA falls under this clause at their next District Foresters Meeting. Mr. McDaniels will be notified.</p>				
4	<p>Qualifications reviewed included 19 firefighters and 9 Firewise Advisors and Assessors</p>				
5	<p>Next meeting is scheduled for Thursday, May 4, 2006, at 10:00 AM. Location – Phoenix Community Center located at 35th Avenue & Pinnacle Peak Rd, Phoenix.</p>				
6					
7					
8					

MEETING MINUTES

Meeting Description Arizona State Wildfire Qualifications Review Committee

Date 10/16/2006

Time 1000

Location Phx Community Center, Deer Valley

Scheduled Time			Actual Time		
Start	Stop	Total Hours	Start	Stop	Total Hours
1000	1400	4.0	1000	1600	6
Committee Members:					
1	Scott Hunt – ASLD				
2	Kevin Boness – ASLD (not in attendance)				
3	Brian Lauber – ASLD				
4	Judy Wood – ASLD				
5	Ron Melcher – ASLD				
6	Dave Behrens – ASLD				
7	Bob Arthur – Globe Fire Dept.				
8	Jim Pond – Highlands Fire Dept.				
9	Mark South – Rio Rico Fire Dept.				
10	Darrell Miller – Rio Rico Fire Dept.				
11	Duane Steinbrink – Prescott Fire Dept.				
12	Jayson Coil – Sedona Fire Dept. (not in attendance)				
13	Cliff Pearlberg – ASLD				
14	Bruce Banke – ASLD (on behalf of Kevin Boness)				
Items Discussed	✓				
1	Introductions: Chris Jessop with Show Low Fire Department attended as a guest.				✓
2	Previous Meeting Minutes reviewed and approved.				✓
3	Addition to Committee: Committee Secretary, Judy Wood requested that the Committee elevate her status within the Committee to that of a “voting” member, so that in the future there may not be as much difficulty scheduling a meeting with enough voting members in attendance to constitute a quorum. Previously the Committee required 7 of the 10 Members be present to vote, now 7 of 11 will be needed. This allows for more flexibility within the Committee. All approved.				✓

4	<p><u>Firewise Advisors:</u> Cliff expressed his concern on the lack of Firewise Advisor records being submitted from within the Division (ASLD). Reminder to the District Foresters.</p>	√
5	<p><u>Established Dates for Records and Red Cards:</u> To be incorporated into the Committee By Laws as follows:</p> <ul style="list-style-type: none"> • <u>Red Cards</u> will be issued no later than April 1 of each year, through June 1, with the exception of “Emergency” Cards as defined within the Committee By Laws (example: a dire need for someone in that position when there are no others available). Any taskbooks completed after June 1 will be presented to the Committee in the first Fall review. • <u>Fire Experience Records</u> are required to be submitted no later than December 1 of each year, allowing for adequate time for data entry, prior to the issuance of Red Cards. • <u>Pack Test and Refresher Classes</u> – Judy will modify the Red Cards, with a space for dates of Refresher Training and Pack Test results. This will require the receiving party to document their pack test and refresher training. (See attached DRAFT) Note the disclaimer. 	√
6	<p><u>Committee Meeting Locations:</u> It was discussed whether to rotate meeting places – but was voted down. Phoenix is the most central of locations for all parties.</p>	√
7	<p><u>Website:</u> There was a brief discussion regarding the posting of Committee Meeting Minutes as well as forms, etc. Per Cliff, the website is being redesigned.</p>	√
8	<p><u>Clarification regarding NWCG pre-requisites:</u> A question came up regarding whether or not NWCG had combined ENGB with ICT4 – the answer is NO, Although, Single Resource is required for ICT4. The only known change to NWCG 310-1 since the latest printing of April, 2006, is that RESL and DMOB have now been combined.</p>	√
9	<p><u>Rural Metro and Other “Contractors”:</u> The question has again come up regarding whether or not the Qualifications Review Committee will oversee the carding of Overhead Resources at the ENGB/CRWB level, with regard to Contractors. It still is the general consensus that NO, the Committee is not authorized to do so, per NWCG 310-1. However, we may reserve the right to review their training records. This discussion will again be tabled.</p>	√
10	<p><u>Tracking other State Agency Training:</u> Unanimously, YES –, we should be tracking and carding other individuals from ADOT, ADOC, etc – if they are at or above the ENGB/CRWB level. Judy will draft a letter for Dave Behrens to sign.</p>	√

11	<p><u>FFT1 – Advanced Firefighter/Squad Boss Taskbooks:</u> Judy brought it to the attention of the Committee that in processing the incoming files for ENGB/CRWB, it is becoming more and more evident that individuals in the more Rural areas of the State have not completed their FFT1 Taskbooks, but have gone directly from BWFF into their ENGB Taskbooks. The Committee has decided to look at this on a case by case basis, to including examining the extent of their experience as a qualified ENGB and have they successfully completed all other requirements. Individuals who have not completed their ENGB taskbook will be required to first meet the prerequisites of FFT1. It is felt that in many cases, there may not have been a FFT1 Taskbook in existence, but at minimum, the class S-131 will be required.</p>	√
12	<p><u>Training Files Reviewed:</u></p> <p>BONESS, Kevin: Approved for PSC2 (t) – need Taskbook Initiation Page for IQS.</p> <p>BUTLER, Ken: Due to expired qualifications, Ken must receive a satisfactory performance evaluation to re-establish his qualifications. Judy will contact Ken to see at what level he would like to start (he was previously carded up through ICT1).</p> <p>CAROTHERS, Cougan: Needs to supply a copy of S-130/190 or submit a letter from Pruett Small stating that he has taken the class. Once documentation is received, approved through ENGB.</p> <p>CAUSER, Jesse: Completed taskbooks ENGB, CRWB and ICT4 – approved.</p> <p>COLLIER, Marsha: Completed DMOB and RESL taskbooks – approved. It is highly recommended by the Committee that Marsha take S-261.</p> <p>COLLINS, Brian: Table until next review meeting – missing some documentation.</p> <p>CUPELL, Todd: Required to take the S-131 course. Once documentation has been received, approved through ENGB.</p> <p>FOSTER, Todd: Approved through ENGB, CRWB and ICT4.</p> <p>FRAZEE, Dan: There was no taskbook submitted for MEDL – must provide copy of taskbook, or other documentation to satisfy this requirement.</p> <p>HALL, Justin: Approved through CRWB (qualified) and ENGB (trainee). Required to take S-231, S-260 and 261, and it is strongly recommended by this Committee that he also take S-234.</p> <p>HOWARD, Don: Must submit an ICT3 Certification Page, signed by someone other than himself – approved through ICT3 (qualified).</p>	√

Reviews continued:

- HUGHES, Dugger:** Approved through ICT1 (trainee) and SOF2 (trainee). Needs to submit copies of all training certificates to supplement the IQCS Master Record from the Forest Service.
- JESSOP, Chris:** Approved through STEN (trainee). Must submit a summary of Fire Experience 1990 – 2000.
- KINGSLELY, Al:** Approved through ICT4 (trainee).
- LINDQUIST, Ed:** Approved through STEN (trainee). Chris Jessop will work with Ed to recreate the S-130/190 and S-230/231 classes which were given “in-house”.
- LOMBARDO, Steve:** Approved through STEN & TFLD. No documentation submitted for required class S-290. Advised to take the self study course and submit documentation.
- McKINNON, Alex:** Approved through DIVS. Also must take the required S-290 class, or submit documentation if the class had been taken already.
- MORRIS, Billy:** Approved through STEN (trainee). This Committee strongly recommends that S-260/261 be taken.
- ORRILL, Bob:** Table until next review. ** see note.
- SHIERY, Mark:** Table until next review. ** see note.
- RODEFFER, Stu:** Completed FACL taskbook approved. ICT4 taskbook incomplete – reference the State’s “Minimum Experience Guidelines” – need a total of 60 fireline hours, etc.
- ROMERO, Wilford:** Completed TIME taskbook – approved.
- SCHWISOW, Scott:** Completed TLFD taskbook – approved.
- SOLBERG, Eric:** Completed GSUL taskbook – approved.
- UPCHURCH, Chad:** Completed CRWB taskbook – approved.
- WALTER, Jay:** Approved through STEN/TFLD and ICT4.

** Paul Summerfelt, who submitted STEN taskbooks on behalf of Bob Orrill and Mark Shierly, will be invited to the next Committee Meeting to discuss the “Minimum Experience Requirements” for completing taskbooks.

13	<u>Next Meeting:</u> The next meeting has been scheduled for Tuesday and Wednesday, December 5 & 6, at 10:00. Location: City of Phoenix Community Center located at 35 th Avenue and Pinnacle Peak Road.	√
----	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---

MEETING MINUTES

Meeting Description Arizona State Wildfire Qualifications Review Committee

Date 12/05/2006

Time 1000

Location Phx Community Center, Deer Valley

Scheduled Time			Actual Time		
Start	Stop	Hours	Start	Stop	Hours
1000	1500	5	1000	1500	5
Committee Members:					
1	Scott Hunt – ASLD				
2	Kevin Boness – ASLD				
3	Brian Lauber – ASLD				
4	Judy Wood – ASLD				
5	Ron Melcher – ASLD				
6	Dave Behrens – ASLD				
7	Bob Arthur – Globe Fire Dept.				
8	Jim Pond – Highlands Fire Dept.				
9	Mark South – Tubac Fire Dept.				
10	Darrell Miller (not in attendance)				
11	Duane Steinbrink – Prescott Fire Dept.				
12	Jayson Coil – Sedona Fire Dept.				
13	Cliff Pearlberg – ASLD				
14	Dave Behrens – ASLD				
DISCUSSION ITEMS					
1	Introductions: Chris Jessop with Show Low Fire Department attended as a guest as well as Glenn Joki. Dispatch Center Manager for AIFC.				√
2	Previous Meeting Minutes reviewed and approved.				√
3	<p>Flagstaff Fire Dept – special review session: A special review session was held with Paul Summerfelt, Wildland Training Coordinator for Flagstaff Fire Dept. to go over documentation previously submitted to the Committee for review, as follows:</p> <p>Bob Orrill: In March, 2005, a STEN taskbook was reviewed with approval declined due to lack of adequate training assignments. Mr. Orrill was instructed by this Committee to take additional assignments (see file). The taskbook in question was again submitted for the October 2006 review. The stipulations set forth by this Committee in 2005 had not been met. Approval was declined with instruction to Mr. Orrill to take at least one additional assignment (see file for detail).</p> <p>Mark Shiery: In May 2006, a newly initiated taskbook for STEN/TFLD was approved for Mr. Shiery. During the season of 2006, Mr. Shiery had worked on several assignments as TFLD, and subsequently was recommended for certification. Mr. Shiery did not however receive any training assignments for STEN. The Committee approved taskbook completion for the position of TFLD, but Mr. Shiery has been instructed to complete the taskbook for STEN (if it is his choice to pursue the STEN position).</p>				√

4	<p>State Overhead Resources – Trainees: A discussion was had regarding getting trainees out on assignments during fire season. Judy will compile a list of trainees for AIFC dispatch to consult for the 2007 fire season and subsequent fire seasons.</p>	√
5	<p>Revisions to the State “Minimum Experience Guidelines”: Due to the changes in NWCG 310-1, it has become apparent that the State’s Guidelines must also be revised, to reflect these changes (example: Structure Protection Specialist). Guidelines will also be added for CRWB and DIVS. Scott Hunt will draft the revision and additions for Committee approval at the next meeting.</p>	√
6	<p>NIMS Training Requirements: It is now a requirement for Federal employees to complete IS-700 and IS-800. Although it is not yet a requirement of the State, Judy will send notice to all Red Card recipients that it is strongly suggested that this online training be taken as it may become a requirement in the near future.</p>	√
7	<p>Training Files Reviewed:</p> <p>NORDYKE, Greg: Approved for LOFR (t).</p> <p>HARWOOD, Doug: Approved for ENGB / CRWB and ICT4.</p> <p>MOSER, Corey: Approved for ENGB ** Must submit S-131 Certificate prior to issuance of Red Card.</p> <p>SACHARA, Mark: Approved for ENGB ** S-230/231 Certificate was mailed.</p> <p>BALLARD, Jack: Approved for ENGB and ICT4 once completed taskbooks are received.</p> <p>COLLINS, Bryan: Approved for ENGB / CRWB qualified and ICT4 trainee.</p> <p>GARCIA, Sam: Approved for MEDL trainee – must submit taskbook Initiation Page and EMT Certification.</p> <p>HANER, Jim: Table for next review – additional fire experience records needed and must also take S-200 before starting ICT4 training.</p> <p>LASSEN, Brian: Approved for ENGB qualified and ICT4 trainee. Needs to take additional assignments as CRWB trainee prior to certification.</p> <p>MEYER, Robert: Table – need an ENGB taskbook (re-create utilizing documented experience). Once received, then file can be evaluated for STEN (t).</p> <p>MYERS, Kenny: Table for next review – Committee would like to see additional fire experience records (from the beginning – summary).</p> <p>PRANGE, Ross: Approved for STEN (t) – need to update his fire experience from the letter he sent. Also need a STEN taskbook Initiation Page. ** Need fire experience records for MEDL assignments if he is to maintain that qualification – no experience documented.</p> <p>SANDERSON, Sam: Approved for FIRB (t) (RXI2) and ENGB (t) – must be qualified as ENGB prior to starting ICT4.</p> <p>SHEARER, Dan: Approved for STEN (t) – Jim Pond will initiate a new taskbook and send a copy.</p> <p>WEST, Allan: Due to extenuating circumstances – the Committee would like to receive a letter verifying fire department sponsorship prior to any further review (Reserve Firefighter).</p>	√

8	<p><u>ENGB/CRWB Group – Records Needed:</u> Judy distributed a working copy of a spreadsheet, identifying those individuals known to be at the ENGB / CRWB / ICT4 level. Approximately 80% of the individuals have not sent any records, or have sent incomplete records. Judy will draft and send a letter to each individual identified, requesting letters. Deadline to receive requested documentation: January 15, 2007 (this allows ample time to process the records prior to the next meeting). If the requested records are not received by March 1, 2007, these individuals will be temporarily suspended from ROSS until such a time that complete records have been submitted. This will also be stated in the letter. <u>Only one letter will be sent.</u></p>	√
9	<p><u>New State Red Card:</u> As per the last meeting, Judy drafted and distributed a copy of the new State Red Card, with a space for Fitness Test Date, Refresher Date and a signature line. This is to be completed by either the Training Officer or Fire Chief of the Department where the individual works. Also included was a disclaimer that the card is “INVALID” unless the Fitness Test and Refresher are signed and dated. It will be the Red Card recipient’s responsibility to ensure that this has been filled out. A notice explaining this section will be included with the 2007 Red Cards.</p> <p>See example below.</p>	√
10	<p><u>Committee Membership:</u> As per the Qualification Review Committee Guidelines, Committee Membership (Fire Department Representatives) is limited to 2 years. The Committee unanimously voted to retain the current representatives through the ENGB / CRWB review process. The Tucson District Office will actively seek a replacement for Darrell Miller with another representative from Southeast Arizona.</p>	√
11	<p><u>D.O.I. and F.S. Membership:</u> It had been suggested that the Qualifications Review Committee invite (1) representative from both the Department of Interior and from the Forest Service, to join the Committee. This Committee has always had an “open door” policy - allowing anyone wishing to attend a Qualifications Review Meeting to do so – but agreed that the number of “guests” should be kept to a minimum due to limited seating. The Committee unanimously agreed not to add any voting members at this time. One key member from each Agency (DOI and FS) will be invited to the next meeting.</p>	√
12	<p><u>Next Meeting:</u> February 21 & 22, 2007, beginning at 10:00 AM. Location – City of Phoenix Community Center located at the SWC of 35th Avenue & Pinnacle Peak Rd., Phoenix.</p>	√

EXAMPLE – NEW AZ STATE INCIDENT QUALIFICATION CARD

DOE, John				123-45-6789	
AZ	AZ-AZS-DVO	Smokey Bear FD	M	06	
Qualifications:					
FBAN					
LOFR					
THSP (NON NWCG - STATE ONLY)					
FITNESS TEST DATE: _____					
REFRESHER DATE: _____					
Signature: _____					
Title: _____					
Training Needs:					
<p>Pursuant to the General Provisions to the State Foresters Cooperative Agreement Form FM 104A, Section 14, the Chief and/or Training Officer of the Cooperative Department ensures that the personnel listed above meet NWCG's requirements for fitness and training.</p> <p>INVALID UNLESS SIGNED AND DATED ABOVE</p>					
Mr. Officer			Fire Management Officer		

MEETING MINUTES

Meeting Description Arizona State Wildfire Qualifications Review Committee

Date 02/21/2007

Time 1000

Location Phx Community Center, Deer Valley

Scheduled Time			Actual Time		
Start	Stop	Hours	Start	Stop	Hours
1000	1700	7	1000	1700	7
Committee Members:					
1	Scott Hunt – ASLD				
2	Kevin Boness – ASLD (not in attendance)				
3	Brian Lauber – ASLD				
4	Judy Wood – ASLD				
5	Ron Melcher – ASLD (not in attendance)				
6	Dave Behrens – ASLD (not in attendance)				
7	Bob Arthur – Globe Fire Dept. (not in attendance)				
8	Jim Pond – Highlands Fire Dept.				
9	Mark South – Tubac Fire Dept.				
10	Darrell Miller – Tubac Fire Dept. (not in attendance)				
11	Duane Steinbrink – Prescott Fire Dept.				
12	Jayson Coil – Sedona Fire Dept.				
13	Cliff Pearlberg – ASLD				
DISCUSSION ITEMS					
1	Introductions: Bill Dekker with Pine-Strawberry Fire Department attended as a guest.				√
2	Issues involving the submittal of unsigned training certificates and discrepancies with fire experience records were discussed. It was voted that 1) all certificates must be signed, or a signed letter of verification must be submitted and 2) the fire experience records most recently submitted would be utilized. It is the expressed opinion of this Committee as well as that of the State Forester that, all records submitted by each and every Fire Department will be reviewed from the stance that each fire department, on their honor, has submitted records based on factual events and circumstances. Therefore, all submittals for FFD ENGB personnel training file documentation will be re-evaluated utilizing the most recent submittals and FFD will be notified of any deficiencies. The Committee also received (3) requests to approve the initiation of new taskbooks to additional individuals within FFD. It was found that the pre-requisite experience required for the initiation of these taskbooks has not yet been met. Judy will draft a letter notifying FFD of these decisions.				√
3	Faller Classifications and other positions were no State standards exist: Due to the fact that the State does not have established standards for positions such as Class A, B or C Fallers, ATV operators, etc, it was decided that these positions will not be included on any State issued Qualifications Card without the support documentation on file. Example: FALA – Individual must provide a copy of S-212; FALB & FALC – Individual must provide written documentation to verifying certification such as a BLM taskbook, etc.				√

4	<p>Revisions to the State “Minimum Experience Guidelines”: Scott Hunt has completed a draft revision of the State’s Guidelines. All Committee members will review the Guidelines and forward their comments to Scott. This revision will be re-visited at our next meeting.</p>	√
5	<p>Committee Membership - Alternates: It was unanimously decided to add one Alternate Representative from each District to the Committee. Scott Hunt nominated Bill Dekker from the Pine-Strawberry Fire Department to join the Committee as an Alternate Representative for the Phoenix District. Mr. Dekker graciously accepted. Chris Jessop with Show Low Fire Department was nominated for the Flagstaff District. Mr. Jessop also accepted, and Brian Lauber is to invite Rick Evans with Huachuca City Fire Department to be a member, with Darrell Miller staying on as the Tucson District’s Alternate.</p>	√
6	<p>Firewise Assessors: 21 Individuals from the February 10, 2007 class held in Payson, AZ were all approved.</p>	
7	<p>File Reviews: ENGB/CRWB/ICT4 – New files:</p> <p><u>BEAR, Larry:</u> Approved through STCR / TFLD / ICT4. <u>BELL, Troy:</u> Approved through ENGB. <u>BERNARD, Gary:</u> Approved through STEN (t). ** Will need STEN TB Initiation Page. <u>BLACK, Randy:</u> Approved through ENGB (t). <u>BRAMBLE, Dan:</u> Approved through ICT4 (t) and ENGB. <u>BRANDT, Joel:</u> Approved through STEN (t). <u>COLE, Brian:</u> Approved through STEN (t). ** Will need STEN TB Initiation Page. <u>COVER, Chris:</u> Approved through ENGB. <u>HANEY, Tom:</u> Approved through FIRB (t) and ENGB. ** Will need FIRB Initiation Pg. <u>HENDRIX, Cameron:</u> Approved through STEN (t). ** Will need STEN TB Initiation Page. <u>HERNANDEZ, Fernando:</u> Approved through FIRB (t) and ENGB. ** Will need FIRB Initiation Pg. <u>HERSHEY, Allen:</u> Approved through ENGB pending submittal of S-131 certificate. <u>HUTCHISON, Dan:</u> Approved through ENGB. <u>JACKSON, Eric:</u> Approved through ICT4 (t) and STEN. <u>KATRALES, Brian:</u> Approved through STEN (t) and ICT4. <u>KELLEY, Joe:</u> Approved through ENGB. <u>LOBSTEIN, Eric:</u> Approved through ICT4 (t) and ENGB. <u>LUNA, Carlos:</u> Approved through ENGB. <u>MARTINEZ, Ronald:</u> Approved through ENGB and ICT4 (t). Committee would like to see (1) more ICT4 training assignment with satisfactory evaluation before approving completed taskbook. Once evaluation has been completed and submitted – ok for certification. Does not need to go back before the Committee. <u>McRAE, Ted:</u> Approved as shown in file – must submit hardcopy training certs to supplement IQCS records. <u>MILLER, Todd:</u> Approved through ENGB (t). Committee would like to see 2000 – 2004 fire experience records. <u>MUIRHEAD, Mike:</u> Approved through STEN (t). ** Will need STEN TB Initiation Page. <u>MYERS, Kenny:</u> Approved through STEN (t) and ICT4 (t). <u>PACE, Mike:</u> Approved through STEN (t) and TFLD (t).</p>	√

	<p><u>PARKER, Brian:</u> Approved through ENGB.</p> <p><u>PRICE, Dale:</u> Approved through ENGB. Also approved for ICT4 once S-200 certificate is submitted.</p> <p><u>ROBINSON, Gary:</u> Approved through ENGB.</p> <p><u>SANDERSON, Sam:</u> Approved through ENGB and FIRB (t). Must have 80 hours as qualified ENGB prior to starting ICT4 taskbook – see State Minimum Experience Guidelines.</p> <p><u>SANOCKI, Jeff:</u> Approved through CRWB and ENGB (t). Must complete ENGB taskbook as per the State Minimum Experience Guidelines.</p> <p><u>SHELDON, James:</u> Approved through ENGB and CRWB (t). Must meet pre-requisite experience prior to starting ICT4 taskbook – see State Guidelines.</p> <p><u>SIMPSON, Paul:</u> Approved through ENGB and ICT4.</p> <p><u>SLAYTON, Preston:</u> Approved through ENGB (t). Committee strongly suggests taking S-260</p> <p><u>TRUJILLO, Omar:</u> TABLE – Brian Lauber to “pre-review” first.</p> <p><u>VanSCOTER, Tim:</u> Approved for STEN (t), CRWB (t) and ENGB. Need ENGB final evaluation documented – Scott will complete this and forward to file. ** Needs to complete separate CRWB taskbook.</p> <p><u>WAUGH, Toby:</u> Approved through ENGB and ICT4 (t) – needs (1) more training assignment to complete ICT4 taskbook.</p> <p><u>WHITEHOUSE, Bruce:</u> Approved through ENGB.</p> <p><u>WILLIAMS, Paul:</u> Approved through ENGB.</p> <p><u>WINTON, Rick:</u> Approved through ENGB and ICT4 (t). Committee would like to see additional FFT2 experience documented 1998 – 2004.</p> <p><u>WOOD, Kelly:</u> TABLE</p> <p><u>New or Completed Taskbooks:</u></p> <p><u>BARNES, Terry:</u> Requesting extension of DIVS taskbook – ok to re-initiate new taskbook with credit given for training assignments.</p> <p><u>DEKKER, Bill:</u> Approved for ATGS and SOF2 taskbook initiation.</p> <p><u>GILLESPIE, Mike:</u> Approved for SOF2 taskbook completion.</p> <p><u>KELLY, Shannon:</u> Approved for FSC2 taskbook completion.</p> <p><u>McELWEE, Tim:</u> Approved for SITL taskbook completion, approved for new PSC2 taskbook initiation.</p> <p><u>RODEFFER, Stu:</u> Once (1) GSUL qualified assignment has been documented (to be completed at 2007 AWA), approved for LSC2 taskbook initiation.</p> <p><u>SCHWISOW, Scott:</u> Requested approval for DIVS taskbook initiation – Committee would like to see at least (2) TFLD qualified assignments with satisfactory performance evaluations prior to beginning DIVS taskbook. Once the pre-requisite experience has been completed, approved for DIVS taskbook initiation. Does not need to be brought back before the Committee.</p> <p><u>SHUMATE, Russ:</u> Approved for ICT3 taskbook initiation.</p> <p><u>WILLIS, Darrell:</u> Approved for ICT3 taskbook initiation.</p>	
12	<p><u>Next Meeting:</u> April 10 & 11 (if needed), beginning at 10:00 AM. Location – City of Phoenix Community Center located at the SWC of 35th Avenue & Pinnacle Peak Rd., Phoenix.</p>	√

MEETING MINUTES

Meeting Description Arizona State Wildfire Qualifications Review Committee

Date 04/10/2007

Time 1000

Location Phx Community Center, Deer Valley

Scheduled Time			Actual Time		
Start	Stop	Hours	Start	Stop	Hours
1000	1600	6	1000	1500	5
Committee Members:					
1	Scott Hunt – ASLD				
2	Kevin Boness – ASLD				
3	Brian Lauber – ASLD				
4	Judy Wood – ASLD				
5	Ron Melcher – ASLD (not in attendance)				
6	Dave Behrens – ASLD (not in attendance)				
7	Cliff Pearlberg – ASLD				
8	Jim Pond – Highlands Fire Dept.				
9	Mark South – Tubac Fire Dept.				
10	Darrell Miller – Tubac Fire Dept. – Alternate (not in attendance)				
11	Duane Steinbrink – Prescott Fire Dept.				
12	Jayson Coil – Sedona Fire Dept.				
13	Bob Arthur – Globe Fire Dept.				
14	Rick Evans – Huachuca City Fire Dept. (not in attendance)				
15	Bill Dekker – Pine Strawberry Fire Dept. - Alternate				
16	Chris Jessop – Show Low Fire Dept. - Alternate				
DISCUSSION ITEMS					
1	Introductions: Bill Crowley from BLM and John Lerew from Chandler Fire Department attended as guests.				√
2	Discussion Item: Show Low Fire Department: Chief Owens will be grandfathered in as an ICT4 pending submittal of fire experience records and required training certificates. Chief Owens has been with Show Low Fire Department for 30 years, long before taskbooks were required. Chris Jessop will assist Chief Owens in compiling these records.				√
3	Discussion Item: Faller Certifications: Discussion continued regarding B and C Faller certifications. It was unanimously agreed that this is an Agency specific position. This qualification may be placed on the State issued Red Card provided that certification is submitted and on file. If documentation is not provided, the Red Card will be issued without the qualification noted, and the individual must carry a copy of his/her certification along with their Red Card to provide to the Incident.				√

4	<p>Discussion Item: With the onset of Fire Season in the Southwest, it has been acknowledged that the processing of training files will have to be suspended as fire activity increases. All members of this Committee are extremely active during fire season and it will be increasingly more difficult to establish a quorum for Committee Reviews. The Committee has set the deadline for May 15th for the last formal Committee Review Meeting. From that point on, files will be process as time permits until the fall, with reviews conducted via email. It was further decided that all individuals who have made a good faith effort in submitting their training documentation, will be added to ROSS with the statement "pending Committee review". Red Cards will be issued as files are approved.</p> <p>As of April 1, 2007 there were 46 individuals who had not responded to the State's written request for documentation have had their ENGB / CRWB qualifications temporarily suspended from ROSS.</p>	√
5	<p>File Reviews:</p> <p><u>BLAKE, Joe:</u> Approved through ENGB, ICT4 (t), STEN (t) and BCMG (t)</p> <p><u>BOEHM, Mike:</u> Approved through ENGB and ICT4.</p> <p><u>BROWN, Eric:</u> Approved through ENGB.</p> <p><u>CHEVALIER, Randy:</u> Approved through ICT4, TFLD (q) and STEN (t).</p> <p><u>CHURCH, Ryan:</u> Approved through ENGB, CRWB, FIRB and ICT4 (t)</p> <p><u>CLUFF, Darren:</u> Approved through ENGB *strongly recommended that S-234 be taken within the next year.</p> <p><u>COIL, Jayson:</u> Approved through OSC2 (t) * S-430 is needed to complete training file.</p> <p><u>DiBENADETTO, Al:</u> Approved through DIVS, ICT3 and STPS. NOTE – hold until Cooperative Agreement with City of Scottsdale has been approved.</p> <p><u>EAVANSON, Bob:</u> Approved through ENGB.</p> <p><u>ESMONT, Virgil:</u> TABLE – must provide additional fire experience.</p> <p><u>GOLDBERG, Marc:</u> Approved through ENGB.</p> <p><u>HANER, Jim:</u> Approved through ENGB. Must take S-200 prior to starting ICT4.</p> <p><u>HATCH, Gary:</u> Approved through ENGB.</p> <p><u>HERON, Rick:</u> Approved through ENGB – a taskbook for ENGB must be submitted utilizing the experience documented on file.</p> <p><u>JOHNSON, Tony:</u> Approved through STEN (t) and TFLD (t). Must complete (2) separate taskbooks.</p> <p><u>McLAUGHLIN, Greg:</u> Approved through ENGB.</p> <p><u>MENDOZA, Pedro:</u> Approved through ENGB and ICT4 (t)</p> <p><u>REYES, Charlie:</u> Approved through ENGB.</p> <p><u>REYNA, Ramon:</u> Approved through ENGB and CRWB.</p> <p><u>REYNOLDS, Patrick:</u> Approved through ENGB *strongly suggested that S-234 be taken during the next year.</p> <p><u>ROWE, William:</u> Approved through ENGB, CRWB, MEDL and ICT4 (t). Mark South will assist in re-creating CRWB taskbook utilizing documented experience.</p> <p><u>SCOTT, Harris:</u> Approved through ENGB.</p> <p><u>SHANK, Jan:</u> Approved through DIVS and STPS – due to expiration of qualifications, currency will have to be re-established by receiving a satisfactory performance evaluation for both DIVS and STPS. NOTE – hold until Cooperative Agreement with City of Scottsdale has been approved.</p>	

	<p>TRUE, Eric: Approved through ENGB, ICT4, RXB2, FIRB, and FALC.</p> <p>UPCHURCH, Chad: Approved through ICT4 (t).</p> <p>VALICHNAC, Cory: Approved through ENGB.</p> <p>VOGEL, David: Approved through ENGB.</p> <p>WILLIAMS, Paul: New FOBS taskbook – approved.</p> <p>WILSON, Dan: Approved through ENGB. Due to the length of time since Dan first took S-290, the Committee is strongly recommending that he re-take this course (self study). Duane Steinbrink will administer the test.</p>	
4	<p><u>Next Meeting:</u> May 15, 2007 beginning at 10:00 AM. Location – City of Phoenix Community Center located at the SWC of 35th Avenue & Pinnacle Peak Rd., Phoenix.</p>	√

MEETING MINUTES

Meeting Description Arizona State Wildfire Qualifications Review Committee

Date 05/15/2007 Time 1000 Location Phx Community Center, Deer Valley

Scheduled Time			Actual Time		
Start	Stop	Hours	Start	Stop	Hours
1000	1600	6	1000	1600	6
Committee Members:					
1	Scott Hunt – represented by Jim Downey				
2	Kevin Boness – ASLD				
3	Brian Lauber – ASLD				
4	Judy Wood – ASLD				
5	Ron Melcher – ASLD (not in attendance)				
6	Dave Behrens – ASLD				
7	Cliff Pearlberg – ASLD				
8	Jim Pond – Highlands Fire Dept.				
9	Mark South – Tubac Fire Dept. (not in attendance)				
10	Darrell Miller – Tubac Fire Dept. – Alternate (not in attendance)				
11	Duane Steinbrink – Prescott Fire Dept.				
12	Jayson Coil – Sedona Fire Dept. represented by Dan Wills				
13	Bob Arthur – Globe Fire Dept.				
14	Rick Evans – Huachuca City Fire Dept. (not in attendance)				
15	Bill Dekker – Pine Strawberry Fire Dept. – Alternate (not in attendance)				
16	Chris Jessop – Show Low Fire Dept. - Alternate				
DISCUSSION ITEMS					
1	<p>Discussion Item: A lengthy discussion was had about what to do about those individuals who are missing documentation. It was voted (9 yes / 1 no) to review each and vote in the following manner:</p> <p>1) APPROVE – file is complete – red card and ROSS updated accordingly.</p> <p>2) CONTINGENT APPROVAL – approved contingent on the submittal of documentation determined to be non-critical and easily provided. No Red card will be issued until the needed documentation is received. ROSS will be updated when the Red Card is issued.</p> <p>3) REFER TO DISTRICT FORESTER – not approved – significant and/or critical documentation needed. Individual is instructed to consult their District Forester for assistance in completing their training file. Once the file is complete, the Committee will review.</p> <p>4) UNABLE TO REVIEW / INELIGIBLE – support documentation was either not provided, or the Committee was unable to determine eligibility due to lack of support documentation or individual is no longer available. No Red Card will be issued and ENGB/CRWB/ICT4 qualifications will be removed from ROSS.</p>				√

	The Committee was reminded that the State FMO reserves the right to issue “emergency cards” as necessary if a critical need presents itself.			
2	<p>Discussion Item: File Reviews during the Season: It was agreed that the District Foresters can “pre-review” any new files delivered to them, and if complete, they can email the Committee for review. Upon Committee approval, the file will be sent to Judy for processing, a Red Card will be issued and ROSS will be updated.</p>			√
3	<p>Discussion Item: Granite Mountain IHC – the Committee briefly reviewed the qualifications of this new Type 1 Crew (trainee) as it is a National Resource and the State must be sure these individuals all meet the pre-requisites for the position they hold on this Crew. All of the individuals (with the exception of the FFT1 and FFT2’s) had either already been reviewed or approved, or were currently on the Agenda for review. A training file will be maintained for this Crew.</p>			√
5	<p>File Reviews: <u>Taskbook Updates:</u> <u>Martin, Mike</u> – requesting approval for ICT4 (t). Must first submit a S-200 certificate. <u>Causar, Jesse</u> – requesting approval for STCR (t). Must first submit an S-330 certificate. <u>Cole, Marty</u> – Approved for SOF2 (t) <u>Jackson, Conrad</u> – requesting approval for TFLD (t). Must first document a minimum of 60 hours as a qualified STEN first. <u>Sachara, Mark</u> – Approved for STEN (t) <u>Small, Pruett</u> – Approved for ACPC (t) **Cliff to speak to Kirk Rowdabaugh regarding ICT1 training position for Pruett. <u>Sullivan, Dan</u> – Approved HEB1 taskbook completed. <u>West, Allan</u> – Approved for STEN (t).</p> <p>ENGB / CRWB / ICT4 Group: Complete listing of all (to date) and the results thus far.</p>			
	REVIEW STATUS	STATE RESOURCE NAME	DISTRICT	
	APPROVED CONTINGENT	ADAMS, FRANK	FLAG	
	APPROVED	ADER, CHRIS	TUC	
	UNABLE TO REVIEW	AHERN, DAVE	FLAG	
	APPROVED	ANTONIDES, LEE	TUC	
	REFER TO DIST FORESTER	APPELS, RON	TUC	
	CONTINGENT	AUSTIN, PATRICK	FLAG	
	APPROVED	BALLARD, BJ	TUC	
	APPROVED	BALLARD, JACK	TUC	

CONTINGENT	BALLASTEROS, AUGUSTINE	TUC
APPROVED	BANDIN, ALBERT	PHX
CONTINGENT	BARNELLA, DEAN	TUC
APPROVED	BARTH, JAMIE	FLAG
APPROVED	BAUGUS, BRANDY	TUC
APPROVED	BEARD, PAT	FLAG
APPROVED	BEAR, LARRY	TUC
CONTINGENT	BEASON, DAVE	PHX
APPROVED	BELL, TROY	FLAG
APPROVED	BENNETT, JASON	PHX
APPROVED	BERKEL, GREG	PHX
APPROVED	APPELS, RON	PHX
APPROVED	BLACK, RANDY	FLAG
APPROVED	BLAKE, JOE	FLAG
APPROVED	BOEHM, MICHAEL	FLAG
UNABLE TO REVIEW	BOLER, WILLIAM	FLAG
REFER TO DIST FORESTER	BOULANGER, MARK	PHX
APPROVED	BOUWMAN, BOB	PHX
UNABLE TO REVIEW	BRADLEY, GRANT	FLAG
UNABLE TO REVIEW	BRAMBLE, DANIEL	PHX
APPROVED	BRANDT, JOEL	FLAG
CONTINGENT	BRANDT, MIKE	FLAG
REFER TO DIST FORESTER	BREWER, CHARLIE	FLAG
UNABLE TO REVIEW	BROTZMAN, ADAM	PHX
APPROVED	BROWN, ERIC	FLAG
UNABLE TO REVIEW	CALKINS, RICK	?
APPROVED	CALLANDER, EARL	FLAG
UNABLE TO REVIEW	CAMERON, DENNIS	PHX
CONTINGENT	CAMERON, SCOTT	PHX

UNABLE TO REVIEW	CAMPBELL, RODNEY	FLAG
UNABLE TO REVIEW	CANTARELLA, TONY	FLAG
REFER TO DIST FORESTER	CARBOUN, GUS	PHX
APPROVED	CHEVALIER, RANDY	FLAG
CONTINGENT	CHRISTENSEN, JOHN	PHX
APPROVED	CHURCH, RYAN	FLAG
APPROVED	CLUFF, DARREN	FLAG
ICT4 CONTINGENT ENGB, STEN (t) APPROVED	COCHRANE, Dave	FLAG
APPROVED	COLE, BRIAN	PHX
APPROVED	COLLINS, BRYAN	PHX
APPROVED	COOLEY, TOM	PHX
APPROVED	COVER, CHRIS	TUC
APPROVED	COX, PHILLIP	PHX
UNABLE TO REVIEW	CRUZ, STEVEN	FLAG
UNABLE TO REVIEW	CUE, RICHARD	FLAG
CONTINGENT	DAHL, MARK	PHX
HOLD	DEFENDORF, DON	PHX
UNABLE TO REVIEW	DEL VALLE, MANNY	PHX
APPROVED	DI BENEDETTO, AL	PHX
UNABLE TO REVIEW	DIEDRICK, MARK	PHX
RETIRED	DUCOTE, MARK	PHX
APPROVED	DUNLAP, WILLIAM	FLAG
CONTINGENT	DUTRA, PAUL	PHX
CONTINGENT	EARLS, BRIAN	PHX
APPROVED	EAVENSON, BOB	PHX
CONTINGENT	ESMONT, VIRGIL	TUC
CONTINGENT	FAY, MATTHEW	PHX
CONTINGENT	FENNELL, CHRISTOPER	FLAG
UNABLE TO REVIEW	FILLINGIM, JAY	PHX

APPROVED	FINLEY, VERN	FLAG
CONTINGENT	FISHER, JUSTIN	FLAG
APPROVED	FISHER, MICHAEL	PHX
REFER TO DIST FORESTER	FLEGER, WARD	PHX
CONTINGENT	FOX, JOE	TUC
APPROVED	GARCIA, SAM	PHX
REFER TO DIST FORESTER	GERARD, JERRY	PHX
REFER TO DIST FORESTER	GIBSON, DONALD	FLAG
REFER TO DIST FORESTER	GODLESKI, MIKE	PHX
APPROVED	GOLDBERG, MARC	FLAG
APPROVED	GOMEZ, MARK	PHX
UNABLE TO REVIEW	GONZALES, ARTHUR	PHX
UNABLE TO REVIEW	GORDON, MARTY	FLAG
APPROVED	GRASSMAN, JESSE	TUC
APPROVED	GRATER, STEPHEN	TUC
UNABLE TO REVIEW	GREEN, GARY	PHX
CONTINGENT	GROVES, JOSHUA	PHX
UNABLE TO REVIEW	GUIDO, JOHN	TUC
REFER TO DIST FORESTER	GUNIA, JOSEPH	TUC
CONTINGENT	GUTIERREZ, GERARD	FLAG
APPROVED	HAFER, JACK	PHX
APPROVED	HALFMANN, RICK	TUC
APPROVED	HANER, JAMES	PHX
REFER TO DIST FORESTER	HANGEN, ROGER	FLAG
APPROVED	HANEY, TOM	PHX
REFER TO DIST FORESTER	HARMON, HARLEY	FLAG
APPROVED	HARRIS, ALLEN	PHX
APPROVED	HARWOOD, DOUGLAS	PHX
APPROVED	HATCH, GARY	PHX

UNABLE TO REVIEW	HATCH, SCOTT	PHX
APPROVED	HENDRICKS, CAMERON	TUC
HOLD	HENNINGSEN, KIRBY	FLAG
APPROVED	HERNANDEZ, FERNANDO	FLAG
APPROVED	HERON, RICK	PHX
APPROVED	HERSHEY, ALLEN	TUC
APPROVED	HINK, JEFF	ASLD
APPROVED	HISER, BOB	FLAG
REFER TO DIST FORESTER	HOPKINS, CHARLES	FLAG
APPROVED	HOYE, MIKE	TUC
APPROVED	HUDDLESTON, ERIC	TUC
REFER TO DIST FORESTER	HURLEY, BILL	TUC
APPROVED	HUTCHINSON, DAN	PHX
CONTINGENT	INGRAO, JAMIE	FLAG
APPROVED	ISAKSON, IKE	TUC
APPROVED	JACKSON, ERIC (CONRAD)	PHX
APPROVED	JACKSON, JOE	FLAG
HOLD	JOHNSON, GARY	FLAG
APPROVED	JOHNSON, TONY	TUC
MOVED AWAY	JOHNSON, JOSH	PHX
APPROVED	JONES, MARK	TUC
APPROVED	KATRALES, BRIAN	FLAG
CONTINGENT	KEARNEY, KEVIN	PHX
CONTINGENT	KELLER, TERRY	FLAG
APPROVED	KELLEY, JOE	PHX
CONTINGENT	KEMP, ROBERT	FLAG
APPROVED	KERR, JACOB	FLAG
CONTINGENT	KESTER, DICK	TUC
CONTINGENT	KESTER, LINDA	TUC

REFER TO DIST FORESTER	KNORR, JERRY	PHX
APPROVED	KREUN, JAMEY	FLAG
APPROVED	KUHN, ANDY	PHX
CONTINGENT	KURTZ, RALPH	FLAG
APPROVED	LaGRECA, JASON	PHX
UNABLE TO REVIEW	LAIPPLE, PAUL	PHX
CONTINGENT	LARNED, LYNN	PHX
UNABLE TO REVIEW	LARUE, RICH	PHX
APPROVED	LASSEN, BRIAN	TUC
HOLD	LAVERS, MIKE	PHX
CONTINGENT	LAVERY, JIM	PHX
UNABLE TO REVIEW	LECHER, CRIS	PHX
CONTINGENT	LEREW, JOHN	PHX
APPROVED	LINGLY, PATRICK	FLAG
APPROVED	LOBSTEIN, ERIC	FLAG
CONTINGENT	LOGSDON, BRIAN	PHX
CONTINGENT	LOMBARDO, LINDA	PHX
APPROVED	LONEY, CONRAD	FLAG
HOLD	LONG, BOBBY	FLAG
APPROVED	LOPEZ, DAMIAN	PHX
HOLD	LOPEZ, TOM	FLAG
APPROVED	LUNA, CARLOS	FLAG
UNABLE TO REVIEW	MACDERMID, SCOTT	PHX
UNABLE TO REVIEW	MAJCHRZAK, JAMIE	PHX
APPROVED	MANZANEDO, ERNEST	PHX
UNABLE TO REVIEW	MARTINEZ, MIKE	FLAG
APPROVED	MARTINEZ, RONALD	FLAG
CONTINGENT	MATTHEWS, MARK	PHX
CONTINGENT	MAUZY, KALEB	TUC

CONTINGENT	MAYHALL, MAT	PHX
UNABLE TO REVIEW	MAYO, ALLEN	PHX
APPROVED	MAYORANO, KEVIN	FLAG
HOLD	MAYS, MELVIN	PHX
UNABLE TO REVIEW	MCCONNELL, DAVID	PHX
UNABLE TO REVIEW	MCCORRY, MIKE	PHX
REFER TO DIST FORESTER	McGAUGHEY, TIM	PHX
UNABLE TO REVIEW	MCGHEE, MIKE	PHX
APPROVED	MCGUCKIN, MARK	FLAG
CONTINGENT	MCGUIRE, MIKE	TUC
APPROVED	McKINNEY, DAN	PHX
APPROVED	MCLAUGHLIN, GREG	FLAG
APPROVED	McRAE, TIM (BINGHAM)	
APPROVED	MELBERG, STEPHANIE	PHX
APPROVED	MENDEZ, ROBERT	FLAG
APPROVED	MENDOZA, PEDRO	TUC
HOLD	MEYER, ROBERT	TUC
APPROVED ENGB CONTINGENT ICT4	MEZULIS, ED	FLAG
APPROVED	MILLER, TODD	FLAG
UNABLE TO REVIEW	MILLS, JERRY	PHX
APPROVED	MILNER, KEN	FLAG
APPROVED	MIX, BRENT	FLAG
UNABLE TO REVIEW	MORSE, BILL	FLAG
APPROVED	MOSER, COREY	PHX
CONTINGENT	MOSER, JEFF	PHX
APPROVED	MUIRHEAD, MIKE	TUC
APPROVED	MYERS, KENNY	FLAG
UNABLE TO REVIEW	NACE, KYLE	FLAG
UNABLE TO REVIEW	NAIKER, VAS	PHX

APPROVED	NEITZEL, ERIC	FLAG
APPROVED	NIEMYSKI, DOUG	PHX
APPROVED	NOFFZ, DUANE	FLAG
APPROVED	NORMAN, MIKE	FLAG
APPROVED	OLLIFF, TERRY	FLAG
UNABLE TO REVIEW	OLNEY, BRIAN	TUC
APPROVED	OSBORNE, DARRIN	PHX
APPROVED	PACE, MIKE	FLAG
APPROVED	PARKER, BRIAN	FLAG
REFER TO DIST FORESTER	PARKS, MIKE	PHX
REFER TO DIST FORESTER	PARRA, GEORGE	TUC
APPROVED	PENA, ROBERT	FLAG
APPROVED	PRANGE, ROSS	PHX
APPROVED	PRICE, DALE	FLAG
UNABLE TO REVIEW	REED, JEREMY	PHX
UNABLE TO REVIEW	REIDHEAD, LANNY	FLAG
APPROVED	REYES, CHARLIE	PHX
APPROVED	REYNA, RAMON	TUC
APPROVED	REYNOLDS, PATRICK	PHX
APPROVED	RHEIN, KARL	TUC
CONTINGENT	RIETZ, HAP	PHX
APPROVED	ROBINSON, GARY	PHX
REFER TO DIST FORESTER	ROCHA, JEREMY	PHX
APPROVED	ROCHE, BENJAMIN	PHX
CONTINGENT	ROTH, DOUG	TUC
APPROVED	ROWE, WILLIAM	TUC
REFER TO DIST FORESTER	RUIZ, DAVID	TUC
APPROVED	SACHARA, MARK	FLAG
APPROVED	SANDERSON, SAM	FLAG

APPROVED	SANOCKI, JEFF	FLAG
APPROVED	SCHLEIZER, TERRY	FLAG
HOLD	SCIACCA, TONY	PHX
APPROVED	SCOTT, HARRIS	FLAG
APPROVED	SEETS, NATE	PHX
APPROVED	SHANK, JAN	PHX
APPROVED	SHEARER, DAN	FLAG
APPROVED	SHELDON, JAMES	TUC
APPROVED	SIMINGTON, BRIAN	PHX
APPROVED	SIMPSON, PAUL	FLAG
APPROVED	SLAYTON, PRESTON	FLAG
REFER TO DIST FORESTER	SMYTHE, ERIC	FLAG
APPROVED	SNYDER, PHIL	FLAG
CONTINGENT	SOLOMON, BILL	FLAG
UNABLE TO REVIEW	SORENSEN, MEL	FLAG
HOLD	STACK, CHAD	TUC
REFER TO DIST FORESTER	STARR, DARBY	PHX
UNABLE TO REVIEW	STEDMAN, BILL	FLAG
CONTINGENT	STEFFEN, TIM	FLAG
UNABLE TO REVIEW	STEINBRINK, TROY	PHX
CONTINGENT	SUITOR, VIRGIL	PHX
REFER TO DIST FORESTER	TAVARES, WILLIAM	PHX
APPROVED	TEMEROWSKI, ED	PHX
REFER TO DIST FORESTER	THORSEN, HAROLD	TUC
APPROVED	TRUE, ERIC	FLAG
APPROVED	TRUJILLO, OMAR	TUC
APPROVED	VALICHNAC, COREY	FLAG
APPROVED	VAN ECKHOUTTE, ELECTRA	PHX
APPROVED	VAN ECKHOUTTE, KEVIN	PHX

APPROVED	VAN SCOTER, TIM	FLAG
APPROVED	VIGIL, ROGER	PHX
APPROVED	VOGEL, DAVID	PHX
UNABLE TO REVIEW	VOAKES, DON	FLAG
UNABLE TO REVIEW	WALLACE, NATE	PHX
REFER TO DIST FORESTER	WALKER, KURT	PHX
UNABLE TO REVIEW	WARD, GARRETT	PHX
UNABLE TO REVIEW	WARN, AMY	TUC
APPROVED	WAUGH, TOBY	PHX
HOLD	WELLER, MIKE	PHX
APPROVED	WELLS, AARON	FLAG
UNABLE TO REVIEW	WHIPPLE, JERALD	FLAG
APPROVED	WHITE, BRIAN	PHX
UNABLE TO REVIEW	WHITE, TIM	FLAG
APPROVED	WHITEHOUSE, BRUCE	TUC
APPROVED	WHITING, DARIN	FLAG
APPROVED	WILLIAMS, PAUL	PHX
APPROVED	WILSON, DAN	PHX
APPROVED	WINTON, RICHARD	PHX
CONTINGENT	WISNER, JOHN	PHX
HOLD	WOLF, JAY	PHX
APPROVED	WOLF, STEVE	PHX
CONTINGENT	WOOD, CLAY	FLAG
APPROVED	WOOD, KELLY	FLAG
APPROVED	WRIGHT, LARRY	PHX
UNABLE TO REVIEW	YANDEYACHT, ROSE	TUC
REFER TO DIST FORESTER	YEAGER, JACK	FLAG
APPROVED	ZUPANCIC, FRANK	PHX

4	<u>Next Meeting:</u> The Committee will meet again later in the year – unable to schedule another meeting at this time, due to Fire Season.	√
---	----------------------------------------------------------------------------------------------------------------------------------------------------	---

AZ State Wildfire Qualifications Review Committee

MINUTES

NOVEMBER 28, 2007

10:00 AM

PHOENIX, AZ

MEETING CALLED BY	Judy Wood, ASLD Training Specialist
TYPE OF MEETING	Qualifications Review
ATTENDEES	Cliff Pearlberg - ALSLD, Scott Hunt - ASLD, Brian Lauber - ASLD, Kevin Boness - ASLD, Jim Pond - Highlands FD, Bob Arthur - Globe FD, Chris Jessop - Show Low FD, Duane Steinbrink - Prescott FD
ABSENT	Mark South - Tubac FD, Rick Evans - Huachuca City FD, Jayson Coil - Sedona FD
GUESTS	Alex McKinnon - Central Yavapai FD, Mark Shiery - Flagstaff FD, Nate Wallace - Chandler FD

DISCUSSION ITEM #1	Review of Committee By Laws – Article 5.5.1 – Omission of Red Card dates and Fire Experience dates as per the October 2006 meeting, Item 5. Judy pointed out that the deadlines were created for a reason, and must be adhered to during fire season. Further discussion was had regarding the issuance of Emergency Red Cards. This is spelled out in the By Laws, Article 5.5.3. In summary, any taskbooks completed after June 1, will be held until the next Committee meeting, unless there is a dire need to do otherwise. District Forester will make this determination on a case by case basis.	
CONCLUSIONS	By Laws need to be updated.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Update Committee By Laws	Cliff Pearlberg	ASAP
DISCUSSION ITEM #2	Season Review – many comments were made regarding the structuring of the recent deployment of Strike Teams to California. Not only were there Engines from varying locations around Arizona, paired on one Strike Team but also, there were Engine Bosses married up to engines from different areas. Jim Pond expressed his concerns on the “cross pollination” of Engine Crews as this could inadvertently effect the continuity of the Engine Crew itself.	
CONCLUSIONS	The general consensus was that Engine Bosses from the same Department should be placed on their own Engines whenever practical, although it was recognized that Engines Bosses from different departments may be utilized from time to time.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A
DISCUSSION ITEM #3	State Minimum Experience Guidelines – Revision - Update	
CONCLUSIONS	The finalized draft is awaiting signature by Kirk Rowdabaugh.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Contact Kirk to expedite the signing.	Judy Wood	ASAP
DISCUSSION ITEM #4	Flagstaff Fire Department – Special Request #1	
FFD has requested that the Committee Reviews be split up by District rather than combining all Fire Department reviews together, and that the meeting dates be specific so that a Fire Department will have a deadline as to when to have their new entries or updates submitted.		
CONCLUSIONS	The Committee has always processed review documents on a “first come, first served” basis and would prefer not to make any changes to the review process at this time. The Committee meets several times each year and deadlines are set forth in the Committee By Laws.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

DISCUSSION ITEM #5	Flagstaff Fire Department – Special Request #2	
<p>FFD has asked that rather than wait until Fall, that newly completed taskbooks or previously “pre-approved” individuals (approved contingent upon completion of specified tasks) be addressed and/or be issued Red Cards immediately upon completion of said tasks or taskbooks. This request has been presented because there were (2) individuals had to wait to receive new cards after being “pre-approved”.</p>		
CONCLUSIONS	<p>As specified in the October 2006 Meeting Minutes, Item #5, the issuing of Red Cards will be suspended as of June 1 of each year, until the fall, unless there is a dire emergency. See Discussion Item #1 above. Judy strongly suggested that the Committee cease “pre-approving” individuals, and that once a person completes a specific task set forth by the Committee, their file should be brought back to Committee for final review at the next scheduled meeting. There should be no hurry in moving an individual to the next level of wildland management in the middle of fire season. The Committee members discussed the issue and it was decided that Judy will issue new cards (time permitting) for these “pre-approved” individuals, or may request that the District Forester issue the new card if she cannot. Judy commented that issuing Red Cards “upon request” may not be possible depending on the level of activity at the time of the request and that even if the request is deferred to the District Forester, it still may not be possible, depending on whether or not the District Forester is available at that time.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A
DISCUSSION ITEM #6	Flagstaff Fire Department – Special Request #3	
<p>FFD has asked the Committee to define “local” versus “out of area” assignments. A few individuals from FFD were tasked by the Committee to receive performance evaluations on taskbooks outside their local area.</p>		
CONCLUSIONS	<p>The term “local” refers to the area in and around the fire district. The term “out of area” refers to areas which vary in terrain and fuel types from those found in their local area. Example: Flagstaff versus Phoenix. These are two completely different environments in which fire behavior will vary considerably. The Committee feels that training in varying conditions will produce an individual who can work in any environment, whether it is in Northern Arizona, Central Arizona or in another state, such as Montana, Idaho or Florida. This is the basis for the State Minimum Experience Guidelines.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A
DISCUSSION ITEM #7	Revocation of Red Cards	
<p>It has been brought to the attention of the Committee (and the State Forester) that there were performance issues involving two individuals this season. For confidentiality purposes, these individuals will not be named in this document, but their files will be documented to reflect this discussion. Both individuals demonstrated an inability to follow direction, an inability to perform within a team environment, and received poor performance evaluations.</p>		
CONCLUSIONS	<p>The Committee recommended that both individuals be permanently removed from ROSS and have their Red Card qualifications revoked. The Committee will forward their recommendation to the State Forester for final approval.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send recommendation to State Forester for approval.	Judy Wood	ASAP

DISCUSSION ITEM #8	File Reviews
BAUGUS, Brandy – Elfrida FD:	Completed ENGB taskbook – approved.
BENTLY, Todd – Groom Creek FD:	Completed STEN taskbook – approved.
BLACK, Randy – Summit FD:	Completed ENGB taskbook – approved.
COLE, Marty – Prescott FD:	Completed SOF2 taskbook – approved contingent upon receipt of S-420 certificate, which is required of this position.
COOLEY, Tom – Prescott FD:	Completed STCR taskbook – table – additional information needed on taskbook evaluations.
DOBBS, Dave – Flagstaff FD:	Initiate PSC2 taskbook – approved.
EARLS, Brian – Wickenburg FD:	New file – approved ENGB (t)
ESQUIBEL, Tyson – ASLD:	Completed ENGB taskbook – approved.
FAY, Matthew – Groom Creek FD:	New file – ENGB – approved.
FLEGER, Ward – Mesa FD:	New file – ENGB – approved. Committee requires that Ward take S-234 within the next year.
FOSTER, Todd – Tempe FD:	Initiate STEN taskbook – approved.
GIRON, TJ – Northwest FD:	Completed FACL taskbook – table – taskbook incomplete Completed ORDM taskbook – denied – required EDRC.
GREEN, Barry – Pinetop FD:	Completed DIVS taskbook – approved.
HALL, Justin – ASLD:	Completed ENGB taskbook – approved. Initiate ICT4 taskbook – approved.
HUGHES, Dugger – Northwest FD:	Completed ICT1 taskbook – Committee recommends approval – will refer to State Forester for final approval.
HUTCHISON, Dan – Prescott FD:	Initiate new STEN taskbook – approved.
KESTER, Dick – Sunsites Pearce FD:	New file – approved ENGB (t) – evaluation in additional fuel types required.
KESTER, Linda – Sunsites Pearce FD:	New file – approved ENGB (t) – evaluation in additional fuel types required.
KINGSLEY, AI – Tubac FD:	Completed STEN taskbook – approved. Completed STCR taskbook – table – need additional CRWB experience documented.
MAJCHRZAK, Jamie – Scottsdale FD:	New file – approved as ENGB (t) – need additional training assignments.
MAUZY, Kaleb – Fry FD:	New file – ENGB – approved. Committee requires that Kaleb take S-234 within the next year.
MENDEZ, Robert – Heber Overgaard FD:	New file – ENGB (t) – approved.
MILLER, Darrell – Tubac FD:	Completed OSC2 taskbook – approved.
ORRILL, Bob – Flagstaff FD:	Initiate TFLD and SITL taskbooks – approved.
RALEY, Larry – ASLD:	New file – ICT2, OSC2, and PSC2 – approved.
REIDHEAD, Lanny – Heber Overgaard FD:	New file – ENGB (t) – approved.
RODEFFER, Stu – Northwest FD:	Completed LSC2 taskbook – approved.
SACHARA, Mark – Flagstaff FD:	Completed STEN taskbook – approved.
SCHWISOW, Scott – Sedona FD:	Completed pre-requisite experience for DIV (t) – approved.
(continued)	

(reviews continued)

SCIACCA, Tony – Prescott FD:	New file – ICT2, OSC1, and SOF1 – approved.
SMALL, Pruett – Central Yavapai FD:	Completed pre-requisite experience for ICT1 (t) – Committee recommends additional Type 2 assignments with at least (1) season running a Type 2 Team. **Note – possibly taking Larry Raley’s place as Incident Commander on the Eastern Arizona Type 2 Team. Committee recommendation will be forwarded to State Forester for final approval.
TAVARES, William – Apache Junction FD:	New file – ENGB, DOZB, RX12, ICT4 – table – additional documentation needed.
WALLACE, Nate – Chandler FD:	New file – ENGB – approved contingent on the submittal of re-created taskbook with complete evaluations and the receipt of S-230/231 certificate.
WILLIAMS, Paul – Prescott FD:	Completed FOBS taskbook – approved.

NEXT MEETING

Wednesday, January 30, 2008 @ 10:00 AM – Location: Phoenix, AZ

AZ State Wildfire Qualifications Review Committee

MINUTES

JANUARY 30, 2008

10:00 AM

PHOENIX, AZ

MEETING CALLED BY	Judy Wood, ASLD Training Specialist
TYPE OF MEETING	Qualifications Review
ATTENDEES	Cliff Pearlberg - ALSLD, Jim Downey for Scott Hunt - ASLD, Brian Lauber - ASLD, Kevin Boness - ASLD, Jim Pond – Highlands FD, Bob Arthur – Globe FD, Chris Jessop – Show Low FD, Duane Steinbrink – Prescott FD, Mark South – Tubac FD
ABSENT	Stu Rodeffer – Northwest FD, Jayson Coil – Sedona FD
GUESTS	Mark Shiery – Flagstaff FD

DISCUSSION ITEM #1	<p>Review of Committee By Laws:</p> <p>Section 3.1 – This section states that members are to be chosen by “local Fire Department Associations”. Due to the number of Associations across Arizona, this is unfeasible. Fire Department representation is limited to (2) per District. If there is a vacancy on the Committee, local Associations may submit a nomination to their District Forester who will then submit the nominations to the Committee for a final decision. This section also does not mention alternate members.</p> <p>Section 3.2 – Discussion was had regarding Committee Membership (Fire Department Representatives) terms. Membership term is a minimum two years, but does not expire.</p> <p>Section 3.3 – Does not mention level of experience or knowledge of subject matter. Committee discussed level of experience to qualify as a member. It is preferable that members are experienced in wildland fire and be active in the wildland training community.</p> <p>*** SPECIAL NOTE: These are open meetings – anyone is welcome to attend. There are absolutely no restrictions with regard to this. Fire Department personnel, Federal personnel, or anyone wishing to sit in, are encouraged to attend and see first hand, how the review process works.</p> <p>Interested parties should contact Judy Wood at (520) 628-5480 extension 202, so that additional seating may be provided.</p>	
CONCLUSIONS	<p>Modify Section 3.1 to add “one alternate member per District”.</p> <p>Modify Section 3.2 to remove the reference to “local Fire Department Associations”</p> <p>Modify Article 3.3 to include level of knowledge and experience of Committee Membership.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Update Committee By Laws	Cliff Pearlberg	ASAP
DISCUSSION ITEM #2	<p>Non-NWCG certifications such as Faller certification, ATV certification and Paramedic certification.</p> <p>This issue was again discussed and decided that until the State adopts a policy regarding Fallers, this will be considered an Agency certification. To have the qualification added to a red card, certification documentation must be submitted to the State and kept on file. Faller certifications require a completed BLM (or other) taskbook along with test results and evaluations.</p> <p>In order for the State to draft and adopt a policy for certifying B and C Fallers, the Fire Departments who have existing policies or taskbooks, are encouraged to forward said policies to the State for review and possible incorporation into the new State Policy.</p>	
CONCLUSIONS	<p>Mark Shiery, Flagstaff Fire and Duane Steinbrink, Prescott Fire were asked to forward their policies and taskbooks to Cliff. Cliff will begin drafting a policy for Faller Certification and ATV Operator Certification.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Collect existing outside information and draft a State Policy.	Cliff Pearlberg/Judy Wood	ASAP

DISCUSSION
ITEM #3

File Reviews

ANDERSON, Jacob – Tucson FD – NEW FILE - Approved for qualified ENGB, HELM, HELB and ICT4 trainee. Strongly recommended that S-234 be taken within the next year.

BAINTER, Matt – Prescott FD – NEW FILE - Approved for CRWB trainee.

BENNETT, Jason – Prescott FD – Completion of CRWB taskbook approved. DOZB taskbook requires (1) additional training assignment.

BISHOP, Stuart – Pinetop FD – Completion of PIOF1 taskbook approved contingent upon taking S-520. Once certificate is received, ROSS and Red Card will be updated.

BLISS, Scott – Central Yavapai FD – Completion of STEN taskbook approved. Strongly recommended that S-260 be taken within the next year.

CORDES, Gary – Central Yavapai FD – Completion of DIVS taskbook approved.

DAULTON, Jim – Pinewood FD – NEW FILE – approved for qualified ENGB, ICT4 trainee and FIRB trainee.

DECK, Duane – Summit FD – NEW FILE - TABLED – S-290 certificate must be submitted, then file will be reviewed for ENGB trainee. Also, strongly recommended that S-234 be taken within the next year.

DILLAHUNTY, Tina – Summit FD – NEW FILE – approved for EQTR, PTRC and TIME.

FRAZEE, Dan – Phoenix FD – TABLED - multiple new taskbooks through received. Only (2) open taskbooks are allowed within one section (i.e. Logistics). Must pick (2) taskbooks and completed them, obtain approval from the State Committee, and then (2) more taskbooks can be worked on. Judy to go over this process with Dan.

GILLESPIE, Mike – Summit FD – Approved OSC2 trainee.

HARMON, Harley – Mohave Valley FD – Previously completed STEN and ICT4 taskbooks approved. TFLD taskbook requires additional assignments with emphasis on Crews.

HOWARD, Don – Summit FD – Approved OSC2 trainee.

ISAKSON, Ike – Patagonia FD – Completed ICT4 taskbook approved. S-234 and S-215 not on file. If these classes have not yet been taken then it is strongly recommended that they be taken within the next year.

JAMISION, Richard – Summit FD – NEW FILE – Approved for ENGB (t). Strongly recommended that S-234 be taken within the next year.

JOHNSON, Tony – Northwest FD – Completed TFLD taskbook – approved contingent upon completion of STEN or ICT4 taskbook. Pre-requisites for TFLD are that an individual must be qualified as a STEN first, OR qualified in (2) single resource boss position and ICT4. TFLD qualification will be updated once these pre-requisites have been met.

KRAVETZ, Howard – Prescott FD – Completed MEDL taskbook approved.

KURTZ, Ralph – Sedona FD – NEW FILE – Approved for ENGB trainee.

LAVERS, Mike – Prescott FD – NEW FILE – Approved for ENGB trainee.

LEGGE, Dave – Sedona FD – NEW FILE – Approved for qualified COML.

MACKEY, Adam – Northwest FD – NEW FILE – Approved for qualified CRWB.

MARTINEZ, Mike – Ponderosa FD – NEW FILE – TABLED – ENGB taskbook requires (1) more training assignment per State Guidelines: 3 Incidents, 3 Evaluators. Taskbook contains (3) Incidents but only (2) Evaluators.

MATTHEWS, Bob – Tempe FD – NEW FILE – Approved for ENGB trainee. Strongly recommended that S-234 be taken within the next year.

MCCARTY, Pat – Prescott FD – NEW FILE – Approved for CRWB trainee.

McKAY, Kevin – Patagonia FD – NEW FILE – Approved for qualified ENGB. Strongly recommended that S-234 and S-260 be taken within the next year.

MILLER, Todd – Highlands FD – Completed ENGB taskbook approved. Strongly recommended that S-234 and S-260 be taken within the next year.

(reviews continued)

MORRIS, Billy – Peoria FD – Completed STEN taskbook – tabled – additional information on evaluations needed.

MOSELEY, Bart – Show Low FD – NEW FILE – Approved for qualified ENGB.

NIESEN, Jimmy – Surprise FD – Completed ENGB taskbook approved.

OJEDA, Pat – Sedona FD – NEW FILE – Approved for ENGB trainee.

PARKS, Mike – Daisy Mountain FD – NEW FILE – Approved for qualified ENGB and ICT4 trainee.

POGGI-JENKINS, Carl – Highlands FD – NEW FILE – Approved for qualified ENGB. Strongly recommended that S-234 be taken within the next year.

RHEIN, Karl – Three Points FD – Completed ENGB taskbook approved. Strongly recommended that S-234 and S-260 be taken within the next year.

SIMON, Merrill – Elephant Head FD – NEW FILE – Approved for qualified ENGB.

SLAYTON, Preston – Summit FD – Completed ENGB taskbook approved. Strongly recommended that S-260 be taken within the next year.

SMITH, Greg – Northwest FD – NEW FILE – Completed DIVS taskbook approved. The State strongly recommends that Greg take M-410 as soon as possible. This class is required under the National Type 1 IHC standards.

STAPLES, Jeff – Rio Verde FD – NEW FILE – Approved for qualified ENGB and STEN trainee. ICT4 qualification approved contingent upon receipt of S-200 certificate.

STARR, Darby – Sun City West FD – Completed ENGB taskbook approved. Strongly recommended that S-234 and S-260 be taken within the next year.

WHITTED, Sam – Summit FD – NEW FILE – Approved for qualified PIO2 and ENGB and other qualifications as listed in IQCS Master Record received from the Forest Service.

WILSON, Brandon – Saint Johns FD – NEW FILE – Approved for ENGB trainee – must complete additional assignments out of district and out of area.

WOOD, Clay – Taylor FD – Approved for ICT4 trainee and STEN trainee contingent upon taking the required prerequisite training classes, S-200 and S-330. Once the certificates are received, ROSS and Clay's Red Card will be updated.

Discussion Item for Next Meeting – "Skills Crosswalk"

NEXT MEETING

Tuesday, April 1, 2008 @ 10:00 AM – Location: Phoenix, AZ

AZ State Wildfire Qualifications Review Committee

MINUTES

APRIL 1, 2008

0930 - 1430

PHOENIX, AZ

MEETING CALLED BY	Judy Wood, ASF Training Specialist
TYPE OF MEETING	Qualifications Review
ATTENDEES	Cliff Pearlberg - ASF, Jim Downey for Scott Hunt - ASF, Brian Lauber - ASF, Kevin Boness - ASF, Jim Pond - Highlands FD, Bob Arthur - Globe FD, Chris Jessop - Show Low FD, Duane Steinbrink - Prescott FD, Mark South - Tubac FD, Stu Rodeffer - Northwest FD, Jayson Coil - Sedona FD
ABSENT	Scott Hunt - ASF
GUESTS	Mark Shiery - Flagstaff FD, Mark Anderson and Jim Stout - Casa Grande FD, Jim Etshokin - Mt. Lemmon FD, Larry Raley, IC - ASF IMT, Ron Melcher - ASF, Kurt Walker - Peoria FD

***** SPECIAL NOTE: These are open meetings – anyone is welcome to attend. There are absolutely no restrictions with regard to this. Fire Department personnel, Federal personnel, or anyone wishing to sit in, are encouraged to attend and see first hand, how the review process works.**

Interested parties should contact Judy Wood at (520) 628-5480 extension 202, so that additional seating may be provided.

DISCUSSION ITEM #1

File Reviews

ALLRED, Jason – Mesa FD – NEW FILE – Approved ENGB qualified and STEN trainee.

BAILEY, Kevin – Tempe FD – NEW FILE – Approved ENGB trainee.

BEERY, Robb – Payson FD – Approved for STPS trainee.

BENTLEY, Todd – Groom Creek FD – Approved SITL trainee and SCKN trainee.

BERG, Doug – Central Yavapai FD – Approved DIVS trainee.

BUCHANAN, Ben – Chino Valley FD – NEW FILE – Approved ENGB trainee.

CAMERON, Scott – Globe FD – NEW FILE – Approved ENGB qualified.

CAUSER, Jesse – ASF – Approved STEN and STCR trainee.

CARBOUN, Gus – Mesa FD – Approved STEN trainee and ICT4 trainee.

COYNER, Tad – Sedona FD – Approved COML qualified.

ELLIS, Ryan – Surprise FD – NEW FILE – Approved ENGB trainee.

GIRON, TJ – Northwest Fire – Approved FACL qualified.

HANEY, Tom – Mayer FD – Approved ICT4 trainee.

HENDRIX, Cameron – Golder Ranch FD – Approved CRWB trainee.

LaGRECA, Jason – Mayer FD – Approved ICT4 trainee.

MARTIN, Mike – ASF – Approved STCR trainee.

McMILLAN, Clarence – ASF – NEW FILE – Approved COML qualified.

MENDOZA, Pete – Tubac FD – TABLE – needs CRWB experience submitted to support completed taskbook.

MOSER, Cory – Prescott FD - Approved STEN trainee, Duane Steinbrink to fax S-215 certificate.

POLACEK, Jeff – Central Yavapai FD – Approved ICT4 trainee.

ROBINSON, Brian – Northwest Fire – NEW FILE – Approved CRWB, ICT5 qualified and ENGB, FIRB trainee.

(REVIEWS continued)

ROMERO, Chris – Flagstaff FD – NEW FILE – Approved ENGB trainee.

ROSE, Cody – Chino Valley FD – NEW FILE – Approved ENGB trainee.

SCHLOSS, Derek – Northwest Fire – NEW FILE – Approved ICT5 qualified and CRWB, HECM trainee.

TUCKER, Mike – Central Yavapai FD – NEW FILE – Approved DIVS trainee.

WALKER, Kurt – Peoria FD – NEW FILE – Approved ENGB qualified – strongly recommended to take S-234.

WRIGHT, Tracy – Surprise FD – NEW FILE – Approved ENGB trainee.

ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Judy will update ROSS accordingly and issue Red Cards		Judy Wood	ASAP
DISCUSSION ITEM #2	Firewise Advisors and Assessors – Cliff Pearlberg		
CONCLUSIONS	Tom and Gerald Beddow are approved for Firewise Advisor Recognition. Those individuals participating in the Firewise Assessor training at Christopher Kohl FD 2/8 – 2/10/2008, and those participating in the training held at the Az Wildfire Academy 3/16 – 3/18/2008, are approved for Firewise Assessor Recognition.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A		N/A	N/A
DISCUSSION ITEM #3	AZ State Forestry – Proposed Sawyer Policy		
CONCLUSIONS	Jim Etshokin, Mt. Lemmon FD gave an overview to the Committee on the history of the Region 3 Sawyer Policy and provided copies of a Policy, modeled after the Region 3 Policy to consider. Duane Steinbrink provided copies of the Policy adopted by the Prescott FD. Judy Wood provided a copy of the BLM FALB and FALC taskbook. A Sub Committee was assigned to review the provided documentation and draft a policy to the Committee and the State Forester, Kirk Rowdabaugh. Individuals with strong experience in this subject were appointed as Sub Committee members: Kevin Boness as Lead with Mark Shiery, Bob Arthur, Jim Etshokin, Chris Jessop, Stu Rodeffer, Jason Coil and Duane Steinbrink as members.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
The Sub Committee will review provided documentation and meet on Tuesday, April 28 th at 1300 to work on a proposal, possibly to be submitted at the next Committee review on April 29 th .		N/A	April 29, 2008
DISCUSSION ITEM #4	FEMA / NWCG Skills Crosswalk document for Structural Firefighters.		
CONCLUSIONS	The Crosswalk document was reviewed by the Committee. It was recognized that although this document provides a lateral crossover to Wildland firefighting for Structural Firefighters, it still requires taskbook completion and field experience. "GAP" training – a modified version of the NWCG required training will need to be provided for those individuals. Instructors of the "GAP" training will need to be qualified to instruct the wildland classes, in accordance with NWCG standards. Certificates will be issued for this training. The Skills Crosswalk document is available and can be obtained at: http://www.usfa.dhs.gov/downloads/pdf/wildland_training_crosswalk.pdf		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Further Review - "GAP" training guidelines and documentation must be obtained.		All	April 29, 2008

DISCUSSION ITEM #5	Taskbook allowances – how many taskbooks can an Individual have opened at one time?		
CONCLUSIONS	The Committee agreed that it would be strongly recommended that an individual not have more than (3) taskbooks open at once regardless of position category. The justification is that there is a high probability for taskbook expirations should someone carry more than (3) taskbooks at any given time and that training would be more focused with fewer taskbooks.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
N/A	N/A	N/A	
DISCUSSION ITEM #6	Non NWCG position qualifications on Red Cards: ATV Operator, Engine Operator, EMT		
CONCLUSIONS	<p>ATV Operator: If certified by the ATV Safety Institute, a card is issued. Once this has been provided to the State, this qualification will be honored, placed on the red card and ROSS will be updated.</p> <p>Engine Operator – this position qualification is addressed in the Skills Crosswalk.</p> <p>EMT – (Basic, Intermediate and Paramedic) Certification renewals must be on file to maintain this position on Red Cards and in ROSS.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
N/A	N/A	N/A	

NEXT MEETING	Wednesday, April 29, 2008 @ 0930 – Location: Phoenix, AZ
---------------------	----------------------------------------------------------

AZ State Wildfire Qualifications Review Committee

MINUTES

APRIL 29, 2008

0930 - 1430

PHOENIX, AZ

MEETING CALLED BY	Judy Wood, ASF Training Specialist
TYPE OF MEETING	Qualifications Review
ATTENDEES	Cliff Pearlberg - ASF, Scott Hunt -ASF, Karl Sieglaff for Brian Lauber - ASF, Kevin Boness - ASF, Chris Jessop - Show Low FD, Duane Steinbrink - Prescott FD, Mark South - Tubac FD, Jayson Coil - Sedona FD
ABSENT	Jim Pond - Highlands FD, Bob Arthur - Globe FD, Stu Rodeffer - Northwest FD
GUESTS	Mark Shiery - Flagstaff FD, Mark Anderson, Kurt Walker - Peoria FD

DISCUSSION ITEM #1 File Reviews

ANDERSON, Mark - Casa Grande FD - Approved ENGB, CRWB (t), DOZB (t), ICT4 (t).

ARCHER, Jeff - Groom Creek FD - Approved ENGB (t), ICT5 (t).

BALLASTEROS, Augustine - ADOC - Approved CRWB (t).

BENNETT, Jason - Prescott FD - Approved ICT4 (t) contingent on updating CRWB experience.

BOULANGER, Mark - Chandler FD - Approved ENGB - strongly recommended that S-215 and S-234 be taken within the next year.

Committee would like to see an Individual Performance Evaluation on the first ENGB assignment.

BREWER, Charlie - ADOC - Approved through STCR (t).

DURAN, Mike - Sedona FD - Approved ENGB (t).

ERICKSON, Shelby - Highlands FD - Approved through CRWB (t) and STEN (t).

ESQUIBEL, Tyson - Az State Forestry - Approved STCR (t) and ICT4.

FEARSON, JoAnne - Az State Forestry - Approval pending review by Kevin Boness for COST Unit Leader.

HANGEN, Roger - ADOC - Approved CRWB qualified - strongly recommended that S-234 be taken within the next year.

HOLT, Jonetta - Az State Forestry - Approved through PIO2.

HUDDLESTON, Eric - ADOC - Approved CRWB - contingent upon District Foresters signature on completed taskbook.

HURLEY, Bill - Corona De Tucson - Approved ENGB - contingent upon updated fire experience and final evaluator signature on completed taskbook.

KOILE, Danielle - Southern Yavapai FD - Approved MEDL (t).

KOILE, Jim - Southern Yavapai FD - Approved MEDL (t).

LAINING, Mike - Fort Mojave FD - Approved ENGB (t) - needs additional training assignments out of district.

LAWSON, Aaron - Prescott FD - Approved ENGB/CRWB.

LOPEZ, Tom - ADOC - Approved ENGB (t) and CRWB.

LUNDBERG, Martha - Tubac FD - Approved MEDL (t).

MAYHALL, Matt - Chino Valley FD - Approved ICT4 (t).

McNeil, Marty - Taylor FD - Approved DOZB (t) and ENGB.

MENDOZA, Pete - Tubac FD - Approved CRWB.

MELENDREZ, Ramon - ADOC - Approved CRWB (t).

MILLER, Robert - Oracle FD - Approved ENGB (t). Table CRWB (t) and DOZB (t).

MINTURN, James - Pinetop FD - Approved through DIVS.

MIRANDA, Todd - Sedona FD - Approved CRWB, DOZB, ICT4.

MOSER, Cory - Prescott FD - Approved ICT4 (t).

O'BRIEN, Joe - Az State Forestry - Approved CRWB (t) and ENGB (t).

ORTLUND, Robert - Az State Forestry - Approved through ATGS, ICT3, OSC2...

PALLATE, Asa - Rincon Valley FD - Approved ENGB (t) contingent upon submittal of FFT1 taskbook evaluations.

PARKS, Tony - Az State Forestry - Approval pending review by Kevin Boness who will facilitate Tony's transfer to State Forestry.

REVIEWS Continued:

- PORT, Colin – Groom Creek FD – Approved ENGB (t).
REIDMILLER, Gary – Az State Forestry – Approved ENGB (t).
REITZ, Hap – Surprise FD – Approved ICT4 (t).
REYES, George – Phoenix FD – Approved MEDL.
ROADS, Addam – Rincon Valley FD – Approved ENGB (t).
SHIERY, Mark – Flagstaff FD – Approved FUM2 (t).
SHILLINGBURG, Charles – Tonto Basin FD – Approved PIO (t), MEDL (t), BCMG (t). Should begin with PEOF taskbook rather than PIO2 taskbook, strongly recommended that S-203 be taken within the next year.
SIMMONS, Linda – Southern Yavapai FD – Approved MEDL (t).
SLYTER, Jamison – Oracle FD – Approved ICT4 (t) and ENGB.
SMITH, Paul – ADOC – TABLE – must take S-230 prior to starting SRB taskbook.
SMITH, Sean – Prescott FD – Approved CRWB (t).
SNYDER, Tim – Chino Valley FD – Approved ENGB (t).
TOBIN, Tom – Az State Forestry – Approved ATGS.
UPCHURCH, Jack – Az State Forestry – Approved ICT4 (t), STCR (t) and ENGB.
VAN ECKHOUTTE, Scotty – Christopher Kohl FD – Approved ENGB.
VENSEL, Kathy – Az State Forestry – Approved FSC1.
VIZCAINO, Lehi – ADOC – Approved CRWB (t).
VOAKES, Don – Approved MEDL, EQPM, RCDM, BCMG and ENGB (t) – needs (1) additional training assignment – must be out of district with a different evaluator.
WALLACE, Nate – Chandler FD – Approved ENGB. Strongly recommended that S-215 and S-234 be taken within the next year. Committee would like to see an Individual Performance Evaluation on the first ENGB assignment.
WHITE, Tim – Flagstaff FD – Approved ENGB.
WHIPPLE, Jerrod – Show Low FD – Approved ENGB.
WHITTED, Sam – Summit FD – Approved ICT4.
WRIGHT, Toby – Canyon FD – Approved ENGB (t).
ZUPANCIC, Frank – Tri City FD – Approved ICT4 (t).

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Judy will update ROSS accordingly and issue Red Cards	Judy Wood	ASAP
DISCUSSION ITEM #2	Arizona State Sawyer Policy	
CONCLUSIONS	Kevin Boness presented the draft Policy to the Committee – Committee to review and get all comments back to Kevin ASAP. It was discussed that Coordinators and Certifiers must be identified and in place – classes will need to be organized whether on the District level, or State wide. Finalizing this process and Policy will most likely take place next fall due to the onset of fire season. The Sawyer Sub Committee will try to meet again before that time. Until that time, Faller qualifications will still be considered to be Agency specific – if the qualification is to be on red cards, documentation will be provided to the State.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Policy Comments to Kevin Boness	All Committee Members	ASAP

DISCUSSION ITEM #3	Minor modifications to State Minimum Experience Guidelines		
CONCLUSIONS	1) ICT4 guidelines – change ENGB pre-requisite to Single Resource Boss. 2) TFLD guidelines – change required training from S-390 to S-330. 3) TFLD guidelines – add ICT4 to pre-requisite (2 SRB plus ICT4)		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Amendment	Cliff Pearlberg	ASAP	
DISCUSSION ITEM #4	New Positions which will need Committee review		
CONCLUSIONS	Seat Manager (SEMG) - Due to the nature of the position, managing aircraft, the Committee agreed that although this is not a Unit Leader position, it does have higher level of responsibility associated with it and should be reviewed. Helicopter Crewmember (HECM) – This position also requires a high level of responsibility and will also require Committee Review.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
N/A	N/A	N/A	
<p><u>NEXT MEETING:</u> Any additional file reviews will be conducted electronically, as needed and time permitting until June 1, 2008 - per the Committee By Laws, Article 5, Section 5.3. Judy will input all training documentation into IQS and then forward a copy of the Individual IQS Master Record to the Committee for review.</p>			

AZ State Wildfire Qualifications Review Committee

MINUTES

NOVEMBER 6, 2008

0930 - 1400

PHOENIX, AZ

MEETING CALLED BY	Judy Wood, AZSF Training Specialist
TYPE OF MEETING	Qualifications Review
ATTENDEES	Scott Hunt - AZSF, Brian Lauber - AZSF, Kevin Boness - AZSF, Chris Jessop – Show Low FD, Duane Steinbrink – Prescott FD, Jim Pond – Highlands FD, Dugger Hughes for Stu Rodeffer – Northwest FD, Chris Jessop – Show Low FD, Bob Arthur – Globe FD
ABSENT	Jayson Coil – Sedona FD, Stu Rodeffer – Northwest FD, Mark South – Tubac FD
GUESTS	Mark Shiery – Flagstaff FD, Mark Anderson – Casa Grande FD, Jeff Nowak – Casa Grande FD.

DISCUSSION ITEM #1 File Reviews

EXISTING FILES:

Arthur, Bob – Globe FD: Request to begin RXB2 taskbook – approved. Strongly recommended to take RX-300, RX-310 and RX-341 courses.

BANDIN, Albert – Guadalupe FD: Completed ENGB taskbook – approved. Strongly recommended to take L-280, S-260 and S-270 courses.

BUCHANAN, Ben – Chino Valley FD: Completed ENGB taskbook – approved. Strongly recommended to take L-280.

COLLINS, Bryan – Az State Forestry: Completed DOZB taskbook – approved. Strongly recommended to take L-280 and S-260.

ERICKSON, Shelby – Highlands FD: Completed HECM and CRWB taskbooks – approved.

HOYE, Michael – Green Valley FD: Completed ENGB taskbook – approved.

KNORR, Jerry – Daisy Mountain FD: Request to begin ICT4 taskbook – approved. Strongly recommended to take S-234.

McLAUGHLIN, John – Az State Forestry: Completed SECM taskbook – approved.

OBRIEN, Joe – Az State Forestry: Completed CRWB taskbook – approved.

RODEFFER, Stu – Northwest FD: Request to begin LSC1 taskbook – approved. Request to re-initiate TFLD taskbook – approved.

ROADS, Addam – Rincon Valley FD: Completed ENGB taskbook – approved.

ROWE, William – Green Valley FD: Completed CRWB taskbook – approved. Request to begin ICT4 and STEN taskbooks – approved.

SCIACCA, Tony – Prescott FD: Request to begin ICT1 taskbook – approved. Request to re-initiate OSC1 taskbook – approved.

SMALL, Pruet – Central Yavapai FD: Completed ICT1 taskbook. Qualifications Review Committee recommends approval – will forward (via Dave Behrens) to Southwest Coordinating Group for concurrence.

TRUE, Eric – Highlands FD: Request to begin STEN taskbook – approved. Request to re-initiate FOBS taskbook – approved.

NEW FILES:

AGUILERA, Jose "Chuy" – ADOC: Request to begin CRWB taskbook – approved.

BAKER, Jordan – Sedona FD: Request to begin ENGB taskbook – approved. Strongly recommended to take S-234, S-260 and S-270 courses.

BULLARD, David – Rio Verde FD: Completed ENGB and STEN taskbook. ENGB taskbook approved. STEN taskbook – Committee requiring one additional evaluation as a STEN trainee on either a Type 1 or Type 2 Incident. Approved for STEN trainee until this requirement has been met.

COLLINGS, David – Desert Hills FD: Completed ENGB taskbook – approved pending completion of S-131. Committee strongly recommends taking S-260, S-234 and S-270 courses as well.

CANTARELLA, Tony – Heber Overgaard FD: Completed ENGB taskbook – approved.

LECHOWSKI, Eric "Buzz" – Sedona FD: HOLD – must log assignments as qualified FFT1 as per the State Minimum Experience Guidelines.

SPRAZOFF, Shane – Flagstaff FD: Transferred from FS with completed ENGB taskbook – approved. Open FIRB taskbook – approved.

SULLIVAN, Daniel J. – Walker FD: Request to begin STEN taskbook – HOLD. ENGB taskbook requires one more evaluation (final).

VALLEJOS, Robert – St. Johns FD: Completed ENGB taskbook – approved. Strongly recommended to take S-211, S-212, S-234, S-260, S-270 and L-280 courses.

LISTON, Gary – St. Johns FD: HOLD – must submit complete fire experience records.

LOOMIS, Jean – Williamson Valley FD: HOLD – must take S-290 then Committee will review.

NEW FILE REVIEW con't:

WALLACE, Richard – Pinetop FD: Approved ENGB trainee – must complete ENGB taskbook per State Minimum Experience Guidelines.

RICE, Scott – Northwest FD: HOLD - pending submittal of FFT1 taskbook evaluations and update Fire Experience records – to include FFT2 experience.

FIREWISE ASSESSOR / ADVISOR:

BARCUS, Bill – Advisor – approved.

FISHER, Mike – defer to Dave Behrens.

ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Update ROSS and issue Red Cards / Firewise Certificates		Judy Wood	ASAP
DISCUSSION ITEM #2	End of Season Review – email reviews – did it work?		
CONCLUSIONS	Everyone felt the email reviews went well during fire season – would like to see this continue in the future. It was noted however that this was a somewhat “slow” season, which provided the necessary time not only for Judy to process the requests but also for the Committee to review and respond. Important Reminder - The level of fire activity will definitely dictate whether or not files can be processed and reviewed. File reviews may be suspended at any time during fire season, if necessary.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Judy will continue file processing during subsequent seasons as time permits.		N/A	N/A
DISCUSSION ITEM #3	Arizona State Sawyer Policy - Finalization		
CONCLUSIONS	Kevin Boness will review Policy Draft. Sub Committee Meeting scheduled for Monday, January 26 th , 10:00 AM, at the State Forestry Office in Payson.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Judy to notify Sub Committee Members of scheduled meeting date. Kevin to review draft policy.		Judy / Kevin	ASAP
DISCUSSION ITEM #4	Modifications to State Minimum Experience Guidelines: NWCG 310-1 now only requires that taskbook evaluators be qualified in the position being evaluated, if they are the <u>final</u> evaluator. The State requires that all evaluators be qualified in the position, if it is an evaluation on a wildland incident. If an evaluation is conducted on a structural or medical response incident, then the evaluator may be the individual’s supervisor, as stated in 310-1.		
CONCLUSIONS	<ol style="list-style-type: none"> 1) Amend Guidelines to specify “qualified evaluators” on wildland incidents. <p>*** Previously needed changes:</p> <ol style="list-style-type: none"> 2) ICT4 guidelines – change ENGB pre-requisite to Single Resource Boss. 3) TFLD guidelines – change required training from S-390 to S-330. 4) TFLD guidelines – add ICT4 to pre-requisite (2 SRB plus ICT4) 		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Amend Guidelines – submit to Committee for further review.		Judy Wood	Next Meeting

DISCUSSION ITEM #4	Request to allow non-wildland experience and evaluations on ICT5 and ICT4 taskbooks (Dugger Hughes). The State Guidelines may be too strict in number of required hours and type of incidents. It is extremely difficult to complete the tasks on wildland incidents alone.		
CONCLUSIONS	Review Guidelines for possible modifications.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Scott will look at reworking the Guidelines – further Committee discussion needed.	Scott	Next Meeting	
DISCUSSION ITEM #5	Type 1 IHC Certification – should the Qualification Review Committee be involved? (Kevin Boness)		
CONCLUSIONS	Kevin posed the question – should the Committee oversee T1 IHC Certification process, appointing peer evaluators?		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Kevin will research the certification process and report to the Committee	Kevin Boness	Next Meeting	
<u>Miscellaneous Items Discussed:</u>			
<ul style="list-style-type: none"> ❖ <u>IMT Nominations:</u> Kevin Boness requested that Judy provide IQS Master Records for all State Overhead personnel who are currently on T1 or T2 IMT Rosters. Judy will pull last year’s rosters fro the Team websites, and get the information to Kevin for the upcoming 2009 IMT selection. ❖ <u>Upcoming changes to IQS:</u> The IQS working group has designed a web based IQS program, scheduled for deployment May, 2009. This new version will eventually talk to ROSS, as the federal IQCS program now does. The stand alone version will still be available to the Fire Departments, however, it is unknown if there will be any future updates to this version. Fire Departments may have to update their IQS program to coincide with the changes to 310-1. The State Forestry Division will not switch to the web-based version until after fire season. The State’s stand alone version will be maintained for awhile after that to make sure we don’t loose any valuable data. ❖ <u>Refresher Training and Fitness:</u> Currently, the State does not gather <u>Refresher Training or Fitness</u> information – this information is logged onto an individual’s red card by their Chief or Training Officer. To prevent any future problems with the pending web based IQS, Judy will enter a default date of 1/1/2009 for both refresher training and fitness test. This will be done each year. Judy will modify the records upon notification by a Fire Department, should any changes occur. The Cooperative Agreements signed by the Fire Departments ensure compliance with these required standards, eliminating any liability issues to the State. ❖ <u>IS-700 and IS-800 training:</u> Currently, these courses are required on the State level, but it is required for anyone responding to federal incidents. Judy will get the word out as much as possible that the State <u>very strongly recommends</u> that all overhead resources take these online courses and get copies of certificates to Judy for logging. The pending web based version of IQS may flag any individuals as “unqualified”, if they have not taken one or both of these courses, similar to what the federal IQCS program does. These courses are available online at http://www.training.fema.gov/IS/ and are free of charge. ❖ <u>Fire Departments Red Cards:</u> Fire Department are now being asked to submit a list of FFT2’s and FFT1’s to the State Dispatch Office so that their personnel can be entered into ROSS for the next fire season. This will provide the State an additional means to gather valuable data, i.e. individual assignment histories. 			
<u>Miscellaneous Items cont’d:</u>			

- ❖ Judy requested that Northwest Fire submit fire experience records for Greg Smith and Tony Johnson. Due to the way the Crew Roster was set up in ROSS, all assignments were logged as DIVS (Greg) and TFLD trainee (Tony). The Crew Roster needs to be corrected in ROSS as well. The concern is that the fire experience records gathered in ROSS may not accurately reflect what they did through the season.
- ❖ Mark Anderson (Casa Grande FD) requested information for the IQS software program that the State uses to track training records. Judy will send the link and then sit with Mark at a later date, to go over the software. This will be beneficial to the Casa Grande FD as they are beginning to build their wildland program.

NEXT MEETING: Tuesday, January 27th, 10:00 – Payson, Az. Location TBA.

AZ State Wildfire Qualifications Review Committee

MINUTES

February 24, 2009

1000 - 1500

PHOENIX, AZ

MEETING CALLED BY	Judy Wood, ASFD Training Specialist
TYPE OF MEETING	Qualifications Review
ATTENDEES	Scott Hunt -ASFD, Kevin Boness - ASFD, Duane Steinbrink – Prescott FD, Mark South – Tubac FD, Jayson Coil – Sedona FD, Jim Pond – Highlands FD, Bob Arthur – Globe FD
ABSENT	Stu Rodeffer – Northwest FD, Brian Lauber – ASFD, Chris Jessop – Show Low FD
GUESTS	Mark Shiery – Flagstaff FD, Andrew Miller – Casa Grande FD, Kurt Walker – Peoria FD, Mike Parks – Daisy Mt FD, Jay Walter – Daisy Mt FD

<p>ITEM #1 File Reviews</p> <p><u>ABEL, TODD</u> – Central Yavapai FD – Approved OSC2 (t).</p> <p><u>ADAMS, Frank</u> – Eagar FD – FALB recertification approved.</p> <p><u>ANDERSON, MARK</u> – Approved STEN (t) – will drop DOZB (t)</p> <p><u>ARCHER, Jeff</u> – Groom Creek FD – request to begin ICT4 taskbook tabled – must meet State Minimum Experience Guidelines for ENGB prior to beginning taskbook.</p> <p><u>ARTHUR, Bob</u> – Globe FD – Approved OSC1 (t)</p> <p><u>BEAR, Larry</u> – Northwest - Approved DIVS (t) contingent upon submittal of updated fire experience records</p> <p><u>BERNAL, Chris</u> – Fry FD – Approved ENGB (t)</p> <p><u>BEAUDOIN, Gene</u> – ASFD – Approved FACL (t)</p> <p><u>BEERY, Rob</u> – Hells Gate FD - Approved STPS qualified contingent upon submittal of updated fire experience records</p> <p><u>BENNETT, Jason</u> – Prescott FD – Approved DOZB qualified</p> <p><u>BLUE, Brandon</u> – Highlands FD – Approved ENGB (t)</p> <p><u>BONESS, Kevin</u> – ASFD – Approved PSC2 qualified contingent upon submittal of taskbook evaluations</p> <p><u>BROWN, Eric</u> – Flagstaff FD – Approved STEN (t) and ICT4 (t)</p> <p><u>BROWN, Katie</u> – Flagstaff FD – Approved ENGB (t), once updated fire experience records are submitted.</p> <p><u>CAROLIN, Robert</u> – ASFD – Approved SPUL, ORDM, and RCDM – transferred from FS.</p> <p><u>CARSTENSEN, Joshua</u> – Tubac FD – Approved ENGB (t)</p> <p><u>EMANS, Doug</u> – Northwest – Approved LOFR qualified.</p> <p><u>ERICKSON, Shelby</u> – Highlands FD – Approved TFLD (t) as well as STEN (t)</p> <p><u>FOSTER, Todd</u> – Tempe FD – Approved SITL (t)</p> <p><u>GILLESPIE, David</u> – Oracle FD – Approved FDUL (t)</p> <p><u>ISAKSON, Ike</u> – Patagonia FD – Approved FIRB (t)</p> <p><u>JESSOP, Chris</u> – Show Low FD – Approved STEN qualified and TFLD (t) approved</p> <p><u>JOHNSON, Tony</u> – Northwest - Approved ICT4 qualified</p> <p><u>JOHNSTON, Kevin</u> – Surprise FD – Approved ENGB (t)</p> <p><u>KINGSLEY, Al</u> – Tubac FD – Approved ICT4 qualified and TFLD (t)</p> <p><u>MacDONALD, Jerome</u> – ASFD – Approved ICT1, OSC1, DIVS – transferred from FS</p> <p><u>MANZANEDO, Ernesto</u> – Groom Creek FD - Approved ICT4 qualified</p> <p><u>MAYER, Bob</u> – Daisy Mt FD – Approved SOF2 qualified</p> <p><u>MAYS, Michael</u> – Highlands FD – Approved FALB qualified – below ENGB level – Highlands will issue Red Card</p> <p><u>McGUIRE, Mike</u> – Patagonia FD – Approved ICT4 (t) and STEN (t)</p> <p><u>MELENDREZ, Ramon</u> – ADOC – Approved CRWB qualified</p> <p><u>MENDOZA, Pete</u> – Tubac FD – Approved STEN (t) and ICT4 (t)</p> <p><u>MILLER, Darrell</u> – Tubac FD – Approved ICT2 (t)</p>

REVIEWS Continued:

MOORE, Kevin – Approved MEDL trainee

MOSER, Cory – Prescott FD – Approved STEN qualified

NORMAN, Mike – Eagar FD – FALB recertification approved

PALLATTE, Asa – Rincon Valley FD – Approved ENGB qualified

PARKS, Mike – Daisy Mt FD – Approved ICT4 qualified

ROBINSON, Brian – Northwest – Approved FIRB qualified, ICT4 (t) and STCR (t)

SACHARA, Mark – Flagstaff FD – Approved TFLD qualified

SCHLOSS, Derek – Northwest – Approved CRWB qualified

SEETS, Nate – Approved ENGB qualified

TUCKER, Mike – Central Yavapai FD – tabled – Needs one more training assignment on DIVS taskbook per State Minimum Experience Guidelines

VIZCAINO, Lehi – ADOC – Approved CRWB qualified.

WALTER, Jay – Daisy Mt FD – Approved DIVS (t)

WEILER, John – Chandler FD – Approved FALC, CRWB, DOZB, FIRB qualified and ICT4 / ENGB trainee

WHITTED, Sam – Summit FD – Approved STEN (t) ** will have to drop one other trainee position – can only carry 3 at one time

ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Judy will update ROSS accordingly and issue Red Cards		Judy Wood	March 15, 2009
ITEM #2	Arizona State Sawyer Policy		
CONCLUSIONS	Kevin Boness presented the finalized draft Policy to the Committee and went over the details. The Policy was approved and will go to the State Forester for review and signature. An electronic copy will be provided for posting on the State website as well as a State Taskbook. All persons having current certification documentation on file will retain the certification on their red cards and in ROSS. C Faller Certifiers will be researched and asked to assist in certifying additional C Fallers, who can then certify B Fallers, etc. Fallers will have to log fire experience to maintain currency and eligibility for recertification. A saw refresher will also be required. Until the Policy is signed, Fire Departments will continue to certify A and B Fallers using existing federal taskbooks and certification programs.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Forward finalized Policy to the State Forester for signature		Kevin Boness	ASAP
ITEM #3	Basic Wildland Firefighting Online Course		
CONCLUSIONS	There were mixed feelings on this subject – majority being that the online course is fine but must be administered by a qualified Instructor. A field exercise is highly recommended. Jayson Coil suggested adding additional field days for BWFF Online Recipients at the Arizona Wildfire Academy every year – will speak to the Academy Coordinator. Judy will post a link to the BWFF Online Course on the State Website		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A		N/A	N/A
ITEM #4	Engine Operators in ROSS		
CONCLUSIONS	There are numerous ENOP's in ROSS – these are non-NWCG positions and will be removed. Some individuals are using this position to fly under the radar as ENGB trainees. All Engine crews will be rostered for Engine assignments with either ENGB, FFT1 or FFT2 only.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Remove ENOPs		Judy Wood	April 1

ITEM #5	Fire Department trainees on IMT's	
CONCLUSIONS	It has become increasingly more evident that FD personnel, who wish to "experience" the team interactions, have been submitting nominations to be on an IMT. This is a concern in that these individuals will take much needed training positions with no intention of continuing in the position afterward. Kevin Boness assured everyone that of 30 or 40 nominees, only 6 were accepted. This needs to be a consideration in future years when Team selections take place.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A
<p><u>NEXT MEETING:</u> April 16th, 2009 at 10:00 AM</p>		

AZ State Wildfire Qualifications Review Committee

MINUTES

April 16, 2009

1000 - 1500

PHOENIX, AZ

MEETING CALLED BY	Judy Wood, ASFD Training Specialist
TYPE OF MEETING	Qualifications Review
ATTENDEES	Scott Hunt -ASFD, Jesse Causer - ASFD, Duane Steinbrink – Prescott FD, Al Kingsley – Tubac FD, Jim Pond – Highlands FD, Bob Arthur – Globe FD, Flip Elliot - ASFD, Dugger Hughes – Northwest FD, Chris Jessop – Show Low FD
ABSENT	Stu Rodeffer – Northwest FD, Kevin Boness – ASFD, Mark South – Tubac FD, Brian Lauber – ASFD,
GUESTS	Mark Shiery – Flagstaff FD, Kurt Walker – Peoria FD, Mike Rauton – Verde Valley Fire District, Bradley Johnston – Phoenix FD, Dirch Foreman – Highlands FD

<p>ITEM #1 File Reviews</p> <p><u>ABIHAI, Terry (ADOC)</u> – Approved CRWB (t)</p> <p><u>BARRARAS, Joe (ADOC)</u> – Approved CRWB (t) – strongly recommended to take S-234 and S-270 within the next year.</p> <p><u>BAILEY, Kevin (TEMPE)</u> – Approved CRWB (t)</p> <p><u>BEAR, Larry (NORTHWEST)</u> – Approved DIVS (t) – must take S-339</p> <p><u>BROWN, Harold (SUN CITY)</u> – Approved ENGB (t)</p> <p><u>BROWN, Katie (FLAGSTAFF)</u> – Approved FALB</p> <p><u>BRUMAGIN, Scott (ARIVACA)</u> – HOLD – Although State Minimum Experience Guidelines have been met, the Committee is requiring one additional season as a qualified FFT1.</p> <p><u>CANTARELLA, Tony (HBO)</u> – Approved MEDL (t)</p> <p><u>CLARK, Scott (NORTHWEST)</u> – Approved MEDL (t) contingent upon submittal of support documentation.</p> <p><u>COLLINGS, David (DESERT HILLS)</u> – Approved STEN (t) – Must take S-330 and strongly recommended to take S-215</p> <p><u>COOLEY, Tom (PRESCOTT)</u> – Approved TFLD (t)</p> <p><u>CORBEL, Robert (NORTHWEST)</u> – Approved MEDL (t) contingent upon submittal of support documentation</p> <p><u>DEVENNEY, James (PINEWOOD)</u> – Approved ENGB (t) and CRWB (t) – Must take S-230 and strongly recommended to take S-234.</p> <p><u>DOBBS, Todd (FLAGSTAFF)</u> – Approved ENGB (t) – Must take S-230</p> <p><u>ERICKSON, Shelby (HIGHLANDS)</u> - FALC certification approved</p> <p><u>ESPARZA, Cory (PINETOP)</u> – Approved MEDL (t)</p> <p><u>ESTELLE, Steve (SUNSHINE PEARCE)</u> – Approved ICT4 (t)</p> <p><u>HENDRIX, Cameron (GOLDER RANCH)</u> – Approved FOBS (t)</p> <p><u>HOPF, Greg (CAMP VERDE)</u> – Approved ENGB (t) contingent upon receipt of S-290 certificate. Must take S-230 and strongly recommended to take S-234.</p> <p><u>JAMISON, Richard (SUMMIT)</u> – Completed ENGB taskbook approved.</p> <p><u>JOHNS, Martin (SUMMIT)</u> – Approved for COMT (t) and renewed STEN taskbook *** RADO (t) expired – will double check with Summit.</p> <p><u>MAYHALL, Mat (CHINO VALLEY)</u> – Approved STEN (t)</p> <p><u>McLAUGHLIN, Greg (FLAGSTAFF)</u> – FALB approved</p> <p><u>MOSER, Cory (PRESCOTT)</u> – HOLD TFLD (t) – must log qualified assignments as STEN per State Minimum Experience Guidelines</p> <p><u>MUIRHEAD, Mike (GOLDER RANCH)</u> – Approved CRWB (t)</p> <p><u>PLEITGEN, Brigitte (SKULL VALLEY)</u> – Approved MEDL (t)</p> <p><u>REITZ, George (SURPRISE)</u> – Approved CRWB (t)</p> <p><u>ROCHE, Ben (CHINO VALLEY)</u> – Approved STEN (t), ICT4 (t) and FALB</p> <p><u>SACHARA, Mark (FLAGSTAFF)</u> – Completed ICT4 taskbook approved.</p> <p><u>SHELDON, James (RIO RICO)</u> – Approved DOZB (t)</p> <p><u>SIMINGTON, Brian (MAYER)</u> – Approved STEN (t) and ICT4 (t)</p> <p><u>SIMON, Merrill (ASFD)</u> – Completed CRWB taskbook approved.</p>

REVIEWS Continued:			
<u>SPOHN, Jeff (GROOM CREEK)</u> – Approved PIO2 (t)			
<u>STOUT, Jim (CASA GRANDE)</u> – Approved ENGB			
<u>WALKER, John (ASFD)</u> – Approved CRWB (t) and FIRB (t). Strongly recommended to take S-234 and S-270			
<u>WALKER, Kurt (PEORIA)</u> – Approved STEN (t). Must take S-330.			
<u>WRIGHT, Larry (VERDE VALLEY)</u> – Approved FOBS (t) and ICT4 (t). Must take S-200 and S-244.			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Update ROSS accordingly and issue Red Cards		Judy Wood	May 1, 2009
ITEM #2	Arizona State Sawyer Policy		
CONCLUSIONS	Need to check status on State Forester Approval.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Check Status		Kevin Boness	ASAP
ITEM #3	Strike Team Leader / Taskforce Leader – 2008 Version of 310-1		
CONCLUSIONS	<p>The May, 2008 version of NWCG 310-1 now makes the following statements regarding STL and TFLD positions:</p> <p>“Once qualified as a Strike Team Leader, any additional Single Resource Boss qualifications will allow agencies to qualify the individual in the corresponding Strike Team Leader position. An additional PTB for that position does not need to be completed. Certification must be documented on a Verification/Certification page”</p> <p>And;</p> <p>“If a TFLD meets the prerequisite experience and qualifications of a STL, the appropriate STL qualification may be granted by the certifying official. Certification must be documented on a Verification/Certification page.”</p> <p>Translated, this means that if a person completes a STEN taskbook, but is also a qualified CRWB, then that person would be eligible for STCR, etc, and that if a person is already qualified as a TFLD, any STL positions may be granted without having to complete taskbooks.</p> <p>The Committee will review any requests related to these statements, on a case by case basis, with the acknowledgement that the State reserves the right to require additional experience and/or training as necessary. The State Minimum Experience Guidelines will remain as written.</p>		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A		N/A	N/A
ITEM #4	Firewise Assessors / Advisors		
CONCLUSIONS	All Assessor Files presented were approved. It was clarified that the State will only issue certificates to non Federal employees. All Federal Agencies are responsible for issuing certificates to their employees.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A		N/A	N/A
ITEM #5	Next Meeting – tentatively set for Tuesday, May 19 th . Judy will pursue the purchase of the “Microsoft Live Meeting” software for future possible electronic / conference call reviews. Judy will also (time permitting) conduct electronic reviews by email where applicable.		

State Wildfire Qualifications Review Committee

MINUTES

December 4, 2009

1000 - 1500

PHOENIX, AZ

MEETING CALLED BY	Judy Wood, ASFD Training Specialist
TYPE OF MEETING	Qualifications Review
ATTENDEES	Scott Hunt -ASFD, Bruce Banke - ASFD, Brian Lauber – ASFD, Mark South – Tubac FD, Jim Pond – Highlands FD, Bob Arthur – Globe FD, Stu Rodeffer – Northwest FD, Chris Jessop – Show Low FD, Jayson Coil – Sedona FD
ABSENT	Kevin Boness – ASFD, Duane Steinbrink – Prescott FD
GUESTS	Vicki Christiansen – ASFD, Mark Shiery – Flagstaff FD, Kurt Walker – Peoria FD, Bradley Johnston – Phoenix FD, Dirch Foreman – Jim Stout – Casa Grande FD, Andrew Miller – Casa Grande FD, Scott Brumagin – Arivaca FD

ITEM #1 Discussion Items		
<ul style="list-style-type: none"> • Status of Proposed State Sawyer Policy – a brief overview of the Policy was presented to Vicki Christiansen, State Forester. Vicki will take a look at the policy in the near future and make her recommendation to the Committee. • Firewise Advisor/Assessor recertification requirements – it has been proposed that the recertification requirements be changed to 25 assessments per every 5 years. TABLE – Scott suggested that Mark Brehl be invited to the next meeting to discuss what the Firewise Committee may be doing. • Proposed changes to Policy 25 (State Minimum Experience Guidelines). <ul style="list-style-type: none"> ○ Currently, the State Guidelines require an individual to be a qualified ENGB prior to starting an ICT4 taskbook. NWCG 310-1, May 2009, states that a person must be a qualified SRB – does not specify what type of SRB. Committee approved the amendment – Scott will make the necessary changes. ○ Policy 25 prerequisite experience to begin a TFLD taskbook – currently states 120 hours in each of two SRB positions. This was intended to be 60 hours in each of two SRB positions, for a combined total of 120 hours. Scott will make the necessary changes. • Clarification on Task #39 of the ENGB taskbook: The intention of this Task is to evaluate the communication skills of an ENGB to the Incident Management personnel, through the chain of command, with regard to the effectiveness of the aerial resources. Example – Single Engine Air Tanker just made a drop – was it effective? Was it on target? Did it have the desired effect? • Update on IQSweb – 2nd round of beta testing underway. Fully functional program is scheduled for release on January 4th, 2010. Reminder to the Fire Departments that are currently using IQS – the IQSweb program will be available to the State only. The stand alone version will remain available. There is a new cleanup utility and update available, but it will be the last. This will update the current version with the most recent changes to NWCG 310-1. Any future changes to 310-1 will have to be manually set in the stand alone version of IQS. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Make the recommended changes to Policy #25	Scott Hunt	ASAP
ITEM #2	Reviews	
CONCLUSIONS	<ul style="list-style-type: none"> • ALMAND, Clay, Corona De Tucson: Completed ENGB taskbook - approved with stipulation – the Committee would like a complete performance rating on the first large incident assignment – send letter to Corona De Tucson outlining the Review process and Committee’s stipulation on the taskbook. • BENNETT, Jayson, Prescott FD: Completed STCR taskbook – approved. • BERNAL, Chris – Fry FD: Completed ENGB taskbook – approved. • BREHL, Mark – Flagstaff FD: Request to begin ENGB taskbook and PIO2 taskbook – approved. 	

- **BRUMAGIN, Scott – Arivaca FD:** Request to begin ENGB taskbook – approved.
- **CLARK, Scott – Northwest FD:** Request to begin MEDL taskbook – approved.
- **CLEMENT, Wayne – Guadalupe FD:** Request to begin ENGB taskbook – approved. Committee strongly recommending S-230/231 and S-234 within the next year.
- **COIL, Jayson – Sedona FD:** Completed OSC2 taskbook – approved.
- **ERICKSON, Shelby – Highlands FD:** Completed TFLD taskbook – approved.
- **GREEN, Aaron – State Forestry:** Request to begin CRWB / ENGB taskbook (both positions) approved.
- **HALL, Roy – State Forestry:** Recertification evaluation to reinstate SOF2 qualification – approved.
- **HOLM, Shaun – Corona De Tucson:** Request to begin ENGB taskbook – approved. Committee strongly recommends S-234 within the next year.
- **HOWARD, Dylan – Summit FD:** Request to begin ENGB taskbook – approved. Committee strongly recommends S-234 within the next year.
- **JOHNSON, David L. – Chino Valley FD:** Request to begin ENGB taskbook – approved. Committee strongly recommends S-234 within the next year.
- **JOHNSTON, Bradley – Phoenix FD:** Request to begin RESL taskbook – approved.
- **LOOMIS, Jean – Williamson Valley FD:** Would like to re-establish ENGB currency. Committee approved – requiring an ENGB taskbook be issued and completed. Committee strongly recommends S-234 within the next year.
- **LUCAS, Ralph – Prescott FD:** Completed DIVS taskbook – approved.
- **MARSH, Eric – Prescott FD:** DIVS Taskbook – Committee requesting (1) additional training to meet the required hours as stated in the State Minimum Experience Guidelines.
- **MARTIN, Mike – State Forestry:** Request to begin TFLD taskbook – approved.
- **MAYHALL, Mathew – Chino Valley FD:** Completed ICT4 taskbook – approved.
- **McCARTY, Pat – Prescott FD:** Completed CRWB taskbook – approved.
- **MORRIS, Billy – Peoria FD:** Completed TFLD taskbook, request to begin ICT4 taskbook – approved.
- **NAVARRO, Oscar – Goodyear FD:** Request to begin ENGB taskbook – approved. Committee strongly recommends S-234 within the next year.
- **OLTROGGEE, Paul – Flagstaff FD:** New transfer from Coconino NF - CRWB/DOZB and HECM taskbooks issued by the Forest. Approved.
- **PERU, Scott – Northwest FD:** Completed ENGB taskbook – approved. Committee strongly recommends S-231 within the next year.
- **PICKETT, Eliot – Flagstaff FD:** Requesting an extension of his RXB2 taskbook – extended through 12/2010.
- **SCHWISOW, Scott – Sedona FD:** Completed DIVS taskbook – approved.
- **SEETS, James – Central Yavapai FD:** Completed ENGB taskbook – approved.
- **SHIERY, Mark – Flagstaff FD:** Completed DIVS taskbook – approved.
- **SHUMATE, Russ – State Forestry:** Completed ICT3 taskbook – approved.
- **STOUT, Jim – Casa Grande FD:** Request to begin ICT4 and CRWB taskbooks – approved. Committee strongly recommends S-200 and S-234 within the next year.
- **TINGLE, Terry – Sunsites Pearce FD:** Request to begin ENGB taskbook – approved.
- **WALKER, John – State Forestry:** Completed CRWB taskbook – approved.
- **WALLACE, Richard – State Forestry:** Completed ENGB taskbook – approved.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Update ROSS/Red Cards accordingly	Judy Wood	ASAP
ITEM #3	Next Meeting Date – to be determined	

State Wildfire Qualifications Review Committee

MINUTES

April 28, 2010

0930 - 1500

PHOENIX, AZ

MEETING CALLED BY	Susan Burger, ASFD Training Specialist
TYPE OF MEETING	Qualifications Review
ATTENDEES	Scott Hunt -ASFD, Jim Downey - ASFD Kevin Boness - ASFD, Brian Lauber – ASFD, Al Kingsley – Tubac FD, Dugger Hughes – Northwest, Bob Arthur – Globe FD, Darrell Willis – Prescott FD, Al DiBenedetto – Scottsdale FD, Chris Jessop – Show Low FD
ABSENT	Mark South – Tubac FD, Stuart Rodeffer – Northwest FD, Jayson Coil – Sedona FD
GUESTS	Mark Sachara – Ponderosa FD, Robert Evans – Tusayan FD

ITEM #1 Discussion Items		
<ul style="list-style-type: none"> • <u>Committee Membership (Policy 25)</u> – Scott suggested the language in Article 3.1 regarding committee membership is somewhat vague and needs to be clarified. The committee approved having Scott and Susan revise that section. Article 3.2 states that fire department representatives will serve a 2 year term. It was proposed that the term of service be extended from 2 years to 3 years. The proposal was accepted. Each fire department representative will now serve a 3 year term. • <u>Initiating Task Books</u> – Proposal was discussed: If a person has previously been approved by the committee to open a task book that is in a combined position task book (i.e. ENGB in the Single Resource Boss task book) then committee review would not be necessary to open additional task books during the fire season provided the additional position is included in the combined task book (FIRB in the Single Resource Boss task book) that has already been approved. It was determined that because the By-Laws currently allow for email reviews during the fire season and the State Forester has the authority to grant emergency certification, the current practice of reviewing the initiation of all new task books remain unaltered. It was suggested that people could request to initiate multiple task books if they wish to work on qualifications concurrently. • <u>All-Risk Incidents</u> – Question was posed: Could the hours spent on an All-Risk incident be considered as valid fireline experience when considering a candidates certification status? The committee acknowledged that while hours spent on an All-Risk incident are valuable they are not the same as fireline hours and red cards are intended to reflect Wildland Fire Qualifications. Rather than establish a set amount or percentage of allowable All-Risk incident hours, the committee opted to make this determination on a case by case basis when individuals submit All-Risk hours for consideration. • <u>Faller Certification</u>: - Vicki Christiansen relayed the message, through Scott Hunt, that she will sign the Faller Certification Proposal. Until the State Faller Certification plan is fully implemented each department should continue with their current practice for certifying their Fallers. • <u>Purpose and Powers (Policy 25)</u> – 2.1.b reads that the committee will provide oversight for the certifications of those participating at the level of ICT3. The committee has been reviewing for certifications at the level of ICT4 and above. Policy 25 will be revised to reflect current practice. • <u>PMS 310-1</u>: - Lengthy discussion concerning the following statements in the 310-1: "Once qualified as a Strike Team Leader, any additional Single Resource Boss qualifications will allow agencies to qualify the individual in the corresponding Strike Team Leader position." (p.22) and "If a TFLD meets the prerequisite experience and qualifications of a STL, the appropriate STL qualification may be granted by the certifying official." (p.23). The Committee has agreed to manage these requests on a case by case basis. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Make the recommended changes to Policy #25	Scott Hunt	ASAP

ITEM #2	Reviews
CONCLUSIONS	<ul style="list-style-type: none"> • <u>BEAUDOIN, Gene - State Forestry:</u> Completed FACL task book - approved. • <u>BEERY, Robb - Hellsgate FD:</u> Initiate FBAN/LTAN task book – approved. • <u>BELL, Troy - Heber-Overgaard FD:</u> Initiate ICT4 task book - approved • <u>BENNETT, Jason - Prescott FD:</u> Initiate TFLD & FELB task book – approved. • <u>BENTLY, Todd – Groom Creek FD:</u> Initiate DMOB & RESL task book – approved. • <u>BLUE, Brandon – Highlands FD:</u> Initiate CRWB task book – approved; Initiate ICT4 task book – Committee requesting complete required 80 hours as qualified ENGB to include assignments as stated in the State Minimum Experience Guidelines. • <u>BYRD, Mike – Buckskin FD:</u> Request ENGB Qualification based on Experience; approved to initiate ENGB task book. • <u>DECK, Duane – Summit FD:</u> Completed ENGB task book - approved • <u>DEVENNEY, Eric James - Pinewood FD:</u> Completed CRWB task book – approved; Initiate ENGB & FIRB task books approved; Initiate ICT4 task book – Committee requesting complete required 80 hours as qualified ENGB to include assignments as stated in the State Minimum Experience Guidelines. • <u>DILLAHUNTY, Tina – Summit FD:</u> Request initiate COST task book; approved. • <u>EARLS, Brian – Wickenburg FD:</u> Time expired on current ENGB task book request to initiate new ENGB task book – approved. • <u>ERICKSON, Shelby – Highlands FD:</u> Approve STEN & STCR based on 310-1 Note re: TFLD qualification – approved. Initiate DIVS task book - approved • <u>EVANS, Robert – Tusayan FD:</u> Completed ENGB task book – approved. • <u>FOLLETT, David – Crown King FD:</u> New File; requesting Committee to review file and declare qualifications – Committee needs additional information (task books/requested qualifications) then will review file. • <u>FOREMAN, Dirch – Highlands FD:</u> Approve STCR based on 310-1 Note re: TFLD qualification – approved. • <u>HENNINGSEN, Kirby – Highlands FD:</u> Has been inactive as ENGB outside of district for a season, quals still current, request recertification for ENGB - approved. • <u>HILTON, Jon – Camp Verde FD:</u> Initiate ENGB task book – approved. • <u>LAWSON, Aaron – Prescott FD:</u> Approve STCR based on 310-1 Note re: TFLD qualification – approved. Initiate FIRB & DOZB task book – approved. • <u>LOPEZ, Thomas – Show Low FD:</u> Complete ENGB task book – Committee requests continue to work on ENGB task book as additional hours are needed to satisfy State Minimum Experience Guidelines. Current ENGB task book expired – Committee approved initiate new ENGB task book. Initiate ICT4 task book – approved. • <u>McGAUGHEY, Tim – Chandler FD:</u> Re-certify ENGB task book, qualification is current – approved. • <u>McMURTRIE, Steve – Fry FD:</u> New File – Committee approved ATVO, CRWB, ENGB, FALB, FFT1, FFT2, FIRB, HECM, ICT4, ICT5 Qualifications per IQCS master record. • <u>MILLER, Andrew – Casa Grande FD:</u> Complete ENGB task book – approved. • <u>MORK, Austin – Prescott FD:</u> Initiate CRWB & DOZB task books – Committee approved contingent on fire experience logs demonstrating requesting (1) additional training to meet the required hours as stated in the State Minimum Experience Guidelines. • <u>POND, Jim – Highlands FD:</u> Initiate FOBS task book - approved. • <u>PRATT, Leonard – Pima County:</u> Initiate DOCL task book – approved. • <u>RUSSELL, Russ – Houston Mesa FD:</u> Request ENGB based on experience - Committee approved contingent upon fire experience logs and Training Certificate for S-290. Committee strongly recommends S-234 within the next year. • <u>SACHARA, Mark – Ponderosa FD:</u> Initiate SECM & SOFR task books – approved. Request INVF qualification – Committee relegates that qualification to departments determination. • <u>SAVAGE, Bryan – Lakeside FD:</u> Request TFLD using experience and crosswalk - Committee requests additional documentation (fire experience logs) then will review.

	<ul style="list-style-type: none"> • <u>SMITH, Paul – Department of Corrections:</u> Initiate CRWB task book – approved. • <u>STOUT, Jim – Casa Grande FD:</u> Initiate FIRB task book – approved. • <u>TEMEROWSKI, Ed - Wickenburg FD:</u> Current ENGB task book will expire 5/19/2010 request to initiate new ENGB task book – approved. • <u>WILLIS, Darrell – Prescott FD:</u> Approve OPBD based on experience - approved. • <u>YEOH, Andy - Tucson FD:</u> Initiate DOCL task book - approved. 	
	PERSON RESPONSIBLE	DEADLINE
Update ROSS/Red Cards accordingly	Susan Burger	ASAP
ITEM #3	Next Meeting Date – October 6th 0930-1500	
CONCLUSIONS		

State Wildfire Qualifications Review Committee

MINUTES

October 6, 2010

0930 - 1500

SEDONA, AZ

MEETING CALLED BY	Susan Burger, ASFD Training Specialist
TYPE OF MEETING	Qualifications Review
ATTENDEES	Jim Downey – ASFD, Al DiBenedetto – Scottsdale FD, Kevin Boness - ASFD, Chris Jessop – Show Low FD, Brian Lauber – ASFD, Mark South – Tubac FD, Dugger Hughes – Northwest
ABSENT	Bob Arthur – Globe FD, Darrell Willis – Prescott FD, Jayson Coil – Sedona FD, Stuart Rodeffer – Northwest FD
GUESTS	Bradley Johnston – Phoenix FD; Joel Rosenberg – Verde Valley FD; Mike Rauton – Verde Valley FD; Paul Summerfelt – Flagstaff FD; Mark Shiery – Flagstaff FD, Todd Miranda - Sedona FD

ITEM #1 Discussion Items		
<ul style="list-style-type: none"> • Email Reviews: The Team decided to continue with email reviews between committee meetings. • Faller Certification: The Committee briefly discussed the topic of requiring annual qualifications for Sawyer/Faller certifications but quickly decided to table the conversation until we have the actual requirements to look over. The committee will re-address this topic at the next meeting. • Structural/Wildland Crosswalk: The crosswalk was set up to move the individual’s training along by identifying course classroom equivalencies. The person still needs to complete a Wildland Task Book (or something equivalent) and they must show their wildfire experience. The committee will assess these requests on case by case bases. • All Risk Qualifications: Posed the question regarding if/how we will incorporate All Risk Qualifications. It was reported that FEMA is in the process of developing different pneumatic identifiers for All-Risk positions and a trial is being conducted in IQCS with those new positions. In the meantime, the team suggests that we continue to enter those positions as THSP is ROSS and note the task they are being used for. The committee does want fireline experience to be included in the criteria for accepting All Risk positions. Some task books/positions do not require items that include wildfire experience to complete the book; for example the PIO position transfers well and LOFR is the same task book – but the committee is requesting the person at least task BWFF training and then have them complete the team training if the person is going to join a team. • Schultz Flood Situation: The team discussed a performance review from the Schultz Flood Incident. The team agreed to address the situation on a conference call during the week of Oct 18th. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Susan will continue with email reviews (including Crosswalk requests) via email until the next meeting.	Susan to send and Team to reply	Ongoing
Kevin will bring the information regarding Sawyer/Faller certification to the next meeting.	Kevin	Next Meeting
Kevin will call Susan with a date for a conference call. Susan will arrange for the conference line with Beth and notify the team.	Kevin and Susan	Week of October 18, 2010
ITEM #2	File Reviews	

CONCLUSIONS

- **AMATOR, Jerrod – Lakeside FD:** Completed ENGB task book – Complete 1 currency assignment w/ successful evaluation then approved as ENGB.
- **ANDERSON, Shawn - Goodyear FD:** Initiate MEDL task book – Provide Wildland Experience Logs-approved
- **BARRERAS, Joe - ADOC:** Completed CRWB task book – Complete Type 1 or 2 assignment w/ successful eval then approved.
- **BEERY, Robb - Hellsgate FD:** Completed FBAN/LTAN task book – approved
- **BENNETT, Jason – Prescott FD:** Completed ICT4 task book – approved
- **BLUE, Brandon – Highlands FD:** Completed ENGB task books – approved
- **BROWN, Harold – Sun City FD:** Initiate FACL task book -- approved
- **BURGER, Dan – ADOC:** Initiate CRWB task book - approved
- **CHALLIFOUR, Colin - Flagstaff FD:** Completed ENGB task book – approved
- **CROODY, Kris – Golder Ranch FD:** Initiate DIVS task book -- approved
- **DOBBS, Dave – Flagstaff FD:** Completed DMOB task book – approved; Completed ICT4 Task Book - Submit S-200 certification then approved; Re-Issue PSC2 task book -- approved
- **DOWNEY, Jim – Az Forestry:** Re-Issue ICT3, STEN, STCR Task Books -- approved
- **DURBY, Tim – Phoenix PD:** Initiate FDUL task book – approved
- **EVANS, Heath –** Initiate RESL -- approved
- **FRANCIS, Chris – Show Low FD:** Initiate ENGB task book -- approved
- **FRITZSCHE, Dave – Az Forestry:** Initiate GSUL task book – Provide S130 S190 cert then approved.
- **GARARD, David – Sun City FD:** Initiate MEDL task book – Provide S130 S190 I-100, I-200) then approved; Will need I-300 certificate to obtain qualification when task book complete.
- **GARCIA, Scott – Golder Ranch FD:** Initiate DIVS task book – approved
- **GONZALES, Art – Phoenix FD:** Re-Certify ENGB – currency assignment with successful eval then approved; Re-Certify ICT4 qualification -- currency assignment w/ successful eval then approved
- **GRASSMAN, Jesse – Tombstone FD:** Initiate CRWB task book --approved
- **HANSEN, Bruce – Wickenburg FD:** Completed ENGB task book – Committee willing to issue new ENGB task book – Bruce to complete Type 1 or 2 assignment w/ successful evaluation then can use previous evals towards completion of new task book and submit for approval.
- **HATCH, Scott – Globe FD:** Request ENGB & ICT4 -- approved
- **HERBERT, Jeffrey – Phoenix FD:** Re-Certify ENGB qualification -- currency assignment with successful eval then approved
- **JOHNSON, Josh – Black Canyon City FD:** Complete ENGB task book – approved
- **JOHNSTON, Bradley – Phoenix FD:** Complete RESL task book -- approved; Initiate DMOB task book -- approved
- **LAWSON, Arron – Prescott FD:** Completed FIRB task book - approved
- **MAIER, Jess – Flagstaff FD:** Initiate ENGB task book – approved; strongly recommends S-234
- **MARTINEZ, Mike – Sunsites Pearce FD:** Approve Initiated ICT4 & STEN task books –approved – obtain S-234 & S-330 prior to completion
- **McHUGH, Chuck – ADEM:** Completed LOFR task book --approved
- **MEYER, Bob – Green Valley FD:** Completed ENGB task book - approved; Initiate STEN task book - approved
- **MORALES, Ramon – St Johns FD:** Completed ENGB task book – approved. Committee recommend I-200 and to pursue S-200 level courses as available.
- **MORRIS, Billy – Peoria FD:** Completed LOFR task book – approved
- **PITASSI, Brad – Maricopa FD:** Initiate PIO2 task book – approved
- **POLACEK, Jeff – Central Yavapai FD:** Completed STEN task book -- approved
- **RACKLEY, Steven – Phoenix Police:** Initiate RESL task book -- approved
- **RIEDMILLER, Gary – Az Forestry:** Re-Issue ENGB task book – approved
- **RODEFFER, Stuart – Northwest FD:** Completed LSC1 task book – approved

	<ul style="list-style-type: none"> • <u>ROMERO, Chris – Flagstaff FD:</u> Completed ENGB task book – approved • <u>ROSENBERG, Joel – Verde Valley FD:</u> Completed ENGB task book – Complete 1 currency assignment outside district as ENGB(t) w/ satisfactory evaluation; then approved • <u>RUSSO, Robert – Golder Ranch FD:</u> Initiate ENGB task book – approved • <u>RYDER, Sean – ADOC:</u> Initiate CRWB task book – approved. Committee requests completion of S-234 • <u>SNYDER, Tim – Chino Valley FD:</u> Completed ENGB task book – approved • <u>STERN, Dennis – Lakeside FD:</u> Completed TFLD task book – approved • <u>WIGMAN, Gordon – Flagstaff FD:</u> Initiate LOFR task book – obtain grandfathered note re: BWFF – then approved. 	
	PERSON RESPONSIBLE	DEADLINE
Update ROSS/Red Cards accordingly	Susan Burger	ASAP
ITEM #3	Next Meeting Date – End of February.	
CONCLUSIONS	Susan to email committee to set date and location.	

State Wildfire Qualifications Review Committee

EMAIL REVIEWS COMPLETED BETWEEN MAY 1, 2010 & DECEMBER 6, 2010

ITEM #1	2010 Email Reviews	
CONCLUSIONS	<ul style="list-style-type: none"> • <u>ARCHER, Jeff – Groom Creek FD:</u> Completed ENGB task book – approved 6/14/10. • <u>BARR, Ariel – Sun Lakes FD:</u> Transfer File; Initiate ENGB & CRWB Task Books – approved 8/24/2010. • <u>BEERY, Robb – Hellsgate FD:</u> Initiate OSC2 task book (previous book expired) -- approved 6/2/10. • <u>BONESS, Kevin – Az. Forestry:</u> Initiate PSC1 & SOF2 task books – approved 12/6/2010. • <u>CARSTENSEN, Joshua – Tubac FD:</u> Completed ENGB task book -- approved 6/2/10. • <u>COLLINS, Bryan – Az. Forestry:</u> Initiate TFLD task book, Completed FIRB task book -- Team requested info re: fire experience on the required variety of fuel types before approving FIRB. TFLD(t) approved 5/31/10. • <u>COLLINS, Bryan – Az. Forestry:</u> Completed FIRB task book; supplied requested info. FIRB approved 6/2/10. • <u>CONGER, Patrice – Tubac FD:</u> Initiate COST task book – approved 5/31/10. • <u>COOLEY, TOM – Prescott FD:</u> Completed ENGB task book – approved 8/24/2010. • <u>DeFORD, Ryan – Az. Forestry:</u> Transfer File; Approve ENGB, CRWB(t) – approved 7/27/10. • <u>DeFORD, Ryan –Az. Forestry:</u> Initiate DOZB task book – approved 8/24/10. • <u>FOLLETT, David – Crown King FD:</u> Transfer File; Approve ENGB & ICT4 – complete currency assignment w/ successful evaluation as ICT4 then both qualifications will be approved - 08/24/2010. • <u>GEYER, David – Az. Forestry:</u> Transfer File; Approve DIVS, ENGB, FBAN, FIRB, ICT3, ICT4, RXB2, RXI2, STEN, TFLD, OSC2(t), RESL(t), SITL(t) – approved 7/27/10 • <u>HOPF, Greg – Camp Verde FD:</u> Initiate FIRB task book – approved 5/31/10. • <u>KELSO, Andrew – Sonoita FD:</u> Transfer File; Request ENGB – approved as ENGB(t) 8/24/2010 • <u>KINGSLEY, Al – Tubac FD:</u> Completed TFLD task book – approved 6/14/2010. • <u>LOPEZ, Tom – Show Low FD:</u> Completed ENGB task book – approved 8/24/2010 • <u>MARSH, Eric- Prescott FD:</u> Completed DIVS task book – approved 5/31/10. • <u>McCARTY, DANIEL – Prescott FD:</u> New File; Initiate CRWB, DOZB, FIRB – approved 8/24/2010 • <u>MILLS, DAVID – Tusayan FD:</u> Transfer File; Approve ENGB – approved 8/24/2010 • <u>MURPHY, RYAN – Prescott FD:</u> New File; Initiate ENGB, DOZB, FIRB task books – approved 8/24/2010; committee requests certificates for S-131 be provided. • <u>OLTROGGE, Paul – Flagstaff FD:</u> Remove CRWB(t); Initiate ENGB task book – approved 6/2/10. • <u>PARRISH, Gordon – Az. Dept Corrections:</u> Completed CRWB task book – approved 6/14/10. • <u>SCHAPP, Martin – Az. Forestry:</u> Transfer File; Approve FAcl – approved 8/24/10. • <u>SHIERY, Mark – Az. Forestry:</u> Initiate SOF2 task book – approved 12/6/2010 • <u>STANLEY, Debra – Az. Forestry:</u> Initiate TIME task book – approved 12/6/2010. • <u>STEED, Jesse – Prescott FD:</u> Approve CRWB qualification; Initiate ICT4, FIRB, STCR – approved 7/27/10 • <u>TODORA, Jason – Lakeside FD:</u> Initiate ENGB task book – approved 6/2/10. • <u>WHITTED, Clayton – Prescott FD:</u> Initiate DOZB task book – approved 5/31/10. • <u>WILLIS, DARRELL – Prescott FD:</u> Initiate ICT3 task book (previous book expired) – approved 6/2/10. 	
	PERSON RESPONSIBLE	DEADLINE
Update ROSS/Red Cards accordingly	Susan Burger	ASAP