

# 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	<b>Introductions.</b> Paul Summerfelt, Flagstaff Fire Department and Dan Wills, Sedona Fire Department, attended as guests. Their input was welcomed during the review process.				
2	<b>Additions and/or Changes to Committee Bylaws and/or Guidelines:</b> 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.				
3	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.				
4	Qualifications reviewed included 19 firefighters and 9 Firewise Advisors and Assessors				
5	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.				
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	<b><u>Introductions:</u></b> Chris Jessop with Show Low Fire Department attended as a guest.				✓
2	Previous Meeting Minutes reviewed and approved.				✓
3	<b><u>Addition to Committee:</u></b> 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	<b><u>Firewise Advisors:</u></b> Cliff expressed his concern on the lack of Firewise Advisor records being submitted from within the Division (ASLD). Reminder to the District Foresters.	√
5	<b><u>Established Dates for Records and Red Cards:</u></b> To be incorporated into the Committee By Laws as follows: <ul style="list-style-type: none"> <li>• <b><u>Red Cards</u></b> 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.</li> <li>• <b><u>Fire Experience Records</u></b> 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.</li> <li>• <b><u>Pack Test and Refresher Classes</u></b> – 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.</li> </ul>	√
6	<b><u>Committee Meeting Locations:</u></b> It was discussed whether to rotate meeting places – but was voted down. Phoenix is the most central of locations for all parties.	√
7	<b><u>Website:</u></b> There was a brief discussion regarding the posting of Committee Meeting Minutes as well as forms, etc. Per Cliff, the website is being redesigned.	√
8	<b><u>Clarification regarding NWCG pre-requisites:</u></b> 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.	√
9	<b><u>Rural Metro and Other “Contractors”:</u></b> 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.	√
10	<b><u>Tracking other State Agency Training:</u></b> 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.	√

11	<p><b><u>FFT1 – Advanced Firefighter/Squad Boss Taskbooks:</u></b> 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><b><u>Training Files Reviewed:</u></b></p> <p><b>BONESS, Kevin:</b> Approved for PSC2 (t) – need Taskbook Initiation Page for IQS.</p> <p><b>BUTLER, Ken:</b> 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><b>CAROTHERS, Cougan:</b> 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><b>CAUSER, Jesse:</b> Completed taskbooks ENGB, CRWB and ICT4 – approved.</p> <p><b>COLLIER, Marsha:</b> Completed DMOB and RESL taskbooks – approved. It is highly recommended by the Committee that Marsha take S-261.</p> <p><b>COLLINS, Brian:</b> Table until next review meeting – missing some documentation.</p> <p><b>CUPELL, Todd:</b> Required to take the S-131 course. Once documentation has been received, approved through ENGB.</p> <p><b>FOSTER, Todd:</b> Approved through ENGB, CRWB and ICT4.</p> <p><b>FRAZEE, Dan:</b> There was no taskbook submitted for MEDL – must provide copy of taskbook, or other documentation to satisfy this requirement.</p> <p><b>HALL, Justin:</b> 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><b>HOWARD, Don:</b> Must submit an ICT3 Certification Page, signed by someone other than himself – approved through ICT3 (qualified).</p>	√

<b><u>Reviews continued:</u></b>		
<b>HUGHES, Dugger:</b>	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.	
<b>JESSOP, Chris:</b>	Approved through STEN (trainee). Must submit a summary of Fire Experience 1990 – 2000.	
<b>KINGSLELY, Al:</b>	Approved through ICT4 (trainee).	
<b>LINDQUIST, Ed:</b>	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”.	
<b>LOMBARDO, Steve:</b>	Approved through STEN & TFLD. No documentation submitted for required class S-290. Advised to take the self study course and submit documentation.	
<b>McKINNON, Alex:</b>	Approved through DIVS. Also must take the required S-290 class, or submit documentation if the class had been taken already.	
<b>MORRIS, Billy:</b>	Approved through STEN (trainee). This Committee strongly recommends that S-260/261 be taken.	
<b>ORRILL, Bob:</b>	Table until next review. ** see note.	
<b>SHIERY, Mark:</b>	Table until next review. ** see note.	
<b>RODEFFER, Stu:</b>	Completed FACL taskbook approved. ICT4 taskbook incomplete – reference the State’s “Minimum Experience Guidelines” – need a total of 60 fireline hours, etc.	
<b>ROMERO, Wilford:</b>	Completed TIME taskbook – approved.	
<b>SCHWISOW, Scott:</b>	Completed TLFD taskbook – approved.	
<b>SOLBERG, Eric:</b>	Completed GSUL taskbook – approved.	
<b>UPCHURCH, Chad:</b>	Completed CRWB taskbook – approved.	
<b>WALTER, Jay:</b>	Approved through STEN/TFLD and ICT4.	
<p>** 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.</p>		

13	<p><b><u>Next Meeting:</u></b> The next meeting has been scheduled for Tuesday and Wednesday, December 5 &amp; 6, at 10:00. Location: City of Phoenix Community Center located at 35<sup>th</sup> Avenue and Pinnacle Peak Road.</p>	√
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# 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	<b><u>Introductions:</u></b> 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	<b><u>Flagstaff Fire Dept – special review session:</u></b> 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:  <u>Bob Orrill:</u> 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).  <u>Mark Shiery:</u> 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).				√

4	<b><u>State Overhead Resources – Trainees:</u></b> 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.	√
5	<b><u>Revisions to the State “Minimum Experience Guidelines”:</u></b> 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.	√
6	<b><u>NIMS Training Requirements:</u></b> 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.	√
7	<b><u>Training Files Reviewed:</u></b> NORDYKE, Greg: Approved for LOFR (t). HARWOOD, Doug: Approved for ENGB / CRWB and ICT4. MOSER, Corey: Approved for ENGB ** Must submit S-131 Certificate prior to issuance of Red Card. SACHARA, Mark: Approved for ENGB ** S-230/231 Certificate was mailed. BALLARD, Jack: Approved for ENGB and ICT4 once completed taskbooks are received. COLLINS, Bryan: Approved for ENGB / CRWB qualified and ICT4 trainee. GARCIA, Sam: Approved for MEDL trainee – must submit taskbook Initiation Page and EMT Certification. HANER, Jim: Table for next review – additional fire experience records needed and must also take S-200 before starting ICT4 training. LASSEN, Brian: Approved for ENGB qualified and ICT4 trainee. Needs to take additional assignments as CRWB trainee prior to certification. MEYER, Robert: Table – need an ENGB taskbook (re-create utilizing documented experience). Once received, then file can be evaluated for STEN (t). MYERS, Kenny: Table for next review – Committee would like to see additional fire experience records (from the beginning – summary). 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. SANDERSON, Sam: Approved for FIRB (t) (RXI2) and ENGB (t) – must be qualified as ENGB prior to starting ICT4. SHEARER, Dan: Approved for STEN (t) – Jim Pond will initiate a new taskbook and send a copy. 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).	√



8	<p><b><u>ENGB/CRWB Group – Records Needed:</u></b> 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. <b><u>Only one letter will be sent.</u></b></p>	√
9	<p><b><u>New State Red Card:</u></b> 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><b><u>Committee Membership:</u></b> 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><b><u>D.O.I. and F.S. Membership:</u></b> 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><b><u>Next Meeting:</u></b> February 21 &amp; 22, 2007, beginning at 10:00 AM. Location – City of Phoenix Community Center located at the SWC of 35<sup>th</sup> Avenue &amp; 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
<p>Qualifications:</p> <p>FBAN</p> <p>LOFR</p> <p>THSP (NON NWCG - STATE ONLY)</p> <p><b>FITNESS TEST DATE:</b> _____</p> <p><b>REFRESHER DATE:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Title:</b> _____</p>					
<p>Training Needs:</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"><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><b>INVALID UNLESS SIGNED AND DATED ABOVE</b></p></div>					
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	<b><u>Introductions:</u></b> 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	<b><u>Faller Classifications and other positions were no State standards exist:</u></b> 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	<b><u>Revisions to the State “Minimum Experience Guidelines”:</u></b> 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.	√
5	<b><u>Committee Membership - Alternates:</u></b> 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.	√
6	<b><u>Firewise Assessors:</u></b> 21 Individuals from the February 10, 2007 class held in Payson, AZ were all approved.	
7	<b><u>File Reviews:</u></b> <b><u>ENGB/CRWB/ICT4 – New files:</u></b> <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><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><b><u>New or Completed Taskbooks:</u></b></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><b><u>Next Meeting:</u></b> April 10 &amp; 11 (if needed), beginning at 10:00 AM. Location – City of Phoenix Community Center located at the SWC of 35<sup>th</sup> Avenue &amp; 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)				
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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	<b><u>Introductions:</u></b> Bill Crowley from BLM and John Lerew from Chandler Fire Department attended as guests.				√
2	<b><u>Discussion Item:</u></b> 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	<b><u>Discussion Item:</u></b> 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><b>Discussion Item:</b> 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 15<sup>th</sup> 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><b>File Reviews:</b></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><b><u>Next Meeting:</u></b> May 15, 2007 beginning at 10:00 AM. Location – City of Phoenix Community Center located at the SWC of 35<sup>th</sup> Avenue &amp; 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><b>Discussion Item:</b> 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) <b>APPROVE</b> – file is complete – red card and ROSS updated accordingly.</p> <p>2) <b>CONTINGENT APPROVAL</b> – 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) <b>REFER TO DISTRICT FORESTER</b> – 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) <b>UNABLE TO REVIEW / INELIGIBLE</b> – 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	<b>Discussion Item:</b> 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.			√
3	<b>Discussion Item:</b> 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.			√
5	<b>File Reviews:</b> <b>Taskbook Updates:</b> <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).  <b>ENGB / CRWB / ICT4 Group: Complete listing of all (to date) and the results thus far.</b>			
	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	GUTIERRREZ, 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	<p><b><u>Next Meeting:</u></b> The Committee will meet again later in the year – unable to schedule another meeting at this time, due to Fire Season.</p>	√
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# 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 it 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		
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”.			
CONCLUSIONS	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.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A		N/A	N/A
DISCUSSION ITEM #6	Flagstaff Fire Department – Special Request #3		
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.			
CONCLUSIONS	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.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A		N/A	N/A
DISCUSSION ITEM #7	Revocation of Red Cards		
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.			
CONCLUSIONS	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.		
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, Al – 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 - ALSD, 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><b>*** 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.</b></p> <p><b>Interested parties should contact Judy Wood at (520) 628-5480 extension 202, so that additional seating may be provided.</b></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	<p>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.</p> <p>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.</p>		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
The Sub Committee will review provided documentation and meet on Tuesday, April 28 <sup>th</sup> at 1300 to work on a proposal, possibly to be submitted at the next Committee review on April 29 <sup>th</sup> .		N/A	April 29, 2008
DISCUSSION ITEM #4	FEMA / NWCG Skills Crosswalk document for Structural Firefighters.		
CONCLUSIONS	<p>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.</p> <p>The Skills Crosswalk document is available and can be obtained at:</p> <p><a href="http://www.usfa.dhs.gov/downloads/pdf/wildland_training_crosswalk.pdf">http://www.usfa.dhs.gov/downloads/pdf/wildland_training_crosswalk.pdf</a></p>		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Further Review - "GAP" training guidelines and documentation must be obtained.		All	April 29, 2008

<b>DISCUSSION ITEM #5</b>	Taskbook allowances – how many taskbooks can an Individual have opened at one time?		
<b>CONCLUSIONS</b>	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.		
<b>ACTION ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		N/A	N/A
<b>DISCUSSION ITEM #6</b>	Non NWCG position qualifications on Red Cards: ATV Operator, Engine Operator, EMT		
<b>CONCLUSIONS</b>	<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>		
<b>ACTION ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		N/A	N/A
<b>NEXT MEETING</b>	Wednesday, April 29, 2008 @ 0930 – Location: Phoenix, AZ		

# AZ State Wildfire Qualifications Review Committee

MINUTES

APRIL 29, 2008

0930 - 1430

PHOENIX, AZ

<b>MEETING CALLED BY</b>	Judy Wood, ASF Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review
<b>ATTENDEES</b>	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
<b>ABSENT</b>	Jim Pond - Highlands FD, Bob Arthur - Globe FD, Stu Rodeffer - Northwest FD
<b>GUESTS</b>	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).

LAING, 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).

SHIER, Mark – Flagstaff FD – Approved FUM2 (t).

SHILLINGBURG, Charles – Tonto Basin FD – Approved PIO (t), MEDL (t), BCMG (t). Should begin with PIOF 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 is 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
<b>NEXT MEETING:</b> 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.			

# AZ State Wildfire Qualifications Review Committee

MINUTES

NOVEMBER 6, 2008

0930 - 1400

PHOENIX, AZ

<b>MEETING CALLED BY</b>	Judy Wood, AZSF Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review
<b>ATTENDEES</b>	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
<b>ABSENT</b>	Jayson Coil – Sedona FD, Stu Rodeffer – Northwest FD, Mark South – Tubac FD
<b>GUESTS</b>	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, Pruett – 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 <sup>th</sup> , 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	1) Amend Guidelines to specify “qualified evaluators” on wildland incidents.  *** Previously needed changes: 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	
<b><u>Miscellaneous Items Discussed:</u></b>			
<ul style="list-style-type: none"><li>❖ <b><u>IMT Nominations:</u></b> 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.</li><li>❖ <b><u>Upcoming changes to IQS:</u></b> 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.</li><li>❖ <b><u>Refresher Training and Fitness:</u></b> 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.</li><li>❖ <b><u>IS-700 and IS-800 training:</u></b> 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 <a href="http://www.training.fema.gov/IS/">http://www.training.fema.gov/IS/</a> and are free of charge.</li><li>❖ <b><u>Fire Departments Red Cards:</u></b> 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.</li></ul>			
<b><u>Miscellaneous Items cont’d:</u></b>			

- ❖ 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 27<sup>th</sup>, 10:00 – Payson, Az. Location TBA.

# AZ State Wildfire Qualifications Review Committee

MINUTES

February 24, 2009

1000 - 1500

PHOENIX, AZ

<b>MEETING CALLED BY</b>	Judy Wood, ASFD Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review
<b>ATTENDEES</b>	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
<b>ABSENT</b>	Stu Rodeffer – Northwest FD, Brian Lauber – ASFD, Chris Jessop – Show Low FD
<b>GUESTS</b>	Mark Shiery – Flagstaff FD, Andrew Miller – Casa Grande FD, Kurt Walker – Peoria FD, Mike Parks – Daisy Mt FD, Jay Walter – Daisy Mt FD

## ITEM #1 File Reviews

ABEL, TODD – Central Yavapai FD – Approved OSC2 (t).

ADAMS, Frank – Eagar FD – FALB recertification approved.

ANDERSON, MARK – Approved STEN (t) – will drop DOZB (t)

ARCHER, Jeff – Groom Creek FD – request to begin ICT4 taskbook tabled – must meet State Minimum Experience Guidelines for ENGB prior to beginning taskbook.

ARTHUR, Bob – Globe FD – Approved OSC1 (t)

BEAR, Larry – Northwest - Approved DIVS (t) contingent upon submittal of updated fire experience records

BERNAL, Chris – Fry FD – Approved ENGB (t)

BEAUDOIN, Gene – ASFD – Approved FACI (t)

BEERY, Rob – Hells Gate FD - Approved STPS qualified contingent upon submittal of updated fire experience records

BENNETT, Jason – Prescott FD – Approved DOZB qualified

BLUE, Brandon – Highlands FD – Approved ENGB (t)

BONESS, Kevin – ASFD – Approved PSC2 qualified contingent upon submittal of taskbook evaluations

BROWN, Eric – Flagstaff FD – Approved STEN (t) and ICT4 (t)

BROWN, Katie – Flagstaff FD – Approved ENGB (t), once updated fire experience records are submitted.

CAROLIN, Robert – ASFD – Approved SPUL, ORDM, and RCDM – transferred from FS.

CARSTENSEN, Joshua – Tubac FD – Approved ENGB (t)

EMANS, Doug – Northwest – Approved LOFR qualified.

ERICKSON, Shelby – Highlands FD – Approved TFLD (t) as well as STEN (t)

FOSTER, Todd – Tempe FD – Approved SITL (t)

GILLESPIE, David – Oracle FD – Approved FDUL (t)

ISAKSON, Ike – Patagonia FD – Approved FIRB (t)

JESSOP, Chris – Show Low FD – Approved STEN qualified and TFLD (t) approved

JOHNSON, Tony – Northwest - Approved ICT4 qualified

JOHNSTON, Kevin – Surprise FD – Approved ENGB (t)

KINGSLEY, Al – Tubac FD – Approved ICT4 qualified and TFLD (t)

MacDONALD, Jerome – ASFD – Approved ICT1, OSC1, DIVS – transferred from FS

MANZANEDO, Ernesto – Groom Creek FD - Approved ICT4 qualified

MAYER, Bob – Daisy Mt FD – Approved SOF2 qualified

MAYS, Michael – Highlands FD – Approved FALB qualified – below ENGB level – Highlands will issue Red Card

McGUIRE, Mike – Patagonia FD – Approved ICT4 (t) and STEN (t)

MELENDREZ, Ramon – ADOC – Approved CRWB qualified

MENDOZA, Pete – Tubac FD – Approved STEN (t) and ICT4 (t)

MILLER, Darrell – Tubac FD – Approved ICT2 (t)

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
<b><u>NEXT MEETING:</u></b> April 16 <sup>th</sup> , 2009 at 10:00 AM			



# AZ State Wildfire Qualifications Review Committee

MINUTES

April 16, 2009

1000 - 1500

PHOENIX, AZ

<b>MEETING CALLED BY</b>	Judy Wood, ASFD Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review
<b>ATTENDEES</b>	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
<b>ABSENT</b>	Stu Rodeffer – Northwest FD, Kevin Boness – ASFD, Mark South – Tubac FD, Brian Lauber – ASFD,
<b>GUESTS</b>	Mark Shiery – Flagstaff FD, Kurt Walker – Peoria FD, Mike Rauton – Verde Valley Fire District, Bradley Johnston – Phoenix FD, Dirch Foreman – Highlands FD

## ITEM #1 File Reviews

ABIHAI, Terry (ADOC) – Approved CRWB (t)

BARRARAS, Joe (ADOC) – Approved CRWB (t) – strongly recommended to take S-234 and S-270 within the next year.

BAILEY, Kevin (TEMPE) – Approved CRWB (t)

BEAR, Larry (NORTHWEST) – Approved DIVS (t) – must take S-339

BROWN, Harold (SUN CITY) – Approved ENGB (t)

BROWN, Katie (FLAGSTAFF) – Approved FALB

BRUMAGIN, Scott (ARIVACA) – HOLD – Although State Minimum Experience Guidelines have been met, the Committee is requiring one additional season as a qualified FFT1.

CANTARELLA, Tony (HBO) – Approved MEDL (t)

CLARK, Scott (NORTHWEST) – Approved MEDL (t) contingent upon submittal of support documentation.

COLLINGS, David (DESERT HILLS) – Approved STEN (t) – Must take S-330 and strongly recommended to take S-215

COOLEY, Tom (PRESCOTT) – Approved TFLD (t)

CORBEL, Robert (NORTHWEST) – Approved MEDL (t) contingent upon submittal of support documentation

DEVENNEY, James (PINEWOOD) – Approved ENGB (t) and CRWB (t) – Must take S-230 and strongly recommended to take S-234.

DOBBS, Todd (FLAGSTAFF) – Approved ENGB (t) – Must take S-230

ERICKSON, Shelby (HIGHLANDS) - FALC certification approved

ESPARZA, Cory (PINETOP) – Approved MEDL (t)

ESTELLE, Steve (SUNSITES PEARCE) – Approved ICT4 (t)

HENDRIX, Cameron (GOLDER RANCH) – Approved FOBS (t)

HOPF, Greg (CAMP VERDE) – Approved ENGB (t) contingent upon receipt of S-290 certificate. Must take S-230 and strongly recommended to take S-234.

JAMISON, Richard (SUMMIT) – Completed ENGB taskbook approved.

JOHNS, Martin (SUMMIT) – Approved for COMT (t) and renewed STEN taskbook \*\*\* RADO (t) expired – will double check with Summit.

MAYHALL, Mat (CHINO VALLEY) – Approved STEN (t)

McLAUGHLIN, Greg (FLAGSTAFF) – FALB approved

MOSER, Cory (PRESCOTT) – HOLD TFLD (t) – must log qualified assignments as STEN per State Minimum Experience Guidelines

MUIRHEAD, Mike (GOLDER RANCH) – Approved CRWB (t)

PLEITGEN, Brigitte (SKULL VALLEY) – Approved MEDL (t)

REITZ, George (SURPRISE) – Approved CRWB (t)

ROCHE, Ben (CHINO VALLEY) – Approved STEN (t), ICT4 (t) and FALB

SACHARA, Mark (FLAGSTAFF) – Completed ICT4 taskbook approved.

SHELDON, James (RIO RICO) – Approved DOZB (t)

SIMINGTON, Brian (MAYER) – Approved STEN (t) and ICT4 (t)

SIMON, Merrill (ASFD) – Completed CRWB taskbook approved.

REVIEWS Continued:

SPOHN, Jeff (GROOM CREEK) – Approved PIO2 (t)

STOUT, Jim (CASA GRANDE) – Approved ENGB

WALKER, John (ASFD) – Approved CRWB (t) and FIRB (t). Strongly recommended to take S-234 and S-270

WALKER, Kurt (PEORIA) – Approved STEN (t). Must take S-330.

WRIGHT, Larry (VERDE VALLEY) – 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 <sup>th</sup> . 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"> <li>• <b><u>Status of Proposed State Sawyer Policy</u></b> – 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.</li> <li>• <b><u>Firewise Advisor/Assessor recertification requirements</u></b> – 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.</li> <li>• <b><u>Proposed changes to Policy 25</u></b> (State Minimum Experience Guidelines). <ul style="list-style-type: none"> <li>○ 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.</li> <li>○ 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.</li> </ul> </li> <li>• <b><u>Clarification on Task #39</u></b> 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?</li> <li>• <b><u>Update on IQSweb</u></b> – 2<sup>nd</sup> round of beta testing underway. Fully functional program is scheduled for release on January 4<sup>th</sup>, 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.</li> </ul>		
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"> <li>• <b><u>ALMAND, Clay, Corona De Tucson:</u></b> 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.</li> <li>• <b><u>BENNETT, Jayson, Prescott FD:</u></b> Completed STCR taskbook – approved.</li> <li>• <b><u>BERNAL, Chris – Fry FD:</u></b> Completed ENGB taskbook – approved.</li> <li>• <b><u>BREHL, Mark – Flagstaff FD:</u></b> Request to begin ENGB taskbook and PIO2 taskbook – approved.</li> </ul>	

- **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.
- **OLTROGEE, 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.
- **SHIER, 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

- **Committee Membership (Policy 25)** – 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.
- **Initiating Task Books** – 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.
- **All-Risk Incidents** – 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.
- **Faller Certification**: - 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.
- **Purpose and Powers (Policy 25)** – 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.
- **PMS 310-1:** - 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"> <li>• <b><u>BEAUDOIN, Gene - State Forestry:</u></b> Completed FACL task book - approved.</li> <li>• <b><u>BEERY, Robb - Hellsgate FD:</u></b> Initiate FBAN/LTAN task book – approved.</li> <li>• <b><u>BELL, Troy - Heber-Overgaard FD:</u></b> Initiate ICT4 task book - approved</li> <li>• <b><u>BENNETT, Jason - Prescott FD:</u></b> Initiate TFLD &amp; FELB task book – approved.</li> <li>• <b><u>BENTLY, Todd – Groom Creek FD:</u></b> Initiate DMOB &amp; RESL task book – approved.</li> <li>• <b><u>BLUE, Brandon – Highlands FD:</u></b> 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.</li> <li>• <b><u>BYRD, Mike – Buckskin FD:</u></b> Request ENGB Qualification based on Experience; approved to initiate ENGB task book.</li> <li>• <b><u>DECK, Duane – Summit FD:</u></b> Completed ENGB task book - approved</li> <li>• <b><u>DEVENNEY, Eric James - Pinewood FD:</u></b> Completed CRWB task book – approved; Initiate ENGB &amp; 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.</li> <li>• <b><u>DILLAHUNTY, Tina – Summit FD:</u></b> Request initiate COST task book; approved.</li> <li>• <b><u>EARLS, Brian – Wickenburg FD:</u></b> Time expired on current ENGB task book request to initiate new ENGB task book – approved.</li> <li>• <b><u>ERICKSON, Shelby – Highlands FD:</u></b> Approve STEN &amp; STCR based on 310-1 Note re: TFLD qualification – approved. Initiate DIVS task book - approved</li> <li>• <b><u>EVANS, Robert – Tusayan FD:</u></b> Completed ENGB task book – approved.</li> <li>• <b><u>FOLLETT, David – Crown King FD:</u></b> New File; requesting Committee to review file and declare qualifications – Committee needs additional information (task books/requested qualifications) then will review file.</li> <li>• <b><u>FOREMAN, Dirch – Highlands FD:</u></b> Approve STCR based on 310-1 Note re: TFLD qualification – approved.</li> <li>• <b><u>HENNINGSEN, Kirby – Highlands FD:</u></b> Has been inactive as ENGB outside of district for a season, quals still current, request recertification for ENGB - approved.</li> <li>• <b><u>HILTON, Jon – Camp Verde FD:</u></b> Initiate ENGB task book – approved.</li> <li>• <b><u>LAWSON, Aaron – Prescott FD:</u></b> Approve STCR based on 310-1 Note re: TFLD qualification – approved. Initiate FIRB &amp; DOZB task book – approved.</li> <li>• <b><u>LOPEZ, Thomas – Show Low FD:</u></b> 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.</li> <li>• <b><u>McGAUGHEY, Tim – Chandler FD:</u></b> Re-certify ENGB task book, qualification is current – approved.</li> <li>• <b><u>McMURTRIE, Steve – Fry FD:</u></b> New File – Committee approved ATVO, CRWB, ENGB, FALB, FFT1, FFT2, FIRB, HECM, ICT4, ICT5 Qualifications per IQCS master record.</li> <li>• <b><u>MILLER, Andrew – Casa Grande FD:</u></b> Complete ENGB task book – approved.</li> <li>• <b><u>MORK, Austin – Prescott FD:</u></b> Initiate CRWB &amp; 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.</li> <li>• <b><u>POND, Jim – Highlands FD:</u></b> Initiate FOBS task book - approved.</li> <li>• <b><u>PRATT, Leonard – Pima County:</u></b> Initiate DOCL task book – approved.</li> <li>• <b><u>RUSSELL, Russ – Houston Mesa FD:</u></b> 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.</li> <li>• <b><u>SACHARA, Mark – Ponderosa FD:</u></b> Initiate SECM &amp; SOFR task books – approved. Request INVF qualification – Committee relegates that qualification to departments determination.</li> <li>• <b><u>SAVAGE, Bryan – Lakeside FD:</u></b> Request TFLD using experience and crosswalk - Committee requests additional documentation (fire experience logs) then will review.</li> </ul>

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

# State Wildfire Qualifications Review Committee

MINUTES

October 6, 2010

0930 - 1500

SEDONA, AZ

<b>MEETING CALLED BY</b>	Susan Burger, ASFD Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review
<b>ATTENDEES</b>	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
<b>ABSENT</b>	Bob Arthur – Globe FD, Darrell Willis – Prescott FD, Jayson Coil – Sedona FD, Stuart Rodeffer – Northwest FD
<b>GUESTS</b>	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"> <li>• <b>Email Reviews:</b> The Team decided to continue with email reviews between committee meetings.</li> <li>• <b>Faller Certification:</b> 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.</li> <li>• <b>Structural/Wildland Crosswalk:</b> 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.</li> <li>• <b>All Risk Qualifications:</b> 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.</li> <li>• <b>Schultz Flood Situation:</b> 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 18<sup>th</sup>.</li> </ul>		
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
<b>ITEM #2</b>	<b>File Reviews</b>	



## 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"> <li>• <b><u>ROMERO, Chris – Flagstaff FD:</u></b> Completed ENGB task book – approved</li> <li>• <b><u>ROSENBERG, Joel – Verde Valley FD:</u></b> Completed ENGB task book – Complete 1 currency assignment outside district as ENGB(t) w/ satisfactory evaluation; then approved</li> <li>• <b><u>RUSSO, Robert – Golder Ranch FD:</u></b> Initiate ENGB task book – approved</li> <li>• <b><u>RYDER, Sean – ADOC:</u></b> Initiate CRWB task book – approved. Committee requests completion of S-234</li> <li>• <b><u>SNYDER, Tim – Chino Valley FD:</u></b> Completed ENGB task book – approved</li> <li>• <b><u>STERN, Dennis – Lakeside FD:</u></b> Completed TFLD task book – approved</li> <li>• <b><u>WIGMAN, Gordon – Flagstaff FD:</u></b> Initiate LOFR task book – obtain grandfathered note re: BWFF – then approved.</li> </ul>		
		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
	Update ROSS/Red Cards accordingly	Susan Burger	ASAP
<b>ITEM #3</b>	<b>Next Meeting Date – End of February.</b>		
<b>CONCLUSIONS</b>	<b>Susan to email committee to set date and location.</b>		

# 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"> <li>• <b><u>ARCHER, Jeff – Groom Creek FD:</u></b> Completed ENGB task book – approved 6/14/10.</li> <li>• <b><u>BARR, Ariel – Sun Lakes FD:</u></b> Transfer File; Initiate ENGB &amp; CRWB Task Books – approved 8/24/2010.</li> <li>• <b><u>BEERY, Robb – Hellsgate FD:</u></b> Initiate OSC2 task book (previous book expired) -- approved 6/2/10.</li> <li>• <b><u>BONESS, Kevin – Az. Forestry:</u></b> Initiate PSC1 &amp; SOF2 task books – approved 12/6/2010.</li> <li>• <b><u>CARSTENSEN, Joshua – Tubac FD:</u></b> Completed ENGB task book -- approved 6/2/10.</li> <li>• <b><u>COLLINS, Bryan – Az. Forestry:</u></b> 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.</li> <li>• <b><u>COLLINS, Bryan – Az. Forestry:</u></b> Completed FIRB task book; supplied requested info. FIRB approved 6/2/10.</li> <li>• <b><u>CONGER, Patrice – Tubac FD:</u></b> Initiate COST task book – approved 5/31/10.</li> <li>• <b><u>COOLEY, TOM – Prescott FD:</u></b> Completed ENGB task book – approved 8/24/2010.</li> <li>• <b><u>DeFORD, Ryan – Az. Forestry:</u></b> Transfer File; Approve ENGB, CRWB(t) – approved 7/27/10.</li> <li>• <b><u>DeFORD, Ryan – Az. Forestry:</u></b> Initiate DOZB task book – approved 8/24/10.</li> <li>• <b><u>FOLLETT, David – Crown King FD:</u></b> Transfer File; Approve ENGB &amp; ICT4 – complete currency assignment w/ successful evaluation as ICT4 then both qualifications will be approved - 08/24/2010.</li> <li>• <b><u>GEYER, David – Az. Forestry:</u></b> Transfer File; Approve DIVS, ENGB, FBAN, FIRB, ICT3, ICT4, RXB2, RXI2, STEN, TFLD, OSC2(t), RESL(t), SITL(t) – approved 7/27/10</li> <li>• <b><u>HOPF, Greg – Camp Verde FD:</u></b> Initiate FIRB task book – approved 5/31/10.</li> <li>• <b><u>KELSO, Andrew – Sonoita FD:</u></b> Transfer File; Request ENGB – approved as ENGB(t) 8/24/2010</li> <li>• <b><u>KINGSLEY, Al – Tubac FD:</u></b> Completed TFLD task book – approved 6/14/2010.</li> <li>• <b><u>LOPEZ, Tom – Show Low FD:</u></b> Completed ENGB task book – approved 8/24/2010</li> <li>• <b><u>MARSH, Eric- Prescott FD:</u></b> Completed DIVS task book – approved 5/31/10.</li> <li>• <b><u>McCARTY, DANIEL – Prescott FD:</u></b> New File; Initiate CRWB, DOZB, FIRB – approved 8/24/2010</li> <li>• <b><u>MILLS, DAVID – Tusayan FD:</u></b> Transfer File; Approve ENGB – approved 8/24/2010</li> <li>• <b><u>MURPHY, RYAN – Prescott FD:</u></b> New File; Initiate ENGB, DOZB, FIRB task books – approved 8/24/2010; committee requests certificates for S-131 be provided.</li> <li>• <b><u>OLTROGGE, Paul – Flagstaff FD:</u></b> Remove CRWB(t); Initiate ENGB task book – approved 6/2/10.</li> <li>• <b><u>PARRISH, Gordon – Az. Dept Corrections:</u></b> Completed CRWB task book – approved 6/14/10.</li> <li>• <b><u>SCHAPP, Martin – Az. Forestry:</u></b> Transfer File; Approve FACL – approved 8/24/10.</li> <li>• <b><u>SHIERY, Mark – Az. Forestry:</u></b> Initiate SOF2 task book – approved 12/6/2010</li> <li>• <b><u>STANLEY, Debra – Az. Forestry:</u></b> Initiate TIME task book – approved 12/6/2010.</li> <li>• <b><u>STEED, Jesse – Prescott FD:</u></b> Approve CRWB qualification; Initiate ICT4, FIRB, STCR – approved 7/27/10</li> <li>• <b><u>TODORA, Jason – Lakeside FD:</u></b> Initiate ENGB task book – approved 6/2/10.</li> <li>• <b><u>WHITTED, Clayton – Prescott FD:</u></b> Initiate DOZB task book – approved 5/31/10.</li> <li>• <b><u>WILLIS, DARRELL – Prescott FD:</u></b> Initiate ICT3 task book (previous book expired) – approved 6/2/10.</li> </ul>				
	<table> <tr> <th>PERSON RESPONSIBLE</th><th>DEADLINE</th></tr> <tr> <td>Susan Burger</td><td>ASAP</td></tr> </table>	PERSON RESPONSIBLE	DEADLINE	Susan Burger	ASAP
PERSON RESPONSIBLE	DEADLINE				
Susan Burger	ASAP				
Update ROSS/Red Cards accordingly					

# State Wildfire Qualifications Review Committee

MINUTES

February 28, 2011

01230 - 1700

PRESCOTT, AZ

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

## ITEM #1 Discussion Items

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

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

ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Type 1 and 2 Crews submit documentation for FALB and FALC quals</li> <li>• Susan to compile for email review and update Red Cards accordingly</li> <li>• Phoenix District Forester select Chain Saw Program Coordinator</li> <li>• Tucson District Forester select Chain Saw Program Coordinator</li> <li>• Find out re: merging data from remote IQS Stations</li> </ul>		Crew Coordinators Susan Burger Jim Downey Brian Lauber Susan	asap – No Later than 3/15 Red Cards by March 30th Asap Asap April 25 <sup>th</sup>
ITEM #2	File Reviews		
CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b><u>BEERY, Lee Ann – Az. Forestry Flagstaff:</u></b> Initiate RESL task book - approved</li> <li>• <b><u>BIRTCHEr, David – ADOC:</u></b> Initiate CRWB task book – approved</li> <li>• <b><u>BLACK, Randy William – Summit FD:</u></b> Initiate STEN task book - approved</li> <li>• <b><u>CLUFF, Darren -Show Low FD:</u></b> Initiate ICT4 task book - approved</li> <li>• <b><u>COIL, Jayson – Sedona FD:</u></b> Initiate SOPL task book - approved</li> <li>• <b><u>CONGER, John – Tubac FD:</u></b> Initiate ENGB task book -approved</li> <li>• <b><u>DAWSON, Larry – Cottonwood FD:</u></b> Completed ENGB task book - approved</li> <li>• <b><u>EADS, Joshua – Maricopa FD:</u></b> Initiate ENGB task book – approved</li> <li>• <b><u>ELLIOTT, Phillip – Az. Forestry Tucson:</u></b> Initiate TFLD task book – approved</li> <li>• <b><u>ELLIS, Ryan – Surprise FD:</u></b> Re-Initiate ENGB task book - approved</li> <li>• <b><u>EVANS, Robert – Tusayan FD:</u></b> Initiate MEDL task book - approved</li> </ul>		

	<ul style="list-style-type: none"> <li>• <b><u>FOREMAN, Dirch – Highlands FD:</u></b> Re-Initiate ICT3 task book – approved</li> <li>• <b><u>FOSTER, Todd – Tempe FD:</u></b> Re-Initiate STEN &amp; TLFD task books - approved</li> <li>• <b><u>GIFFORD, Kevin – Pinion Pines FD:</u></b> Complete ENGB task book - approved</li> <li>• <b><u>HEBRARD, Ted – Az. Forestry Phoenix:</u></b> New File – requesting CRWB, ENGB, ICT4 &amp; Initiate STCR &amp; STEN – ENGB qualification approved, submit successful evaluation from CRWB(t) assignment and ICT4 assignment then approved, when evaluations have been submitted Ted is approved to initiate STCR and STEN task books</li> <li>• <b><u>JARVIS, Robert – Christopher-Kohls FD:</u></b> New File - Request ENGB – not approved; committee requests evaluations from ENGB task book and fire experience logs to document fireline hours. Also highly recommend completing S-131 training.</li> <li>• <b><u>MALDONADO, Phillip –Prescott FD:</u></b> Initiate CRWB, DOZB, FIRB task books – approved provided all documents are turned in.</li> <li>• <b><u>McCARTY, Dan – Prescott FD:</u></b> Complete CRWB task book, Approve CRWB assignments since October 2010 as qualified &amp; Initiate ICT4 task book – approved. Eric Marsh agreed not to assume the committee will grant approval when someone has completed their task book while on assignment and will seek interim approval in the future from the District Forrester according to the Requirements.</li> <li>• <b><u>REICHLING, Mike – Tempe FD:</u></b> Initiate PIO2 task book – approved pending BWFF documentation.</li> <li>• <b><u>REIMAN, Elizabeth – Groom Creek FD:</u></b> Initiate RESL task book – approved pending required SCKN task book documents and fire experience logs documenting SCKN experience.</li> <li>• <b><u>RENZI, Mary – Prescott FD:</u></b> Transfer CRWB(t) and FIRB(t) task books and initiate DOZB task book – approved pending necessary documents are on file.</li> <li>• <b><u>ROSE, Marty – Helsgate FD:</u></b> New File – requesting DIVS, ICT3, STCR, TFLD, DOZB, FIRB, FALC, LSCT - approved as DIVS(t) (approved to initiate New Task Book, assignments must be local (within Arizona) until approved as DIVS), approved qualified for TFLD, STCR, DOZB, FIRB, and FALA (if he wants to pursue FALB/C he will need to complete task books per policy). ICT3 not approved – can request to initiate ICT3 task book after DIVS is complete.</li> <li>• <b><u>SACHARA, Mark – Ponderosa FD:</u></b> Complete SOFR task book &amp; Initiate DIVS task book - approved</li> <li>• <b><u>SAVAGE, Bryan – Lakeside FD:</u></b> Request STEN using Crosswalk – approved as ENGB &amp; CRWB pending submission of re-created ENGB and CRWB task books, approved to initiate STEN and ICT4 task books.</li> <li>• <b><u>WALTER, Jay – Daisy Mountain FD:</u></b> Complete DIVS task book - approved</li> <li>• <b><u>WHITTED, Clayton – Prescott FD:</u></b> Complete CRWB task book, Approve CRWB assignments since October 2010 as qualified &amp; Initiate ICT4 task book – approved. Eric Marsh agreed not to assume the committee will grant approval when someone has completed their task book while on assignment and will seek interim approval in the future from the District Forrester according to the Requirements</li> <li>• <b><u>WRIGHT, Larry – Cottonwood FD:</u></b> Initiate FOBS task book - approved</li> <li>• <b><u>WRIGHT, Tracy - Surprise FD:</u></b> Re-Initiate ENGB task book – approved</li> <li>• <b><u>YOUNG, Darren – Lakeside FD:</u></b> Complete ENGB task book &amp; Initiate MEDL task book – ENGB qualification approved pending one more successful evaluation (do not re-create eval – obtain an evaluation from next assignment), approved to initiate MEDL task book pending Paramedic Card.</li> </ul>		
		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
	Update ROSS/Red Cards accordingly	Susan Burger	April 15 <sup>th</sup> 2011
<b>ITEM #3</b>	<b>Next Meeting Date: April 25 2011 @ 1000 – Az. State Forestry; State Office</b>		
<b>CONCLUSIONS</b>	<b>Susan to arrange for Conference Room at State Office.</b>		

# Arizona State Wildfire Qualification Review Committee

MINUTES

April 25, 2011

1000 – 1530

TUCSON, AZ

MEETING CALLED BY	Susan Burger, AZSF Training Specialist
TYPE OF MEETING	Qualifications Review
ATTENDEES	Jim Downey – AZSF, Darrell Willis – Prescott FD, Al DiBenedetto – Scottsdale FD, Kevin Boness - AZSF, Chris Jessop – Show Low FD, Brian Lauber – AZSF, Stu Rodeffer – Northwest FD, Dugger Hughes – Northwest FD, Al Kingsley – Tubac FD
ABSENT	Bob Arthur –Globe FD, Jayson Coil – Sedona FD, , Mark South – Tubac FD
GUESTS	Scott Brumagin – Arivaca FD, Kathy Brumagin – Arivaca FD, Jim EtsHokin – AZSF Az. Dan Wills – AZSF

## ITEM #1 Discussion Items

- **Faller Qualifications:** The Chain Saw Program is in it's transitional period. If a red card is issued by Az. Forestry, the documentation for all faller qualifications (S-212, task book, and/or stump analysis) must be submitted to Susan Burger to have the qualification included on the red card. All FALB and FALC qualifications will be reviewed by the committee prior to being included on the red card. The C Certifier qualification is included in the transition plan and is being assessed directly by the Qualification Review Committee until the Chain Saw Program Sub-Committee is operational. The FALB and FALC qualifications now require Committee Approval prior to initiating a task book for those positions as well as to be approved for the qualification when the task book is complete. A red card that includes the FALB or FALC qualification will be issued by Az. Forestry.
- **Faller Expiration Dates** If it has been 3 years or more since completing S-212 or since completing the relevant Faller Task Book/Stump Assessment, then the Faller qualification has expired. Those expired qualifications were not included on the 2011 Red Cards that were issued by Az. Forestry. In reviewing training files, however, it was noted that there are a significant number of Faller Certifications that have expired. The question was brought to the committee to determine if all of these people would need to start over with a new Az. Forestry Faller Task Book or if there would be an alternative provided that would allow them to re-certify. Secondly, the committee was asked to identify a deadline for the re-certification transitional period. After some careful discussion the committee has decided the following:
  - **For FALA qualifications that have expired:** The qualification will be included on the Red Card for 2011. To keep the qualification for 2012, either the S-212 course needs to be completed again or a stump analysis (administered by a qualified FALB or FALC) identifying the person as a FALA must be submitted.
  - **For FALB qualifications that have expired:** The qualification will be included on the Red Card for 2011. To keep the qualification for 2012, a stump analysis (administered by a qualified FALC) identifying the person as FALB must be submitted and approved by the committee.
  - **For FALC qualifications that have expired:** The qualification will be included on the Red Card for 2011. To keep the qualification for 2012, a stump analysis (administered by a qualified C Certifier) identifying the person as FALC must be submitted and approved by the committee.
  - **December 31<sup>st</sup> 2011:** If the Stump Analysis for the expired qualification is not completed by December 31<sup>st</sup>, 2011 the person will be required to initiate a new task book for the qualification they are seeking per the Chain Saw Program.
- **Annual Refresher and 3 Year Recertification/Training.** The Committee discussed a variety of ideas, options and considerations regarding the Annual Refresher and the 3 Year Recertification & Training requirements that are included in the Chain Saw Program. The refresher training schedule and curricula has not been set. Implementation for the Recertification and Training that is required every 3 years is also not established. The Qualification Review Committee is requesting that the Chain Saw Program Development Committee re-convene to develop and propose a plan for establishing these necessary components of the Chain Saw Program. The members of the previous committee as identified in the April 1, 2008 Minutes are: Kevin Boness as Lead with Mark Shiery, Bob Arthur, Jim EtsHokin, Chris Jessop, Stu Rodeffer, Jayson Coil, and Duane Steinbrink. If the original members of the Chain Saw Program Development Committee are no longer available new committee members will be identified as needed.
- **LIAISON OFFICER Trainee:** The Training Specialist is receiving an influx of requests for LOFR(t). The Committee will review and approve or decline requests for LOFR(t). Some conversation was had discussing potential pre-requisite requirements for LOFR(t) but no changes will be implemented at this time.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Re-Instate Faller Certifications per documentation received.</li> <li>• Chain Saw Program Development Committee to re-convene to identify the Annual Refresher and 3 Year Recertification &amp; Training requirements.</li> </ul>	Susan Burger Kevin Boness	Ongoing Update Committee 9/26/11
ITEM #2	File Reviews	

## CONCLUSIONS

- **ARCHER, Jeffrey – Groom Creek FD:** Initiate FOBS & DOZB task book; FALB Qualification – Approved.
- **BAILEY, Kevin – Tempe FD:** Initiate PIO2 task book – Approved.
- **BAKER, Jordan – Sedona FD:** Completed ENGB task book – Request Denied. Committee approved to initiate new ENGB Task Book to give Jordan time to fulfill requirements for fireline hours and number of evaluations. The Committee also reiterates that they strongly recommend for Jordan to complete the S-234, S-260, and S-270 courses.
- **BARR, Jesse – Northwest FD:** Initiate CRWB task book – Approved.
- **BARRERAS, Joe – Az. DOC:** Completed CRWB task book – Approved.
- **BOEHM, Steven – Summit FD:** Completed FALB task book – Approved.
- **BRADLEY, Drew – Pinewood FD:** Complete FALB task book, Initiate CRWB, ENGB, FIRB task books – Approved. Committee notes that S-230 must be complete prior to completing task book.
- **BRUGLIO, Phil – Az. Forestry Phx:** Initiate CRWB task book – Approved pending submission of complete documentation.
- **BRUMAGIN, Scott – Arivaca FD:** Complete ENGB task book – Approved.
- **DiBENEDETTO, Al – Scottsdale FD:** Initiate SOFR task book – Approved.
- **DODDS, Kevin – Phoenix FD:** Recertify as ENGB; FALB – Committee requests Official letter from Rural Metro to verify experience then ENGB approved pending currency assignment with a “fully successful” task book evaluation from a wildland incident. Approved to Initiate FALB task book.
- **DUNBAR, Carissa – Prescott FD:** Initiate TIME task book – Approved.
- **ESTELLE, Steve – Az. Forestry Tus:** Completed ICT4 task book – Approved pending fire experience logs documenting required hours.
- **EVANS, Heath – Northwest FD:** Initiate DOCL task book – Approved.
- **FAGENBUSH, Chris – Casa Grande FD:** Initiate MEDL task book – Approved.
- **FISHER, Justin – Springerville FD:** Complete ENGB task book – Approved pending an off district wildland assignment with a “fully successful” task book evaluation completed by someone who has not already completed one of Justin’s task book evaluations.
- **GAYNOR, Kenneth – Az. Forestry Tus:** Transfer File – Review ASGS, DIVS, ICT3, TFLD, RXB2, STCR, STDZ, STEN, CRWB, DOZB, ENGB – Approved.
- **GEORGE, Chris – Avra Valley FD:** Recertify for ENGB – Approved pending assignment with “fully successful” task book evaluation from a wildland incident.
- **GODLESKI, Mike – Sun City FD:** Initiate FOBS task book – Approved.
- **GRAVES, Tim – Northwest FD:** Initiate FACL task book – Approved.
- **GREEN, Aaron – Az. Forestry Flagstaff:** Complete CRWB task book, Initiate FIRB task book, Initiate FOBS task book, Continue w/ FALB task book – Approved pending receipt of all required documentation.
- **HERNANDEZ, Joseph – Groom Creek FD:** Initiate ENGB task book – Approved.
- **HOPF, Greg – Camp Verde FD:** Complete ENGB & FIRB task books – Request Denied. Committee recommends for Greg to continue working on his task book, complete the required fireline hours, and the required amount and depth of wildland assignments.
- **HUNT, Jeff – Beaver Dam Littlefield FD:** Request ENGB qualification – Request Denied. The Committee requests that Jeff submit a “fully successful” evaluation from an ENGB task book (along w/ cover sheet and certification page) that is obtained on a wildland incident. In addition Jeff will need to submit a fire experience log to document his wildland experience. After the documentation has been received the committee will review his file to assess the ENGB qualification.
- **JOHNS, Martin – Summit FD:** Complete STEN task book – Approved.
- **KERN, Zeb – Phoenix FD:** Recertify CRWB & FALB; Initiate ENGB task book – Committee does not see relevance for CRWB qualification as Phoenix Fire has no Crews. Approved to Initiate ENGB task book. Approved to Initiate FALB task book.
- **LaFALCE, Tony – Casa Grande FD:** Initiate MEDL task book - Approved
- **LECHER, Chris – Hellsqate FD:** Initiate MEDL task book – Approved.



- **MAJCHRZAK, Jamie – Scottsdale FD:** Complete ENGB task book – Committee requests Official letter from Rural Metro to verify experience then ENGB approved pending currency assignment with a “fully successful” task book evaluation from a wildland incident.
- **MILLS, David – Tusayan FD:** Previous transfer file – Review for DIVS, FALC, FELB, FIRB, ICT3, ICT4, RXB1, RXB2, SOPL, STCR, STEN, TFLD, (Note – ENGB already approved by committee 8/24/2010) – Approved.
- **OJEDA, Pat – Sedona FD:** Complete ENGB task book – Approved. Committee strongly recommends that Pat complete S-234.
- **OWEN, Andrew – Pinewood FD:** Complete FALB task book; Initiate CRWB task book – Approved.
- **PARKS, Mike – Daisy Mountain FD:** Initiate FOBS & STEN task books – Approved.
- **PENDLEY, Tom – Peoria FD:** Initiate SOFR task book – Request Denied. Tom has not met pre-requisite requirements.
- **PHILLIPS, Scott – Glendale FD:** Initiate MEDL task book – Approved.
- **PISANO, Carlos – Montezuma Rimrock:** Initiate MEDL task book – Approved.
- **REIDHEAD, Kevin – Show Low FD:** Initiate ENGB task book – Committee Approved ENGB qualification pending a currency assignment on a wildland incident with a “fully successful” task book evaluation. Initiate ENGB task book and submit cover sheet immediately. Kevin can submit the certification page and evaluation when complete with his currency assignment.
- **RICE, Scott – Northwest FD:** Complete ENGB task book & Initiate MEDL task book – Approved pending documentation.
- **ROBINSON, Brian – Northwest FD:** Complete STCR & ICT4 task books; Initiate TFLD task book – STCR & ICT4 Approved. Brian can request to initiate TFLD after completing the required fireline hours.
- **ROSE, Cody – Chino Valley FD:** Complete ENGB task book – Request Denied. Fireline hours do not meet requirement. Committee suggests that Cody re-submit his file after completing additional assignments.
- **ROSS, William – ADEM:** Initiate PIO2 task book – Approved. Committee strongly recommends for William to complete the Basic Wildland Firefighter (I-100, S-130, S-190, L-180) classes.
- **SACHARA, Mark – Ponderosa FD:** Approve FALB qualification – Approved.
- **SCHLOSS, Derrick – Northwest FD:** Initiate FIRB & ICT4 task book – Approved.
- **SCHMIDT, Dana – Az. Forestry:** Initiate LOFR task book – Approved.
- **SMITH, Justin – Az. Forestry Flg:** Transfer File – Review for DOZB, ENGB(t), FALC; Initiate CRWB task book – Approved.
- **WALDORF, Mike – Golder Ranch FD:** Initiate ENGB task book – Approved.
- **WHITE, JUDITH – Az. Forestry:** Transfer File – Review for TIME – Approved.
- **WILLS, Dan – Az Forestry:** Complete COML; Initiate COMC task book – Approved.
- **WISNER, John – Hellsgate FD:** Initiate MEDL task book - Approved

	PERSON RESPONSIBLE	DEADLINE
Update IQS/ROSS/Red Cards accordingly	Susan Burger	May 17 <sup>th</sup> , 2011
<b>CONCLUSIONS</b>	<p>All Files and Requests that were submitted by the March 15<sup>th</sup> deadline were reviewed during this meeting as well as nearly ½ of the requests that were submitted after the deadline. The remaining requests for qualifications will be reviewed by the committee via email reviews throughout the summer beginning May 30<sup>th</sup>. The files will be processed in the order that they were received. Approximately 5 files are addressed per email review and each email review generally takes 10-14 days depending on fire activity. There are currently 15 people on the wait list for email reviews.</p> <p><b>The deadline for your request to be included on the agenda for the September 26<sup>th</sup> review meeting is Friday, August 19<sup>th</sup>.</b></p>	

**NEXT MEETING**

**Next Meeting Date: September 26<sup>th</sup> 2011.**

**Place: Az. Forestry State Office**

**Time: 1000-1530**

# Arizona State Wildfire Qualification Review Committee

MINUTES **Sept 26, 2011**

**1000 – 1600**

**PHOENIX, AZ**

<b>MEETING CALLED BY</b>	Susan Burger, AZSF Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review
<b>COMMITTEE MEMBER ATTENDEES</b>	Susan Burger – AZSF, Jim Downey – AZSF, Jayson Coil – Sedona FD, Chris Jessop – Show Low FD, Karl Sieglaff AZSF, Dugger Hughes – Northwest FD, Mark South – Tubac FD
<b>COMMITTEE MEMBERS ABSENT</b>	Bob Arthur –Globe FD, Darrell Willis – Prescott FD, Al DiBenedetto – Scottsdale FD, Kevin Boness - AZSF, Stu Rodeffer – Northwest FD, Al Kingsley – Tubac FD
<b>GUESTS</b>	Jim EtsHokin – AZSF, Andrew Miller – Casa Grande FD, Jim Stout – Casa Grande FD, Mark Brehl – Flagstaff FD, Harley Harmon – Mohave Valley FD, Jack Yeager – Mohave Valley FD, Bradley Johnston – Phoenix FD, Adam Tieman – Phoenix FD, Mark Sachara – Ponderosa FD

## ITEM #1 Discussion Items

- **Faller Qualifications** were not reviewed during this Qualification Review Meeting. Faller Qualifications will be reviewed during the next scheduled meeting on October 27<sup>th</sup>, 2011.
- **Chain Saw Program Update:** The Chain Saw Program Committee held a meeting on Sept 15<sup>th</sup> to discuss the implementation process that will be followed for current Faller A, B, C, and C Certifier Qualifications. They proposed an implementation process to the Wildland Qualification Review Committee and the Wildland Qualification Review Committee accepted with the stipulation that revisions will be considered should the need arise. The implementation process for Faller Qualifications is as follows:
  - 1 Documentation will be submitted to the Chain Saw Program Representative for each District.
    - > Bruce Banke is the District Representative for the Flagstaff District.
    - > Phoenix District Representative position is vacant. Jim EtsHokin is assisting Phoenix District until the position is filled.
    - > Jim EtsHokin is the District Representative for the Tucson District.
  - 2 Bruce Banke has been selected as the chair of Chain Saw Program Committee. Other Members of the Chain Saw Program Committee currently include Greg Smith, Eric Marsh, Dirch Foreman, Shelby Erickson and Jim EtsHokin.
  - 3 During the transition period the Representatives will accept the following documentation to show current level of certification:
    - > Initiated/Completed Faller Task Books
    - > Stump Analysis Evaluations
    - > Federal Faller Cards
    - > Training Certificates such as S-212
  - 4 After the District Representative reviews the documentation, they will present their findings and make a recommendation to the Wildland Qualification Review Committee.
  - 5 The Qualification Review Committee will either accept or decline the recommendation and the person will be qualified accordingly.
  - 6 Even though the Faller B, Faller C, and C Certifier Qualifications are being reviewed by Wildland Qualification Review Committee, those qualifications will not be the qualifications that trigger a State issued red card. The issuing agency will simply include the approved Faller Qualification when they create the red card.
    - > The State of Arizona will continue to issue red cards for a person who has **any** of the following qualifications:
      - \* ENGB(t) or higher in the Operations Section
      - \* Unit Leader(t) or higher in the Planning, Logistics, and Finance Sections
      - \* LOFR(t), PIO2(t), SOFR(t) or ICT4 or higher in the Command and General Staff Section
    - > The local Fire Department or District will continue to issue red cards for a person who has the following qualifications:
      - \* Operations Qualifications below ENGB(t)
      - \* Planning, Logistics, and Finance Qualifications below Unit Leader(t).
      - \* PIOF and ICT5 in the Command and General Command Sections.
  - 7 The local Fire Department or District will continue to have the authority to qualify someone as a Faller for level A.
  - 8 The Chain Saw Program Committee has submitted two requests to the State Forester for revisions to the Chain Saw Program.
    - 1<sup>st</sup> Discontinue the requirement for direct supervision for a qualified FALA to operate a chain saw
    - 2<sup>nd</sup> Include a section for Faller Qualifications in Policy #25 that would include a recommended number of hours of saw time to advance from one level to the next. This would include a Saw Experience Log that is similar to the Fire Experience Log currently used to document wildfire assignments and fireline experience hours.
- **Revisions (Clarifications) to Committee By-Laws or the Policy #25:**
  - 1 When the Wildland Qualifications Review Committee considers requests for qualifications via an email review process, all members and alternate members are encouraged to vote. All votes will be considered equally. No revision is being made to the requirement that 7 members are required to make a quorum or that committee recommendations shall be passed by a majority of the voting members. During an email review the first 7 voting members will determine the committee recommendation to facilitate timeliness during the e-review process.

2	The Committee <i><u>strongly recommends</u></i> that all candidates complete the Classroom Version of Intermediate Wildland Fire Behavior Class (S-290) rather than the online version prior to requesting to initiate a Single Resource Boss Task Book.
3	The Committee <i><u>strongly recommends</u></i> that all candidates complete Ignition Operations (S-234) and Interagency Business Management (S-260) prior to requesting certification as a Qualified Single Resource Boss.
4	The Committee re-visited a decision that was made during the April 29 <sup>th</sup> 2008 Committee Meeting to require Committee Review for the Helicopter Crewmember (HECM) and Single Engine Air Tanker Manager (SEMG) Qualifications. The Committee has agreed to discontinue review for the HECM qualification but will continue to review for SEMG qualifications
5	Once a person has been approved to initiate a Single Resource Boss Task Book the Training Specialist is authorized to approve them to initiate additional Single Resource Boss Task Books.
•	<b><u>Dispatch Operations &amp; Tactical Water Tenders:</u></b> Questions about Dispatch Operations and the specific requirements for Tactical Water Tenders were brought to the Wildland Qualification Review Committee but were not dealt with during the meeting since the Qualifications Review Committee is designed to address Wildland Qualifications and not specific operations of Dispatch or the requirements for Water Tenders or any other Equipment.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"><li>• Update Committee By-Laws and Policy #25</li><li>• Update Committee with Results from Chain Saw Policy Requests for Revisions</li></ul>	Susan Burger Chain Saw Program Representative	Dec 31, 2011 Oct. 27, 2011

ITEM #2	File Reviews
	<ul style="list-style-type: none"><li>• <b><u>ABEL, Todd – Central Yavapai FD:</u></b> Completed FIRB task book – Approved.</li><li>• <b><u>ANDERSON, Shawn – Goodyear FD:</u></b> Completed MEDL – Approved.</li><li>• <b><u>ARCHER, Jeff – Groom Creek FD:</u></b> Completed FOBS task book – Approved.</li><li>• <b><u>BIRTCHER, Daivd – Az. DOC:</u></b> Completed CRWB task book – Approved pending submission of current fire experience logs documenting his CRWB assignments. Once the documents are submitted to the Training Specialist, it will not be necessary for the committee to review the file again. The committee strongly recommends that David complete S-234 and S-260.</li><li>• <b><u>BISHOP, William – Goodyear FD:</u></b> Completed PIO2 task book – Approved. Continue with previously initiated LOFR(t) task book – Approved</li><li>• <b><u>BLAKE, Joseph – Tonopah Valley FD:</u></b> Initiate FELB, FIRB, HEQB task books. The Qualification Review Committee is deferring their decision until additional information considered.</li><li>• <b><u>BLISS, Scott– Central Yavapai FD:</u></b> Complete TFLD task book – Approved pending submission of current fire experience logs. Once the documents are submitted to the Training Specialist, it will not be necessary for the committee to review the file again.</li><li>• <b><u>BRADLEY, Grant – Highlands FD:</u></b> Initiate ENGB task book – Approved. The committee strongly recommends that S-234 be completed before submitting a request for certification as a qualified ENGB.</li><li>• <b><u>BRADLEY, Mike – Highlands FD:</u></b> Initiate ICT1 task book – Approved</li><li>• <b><u>BROWN, Eric – Flagstaff FD:</u></b> Completed STEN task book – Approved pending completion of S-330. Once the Certificate has been turned in to the Training Specialist, it will not be necessary for the file to be reviewed again by the committee.</li><li>• <b><u>BROWN, Harold – Sun City FD:</u></b> Completed FACL task book – Approved</li><li>• <b><u>BRUNS, Damon – Phoenix FD:</u></b> Initiate ENGB task book – Approved pending submission of current fire experience logs to document fireline hours. Once the logs have been submitted to the training officer, it will not be necessary for the file to be reviewed again before he can initiate his ENGB task book. The Committee notes that S-230 is a requirement for certification and it will need to be completed before submitting a request for qualification. The committee also strongly recommends that S-234 and S-260 be completed before submitting a request for certification as a qualified ENGB.</li><li>• <b><u>BYRD, Mike – Buckskin FD:</u></b> Completed ENGB task book – Approved. The committee strongly recommends that S-260 and the classroom version of S-290 be completed.</li><li>• <b><u>CARTER, Travis – Prescott FD:</u></b> Initiate CRWB, FIRB, HEQB task books – Approved pending submission of missing certificates. The committee strongly recommends that S-234, S-260 &amp; the Classroom version of S-290</li></ul>

CONCLUSIONS
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be completed before submitting a request for certification as a qualified Single Resource Boss.

- **CLARK, Jeff – Queen Creek FD:** Completed STEN currency assignment requested by committee. Re-assigned as TFLD while on assignment. Completed TFLD task book on assignment. Committee Approves STEN Qualification and to continue with TFLD task book as TFLD trainee.
- **CLARK, Randy – Daisy Mountain FD:** Initiate ENGB task book – Approved. The committee strongly recommends that S-234 and S-260 be completed before requesting certification as a qualified ENGB
- **COIL, Jayson– Sedona FD:** Completed OSC1 task book – Approved
- **COLLINS, Bryan – Az. Forestry Phoenix:** Completed TFLD task book - Approved.
- **CORKER, Chris – Show Low FD:** Initiate ENGB task book - The Committee notes that S-230 is required for certification and it will need to be completed before submitting a request for qualification. The committee also strongly recommends that S-234 and S-260 be completed before requesting for certification as a qualified ENGB.
- **CRAIG, Darrell– Az. Forestry Flagstaff:** Complete CRWB task book – Approved. The committee strongly recommends that S-234 be completed.
- **FISK, Benjamin – Summit FD:** Initiate ENGB task book - Approved
- **FOSTER, Todd – Tempe FD:** Completed SITL task book – Approved
- **GARTIN, Will – Phoenix FD:** Initiate ENGB task books - Approved pending the submission of current fire experience logs. No need for additional review by the committee prior to initiating the ENGB task book. The Committee notes that S-230 is a requirement for certification and it will need to be completed before submitting a request for qualification. The committee also strongly recommends that S-234 and S-260 be completed before requesting for certification as a qualified ENGB.
- **GRAHAM, Zachary – Pine Strawberry FD:** Initiate ENGB task book – Denied until all criteria are met.
- **GUADIANA, Michael - Az DOC Phoenix:** Initiate CRWB task book – Approved. The committee strongly recommends that S-260 be completed before submitting a request for certification as a qualified CRWB.
- **HARMON, Harley – Mohave Valley FD:** Completed TFLD task book – Approved.
- **HENDRIX, Cameron – Golder Ranch FD:** Initiate FIRB task book – Approved.
- **HILTON, Jon – Camp Verde FD:** Complete ENGB task book – Approved. The committee strongly recommends that S-260 be completed before submitting a request for certification as a qualified ENGB.
- **HOOD, Ron – Pinion Pines FD:** Initiate ENGB task book –Approved. The Committee notes that S-230 is a requirement for certification and it will need to be completed before submitting a request for qualification. The committee also strongly recommends that S-234 and S-260 be completed before submitting a request for certification as a qualified ENGB.
- **JOHNSTON, Bradley – Phoenix FD:** Complete DMOB task book – Approved
- **JOHNSTON, Kevin – Surprise FD:** Complete ENGB task book – Approved. The committee strongly recommends that S-260 be completed.
- **KIRK, Jason – St. Johns FD:** Initiate ICT4 task books – Approved
- **LAWSON, Aaron – Prescott FD:** Complete DIVS task book – Approved
- **LISTON, Gary – St. Johns FD:** Initiate ENGB task book – Approved. The committee strongly recommends that S-234 be completed before requesting certification as a qualified ENGB.
- **MARKLEY, Heath – Pinion Pines FD:** Initiate ENGB task book – Approved. The Committee notes that S-230 is a requirement for certification and it will need to be completed before submitting a request for qualification. The committee also strongly recommends that S-234, S-260 & the classroom version of S-290 be completed before submitting a request for certification as a qualified ENGB.
- **McCARTY, Pat – Prescott FD:** Initiate ENGB & FIRB task book – Approved. The committee strongly recommends that S-234 be completed before submitting a request for certification as a qualified ENGB or FIRB.
- **MILLER, Andrew – Casa Grande FD:** Initiate FOBS task book – Approved. Initiate ICT4 task book – Approved.
- **NAVARRO, Oscar – Goodyear FD:** Complete ENGB task books - Approved
- **OSBORNE, Darrin – Prescott FD:** Initiate MEDL task book – Approved pending submission of EMT Card.

- **PICKETT, Michael – Summit FD:** Initiate ENGB task book – Approved. The committee strongly recommends that S-260 and the classroom version of S-290 be completed before submitting a request for certification as a qualified ENGB.
- **POLACEK, Jeff – Central Yavapai FD:** Initiate TFLD task book – Approved. Completed ICT4 task book – Denied. The Committee is requesting 1 more fully successful task book evaluation from a wildland incident. The evaluator must be completed by someone who has not already filled out an evaluation in the current task book. After this assignment is completed, the file will need to be submitted to the committee for review.
- **PORT, Colin – Groom Creek FD:** Completed ENGB task book – Approved.
- **PRATT, Leonard – Pima County:** Completed DOCL task book – Approved.
- **RACKLEY, Steve – Phoenix PD:** Completed RESL task book – Approved.
- **RAPSTINE, Peter – St. Johns FD:** Initiate ENGB task book – Approved. The committee strongly recommends that S-234 be completed before submitting a request for certification as a qualified ENGB.
- **RIEDMILLER, Gary – Az. Forestry Tucson:** Complete ENGB task book – Approved. The committee strongly recommends that S-234 and S-260 be completed.
- **ROBINSON, Gary – Globe FD:** Initiate CRWB task book – Approved. The committee strongly recommends that S-234 and S-260 be completed before submitting a request for certification as a qualified CRWB.
- **SAVAGE, Mark – Fry FD:** Initiate ENGB task book- Approved. The committee strongly recommends that S-260 be completed before submitting a request for certification as a qualified ENGB
- **SMITH, Justin – Az. Forestry Flagstaff:** Completed ENGB task book – Approved. Completed CRWB task book – Denied. The committee is requesting one more task book evaluation from an out of area wildland incident with a third evaluator. Once this evaluation is completed the file will need to be reviewed again by the committee.
- **STANLEY, Debra – Az. Forestry Tucson:** Completed TIME task book – Approved.
- **STEED, Jesse – Prescott FD:** Completed FIRB task book – Approved. Completed ICT4 task book – Approved. The committee strongly recommends that S-260 be completed.
- **TAVARES, Bill – Apache Junction:** Completed TFLD task book – Approved pending submission of fire experience logs for 60 Hours of Single Resource Boss assignments other than ENGB and his ICT4 assignments. Once this experience has been turned in to the Training Specialist, the file will not need to be reviewed again by the committee.
- **TIEMAN, Adam – Phoenix FD:** Initiate ENGB & CRWB task book – Approved. The committee strongly recommends that S-234 and S-260 be completed before submitting a request for certification as a qualified ENGB
- **TINGLE, Terry – Sunsites-Pearce FD:** Complete ENGB task book – Denied. The committee is requesting additional experience and task book evaluations. Once the experience and evaluations are completed this file will need to be reviewed again by the committee. The committee strongly recommends that S-234 and S-260 be completed.
- **TYLER, Norval – Deer Valley Office FD:** Completed CRWB task book – Approved.
- **VAN SCOTER, Tim – Sun City West FD:** Completed STEN task book – Denied. The committee is requesting that the required number of incidents and evaluations as well as the total number of hours as STEN trainee be completed. Once the criteria have been met in accordance with the Policy #25, the file will need to be submitted again to the committee for review.
- **VOAKES, Don – Pine Strawberry FD:** Initiate ENGB task book – Denied. The committee is requesting that all of the required documentation be submitted in accordance with Policy #25. Once the criteria have been met the file will need to be submitted to the committee again for review.
- **WEGER, Jeff – Az. Forestry Tucson:** Initiate CRWB task book – Approved. The committee strongly recommends that S-260 be completed before submitting a request for certification as a qualified ENGB
- **WHITTED, Clayton – Prescott FD:** Complete FIRB task book – Approved pending one more task book evaluation from an out of area wildland incident. Once the evaluation has been submitted to the Training Specialist, the file will not need to be reviewed again by the committee.

	<ul style="list-style-type: none"> <li>• <b><u>WIGMAN, Gordon – Flagstaff FD:</u></b> Completed LOFR task book – Approved.</li> <li>• <b><u>WOOD, Clay – Show Low FD:</u></b> Completed ICT4 task book – Approved.</li> <li>• <b><u>WOOD, Kelly – Pinetop FD:</u></b> Complete PIO2 task book – Approved.</li> <li>• <b><u>WRIGHT, Tracy- Surprise FD:</u></b> Completed ENGB task book – Approved. The committee strongly recommends that S-260 be completed.</li> <li>• <b><u>ZAMBECK, Christopher – Summit FD:</u></b> Initiate ENGB task book – Approved. The committee strongly recommends that S-260 be completed before submitting a request for certification as a qualified ENGB</li> </ul>	
	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
	Update IQS/ROSS/Red Cards accordingly	Susan Burger February 2012.
<b>CONCLUSIONS</b>	<p>Due to the active fire season, there were significantly more requests than usual submitted for review on September 26<sup>th</sup>. After a full day of reviewing files, the committee was not able to finish all of the requests that were on the agenda. The Committee is having a second meeting to review the files that were already on the agenda but were not reviewed. The committee will also review files that have already been submitted but were sent after the August 19<sup>th</sup> deadline. Any new submissions are welcomed for the committee meeting on October 27<sup>th</sup>. Any new requests should be submitted no later than October 11<sup>th</sup> and will be processed in the order that they are received.</p> <p style="text-align: center;"><b>The deadline for your request to be included on the agenda for the October 27<sup>th</sup> review meeting is Monday, October 11<sup>th</sup>.</b></p>	
<b>NEXT MEETING</b>	<p><b>Next Meeting Date: October 27<sup>th</sup> 2011.</b></p> <p><b>Place: Globe, Arizona</b></p> <p><b>Time: 1000-1530</b></p>	

# Arizona State Wildfire Qualification Review Committee

MINUTES **Nov 15, 2011**

**1000 – 1530**

**GLOBE, AZ**

<b>MEETING CALLED BY</b>	Susan Burger, AZSF Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review Meeting
<b>COMMITTEE MEMBER ATTENDEES</b>	AZSF Reps: Susan Burger, Russ Shumate (acting for Jim Downey), Kevin Boness, Gene Beaudoin Phoenix District Reps: Bob Arthur - Globe FD, Al DiBenedetto - Scottsdale FD, Darrell Willis - Prescott FD Flagstaff District Reps: Chris Jessop - Show Low FD Tucson District Reps: Dugger Hughes – Northwest FD
<b>COMMITTEE MEMBERS ABSENT</b>	Jayson Coil – Sedona FD, Al Kingsley – Tubac FD, Stu Rodeffer – Northwest FD, Mark South – Tubac FD
<b>CHAINSAW COMMITTEE GUESTS</b>	Bruce Banke – AZSF, Jim EtsHokin – AZSF, Shelby Erickson – Highlands FD, Greg Smith – Northwest FD
<b>GUESTS</b>	August Foreman – Highlands FD, Adam Mackey – Northwest FD, Pete Mendoza – Tubac FD, Clayton Whitted – Prescott FD

ITEM #1 Discussion Items		
<ul style="list-style-type: none"> <li>• <b><u>Chain Saw Program Update:</u></b> <ul style="list-style-type: none"> <li>* The Chain Saw Program Committee will be submitting a proposal for Chainsaw Policy revisions to the Qualifications Review Committee. After the Qualifications Review Committee reviews the proposal the request will be forwarded, along with their recommendations, to the State Forester for final approval. Possible revisions include: <ul style="list-style-type: none"> <li>&gt; CPR/1<sup>st</sup> Aid is an OSHA requirement for all Fallers. The Chain Saw Committee is proposing that current CPR/1<sup>st</sup> Aid certification be added as a requirement for all Faller Qualifications. This may be accomplished either as a pre-requisite to the S-212 Class or it could be included in the S-212 class.</li> <li>&gt; Chain Saw Committee is proposing that they be given the authority to approve through FALB(t) rather than through FALA.</li> </ul> </li> <li>* The Authority of the Chain Saw Committee to approve Faller qualifications independent of the Qualifications Review Committee was discussed during the meeting. No revisions were agreed upon and for now the Chain Saw Program Committee will continue to review the documentation that is submitted to them and then bring their recommendation to the Qualifications Review Committee for final approval.</li> <li>* The Chain Saw Program Committee will develop and propose to the Qualifications Review Committee a criteria being used for Fallers to obtain their initial transfer qualifications.</li> <li>* The Chain Saw Program Committee will develop and propose to the Qualifications Review Committee a criteria for keeping Faller Qualifications current each year.</li> <li>* The Chain Saw Program Committee will develop and propose to the Qualifications Review Committee the criteria for re-certification of Faller Positions every three years.</li> </ul> </li> <li>• <b><u>Revisions (Clarifications) to Committee By-Laws or the Policy #25:</u></b> <ul style="list-style-type: none"> <li>* The Qualifications Review Committee discussed the inclusion of Dispatch Qualifications for review by the committee. The Committee decided to include a review of the Expanded Dispatch Supervisory Dispatch Position (EDSP) and the Expanded Dispatch Coordinator Position (CORD) in the review process. At this time the Committee will not develop additional criteria in the Policy #25 but will follow the criteria outlined on the 310-1.</li> </ul> </li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Update Committee By-Laws and Policy #25</li> <li>• Update Committee with proposal for Chain Saw Policy revisions and criteria development for Faller Qualifications.</li> </ul>	Susan Burger Chain Saw Program Representative	Dec 31, 2011 Jan. 9, 2012



ITEM #2	File Reviews
CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b><u>ABEL, Todd – Central Yavapai FD:</u></b> Review for Qualification OPBD – Approved.</li> <li>• <b><u>BABNEW, Les – Tubac FD:</u></b> Initiate RESL task book – Approved.</li> <li>• <b><u>BARR, Jesse – Northwest FD:</u></b> Completed CRWB task book – Approved.</li> <li>• <b><u>BEERY, Robb – Hellsgate FD:</u></b> Initiate GSAN task book – Approved.</li> <li>• <b><u>BELL, Troy – Heber-Overgaard FD:</u></b> Completed ICT4 task book – Approved.</li> <li>• <b><u>CANNON, Steve – Glendale FD:</u></b> Initiate MEDL task book - Approved</li> <li>• <b><u>CEJA, John – Hellsgate FD:</u></b> Initiate ENGB task book – Approved. The Committee strongly recommends that John complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260) before requesting the ENGB Qualification.</li> <li>• <b><u>COLLINGS, David – Desert Hills FD:</u></b> Initiate ICT4 task book – Approved. The Committee strongly recommends that David complete Interagency Incident Business Management (currently S-260) before requesting the ICT4 Qualification.</li> <li>• <b><u>CONGER, John – Tubac FD:</u></b> Completed ENGB task book – Approved pending receipt of all required documentation.</li> <li>• <b><u>DOBBE, Kevin – Highlands FD:</u></b> Initiate MEDL task book – Approved.</li> <li>• <b><u>ERICKSON, Shelby – Highlands FD:</u></b> Initiate RXB2 task book – Approved</li> <li>• <b><u>EVANS, Heath – Northwest FD:</u></b> Completed DOCL task book – Approved; Completed RESL task book – Approved; Initiate DMOB task book – Approved.</li> <li>• <b><u>FRANCIS, Christopher – Show Low FD:</u></b> Completed ENGB task book – Approved. The Committee strongly recommends that Chris complete Interagency Incident Business Management (currently S-260).</li> <li>• <b><u>GREEN, Barry – Pinetop FD:</u></b> Initiate ICT3 task book – Approved; Initiate STPS task book – Approved.</li> <li>• <b><u>GRIMES, James – Northwest FD:</u></b> Initiate SPUL task book – Approved pending receipt of necessary documentation.</li> <li>• <b><u>HARRIS, Allen – Chino Valley FD:</u></b> Initiate STEN task book – Approved. Initiate FOBS task book – Approved.</li> <li>• <b><u>HENNINGSEN, Kirby – Highlands FD:</u></b> Initiate STEN task book – Approved. The Committee strongly recommends that Kirby complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260) before requesting the STEN Qualification.</li> <li>• <b><u>HERON, Richard – Hellsgate FD:</u></b> Initiate STEN task book - Approved. The Committee notes that The Task Force/Strike Team Leader Course (S-330) is required for certification and it will need to be completed before submitting a request for qualification. The Committee also strongly recommends that Richard complete the Interagency Incident Business Management Course (currently S-260) before requesting the STEN Qualification.</li> <li>• <b><u>HOPF, Greg – Camp Verde FD:</u></b> Completed ENGB task book – Approved. The Committee strongly recommends that Greg complete Interagency Incident Business Management (currently S-260).</li> <li>• <b><u>HOYE, Mike E. – Green Valley FD:</u></b> Initiate ICT4 task book – Approved.</li> <li>• <b><u>JANES, Marcus – Northwest FD:</u></b> Initiate ENGB task book – Approved pending receipt of all necessary documentation.</li> <li>• <b><u>LEAKE, Ken – Phoenix FD:</u></b> Initiate COST task book - Approved</li> <li>• <b><u>LOBSTEIN, Eric – Summit FD:</u></b> Initiate STEN task book – Approved</li> <li>• <b><u>LUTRICK, Troy – Glendale FD:</u></b> Initiate RESL task book – Approved.</li> <li>• <b><u>MALDONADO, Phillip – Prescott FD:</u></b> Completed CRWB task book – Approved pending receipt of all necessary documentation.</li> <li>• <b><u>McCARTY, Daniel – Prescott FD:</u></b> Completed FIRB task book – Approved pending receipt of all necessary documentation.</li> <li>• <b><u>McDONALD, Michael – Mohave Valley FD:</u></b> Review for Qualification ENGB &amp; CRWB – Request for CRWB Denied. Approved as ENGB(t). The Committee requests that Michael complete an ENGB task book with 1 fully successful task book evaluation. The Committee strongly recommends that the incident be off district and the</li> </ul>

	<p>evaluator be someone who works for an Agency other than Mohave Valley FD. In addition, Michael will need to submit his fire experience log to document his current fire experience. After the documentation has been received, the committee will review his file to assess the ENGB Qualification.</p> <ul style="list-style-type: none"> <li>• <b><u>McMENEMY, Jeff – Glendale FD:</u></b> Initiate RESL task book – Approved.</li> <li>• <b><u>MILNER, Ken – Pinion Pine FD:</u></b> Initiate ICT4 task book – Approved. The Committee strongly recommends that Ken complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260) before requesting the ICT4 Qualification.</li> <li>• <b><u>ORRILL, Bob - Flagstaff FD:</u></b> Completed TFLD task book –Approved.</li> <li>• <b><u>OTTOMAN, JD – AZSF Flagstaff:</u></b> Initiate CRWB task book – Approved</li> <li>• <b><u>REIDMILLER, Gary – AZSF Tucson:</u></b> Initiate SEMG task book – Approved.</li> <li>• <b><u>ROBINSON, Brian – Northwest FD:</u></b> Initiate TFLD task book – Approved.</li> <li>• <b><u>SCHLOSS, Derek – Northwest FD:</u></b> Initiate STCR task book – Approved.</li> <li>• <b><u>SHIBA, Jeremy – Northwest FD:</u></b> Initiate CRWB task book – Approved.</li> <li>• <b><u>STEED, Jesse – Prescott FD:</u></b> Completed STCR task book – Approved pending documentation for S-330.</li> <li>• <b><u>STODDARD, William – Summit FD:</u></b> Initiate MEDL task book – Approved.</li> <li>• <b><u>TODORA, Jason – Lakeside FD:</u></b> Completed ENGB task book – Approved.</li> <li>• <b><u>WALLACE, Richard – Pinetop FD:</u></b> Initiate ICT4 task book – Approved.</li> <li>• <b><u>WHITTED, Clayton – Prescott FD:</u></b> Review for FIRB Qualification. Clayton seeking clarification re: the committee decision during the Sept 26<sup>th</sup> meeting for him to complete an out of area assignment prior to qualifying him as a FIRB. He wants clarification re: “out of area”. According to the committee meeting notes from Nov 28, 2007... “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 in their local area.” Please refer to Discussion Item #6 from the Nov 28, 2007 meeting for additional clarification. The Committee decided, however, to drop the requirement for Clayton to complete his additional assignment “out of area” but still is requiring one additional assignment with a task book evaluation prior to authorizing the FIRB qualification.</li> <li>• <b><u>ZAMORA, Timothy – Tubac FD:</u></b> Initiate ENGB task book – Approved pending receipt of all necessary documentation. The Committee strongly recommends that Timothy complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260) before requesting the ENGB Qualification.</li> </ul>		
		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
	Update IQS/ROSS/Red Cards accordingly	Susan Burger	February 2012.
<b>NEXT MEETING</b>	<p style="text-align: center;"> <b>Next Meeting</b>  <b>January 9th 2012</b>  <b>Office of the State Forester</b>  <b>1110 W. Washington Street</b>  <b>Phoenix, Arizona 85007</b>  <b>Time: 1000-1530</b> </p> <p style="text-align: center;"> <b>The deadline for requests to be included on the agenda for the January 9<sup>th</sup> review meeting is Friday, December 21st.</b> </p>		

# Arizona State Wildfire Qualification Review Committee

MINUTES Jan 09, 2012

1000 – 1530

PHOENIX, AZ

MEETING CALLED BY	Susan Burger, AZSF Training Specialist
TYPE OF MEETING	Qualifications Review Meeting
COMMITTEE MEMBER ATTENDEES	AZSF Reps: Susan Burger, Russ Shumate (for Jim Downey), Kevin Boness, Gene Beaudoin Phoenix District Reps: Al DiBenedetto - Scottsdale FD, Darrell Willis - Prescott FD Flagstaff District Reps: Jayson Coil – Sedona FD, Tucson District Reps: Dugger Hughes – Northwest FD, Mark South – Tubac FD
COMMITTEE MEMBERS ABSENT	Bob Arthur – Globe FD, Chris Jessop - Show Low FD, Al Kingsley – Tubac FD, Stu Rodeffer – Northwest FD,
CHAINSAW COMMITTEE GUESTS	Bruce Banke – AZSF,
GUESTS	Robb Beery – Hellsgate FD, Dirch Foreman – Highlands FD, Kayla Holiman – Yuma FD, Adam Mackey – Northwest FD, Steve Quintero – Mayer FD

## ITEM #1 Discussion Items

### • Chain Saw Program Update:

- \* The Qualifications Review Committee accepted the proposal of the Chain Saw Sub Committee to extend the transitional period for submission of documentation of faller certification until July 1<sup>st</sup> 2012.

**> If a firefighters' most recent faller certification was completed more than 3 years ago the certification has expired. Until July 1<sup>st</sup> 2012 the Committee will accept whatever your department/district has been using to certify Faller Qualifications (while some have been using their own task books, the stump analysis is the most common documentation).**

> The "expired" Faller Qualifications will be included on the state issued red cards for the 2012 season. The qualification will be removed from IQS and ROSS on July 1, 2012 unless a current stump analysis document, administered by a qualified Faller, has been submitted.

> After July 1, 2012 any person who wishes to pursue a Faller Qualification will be required to initiate a new task book or follow the re-certification process for the qualification they are seeking per the Chain Saw Program and Qualifications Review Committee.

- \* The Chain Saw Sub Committee will develop a simple "certificate" or document that indicates the qualification level for the applicants training file. This will support the person in having documentation for their qualifications should they switch employers or need documentation for any other reason. Until the implementation phase is completed it is acceptable to forward a copy of the documentation being used (i.e. previous employers sawyer card, stump analysis that identifies their qualification, etc.)

- \* The Chain Saw Sub Committee has made some additional revisions to the Chain Saw Policy and they will be submitting a proposal for those revisions to the Qualifications Review Committee. After the Qualifications Review Committee reviews the proposal the request will be forwarded, along with their recommendations, to the State Forester for final approval. Possible revisions include:

> FALC experience will be used to maintain C-Certifier qualification.

> Two C-Certifiers will be required to approve a Level C Faller for qualification.

> The Faller Positions will carry a 3 year currency from the most recent documented experience.

> The Faller Positions will not need to re-certify unless their qualification expires (i.e. it has been more than three years since their most recent cutting experience)

### • Revisions (Clarifications) to Committee By-Laws or the Policy #25:

- \* The Qualifications Review Committee has made a revision to Policy #25 regarding the Criteria required for the Liaison Officer Qualification (LOFR). For a Liaison Officer to be qualified through the Az. State Qualifications Committee it will be required for them to have completed S-130/S-190 & I-400 in addition to the NIMS requirement of I-100, I-200, I-300, IS-700, and IS-800. These Courses do not have to be completed to initiate the task book but must be completed prior to its completion.

- \* The Committee discussed and confirmed their previous decision that each task book evaluation must be completed by someone who is qualified in the position being evaluated.

- \* We re-visited the question about if it would be appropriate to allow experience gained during a structure or city incident to count towards the total required fireline hours for the position of ICT5 and ICT4. Kevin agreed to pose the question to the State FMO for his input.

- \* While the Committee can sometimes conduct an email review to address emergency requests (to initiate a task book or to certify a qualification) during the fire season, it is often not feasible. The Committee clarified the process and authorization

whereby the District Foresters can grant interim approval during the fire season when it is not possible for the team to convene...even via email.

- > The State Forester has the authority to qualify individuals outside the regular committee meetings under emergency circumstances. The State Forester has delegated that authority to the State Fire Management Officer. The State Fire Management Officer has delegated the authority to grant interim approval to all 3 District Foresters.
- > Interim approval is a temporary approval that is valid until the Committee's next Qualifications Review Meeting.
- > For the District Forester to grant an interim approval, all required documentation (i.e. training certificates, task books, cover sheets, fire experience records) must be reviewed and approved by the District Forester and then submitted to the training specialist. There should be no question that the person is qualified for the position they are requesting.
- > The District Forester will notify the State Training Specialist and the State Fire Management Officer via email of all interim approvals that are granted.
- > The State Training Specialist will process the new qualification/s in the Incident Qualification System (IQS) and the Resource Ordering Status System (ROSS) and will ensure that the person is included on the agenda so their records will be reviewed during the next Qualifications Review Meeting or Email Review; whichever is first.
- > The State Training Specialist will issue an updated Red Card that includes the newly approved qualification/s.

- **Tactical Tender Staffing Requirements:**

- \* The question was posed "Should it be required for a Tactical Tender to be staffed with a qualified Engine Boss?" to ensure the safety of all involved.
- \* The Committee reviewed the differences between the Support and Tactical Tenders and also the State Contracted Requirements for Support and Tactical Tenders.
- \* The Committee considered the strain it would place on the "system" and on the Districts and Departments who already operate with a limited number of qualified Engine Bosses.
- \* A suggestion was made to revise the proposed requirement to "Require that a Tactical Tender is staffed with a qualified FFT1".
- \* The Committee discussed the possibility of developing some minimal criteria for the Staff of a Tactical Tender (Training requirements, pre-requisite experience, etc...)
- \* No decision was made. The conversation was intended to explore rather than decide. Kevin appreciated the input and will take the input to his meeting next week.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Update Committee By-Laws and Policy #25</li> <li>• Update Committee with proposal for Chain Saw Policy revisions and criteria development for Faller Qualifications.</li> <li>• Update Committee re: Structure experience for ICT5 &amp; ICT4</li> </ul>	Susan Burger Chain Saw Program Representative Kevin Boness	April 3, 2012 April 3, 2012 April 3, 2012

ITEM #2	File Reviews
CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b><u>ASHCRAFT, Chad – Pinetop FD:</u></b> Initiate ENGB task book – Not Approved. Chad needs additional experience to meet the Criteria Outlined in the Policy #25 Guidelines. The Committee is requesting demonstration of greater depth of experience; at which time he can re-submit his file for review. The Committee also strongly recommends that Chad complete the classroom version of S-290.</li> <li>• <b><u>ASTOR, Bill – Az State Forestry (Phx):</u></b> File Review for FFT2, FFT1, CRWB, ENGB, ICT4, STCR, TFLD, ICT3, DIVS – Approved.</li> <li>• <b><u>BEAR, Larry - Northwest FD:</u></b> Completed DIVS task book – Approved.</li> <li>• <b><u>BEERY, Robb – Hellsgate FD:</u></b> Review for GSAN Qualification – Approved.</li> <li>• <b><u>BENTLY, Todd – Groom Creek FD:</u></b> Completed RESL task book &amp; Initiate PSC2 task book – Approved.</li> <li>• <b><u>BOEHM, Stefan – Summit FD:</u></b> Initiate CRWB, ENGB, FIRB task books – Approved pending receipt of missing documentation.</li> <li>• <b><u>DeFORD, Ryan – Az State Forestry (Phx):</u></b> Completed CRWB task book – Approved. The Committee strongly recommends that Ryan complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260).</li> <li>• <b><u>ESCAPULE, Jonathan – Palominas FD:</u></b> Initiate ENGB task book – Approved pending receipt of additional fire experience documentation.</li> <li>• <b><u>ESQUIBEL, Tyson – Peoria FD:</u></b> Completed STCR task book – Approved.</li> <li>• <b><u>EVANS, Heath – Northwest FD:</u></b> Initiate ENGB task book – Approved.</li> <li>• <b><u>HOLIMAN, Kayla – Yuma FD:</u></b> Initiate LOFR task book – Approved</li> <li>• <b><u>HUGHES, William – Northwest FD:</u></b> Initiate ACDR and LOFR task books – Approved.</li> </ul>

	<ul style="list-style-type: none"> <li>• <b><u>HUNT, Jeff – Beaver Dam Littlefield FD:</u></b> Review for ENGB Qualification – Approved pending submission of S-131 Training Course. The Committee is also requesting additional fire experience documentation.</li> <li>• <b><u>IRULA, Johathan – Lake Havasu City FD:</u></b> Initiate ENGB task book – Approved.</li> <li>• <b><u>JOHNSON, Tony – Northwest FD:</u></b> Initiate DIVS task book – Approved.</li> <li>• <b><u>LOFGREN, Skyler – Flagstaff FD:</u></b> Initiate ENGB task book – Approved.</li> <li>• <b><u>McELWEE, Tim – Groom Creek FD:</u></b> Initiate PSC1 task book – Approved pending receipt of documentation.</li> <li>• <b><u>MENDOZA, Pete - Tubac FD:</u></b> Completed STEN task book – Approved.</li> <li>• <b><u>MIRANDA, Todd – Sedona FD:</u></b> Completed ENGB task book – Approved.</li> <li>• <b><u>NELSON, Carl – Pinewood FD:</u></b> File Review for ENGB – Approved. File Review for FIRB(t), HEQB(t), ICT4(t) – Approved. Requesting to Initiate CRWB(t) – Approved.</li> <li>• <b><u>OJEDA, Andres – Beaver Dam Littlefield FD:</u></b> Initiate ENGB task book – Not Approved. Andres is missing documentation for some required training courses. Andres also needs additional experience to meet the Criteria Outlined in the Policy #25 Guidelines. The Committee is requesting documentation for the missing courses and a demonstration of greater depth of experience; at which time he can re-submit his file for review. The Committee strongly recommends that Andres complete the Interagency Incident Business Management (currently S-260) before requesting to initiate his ENGB task book.</li> <li>• <b><u>ORTIZ, Albert – Oracle FD:</u></b> Initiate ENGB task book – Approved.</li> <li>• <b><u>OWEN, Andrew – Az State Forestry (Flag):</u></b> Completed CRWB &amp; FIRB task books – Approved.</li> <li>• <b><u>PICKETT, Jason – Bisbee FD:</u></b> Initiate ENGB task book – Approved. The Committee strongly recommends that Jason complete the Interagency Incident Business Management (currently S-260) before requesting qualification as an ENGB.</li> <li>• <b><u>SMITH, Paul – Az. Dept of Corrections:</u></b> Completed CRWB task book – Approved.</li> <li>• <b><u>SUMMERFELT, Paul – Flagstaff FD:</u></b> Initiate ACDR &amp; ACPC task books – Approved.</li> </ul>		
		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
	Update IQS/ROSS/Red Cards accordingly	Susan Burger	March 2012
<b>NEXT MEETING</b>	<p style="text-align: center;"> <b>Next Meeting</b>  <b>April 3<sup>rd</sup> 2012</b>  <b>Location To Be Announced</b>  <b>Time: 1000-1530</b> </p> <p style="text-align: center; color: blue;"> <b>The deadline for requests to be included on the agenda for the April 3<sup>rd</sup> review meeting is Friday March 9<sup>th</sup></b> </p>		

# Arizona State Wildfire Qualification Review Committee

MINUTES **April 03, 2012**

**1000 – 1530**

**SCOTTSDALE, AZ**

<b>MEETING CALLED BY</b>	Susan Burger, AZSF Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review Meeting
<b>COMMITTEE MEMBER ATTENDEES</b>	AZ. Forestry Reps: Susan Burger, Jim Downey, Kevin Boness, Gene Beaudoin Phoenix District Reps: Al DiBenedetto - Scottsdale FD, Darrell Willis - Prescott FD Flagstaff District Reps: Jayson Coil – Sedona FD, Chris Jessop – Show Low FD Tucson District Reps: Dugger Hughes – Northwest FD, Mark South – Tubac FD
<b>COMMITTEE MEMBERS ABSENT</b>	Bob Arthur – Globe FD, Al Kingsley – Tubac FD, Stu Rodeffer – Northwest FD,
<b>CHAINSAW COMMITTEE GUESTS</b>	Bruce Banke – AZSF,
<b>GUESTS</b>	Daniel Algara – Queen Creek FD, Shelby Erickson – Highlands FD, Dirch Foreman – Highlands FD, Todd Foster – Tempe FD, Tom Haney – Mayer FD, Mark Sachara – Ponderosa FD, Darby Starr – Sun City West FD

<b>ITEM #1 Discussion Items</b>		
<ul style="list-style-type: none"> <li>• <b><u>Chain Saw Program Update:</u></b> <ul style="list-style-type: none"> <li>* The Qualification Review Committee reviewed and accepted the Chain Saw Policy revisions that were proposed by the Chain Saw Sub Committee. The Chain Saw Policy will now be forwarded to the State Forester for final review.</li> </ul> </li> <li>• <b><u>Revisions (Clarifications) to Committee By-Laws or the Policy #25:</u></b> <ul style="list-style-type: none"> <li>* The Committee discussed the use of Training Drills (such as the AWA, or the annual CAWRT Drill etc...) as an incident of experience on the fire experience logs to maintain currency for qualifications. While the training drills do contain opportunity for decision making and resource management and there is some potential for unforeseen events to occur, the committee views these drills as planned events rather than wildland incidents. If someone is requesting to use these drills to maintain currency of their qualifications, it is given that they have not taken an active assignment for 5 years. The committee has agreed to consider these only on a case by case basis since the consideration of numerous conditions would be required.</li> <li>* The Committee also discussed the use of Training Drills as an incident for completing tasks in an initiated task book. The committee will accept the use of Training Drills for tasks that are coded as "O" or "I". No task book will be accepted as complete with ONLY Training Assignments for Incidents.</li> </ul> </li> </ul>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"> <li>• Update Committee By-Laws and Policy #25</li> <li>• Forward Chain Saw Policy to State Forester for his review.</li> <li>• Update Committee re: Structure experience for ICT5 &amp; ICT4</li> </ul>	Susan Burger Bruce Banke Kevin Boness	September 30, 2012 May 1, 2012 October 31, 2012

<b>ITEM #2</b>	<b>File Reviews</b>
<b>CONCLUSIONS</b>	<ul style="list-style-type: none"> <li>• <b><u>ALGARA, Daniel – Queen Creek FD:</u></b> Completed MEDL Task Book – Not Approved. The Task Book is not complete and it does not include an evaluation from an Evaluator that recommends the trainee be considered for certification. The S-359 course taken March 2012 needs to be submitted.</li> <li>• <b><u>ANDERSON, Eliot – Tucson FD:</u></b> Initiate ENGB task book – Approved pending submission of S-130/190 Training Certificate.</li> <li>• <b><u>ANTHIS, Chris – Sonoita/Elgin FD:</u></b> Initiate ICT3 task book – Approved pending submission of Current Fire</li> </ul>

Experience logs showing documentation for the required experience as ICT4 and TFLD.

- **BAILEY, Kevin – Tempe FD:** Initiate ICT4 task book – Approved.
- **CALLANDER, Earl – Flagstaff FD:** File Review – Approved ENGB, ICT4, FALC. The Committee also approved CRWB(t) until Earl completes a currency assignment on a Type 3 or larger incident. Upon submitting a fully successful task book evaluation as a CRWB(t), the full CRWB qualification will be approved without further committee review.
- **CARSTENSEN, Joshua – Tubac FD:** Initiate STEN task book – Approved pending submission of Current Fire Experience Logs.
- **CHEVALEIR, Randy – Show Low FD:** Initiate DIVS task book – Approved. Committee also approved STEN qualification upon receipt of Verification/Certification document.
- **CISSEL, James – Picture Rocks FD:** Initiate ENGB task book – Approved.
- **CLUFF, Darren – Show Low FD:** Initiate STEN task book – Approved. Completed ICT4 task book – Not Approved. The Committee is requesting Fire Experience Logs to document 60 Fireline Hours (1/2 Hotline) as ICT4(t) and a Fully Successful Task Book Evaluation from a Type 4 Wildland Incident. The Committee also noted that S-200 was missing from Darren's file (S-200 documentation has since been submitted).
- **CRANMER, Jeff – Apache Junction FD:** File Review for ENGB – Approved pending submission of Training Certificates for S-130 & S-190 and Corrected Fire Experience Logs. The Committee noted that Jeff's fire experience logs are missing some relevant information. The Committee is requesting that Jeff break out his fire experience logs to include the required information. A blank Firefighter Experience Record formatted for data entry can be accessed here: <http://www.azsf.az.gov/userfiles/file/FIRE%20EXPERIENCE%20LOG.doc>
- **DECK, Duane – Summit FD:** Initiate MEDL task book – Approved.
- **DeFORD, Ryan – Az. Forestry (Phx District):** Initiate ICT4 task book – Approved pending submission current of fire experience logs on the current Individual Firefighter Experience Record.
- **DeWITT, Garrett – Taylor FD:** Initiate ENGB, FIRB, and HEQB task books – Approved.
- **DOWNEY, Jim – Az. Forestry (Phx District):** Initiate DIVS task book – Approved pending submission of current fire experience logs.
- **DUARTE, Frank – Pima County:** Initiate LOFR task book – Approved.
- **DURRAZO, Oscar – Northwest FD:** Initiate MEDL task book – Approved.
- **EVANS, Robert – Tusayan FD:** Completed MEDL task book – Approved pending Training Certificate for completion of Medical Unit Leader Course (S-359).
- **FLORES, Steve – Sun City West FD:** Initiate ENGB task book – Approved. The Committee strongly recommends that Steve Complete Interagency Incident Business Management (currently S-260) before requesting qualification as an ENGB.
- **FORBACH, Wed – Flagstaff FD:** Initiate MEDL task book – Approved pending submission of current EMT Card.
- **FOSTER, Todd – Tempe FD:** Completed TFLD task book – Approved. Also approved STEN qualification pending separate Verification/Certification documentation.
- **GILLESPIE, Mike – Summit FD:** Initiate SOF1 task book – Approved.
- **HACKETT, Ed – Tucson FD:** Initiate ENGB task book – Not Approved. Training file is missing FFT1 task book and Training Certificates.
- **HENNINGSEN, Kirby – Highlands FD:** Request to transfer RXI2 over to FIRB qualification – If his RXI2 experience is current then approved. If not current then Kirby needs to complete a currency assignment prior to FIRB qualification is granted. FIRB(t) will be issued on his card until currency assignment is submitted on his Fire Experience Record.
- **HOYE, Mike – Green Valley FD:** Initiate STEN task book – Approved.
- **JACKSON, Brian – Sonoita/Elgin FD:** Initiate ENGB task book – Approved.
- **JARVIS, Rob – Christopher-Kohls FD:** Completed CRWB task book – Not Approved. Jim Downey will

consult with Rob to review the Qualification Process.

- **JESSOP, CHRIS – Show Low FD:** Completed TFLD task book – Approved pending fully successful task book evaluation. Upon submitting a fully successful task book evaluation as a TFLD(t), the full TFLD qualification will be approved without further committee review.
- **JOHNS, Martin – Summit FD:** Initiate COML task book – Approved.
- **KIMBALL, Byron – Az. Forestry (State Office):** File Review – Approved as DIVS, ICT3, TFLD, STEN, ENGB, CRWB, FIRB, FBAN, SITL, FOBS, RXB3, RXB2(t), EDRC(t)
- **KING, Kevin – Heber-Overgaard FD:** Initiate ENGB task book – Approved.
- **LARRIVA SR., Ken – Nogales FD:** Initiate ENGB task book – Not Approved. File is missing Advanced Firefighter Training Certificates and sufficient fire experience logs.
- **LAUBER, Brian – Az. Forestry (State Office):** Initiate DOCL task book – Approved.
- **LOHR, Matt – Sun City FD:** Initiate ENGB task book – Approved.
- **LUCAS III, Matt – Prescott FD:** Initiate ICT3 task book – Approved pending missing ICT4 task book pages and fire experience logs.
- **LYONS, Nick – Goodyear FD:** Completed ENGB task book – Approved pending receipt of Training Certificate for “Crew Boss (Single Resource)” (S-230).
- **MACHADO, Ray – Rio Rico FD:** Initiate ENGB task book – Approved pending receipt of Training Certificate for “Look Up, Look Down, Look Around” (S-133) or “Intermediate Wildland Fire Behavior” (S-290).
- **McVEY, George – Az. Forestry (Phx. District):** Completed ENGB task book – Approved. The Committee strongly recommends that George complete Ignition Operations (currently S-234) to support his overall Training and Development.
- **NEILSEN, Vince – Sun City West FD:** Initiate ENGB task book – Approved. The Committee strongly recommends that Vince Complete Interagency Incident Business Management (currently S-260) before requesting qualification as an ENGB.
- **NIEMYENSKI, Doug – Central Yavapai FD:** Initiate STEN task book – Approved.
- **NOFFZ, Duane – Springerville FD:** Initiate STEN task book – Approved.
- **OJEDA, Andres – Beaver Dam Littlefield FD:** Initiate ENGB task book – No Approved. File is missing Training Certificates for Basic Wildland Firefighter (S-130, S-190, L-180, I-100).
- **OLTROGGE, Paul – Flagstaff FD:** Completed ENGB task book – Approved.
- **PIKE, Richard – Northwest FD:** Initiate MEDL task book – Approved.
- **POND, Jim- Highlands FD:** Initiate RESL task book – Approved.
- **REED, Jeremy – Peoria FD:** Initiate LOFR task book – Approved.
- **REIDHEAD, Brandon – Pinetop FD:** Initiate ENGB task book – Not Approved. File is missing Training Certificate for “Look Up, Look Down, Look Around” (S-133) and Fire Experience Records for qualified FFT1 assignments.
- **REIMAN, Libby – Groom Creek FD:** Initiate DOCL task book – Approved.
- **ROCHE, Ben – Chino Valley FD:** Initiate ICT4 task book – Approved.
- **ROMERO, Chris – Flagstaff FD:** Initiate STEN task book – Not Approved. Committee noted that additional ENGB assignments are needed before being approved to initiate a STEN task book.
- **ROVA, Marc – Pinetop FD:** Initiate ENGB task book – Approved
- **RUSSO, Robert – Golder Ranch FD:** Completed ENGB task book – Approved. The Committee strongly recommends that Robert complete Interagency Incident Business Management (currently S-260) to support his overall Training and Development.
- **SHORT, Adam – Fry FD:** Initiate ENGB task book – Approved.
- **SMITH, Justin – Az. Forestry (Flagstaff):** Completed CRWB task book – Approved. Initiate ICT4 and STEQ task books – Approved.
- **SPERRAZZA, Tory – Taylor FD:** Initiate ENGB task book – Approved.



	<ul style="list-style-type: none"> <li>• <b><u>SPRAYZOFF, Shane – Flagstaff FD:</u></b> Initiate STEN task book – Approved.</li> <li>• <b><u>STARR, Darby – Sun City West FD:</u></b> Initiate STEN and ICT4 task books – Approved.</li> <li>• <b><u>STORMS, Matt – Picture Rocks FD:</u></b> Initiate ENGB task book – Not Approved. Committee noted that additional qualified FFT1 assignments are needed.</li> <li>• <b><u>STOUT, Jim – Casa Grande FD:</u></b> Completed ICT4 task book – Not Approved. The Committee is requesting Fire Experience Logs to document 60 Fireline Hours (1/2 Hotline) as ICT4(t) and a Fully Successful Task Book Evaluation from a Type 4 Wildland Incident.</li> <li>• <b><u>THORSEN, Harold – Picture Rocks FD:</u></b> Completed ENGB task book – Approved Pending review of legible fire experience logs. The Committee was not able to read the fire experience logs that were submitted and is requesting that they be written clearly on a current Firefighter Experience Record form and re-submitted.</li> <li>• <b><u>TINGLE, Terry – Sunsites Pearce FD:</u></b> Completed ENGB task book – Not Approved. The Committee is requesting one more fully successful task book evaluation from a Wildland Incident that is Type 3 or larger.</li> <li>• <b><u>TYLER, Norval – Az. Forestry (Deer Valley Office):</u></b> Initiate SEMG task book – Approved.</li> <li>• <b><u>WALKER, Larry – Maricopa FD:</u></b> Initiate ENGB task book – Approved.</li> <li>• <b><u>WALLACE, Richard – Pinetop FD:</u></b> Initiate STEN task book – Approved pending review of fire experience logs. The Committee noted that Richard's fire experience logs are missing some relevant information. The Committee is requesting that Richard break out his fire experience logs to include the required information. A blank Firefighter Experience Record formatted for data entry can be accessed on the azsf.az.gov website or click here: <a href="http://www.azsf.az.gov/userfiles/file/FIRE%20EXPERIENCE%20LOG.doc">http://www.azsf.az.gov/userfiles/file/FIRE%20EXPERIENCE%20LOG.doc</a></li> <li>• <b><u>WEAVER, Don – Buckeye Valley FD:</u></b> Completed ENGB task book – Not Approved. It does not appear that Don was approved by the Arizona Qualification Review Committee to initiate an ENGB task book. In addition, his records are missing items that are required. The Committee is requesting his completed FFT1 task book pages and sufficient fire experience logs to document his qualified FFT1 Experience. Specifically, the Committee is looking for documentation of his assignments outside his fire district and his Large Fire Assignments; the documentation that was submitted for small fire activity is sufficient.</li> <li>• <b><u>WESBROCK, John – Summit FD:</u></b> Initiate ENGB task book – Approved.</li> </ul>		
		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
	Update IQS/ROSS/Red Cards accordingly	Susan Burger	April 30, 2012
<b>NEXT MEETING</b>	<p style="text-align: center;"> <b>Next Meeting</b>  <b>November 1, 2012</b>  <b>Glendale Regional Public Safety Training Center</b>  <b>Time: 1000-1530</b> </p> <p style="text-align: center; color: blue;"> <b>The deadline for requests to be included on the agenda for the November 1<sup>st</sup> review meeting is Monday October 1<sup>st</sup></b> </p>		

# Arizona State Wildfire Qualification Review Committee

MINUTES **November 16, 2012**

**1000 – 1630**

**GLENDAL, AZ**

<b>MEETING CALLED BY</b>	Susan Burger, AZSF Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review Meeting
<b>COMMITTEE MEMBER ATTENDEES</b>	Az State Forestry Reps: Susan Burger, Jim Downey, Kevin Boness Phoenix District Reps: Al DiBenedetto - Scottsdale FD, Darrell Willis - Prescott FD Flagstaff District Reps: Jayson Coil - Sedona FD Tucson District Reps: Dugger Hughes - Northwest FD, Mark South - Tubac FD
<b>COMMITTEE MEMBERS ABSENT</b>	Gene Beaudoin - Az State Forestry (A3S) Bob Arthur - Globe FD Al Kingsley - Tubac FD, Stu Rodeffer - Northwest FD
<b>CHAINSAW COMMITTEE GUESTS</b>	None
<b>GUESTS</b>	Kevin Dodds - Phoenix FD, Tim Durby - Phoenix FD, Shelby Erickson - Highlands FD, Dirch Foreman - Highlands FD, Erik Ganz - Corona de Tucson FD, Art Gonzales - Phoenix FD, Harley Harmon - Mohave Valley FD, Michael Hoye - Green Valley FD, Carl Nelson - Pinewood FD, Clint Robbins - Mohave Valley FD, William Rowe - Green Valley FD, Jeremy Shiba - Northwest FD, Adam Tieman - Phoenix FD,

## ITEM #1 Discussion Items

- **Qualification Review Committee Membership:** Each District (Phoenix, Flagstaff & Tucson) is required to have two primary Fire Department representatives and one alternate Fire Department representative on the Qualification Review Committee. Chris Jessop, a primary Fire Department representative from the Flagstaff District, has terminated his membership. Randy Chevalier from Show Low FD has been selected by Kevin Boness to serve as the new primary Fire Department representative from the Flagstaff District. Randy has accepted that position. Additionally, Dennis Stern from Lakeside FD has accepted the Flagstaff District alternate Fire Department representative position that has been vacant since 2010. Welcome to Randy and Dennis.
- **Revisions (Clarifications) to Committee By-Laws or the Policy #25:**
  - \* The "Committee By-Laws" and the "Arizona State Forestry Division Policy Memo No. 25 Minimum Experience Requirements for Red Card Certification by the Arizona State Wildfire Review Committee" have been updated to include all of the Committee revisions and corrections as recorded in the meeting notes since the April 9, 2007 Committee meeting. The revised documents will be distributed to the Committee Members for their review. During the February 6, 2013 meeting all committee input will be considered and the documents will be finalized. Following committee acceptance, the final documents will be submitted to the State Forester for signature.
  - \* The Committee Members had previously requested a revision to the Memo #25 to allow experience gained during all-hazard incidents to count towards fulfilling the total required fireline hours for qualification in the position of ICT4. The training specialist met with the State FMO regarding this topic. The State FMO has agreed that 20% of the hours could be satisfied with all-hazard assignments. This would be in addition to the 20% that can be satisfied on prescribed burn incidents (as currently indicated in the Policy #25). The remaining 60% of the hours must be completed while working on a wildland incident. The Committee Members pointed out that, in general, the people who work Rx Burns and the people who work all-hazard incidents are usually not the same people; resulting, in most cases, in a need for 80% of the hours be completed on wildland incidents. The Committee requested to allow 50% of the hours be satisfied with a combination of either All-Hazard or Rx Burns and the other 50% be completed on Wildland Incidents. The training specialist will bring this request to the State FMO and update the Committee at the next Review Meeting in February
  - \* The Committee had a discussion regarding pre-requisite experience requirements for initiation of Level 1 task books (i.e. ICT1, SOF1, PIO1, OSC1, PSC1, LSC1, FSC1). The Committee decided that at least 1 full assignment with a Type 2 Team on a Type 2 Incident as a fully qualified Level 2 in the position of interest will be required before being eligible to initiate a Type 1 task book. This will allow the candidate to have the experience of "running their own shop" as a Level 2 before they begin working as a Level 1 trainee. This is being implemented immediately. This revision will be updated in the Policy #25.
  - \* The current PMS 310-1 (October 2012) states: "Homeland Security Presidential Directive (HSPD-5) requires training for all emergency responders to support the NRF (National Response Framework)...NIMS (National Incident Management System) training requirements are attached to all positions identified in the PMS 310-1 and enforced for all." The Committee is aware that the training files and IQS records currently do not reflect completion of these requirements and will support the training specialist in having all personnel submit their "I" course certificates. The Committee will review the status during our meeting in February and determine the next step in managing that these records are documented per the PMS 310-1 requirement.

<ul style="list-style-type: none"> <li>• <b>Chain Saw Program Update:</b> <ul style="list-style-type: none"> <li>* The Qualification Review Committee has reviewed and accepted the Chain Saw Policy during the April 3<sup>rd</sup> Committee Review Meeting. The Chain Saw Policy is awaiting final approval from the State Forester.</li> <li>* Given the number of people who were on the agenda for qualification reviews and the number of topics for discussion, the Committee did not review the Chain Saw Qualifications during this meeting. The training specialist will arrange an email review for these qualifications prior to the February 6<sup>th</sup> meeting.</li> </ul> </li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Update Memo 25 notes for this meeting and distribute to Qualification Review Committee Members for their review.</li> <li>• Manage email review for Chain Saw Qualifications</li> </ul>	Susan Burger  Susan Burger	December 21, 2012  January 31, 2013

ITEM #2	File Reviews
CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b><u>ABEL, Todd – Central Yavapai FD:</u></b> Initiate OSC1 task book – Approved. Also must complete a full Type 2 Wildland Incident assignment (w/ Type 2 Team) prior to being approved as OSC1 per the newly established criteria.</li> <li>• <b><u>BAUMAN, Dan – Prescott FD:</u></b> Initiate FOBS task book – Approved. Initiate TFLD task book – Approved.</li> <li>• <b><u>BLAKE, Johnathan – Mohave Valley FD:</u></b> File Review for ENGB. Not Approved as ENGB. Approved to Initiate ENGB task book. Committee will accept previous task book assignments to demonstrate depth of experience. Mr. Blake needs to demonstrate the minimum criteria of 120 total Fireline hours as an ENGB(t) to include required Type 1 or 2 assignments and must show experience working in the Grass, Brush and Timber fuel type. Final task book evaluation needs to document that his assignment was rated as a “fully successful” assignment on a Wildland Incident. The Committee also strongly recommends that Johnathan complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260) before requesting the ENGB Qualification.</li> <li>• <b><u>BLISS, Scott – Central Yavapai FD:</u></b> Initiate ICT4 task book – Approved. The Committee strongly recommends that Scott complete Interagency Incident Business Management (currently S-260) before requesting the ICT4 Qualification.</li> <li>• <b><u>BOGGLER, Coy – Sun City West FD:</u></b> Initiate ENGB task book – Approved. The Committee strongly recommends that Coy complete Ignition Operations (currently S-234) before requesting the ENGB Qualification.</li> <li>• <b><u>BONESS, Kevin – Az. Forestry (Flag District):</u></b> Completed PSC1 task book – Approved.</li> <li>• <b><u>BREHL, Mark – Flagstaff FD:</u></b> Initiate PIO2 task book – Approved. Completed FIRB task book – Not Approved. All of Mr. Brehl’s documented fireline hours as FIRB(t) came from Prescribed Burns. According to the Policy #25, sixty fireline hours are required to obtain FIRB qualification. While there is an allowance for 20% of the hours to come from Rx burns, the remaining 80% of the hours must be obtained during Wildland Fire Assignments. The Committee will re-consider this request after documentation has been submitted showing FIRB(t) hours on Wildland assignments.</li> <li>• <b><u>BREWER, Will – Az. Forestry (Phx District):</u></b> Initiate CRWB, HEQB, ENGB task books – Approved.</li> <li>• <b><u>BREWER, Mike – Mesa FD:</u></b> Initiate ENGB task book – Approved. The Committee strongly recommends that Mike complete Interagency Incident Business Management (currently S-260) before requesting the ENGB Qualification.</li> <li>• <b><u>BROWN, Eric – Flagstaff FD:</u></b> Completed TFLD task book – Approved pending one more fully successful task book evaluation from an out of area Wildland Incident. The Committee strongly recommends that Eric complete Interagency Incident Business Management (currently S-260) before requesting the TFLD Qualification.</li> <li>• <b><u>BRUGLIO, Phillip – Az. Forestry (Phx District):</u></b> Completed CRWB task book – Approved. Initiate ICT4 task book – Approved. The Committee also strongly recommends that he complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260) before requesting ICT4 Qualification.</li> <li>• <b><u>BUCKLIN, Lucy – Lakeside FD:</u></b> Initiate TIME &amp; COMP task books – Approved.</li> <li>• <b><u>BYRD, Mike – Buckskin FD:</u></b> Initiate ICT4 task book – Approved. The Committee strongly recommends that Mike complete Interagency Incident Business Management (currently S-260) before requesting the ICT4 Qualification.</li> <li>• <b><u>CALDWELL, Robert – Prescott FD:</u></b> Initiate CRWB, FIRB &amp; HEQB task books – Approved pending submission of missing documentation.</li> <li>• <b><u>CARNEY, Doug – Mohave Valley FD:</u></b> Initiate STEN task book – Approved. The Committee strongly recommends that Doug complete Interagency Incident Business Management (currently S-260) before requesting the STEN.</li> <li>• <b><u>CAROTHERS, Cougan – Central Yavapai FD:</u></b> Initiate ICT4 &amp; STEN Task Books. Missing Fire Experience Logs. Committee will re-consider request after fire experience logs have been submitted.</li> <li>• <b><u>CARSTENSEN, Joshua – Tubac FD:</u></b> Initiate STEN task book – Approved.</li> <li>• <b><u>CLARK, Jeffery – Queen Creek FD:</u></b> Complete TFLD task book – Not Approved. The committee is requiring one more Wildland Assignment as a TFLD(t) (and the task book evaluation from that assignment) to meet the criteria outlined in Policy #25. Jeff also needs to submit current fire experience logs to document his TFLD(t) fireline hours. The Committee will re-consider his request when documentation has been submitted.</li> <li>• <b><u>COIL, Jayson – Sedona FD:</u></b> Initiate ICT3 task book – Approved.</li> </ul>

- **DeFORD, Ryan – Az. Forestry (Phx District):** Initiate ICT4 task book – Approved. The Committee strongly recommends that Ryan complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260) before requesting ICT4 Qualification.
- **DeWITT, Garrett – Taylor FD:** Completed ENGB task book – Not Approved. Committee is requesting additional task book evaluations. It was noted that Garrett has already completed additional large wildland assignments (Whitewater and Sunflower) that have no evaluations and it is recommended that he obtain evaluations for those assignments. If no evaluations can be obtained from those assignments the Committee recommends additional assignments with task book evaluations. The Committee will re-consider this request after the documentation is submitted.
- **DOBBS, Dave – Flagstaff FD:** Completed PSC2 task book – Approved. Noted that Dave must complete a full Type 2 Wildland Incident assignment (w/ Type 2 Team) prior to being approved to initiate PSC1 task book per the newly established criteria.
- **DURBY, Tim – Phoenix FD:** Completed FACL task book – Approved. Initiate FDUL task book – Approved.
- **EAGAR, Brannon – Az. Forestry (Flg District):** Completed LOFR task book – Approved pending Basic Wildland Firefighter Certification and missing task book evaluation. The Committee does not need to review this file again after the documents are submitted. The Committee strongly recommends that Brannon complete Command and General Staff (course S-420).
- **ERICKSON, Shelby – Highlands FD:** Completed DIVS task book – Approved.
- **ESCAPULE, Jonathan – Palominas FD:** Initiate ENGB task book – Approved.
- **EVANS, Heath – Northwest FD:** Completed DMOB task book – Approved pending missing documentation.
- **FOSTER, Shawn – Sedona FD:** Initiate MEDL task book – Approved.
- **GANZ, Erik – Corona de Tucson FD:** Initiate ENGB task book – Approved.
- **GIRON, TJ – Northwest FD:** Completed GSUL task book – Approved pending missing documentation.
- **GONZALES, Art – Phoenix FD:** Initiate STEN task book – Approved pending documented hours on Fire Experience Record meet Policy #25 criteria.
- **GRIMES, James – Northwest FD:** Completed SPUL task book – Approved pending missing documentation.
- **HALL, Roy – AZ Forestry State Office:** Initiate ICT1 task book – Approved.
- **HAMMOND, Mark – Az. Forestry (Flg District):** Transfer File Review for CRWB, ENGB, FFT1, FFT2, FIRB, HEQB, ICT3, ICT4, ICT5, RXB2, STCR, TFLD – Approved.
- **HANEY, Tom(Cecil) – Mayer FD:** Initiate ICT4 task book – Approved.
- **HANSEN, Bruce – Wickenburg FD:** Completed ENGB Task Book – Not Approved. Per Committee review on 10/6/10 Committee requested additional Type 1 or 2 assignment with fully successful task book evaluation. Bruce has completed additional Type 1 assignment but needs to submit the fully successful task book evaluation. The Committee will reconsider this request when documentation has been submitted. The Committee also strongly recommends that Bruce complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260).
- **HARMON, Harley – Mohave Valley FD:** Initiate ICT3 & Initiate SOFR task book – Approved.
- **HIESLER, Taber – Lakeside FD:** Initiate MEDL task book - Approved
- **HERNANDEZ, Joe – Groom Creek FD:** Complete ENGB & Initiate FOBS task books – Approved.
- **JANES, Marcus – Northwest FD:** Completed ENGB task book – Approved pending missing documentation.
- **JOHNSTON, Bradley – Phoenix FD:** Initiate DOCL task book – Approved.
- **JOKI, Glenn – Az. Forestry (State Office):** Initiate LOFR task book - Approved
- **KALKBRENNER, Kevin – Phoenix FD:** Complete LOFR task book – Approved.
- **KELLY, Shannon – Az. Forestry (Flg. District):** Initiate FSC1 task book – Approved.
- **KISER, Ryan – El Mirage FD:** Initiate ENGB task book – Approved. The Committee strongly recommends that Ryan complete Ignition Operations (currently S-234) before requesting the ENGB Qualification.
- **KNORR, Jerry – Daisy Mountain FD:** Initiate MEDL task book – Approved.
- **LEAKE, Ken – Phoenix FD:** Completed COST task book – Approved. Initiate TIME task book – Not Approved. PTRC is a pre-requisite qualification for TIME. After Ken has submitted documentation for PTRC qualification the committee will reconsider his request to initiate TIME task book.
- **MACKEY, Adam – Northwest FD:** Initiate ICT4 task book – Approved.
- **MANZANEDO, Ernesto – Groom Creek FD:** Initiate STEN task book – Approved. The Committee strongly recommends that Ernesto complete Ignition Operations (currently S-234) before requesting STEN Qualification.
- **MCCARTY, Dan – Prescott FD:** Initiate STCR task book – Approved.
- **MERRILL, Shane – Green Valley FD:** File Review for ENGB. Not Approved. Approved as to initiate ENGB. Committee requests that Shane complete task book and required hours. Has already demonstrated depth of experience.
- **MIDDLETON, Kris – Eloy FD:** Initiate ENGB task book – Approved. The Committee strongly recommends that Kris complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260) prior to requesting ENGB qualification.
- **MIRANDA, Todd – Sedona FD:** Completed FELB task book – Approved. Completed TFLD task book – Not Approved. The Committee is requesting that Todd complete one more wildland assignment with a successful evaluation prior to TFLD qualification. The committee will reconsider the request for TFLD after documentation has been submitted.
- **MONREAL, Bryan – Pinewood FD:** Initiate ENGB task book – Approved. The Committee strongly recommends that Bryan complete Interagency Incident Business Management (currently S-260) before requesting the ENGB Qualification.
- **MORRIS, Billy – Peoria FD:** Initiate DIVS task book – Approved.
- **MOSER, Cory – Prescott FD:** Initiate TFLD task book – Approved.
- **NELSON, Carl – Pinewood FD:** Completed CRWB task book – Approved.
- **OLTROGGE, Paul – Flagstaff FD:** Completed HEQB task book – Approved.

- **POLACEK, Jeff – Central Yavapai FD:** Completed TFLD task book – Approved. Completed ICT4 task book – Approved pending experience logs that document he meets the required number of fireline hours as ICT4(t).
- **PURINTON, Jeff – Heber-Overgaard FD:** Initiate ENGB task book – Approved. The Committee strongly recommends that Jeff complete Interagency Incident Business Management (currently S-260) before requesting the ENGB Qualification.
- **REICHLILNG, Michael – Tempe FD:** Complete PIO2 task book – Approved pending submission of S-420 Certificate.
- **RENOVATO, Mike – Az. Forestry (Tuc. District):** Initiate CRWB task book – Approved. The Committee strongly recommends that Mike complete Interagency Incident Business Management (currently S-260) before requesting the ENGB Qualification.
- **RIEDMILLER, Gary – Az. Forestry (Tuc. District):** Completed SEMG task book – Approved. The Committee strongly recommends that Gary is also an ENGB and strongly recommends that he complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260).
- **ROBBINS, Clint – Mohave Valley FD:** Completed LOFR task book – Approved pending receipt of S-130/190 and I-100,200,300,400, IS-700 & 800 Course Certifications.
- **ROMERO, Chris – Flagstaff FD:** Initiate STEN task book – Approved. . The Committee strongly recommends that Chris complete Ignition Operations (currently S-234) before requesting STEN Qualification.
- **ROSENBERG, Joel – Verde Valley FD:** Initiate STEN task book – Approved. The Committee strongly recommends that Joel complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260) prior to requesting the STEN qualification.
- **ROSS, William – Az. Dept of Emergency Mgmt:** Completed LOFR task book – Not Approved. Three of the four task book evaluations that were submitted were not completed by someone who is qualified as an NWCG Wildland LOFR. The committee requires all task book evaluations to be signed off by someone who is qualified in the position for which they are signing. The Committee also strongly recommends that William complete S-130 and S-190 prior to requesting the LOFR qualification. The Committee will reconsider this request when the required documentation has been submitted.
- **SCHLOSS, Derek – Northwest FD:** Completed FIRB & STCR task books – Approved pending all required documentation.
- **SCHMIDT, Dana – Az. Forestry (Flg. District):** Completed LOFR task book – Approved pending S-130/190, I-300 & I-400 Certification.
- **SCHRIPSEMA, Jeff – Phoenix FD:** Initiate COML task book – Not Approved. Incident Communications Center Manager (INCM) is a pre-requisite qualification. The Committee will reconsider this request after Jeff has submitted documentation for INCM qualification.
- **SCOTT, Hunter – Pine/Strawberry FD:** Initiate ENGB task book – Approved.
- **SEVILLE, Danny – Phoenix FD:** Initiate LOFR task book – Approved pending documentation for S-130/190.
- **SHIBA, Jeremy – Northwest FD:** Completed CRWB task book – Approved.
- **SIMMONS, John – Phoenix FD:** Initiate FACL task book – Approved.
- **SMITH, Justin – Phoenix FD:** Initiate FACL task book – Approved.
- **STEED, Jesse – Prescott FD:** Completed HEQB & TFLD task book – Approved.
- **STRESS, Michael – Flagstaff FD:** Initiate GSUL taskbook – Approved.
- **TIEMAN, Adam – Phoenix FD:** Completed ENGB task book – Approved.
- **TINGLE, Terry – Sunsites Pearce FD:** Completed ENGB task book – Approved.
- **TURNER, Matt – Flagstaff FD:** Initiate COML task book – Approved.
- **TYLER, Norval – Az. Forestry (Deer Valley Ofc):** Initiate EDSP task book – Approved.
- **VASQUEZ, Rosalio – Arizona Dept of Corrections:** Initiate CRWB task book – Approved. The Committee strongly recommends that Rosalio complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260) prior to requesting CRWB qualification.
- **WEAVER, Don – Buckeye Valley FD:** Initiate ENGB task book – Approved. The Committee strongly recommends that Don complete Ignition Operations (currently S-234) and Interagency Incident Business Management (currently S-260) prior to requesting ENGB qualification.
- **WHITING, Carl – Ponderosa FD:** Initiate ENGB task book – Approved.
- **WHITTED, Clayton – Prescott FD:** Completed ICT4 & HEQB task books – Approved pending all required documentation. Initiate TFLD task book – Approved.
- **WRIGHT, Toby – Canyon FD:** Completed ENGB task book – Approved. The Committee strongly recommends that Toby complete Ignition Operations (currently S-234) before requesting ENGB Qualification.

		PERSON RESPONSIBLE	DEADLINE
Update IQS/ROSS/Red Cards accordingly		Susan Burger	January 31, 2013
NEXT MEETING	<p align="center"><b>Next Meeting</b>  <b>February 6, 2013</b>  <b>Location to be Announced</b>  <b>Time: 1000-1530</b></p> <p align="center"><b>Monday January 7<sup>th</sup> is the deadline to be included</b>  <b>on the agenda for the February 6<sup>th</sup> review meeting</b></p> <p align="center"><b>If you were approved to initiate a new task book please send a copy of the initiation page to the training specialist. IQS, ROSS and your 2013 Red Card will not be updated with the new training qualification until that page is received.</b></p>		

# Arizona State Wildfire Qualification Review Committee

MINUTES February 06, 2013

1000 – 1600

GLENDALE, AZ

MEETING CALLED BY	Susan Burger, AZSF Training Specialist
TYPE OF MEETING	Qualifications Review Meeting
COMMITTEE MEMBER ATTENDEES	Az State Forestry Reps: Susan Burger, Jim Downey, Kevin Boness, Gene Beuadoin Phoenix District Reps: Darrell Willis - Prescott FD, Al DiBenedetto – Scottsdale FD Flagstaff District Reps: Jayson Coil – Sedona FD, Randy Chevalier – Show Low FD, Dennis Stern – Lakeside FD Tucson District Reps: Dugger Hughes – Northwest FD, Stu Rodeffer – Northwest FD
COMMITTEE MEMBERS ABSENT	Bob Arthur – Canyon FD, Al Kingsley – Tubac FD, Mark South – Tubac FD
CHAINSAW SUB-COMMITTEE GUESTS	Bruce Banke – Az State Forestry (A2S)
GUESTS	Tim Durby – Phoenix FD, Shelby Erickson – Highlands FD, Dirch Foreman – Highlands FD, Harley Harmon – Mohave Valley FD, Joshua Johnson – Black Canyon City FD, Adam Mackey – Northwest FD, Carl Nelson – Pinewood FD, JD Ottman – AZ State Forestry (Tucson), William Rowe – Green Valley FD, Mark Sachara – Ponderosa FD

ITEM #1 Discussion Items		
<ul style="list-style-type: none"> <li>• <b><u>Chain Saw Program Update:</u></b> <ul style="list-style-type: none"> <li>* The Arizona State Fire Management Officer has extended the transition period for Faller Qualifications for one year. All transitional documentation must now be submitted no later than December 1<sup>st</sup> 2013. For additional clarification re: the documentation that is accepted during the transitional period, review the Meeting Minutes from Sep 26<sup>th</sup> 2011.</li> <li>* Will Brewer has been assigned as the District Representative for the Chainsaw Sub-Committee for the Phoenix District. Please submit Chainsaw documentation to him if your department or district is within the Arizona State Phoenix District boundaries.</li> <li>* Point of Clarification: All Faller Qualifications (FALA, FALB, FALC, CCRT) will be included on Red Cards issued by the State of Arizona. The State of Arizona issues Red Cards for those who have qualifications at Single Resource Boss trainee or higher in the Operations section and ICT4 trainee or higher, LOFR trainee, PIO2 trainee or higher in the Command and General Staff Section, (Unit Leader trainee or higher in the Planning, Logistics, and Finance Sections, and Expanded Dispatch Supervisory Dispatcher and above in the Dispatch Section). For additional details re: this topic review the Meeting Minutes from Sep 26<sup>th</sup> 2011.</li> </ul> </li> <li>• <b><u>Discussion/Revisions (Clarifications) to Committee By-Laws or the Policy #25:</u></b> <ul style="list-style-type: none"> <li>* The Committee engaged in a conversation regarding the function and potential ways to implementing the Skills Crosswalk (Wildland Training for Structural Firefighters) in Arizona. Many ideas came out of the discussion and they will all be forwarded to the State Fire Management Officer for his consideration. The use and implementation of the Skills Crosswalk in Arizona will be re-addressed following the fire season.</li> <li>* Many people have asked the training specialist about the online version of the Interagency Incident Business Management course (S-260). Given the course is not required (but often strongly recommended) by the Arizona State Policy #25 or the 310-1, taking the online version or the classroom version is entirely at the discretion of the participant. The Committee believes that the classroom version offers a greater opportunity to get the most that is available from the course and that should certainly be taken into consideration when selecting.</li> <li>* <b>NOTE: The current 310-1 (issued Oct 2012) and the newly revised Policy #25 (awaiting signature) now include the NIIMS requirements. This has resulted in many (close to 75%) of the requests being listed as "approved pending." This means that the request has been approved as soon as the Az State Training Specialist accepts the required document. These requests will not be reviewed again by the committee. The new qualification or training need will be included on the 2013 Red Card after documentation has been accepted.</b></li> </ul> </li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Update Chainsaw Qualifications to reflect 1 year extension</li> </ul>	Susan Burger	March 5 <sup>th</sup> 2013

ITEM #2	File Reviews
REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b><u>ARAGON, David – Mohave Valley FD:</u></b> Initiate ENGB taskbook – Approved pending Training Certificate for S-131, IS-700 and a letter of certification from Harley Harmon re: FFT1 Qualification. The Committee also strongly recommends that David complete Ignition Operations (S-234) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting ENGB Qualification.</li> <li>• <b><u>BERNAL, Chris – Fry FD:</u></b> Initiate ICT4 taskbook – Approved. The Committee strongly recommends that Chris complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting ICT4 Qualification.</li> <li>• <b><u>BRAMBLE, Dan – Payson FD:</u></b> Initiate STEN taskbook – Approved.</li> <li>• <b><u>BRAMBLE, Wyatt – Payson FD:</u></b> Transfer File Review – All required documentation and experience for ENGB has been submitted. The ENGB Qualification, however, has expired. To bring this qualification current either fire experience records must be submitted documenting assignments from no earlier than the 2008 fire season or he will need to complete an ENGB training assignment that results in a fully successful taskbook evaluation from a Type 3 or larger incident.</li> <li>• <b><u>CARTER, Travis – Prescott FD:</u></b> Completed CRWB &amp; HEQB taskbooks – Approved pending receipt of IS-700 Certificate.</li> <li>• <b><u>CEJA, John – Hellsgate FD:</u></b> Completed ENGB taskbook – Approved pending receipt of Final Evaluation and corresponding Final Evaluator's Verification and the Training Certificate for IS-700 and I-200. The Committee strongly recommends that John complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills.</li> <li>• <b><u>DENNETT, Carolyn – Az State Forestry (State Office):</u></b> Transfer File Review – Qualifications have expired. Approved as ICT4 pending currency assignment with fully successful taskbook evaluation. CRWB, ENGB &amp; FIRB qualifications each pending currency assignments with fully successful taskbook evaluations. SITL pending completion of ICT4 currency assignment.</li> <li>• <b><u>DeWITT, Garrett – Taylor FD:</u></b> Completed ENGB taskbook – Approved pending Training Certificate for IS-700 and I-200.</li> <li>• <b><u>DOSS, Bobbi – Hellsgate FD:</u></b> Initiate ENGB taskbook – Approved pending Certificate for IS-700. The Committee also strongly recommends that Bobbi complete Interagency Incident Business Management (S-260) to support her overall development and knowledge of skills before requesting ENGB Qualification.</li> <li>• <b><u>ERICKSON, Shelby – Highlands FD:</u></b> Completed RXB2 taskbook – Approved. Initiate ICT3 taskbook – Approved.</li> <li>• <b><u>FERREL, Dennis – Fry FD:</u></b> Initiate ENGB taskbook – Approved. The Committee strongly recommends that Dennis complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting ENGB Qualification.</li> <li>• <b><u>FOREMAN, August – Highlands FD:</u></b> Initiate CRWB, FIRB, HEQB taskbooks – Approved pending Fire Experience Logs for 2009, 2010, 2011. The Committee also strongly recommends that August complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting any Single Resource Boss Qualification.</li> <li>• <b><u>GODLESKI, Mike – Peoria FD:</u></b> Completed FOBS taskbook – Approved pending Certificate for IS-700. The Committee also strongly recommends that Mike complete Ignition Operations (S-234) to support his overall development and knowledge of skills.</li> <li>• <b><u>GRAVES, Tim – Northwest FD:</u></b> Completed FACL taskbook – Approved (e-review 1/9/13)</li> <li>• <b><u>GUADIANA, Jake – Az. State Forestry (Phoenix):</u></b> Completed CRWB taskbook – Approved. The Committee strongly recommends that Jake complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills.</li> <li>• <b><u>HELLENBERG, Paul – Flagstaff FD:</u></b> Initiate LOFR taskbook – Approved.</li> <li>• <b><u>HOPF, Greg – Camp Verde FD:</u></b> Initiate STEN &amp; ICT4 – Approved pending Certificate for I-200.</li> <li>• <b><u>HUNT, Jeff – Beaver Dam Littlefield FD:</u></b> Initiate ICT4 taskbook – Approved pending Certificate for I-200.</li> <li>• <b><u>JAMISON, Richard – Summit FD:</u></b> Initiate STEN taskbook – Approved pending Certificate for IS-700 &amp; I-200. The Committee also strongly recommends that Richard complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting STEN Qualification.</li> <li>• <b><u>JOHNS, Martin – Summit FD:</u></b> Completed COML taskbook – Approved pending Certificate for IS-700, IS-800 and I-300.</li> <li>• <b><u>JONES, Josh – Daisy Mountain FD:</u></b> Initiate ENGB taskbook – Approved. The Committee strongly recommends that Josh complete Ignition Operations (S-234) to support his overall development and knowledge of skills before requesting ENGB Qualification.</li> <li>• <b><u>KAADY, Daniel – Az. State Forestry (Flagstaff):</u></b> Initiate CRWB taskbook – Approved pending missing Training Certificates. The Committee strongly recommends that Daniel complete Ignition Operations (S-234) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting CRWB Qualification.</li> <li>• <b><u>LINGLEY, PJ – Sedona FD:</u></b> Initiate STEN taskbook – Approved pending Certificate for IS-700 &amp; I-200. The Committee also strongly recommends that PJ complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting STEN Qualification.</li> <li>• <b><u>LOBSTEIN, Eric – Summit FD:</u></b> Completed STEN taskbook – Approved pending Certificate for IS-700, IS-800, I-200 &amp; I-300.</li> <li>• <b><u>LOFGREN, Skyler – Flagstaff FD:</u></b> Completed CRWB taskbook – Not Approved. Skyler needs to submit a "fully successful" CRWB taskbook evaluation from a Type 1 or 2 Wildland assignment with a 20 person crew to</li> </ul>

	<p>satisfy the requirements for CRWB Qualification.</p> <ul style="list-style-type: none"> <li>• <b><u>LUTRICK, Troy – Glendale FD:</u></b> Completed RESL taskbook – Approved pending Certificate for IS-700, IS-800 &amp; I-200.</li> <li>• <b><u>MALDONADO, Phillip – Prescott FD:</u></b> Initiate ICT4 taskbook – Approved pending Certificate for IS-700.</li> <li>• <b><u>MASIEL, Pete – Az State Forestry (Deer Valley):</u></b> Transfer File Review – EDSP &amp; CORD Approved pending Certificate for I-300 and letter of certification from David Geyer re: EDSP &amp; CORD Qualification.</li> <li>• <b><u>McGUIRE, Mike – Patagonia FD:</u></b> Transfer File Review – Approved ENGB, HEQB, FOBS, ICT4, STEN, TFLD pending receipt of Master Record from Texas State. Please submit fire experience logs that include operational periods on Wildland Assignments for Committee to consider DIVS(t).</li> <li>• <b><u>McMENEMY, Jeff – Glendale FD:</u></b> Completed RESL taskbook – Approved pending Training Certificate for IS-700, IS-800, I-100, I-200 &amp; I-300.</li> <li>• <b><u>NORDYKE, Sharon – Central Yavapai FD:</u></b> Transfer File Review – Approved. Although the process of historical recognition is being utilized for ICS courses, the Committee strongly recommends that Sharon complete I-200 and I-300.</li> <li>• <b><u>PICKETT, Michael – Summit FD:</u></b> Completed ENGB taskbook – Approved pending Certificate for IS-700. Initiate FIRB &amp; HEQB taskbooks – Approved pending Certificate for IS-700.</li> <li>• <b><u>QUINTERO – Steve – Mayer FD:</u></b> Initiate ENGB taskbook – Not Approved. The required number assignments/fireline hours as a Qualified FFT1 must be submitted before the committee will consider a request to initiate an ENGB taskbook.</li> <li>• <b><u>SAVAGE, Mark – Fry FD:</u></b> Completed ENGB taskbook – Approved.</li> <li>• <b><u>STOUT, Jim – Casa Grande FD:</u></b> Completed ICT4 taskbook – Approved. The Committee strongly recommends that Jim complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills.</li> <li>• <b><u>TURBYFILL, Travis – Prescott FD:</u></b> Initiate CRWB, FIRB &amp; HEQB taskbooks – Approved pending receipt of required FFT1 taskbook pages.</li> <li>• <b><u>WALLACE, Richard – Pinetop FD:</u></b> Initiate STEN taskbook – Approved pending Certificate for IS-700</li> <li>• <b><u>WAYNE, Tim – Glendale FD:</u></b> Initiate FACL taskbook – Approved pending IS-700, I-100 &amp; I-200. The Committee strongly recommends that Tim complete the Facilities Unit Leader course (S-354) prior to requesting FACL qualification.</li> <li>• <b><u>WINTON, Rick – Payson FD:</u></b> Initiate STEN taskbook – Approved. The Committee strongly recommends that Rick complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting STEN Qualification.</li> <li>• <b><u>YUNGKANS, Jeff – Hellsgate FD:</u></b> Initiate ENGB taskbook – Approved pending Certificate for IS-700. The Committee also strongly recommends that Jeff complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting ENGB Qualification.</li> </ul>		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Update IQS/ROSS/Red Cards accordingly</li> </ul>		Susan Burger	March 05, 2013
NEXT MEETING	<p style="text-align: center;"><b>Next Meeting</b>  <b>April 17, 2013</b>  <b>Location to be Announced</b>  <b>Time: 1000-1530</b></p> <p style="text-align: center;"><b>Friday March 22<sup>nd</sup> is the deadline for requests to be included on the agenda for the April 17<sup>th</sup> Qualification Review Meeting</b></p> <p style="color: red; text-align: center;">If you were approved to initiate a new task book please send a copy of the initiation page (i.e. the task book cover sheet) to the training specialist. IQS, ROSS, and your 2013 Red Card will not be updated with the new trainee position until that page is received.</p> <p>The Following People submitted requests that were not reviewed by the Committee and are on the Agenda for the April 17<sup>th</sup> Meeting.</p> <ul style="list-style-type: none"> <li>• <b><u>ECKLE, Kellan – Central Yavapai FD:</u></b></li> <li>• <b><u>GARNER, Levi – Mescal FD:</u></b></li> <li>• <b><u>GARTIN, Wil – Phoenix FD:</u></b></li> <li>• <b><u>JOHNSON, Linda – Az. State Forestry (State Office):</u></b></li> <li>• <b><u>McGUIRE, Mike – Patagonia FD:</u></b></li> <li>• <b><u>McNEIL, Marty – Navajo County:</u></b></li> <li>• <b><u>MILLER, Andrew – Casa Grande FD:</u></b></li> <li>• <b><u>ORTIZ, Albert – Oracle FD:</u></b></li> <li>• <b><u>OSBORNE, Albert – Prescott FD:</u></b></li> <li>• <b><u>OTTOMAN, JD – Az State Forestry (Tucson):</u></b></li> <li>• <b><u>McGUIRE, Michael – Patagonia FD:</u></b></li> <li>• <b><u>RAPSTINE, Peter – St. Johns FD:</u></b></li> </ul>		



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# Arizona State Wildfire Qualification Review Committee

MINUTES **May 06, 2013**

**1000 – 1530**

**PHOENIX, AZ**

<b>MEETING CALLED BY</b>	Susan Burger, AZSF Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review Meeting
<b>COMMITTEE MEMBER ATTENDEES</b>	Az State Forestry Reps: Susan Burger, Russ Shumate (for J. Downey), Kevin Boness, Gene Beuadoin Phoenix District Reps: Al DiBenedetto – Scottsdale FD Flagstaff District Reps: Randy Chevalier – Show Low FD Tucson District Reps: Dugger Hughes – Northwest FD, Al Kingsley – Tubac FD, Mark South – Tubac FD
<b>COMMITTEE MEMBERS ABSENT</b>	Bob Arthur – Canyon FD, Darrell Willis – Phoenix FD Jayson Coil – Sedona FD, Dennis Stern – Lakeside FD Stu Rodeffer – Northwest FD
<b>CHAINSAW SUB-COMMITTEE GUESTS</b>	None
<b>GUESTS</b>	James Cantelme – Daisy Mountain FD, Shelby Erickson – Highlands FD, Dirch Foreman – Highlands FD, Nade Galligan – Daisy Mountain FD, Art Gonzales – Phoenix FD, Randy Kennedy – Daisy Mountain FD, PJ Lingley – Sedona FD, Troy Lutrick – Glendale FD, Steve Quintero – Mayer FD, Mark Sachara – Ponderosa FD

<b>ITEM #1 Discussion Items</b>		
<ul style="list-style-type: none"> <li>• <b><u>Chain Saw Program Update:</u></b> <ul style="list-style-type: none"> <li>* There are no revisions or updates to announce regarding the Chain Saw Policy at this time.</li> </ul> </li> <li>• <b><u>Discussion/Revisions (Clarifications) to Committee By-Laws or the Policy #25:</u></b> <ul style="list-style-type: none"> <li>* Following up on the request that was made by the Committee to allow 40% of the total required fireline hours for ICT4 to be completed on All Hazard incidents. The State FMO has approved the request of the Committee. The Committee has approved the revised By Laws and Policy 25. The Policy will be presented to the State Forester to final approval and will be posted after the revisions are signed.</li> <li>* The topic was brought before the Committee again regarding the function and potential ways to implementing the Skills Crosswalk (Wildland Training for Structural Firefighters) in Arizona. As previously discussed during the meeting on February 6<sup>th</sup> the use and implementation of the Skills Crosswalk in Arizona will be re-addressed following the fire season.</li> <li>* There was some discussion regarding the role and function of the newly formed Training Committee. The training committee has been established primarily to carry out a Qualification needs analysis within the State and, based on that analysis; ensure that the needed training is made available to support appropriate development of positions within Arizona.</li> <li>* <b>NOTE: The current 310-1 (issued Oct 2012) and the newly revised Policy #25 (awaiting signature and not yet posted to the website) now include the NIMS requirements. This has resulted in many of the requests being listed as "Not Approved Until..." These requests will not be reviewed again by the committee unless there are additional criteria that have not been met. The requested qualification will be included on the 2013 Red Card after documentation has been accepted by the Training Specialist.</b></li> </ul> </li> </ul>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"> <li>• Update IQS/ROSS/Red Cards following the Committee Meeting</li> </ul>	Susan Burger	June 1 <sup>st</sup> 2013

ITEM #2	File Reviews
REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b><u>BIRTCHEER, David – Az. State Forestry (Phx):</u></b> Initiate ICT4 taskbook – Not Approved until Training Certificate for IS-700 is submitted. Does not need to return to committee; training specialist will review IS-700 Certificate. The Committee strongly recommends that David complete Firing Operations (S-219) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting ICT4 Qualification.</li> <li>• <b><u>CLEMENT, Wayne – Guadalupe FD:</u></b> Complete ENGB taskbook – Not Approved until fire experience logs for ENGB trainee assignments have been submitted. Does not need to return to committee; training specialist will review experience logs. The Committee strongly recommends that Wayne complete Firing Operations (S-219) to support his overall development and knowledge of skills.</li> <li>• <b><u>COMELLA, Daniel – Peoria FD:</u></b> Initiate FACL taskbook - Approved.</li> <li>• <b><u>CORRIE, Doug – Peoria FD:</u></b> Initiate ENGB taskbook – Not approved until Training Certificates for Basic Wildland Firefighter training have been submitted. Does not need to return to committee; training specialist will review Training Certificates. The Committee strongly recommends that Doug complete Firing Operations (S-219) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting ENGB Qualification.</li> <li>• <b><u>CRAIG, Darrell – Az. State Forestry (Flg):</u></b> Completed ENGB taskbooks – Not approved until Training Certificate for I-200 is submitted. Does not need to return to committee; training specialist will review I-200 Certificate.</li> <li>• <b><u>DENNETT, Carrie – Az. State Forestry (AZS):</u></b> Transfer File Review. It was overlooked at the meeting on 2/6/13 that her SITL Qualification is current and does not expire until 2017. Currency in ICT4 is, therefore, not required. The committee approves SITL and her current training positions DOCL(t) and RESL(t). The currency assignments are required for ICT4, CRWB, ENGB, &amp; FIRB.</li> <li>• <b><u>DeWITT, Garrett – Taylor FD:</u></b> Initiate MEDL taskbook – Not approved until Training Certificate for IS-700 is submitted. Does not need to return to committee; training specialist will review IS-700 Certificate.</li> <li>• <b><u>ECKLE, Kellan – Central Yavapai FD:</u></b> Transfer File Review. Currently Qualified as ENGB, FALB, FIRB(t) and ICT4(t). He has submitted his Master Records from the Prescott National Forest. The Committee accepts all current qualifications. The Committee strongly recommends that Kellan complete Firing Operations (S-219) to support his overall development and knowledge of skills prior to requesting the FIRB or ICT4 qualification.</li> <li>• <b><u>FINCK, Jeffery – Mohave Valley FD:</u></b> Initiate MEDL taskbook – Approved.</li> <li>• <b><u>FISK, Benjamin – Summit FD:</u></b> Completed ENGB taskbook – Not approved until Training Certificate for I-200 has been submitted. Does not need to return to committee; training specialist will review I-200 Certificate.</li> <li>• <b><u>GALLIGAN, Nade – Daisy Mountain FD:</u></b> Initiate ENGB taskbook – Approved. The Committee strongly recommends that Nade complete Firing Operations (S-219) to support his overall development and knowledge of skills before requesting ENGB Qualification.</li> <li>• <b><u>GARNER, Levi – Sunsites Pearce FD:</u></b> Initiate ENGB taskbook – Approved. The Committee strongly recommends that Levi complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting the ENGB Qualification.</li> <li>• <b><u>GIRON, TJ – Northwest FD</u></b> Initiate LSC2 taskbook – Approved.</li> <li>• <b><u>GONZALES, Arthur – Phoenix FD:</u></b> Initiate STEN taskbook. Approved</li> <li>• <b><u>GRAINGER, Tony – Tri City FD:</u></b> Initiate ENGB taskbook – Approved.</li> <li>• <b><u>HENDRIX, Cameron – Golder Ranch FD:</u></b> Completed CRWB taskbook – Approved. Initiate ICT4 taskbook – Approved.</li> <li>• <b><u>HOOD, Ron – Pinion Pines FD:</u></b> Completed ENGB taskbook – Not Approved. The Committee will review Ron's file again after he submits he missing documentation (i.e. Training Certificate for I-200, Current Fire Experience Records &amp; completed taskbook evaluations that are not missing information).</li> <li>• <b><u>HUNT, Jeff – Beaver Dam Littlefield FD:</u></b> Initiate MEDL taskbook – Not Approved until EMT card (Basic or Paramedic) has been submitted. Does not need to return to committee; training specialist will review EMT documentation.</li> <li>• <b><u>JACKSON, Damon – Beaver Dam Littlefield FD:</u></b> Initiate ENGB taskbook. Not Approved. The Committee will review Damon's file again after he submits the missing documentation (i.e. Training Certificate for IS-700, Fire Experience Record that document the required FFT2, FFT1 trainee &amp; FFT1 hours per Policy #25, Agency Certification signature for FFT1 taskbook).</li> <li>• <b><u>JOHNSON, Josh – Black Canyon City FD:</u></b> Initiate STEN &amp; ICT4 taskbooks – Approved.</li> <li>• <b><u>JOHNSON, Linda – Az. State Forestry (AZS):</u></b> Initiate COST taskbook. Approved.</li> <li>• <b><u>KRITER, Justin – Taylor FD:</u></b> Initiate MEDL taskbook – Approved.</li> <li>• <b><u>LAUBER, Brian – Az. State Forestry (AZS):</u></b> Complete DOCL taskbook – Approved.</li> <li>• <b><u>LUTRICK, Troy – Glendale FD:</u></b> Initiate DMOB taskbook – Approved.</li> <li>• <b><u>MAUZY, Kaleb – Fry FD:</u></b> Initiate STEN &amp; ICT4 taskbooks – Approved. The Committee strongly recommends that Kaleb complete Firing Operations (S-219) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting the STEN or ICT4 Qualifications.</li> <li>• <b><u>McGUIRE, Mike – Rio Rico FD:</u></b> Transfer File. Continue with DIVS taskbook that is currently open. Committee reviewed this request during the 2/6/13 meeting and requested additional fire experience documentation. That documentation was provided. The Committee accepts the DIVS taskbook that was initiated on 6/1/12 while Mike was working for Texas.</li> <li>• <b><u>McMURTRIE, Steven – Fry FD:</u></b> Initiate TFLD taskbook – Not Approved until current fire experience records have been submitted. Does not need to return to committee; training specialist will review experience logs.</li> <li>• <b><u>MILLER, Andrew – Casa Grande FD:</u></b> Initiate STEN taskbook – Approved.</li> <li>• <b><u>MORALES, Angel – Sedona FD:</u></b> Initiate ENGB taskbook – Approved. The Committee strongly recommends that Angel complete Firing Operations (S-219) to support his overall development and knowledge of skills before requesting ENGB Qualification.</li> </ul>

- **MOSER, Cory – Prescott FD:** File Review for ICT4. Asked Committee to review for ICT4. Documentation was missing in Cory's file re: ICT4 qualification from 2009. Committee approved ICT4.
- **OJEDA, Andres – Beaver Dam Littlefield FD:** Completed ENGB taskbook – Not Approved. The Committee will review Andres file again after he submits Fire Experience Record to document sufficient assignments in the Timber Fuel Type and submits a Training Certificate for I-200.
- **ORTIZ, Albert – Oracle FD:** Complete ENGB taskbook – Not Approved until Training Certificate for I-200 has been submitted. Does not need to return to committee; training specialist will review I-200 Certificate.
- **ORTIZ, Rocky – Regional Fire and Rescue:** Initiate FALB taskbook – Approved. Initiate ENGB taskbook - Not Approved until Training Certificate for IS-700 has been submitted. Does not need to return to committee; training specialist will review training certificate.
- **OSBORNE, Darrin - Prescott FD:** Complete MEDL taskbook – Not Approved until Training Certificates for IS-700 & IS-800 are submitted. Does not need to return to Committee for MEDL qualification. Training Specialist will review Training Certificates. Complete ENGB taskbook – Not Approved. The Committee will review Darrin's file again after he submits the required 3<sup>rd</sup> Taskbook Evaluation (per Policy #25). Training Certificate for IS-700 is also required.
- **QUINTERO, Steve – Mayer FD:** Initiate ENGB taskbook – Not approved until Training Certificate for IS-700 has been submitted. Does not need to return to committee; training specialist will review training certificate. The Committee strongly recommends that Steve complete Firing Operations (S-219) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting ENGB Qualification
- **RIVERA, Arnoldo – Goodyear FD:** Initiate ENGB taskbook – Not Approved. The Committee will review Arnoldao's file again after he submits the missing documentation (i.e. Training Certificate for S-131 & IS-700, FFT1 taskbook pages, and fire experience records for FFT2 and FFT1 trainee assignments to document that he meets the required fireline hours as outlined in Policy #25).
- **RODEFFER, Stu – Northwest FD:** Initiate ACLC taskbook – Approved.
- **SALOTTI, Darren – Daisy Mountain FD:** Initiate MEDL taskbook – Approved
- **SANDERS, Paul – Flagstaff FD:** Transfer File from Coconino NF. Current Qualifications through ENGB(t) – Approved.
- **SCHUSTER, Alan – Casa Grande FD:** Initiate ENGB taskbook – Approved. The Committee strongly recommends that Alan complete Firing Operations (S-219) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting ENGB Qualification
- **SEETS, James – Central Yavapai FD:** Initiate ICT4 taskbook – Approved.
- **SHANK, Jan – Scottsdale FD:** File Review for TFLD qualification. Not Approved until Documentation from assignment during 2012 season is submitted. Does not need to return to committee; training specialist will review training certificate.
- **SHUMATE, Russ – Az. State Forestry (A1S):** Initiate DIVS taskbook – Approved.
- **SIMINGTON, Brian – Mayer FD:** Initiate FOBS taskbook – Approved.
- **SNYDER, Tim – Chino Valley FD:** Complete FELB taskbook – Not Approved until a Training Certificate for I-200 has been submitted as well as a second FELB(t) assignment with a fully successful taskbook evaluation. Does not need to return to committee; training specialist will review training certificate and the Az State Forestry Phoenix District Forester will review the second taskbook assignment.
- **TODD, Jeff – Tempe FD:** Initiate ENGB taskbook – Approved.
- **VALLEJOS, Robert – St Johns FD:** Initiate ICT4 taskbook – Approved. The Committee strongly recommends that Robert complete Firing Operations (S-219) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting ICT4 Qualification
- **WALTER, Jay – Daisy Mountain FD:** Initiate STPS taskbook – Not Approved until current fire experience logs have been submitted. Does not need to return to committee; training specialist will review experience logs.
- **WARD, Garrett – Scottsdale FD:** File Review for ENGB trainee – Approved. Note that Garrett was previously an ENGB but his qualification has expired. Garrett has already shown sufficient depth of experience. He will required to complete the ENGB taskbook but will not be required to complete additional assignments or hours beyond what it takes for him to complete the taskbook. Garrett is also required to build his file with his Training Certificates, Course Rosters, or Formal Letters and sufficient fire experience logs before he will be approved as an ENGB.
- **WEBER, Luke – Golden Valley FD:** Initiate ENGB taskbook – Not Approved until Training Certificate for S-131 has been submitted. Does not need to return to committee; training specialist will review training certificate. The Committee strongly recommends that Luke complete Firing Operations (S-219) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting ENGB Qualification
- **ZUPANCIC, Frank – Tri City FD:** Initiate STEN & ICT4 taskbooks – Approved.

	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Update IQS/ROSS/Red Cards accordingly</li> <li>•</li> </ul>	Susan Burger	March 05, 2013

**Next Meeting  
October 08, 2013  
Location to be Announced  
Time: 1000-1530**

**Friday September 6<sup>th</sup> is the deadline for requests to be included  
on the agenda for the October 8<sup>th</sup> Qualification Review Meeting**

If you were approved to initiate a new task book please send a copy of the initiation page (i.e. the task book cover sheet) to the training specialist. IQS, ROSS, and your 2013 Red Card will not be updated with the new trainee position until that page is received.

The Following People submitted requests after the March 22<sup>nd</sup> deadline and their files were not reviewed by the Committee during this meeting. The following requests will be reviewed via e-review if the activity of the upcoming fire season allows. Any requests not reviewed during the summer will be addressed during the next scheduled committee meeting on October 8<sup>th</sup>.

- **ABEL, Todd – Central Yavapai FD:**
- **APPELS, Ron – Arivaca FD:**
- **ASHCRAFT, Chad – Pinetop FD:**
- **BAUGUS, Brandy – Rincon Valley FD:**
- **BLISS, Scott – Central Yavapai FD:**
- **BORTZMAN, Adam – Scottsdale FD:**
- **DAVIDSON, Glenn – Chino Valley FD:**
- **ELLIOTT, Flip – Az. State Forestry (Tucson):**
- **ESQUIBEL, Tyson – Peoria FD:**
- **ESTER, Stacey – Highlands FD:**
- **HALTER, Ferron – Heber Overgaard:**
- **HANSEN, Bruce – Wickenburg FD:**
- **JARVIS, Rob – Christopher-Kohls FD:**
- **LEAKE, Ken – Phoenix FD:**
- **LESS, Dale – Christopher-Kohls FD:**
- **LITCHFIELD, Ron - Central Yavapai FD:**
- **LUCAS, Ralph – Prescott FD:**
- **MACHADO, Ray – Rio Rico FD:**
- **MACKEY, Adam – Northwest FD:**
- **MACKEY, Adam – Northwest FD:**
- **MAYHALL, Matt – Chino Valley FD:**
- **OJEDA, Andres – Beaver Dam Littlefield FD:**
- **PALLETTE, Asa – Rincon Valley FD:**
- **ROBINSON, Brian – Northwest FD:**
- **RUSH, Patrick – ADOC:**
- **SCHLOSS, Derek – Northwest FD:**
- **SHELDON, James – Rio Rico FD:**
- **SHILL, Nicholas – Christopher-Kohls FD:**
- **SMITH, Pete – Gilbert FD:**
- **VAN SLYKE, Zackery – Alpine FD:**
- **WILLIS, Darrell – Prescott FD:**
- **WRIGHT, Larry – Cottonwood FD:**

**If you have submitted a request for the Qualification Review Committee and your name is not on the list above please contact Susan Burger at 623-445-0274 x220 to make sure your request gets on the list. Thank You. SB**

# Arizona State Wildfire Qualification Review Committee

MINUTES **October 08, 2013**

**1000 – 1530**

**PHOENIX, AZ**

<b>MEETING CALLED BY</b>	Susan Burger, AZSF Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review Meeting
<b>COMMITTEE MEMBER ATTENDEES</b>	Az State Forestry Reps: Susan Burger, Jim Downey, Kevin Boness, Gene Beuadoin Phoenix District Reps: Bob Arthur – Canyon FD, Al DiBenedetto – Scottsdale FD Flagstaff District Reps: Jayson Coil – Sedona FD Tucson District Reps: Dugger Hughes – Northwest FD, Al Kingsley – Tubac FD, Mark South – Tubac FD
<b>COMMITTEE MEMBERS ABSENT</b>	Darrell Willis – Phoenix FD Randy Chevalier – Show Low FD, Dennis Stern – Lakeside FD Stu Rodeffer – Northwest FD
<b>CHAINSAW SUB-COMMITTEE GUESTS</b>	None
<b>GUESTS</b>	Gary Bernard – Peoria FD, James Cantelme – Daisy Mountain FD, Kevin Dodds – Phoenix FD, Tim Durby – Phoenix FD, Tyson Esquibel – Peoria FD, Nade Galligan – Daisy Mountain FD, Harley Harmon – Mohave Valley FD, Joe Hernandez – Groom Creek FD, Mike Laing – Fort Mohave Mesa FD, PJ Lingley – Sedona FD, Troy Lutrick – Glendale FD, Todd Miranda – Sedona FD, Bryan Monreal – Pinewood FD, Carl Nelson – Pinewood FD, Mark Sachara – Ponderosa FD, Paul Summerfelt – Flagstaff FD

## ITEM #1 Discussion Items

- **Chain Saw Program Update:**

- \* There are no revisions or updates to announce regarding the Chain Saw Policy at this time. Susan will follow up with the Chair of the Chain Saw Sub-Committee (Bruce Banke) to discuss the next step in the full implementation of the Chain Saw Policy and to find out if there will be a submission for review of Faller positions at the meeting on December 11<sup>th</sup>

- **Discussion/Revisions (Clarifications) to Committee By-Laws or the SOG 804:**

- \* EMT, Advanced, and Paramedic Fireline Positions have been implemented in IQS. The qualification/currency for all EMT Fireline expiration dates will match the dates on the individual's EMT Card; given the person has completed the Basic Wildland Firefighting Courses and has passed the arduous fitness test per the requirement.
- \* It was posed to the Committee that we adopt several of the Technical Specialist Positions from the USFS 5109.17. The members of the Committee will review USFS 5109.17 between now and the next meeting on December 11<sup>th</sup> at which time we will decide which, if any, positions will be included in the Arizona State Forestry SOG 804.
- \* Following up on the use of the Skills Crosswalk (Wildland Training for Structural Firefighters) in Arizona. Per the State FMO (David Geyer) the first priority is to train all new IQS users to follow the 310-1 and the SOG804 as they are currently written. Once a majority of people have a working knowledge of that we can address use of the Skills Crosswalk.
- \* The Program Manager of IQS (Keith Smith) will be coming to Arizona the first week of December and is offering 3 training sessions in the use of IQS. Each session is 12 hours and is limited to 20 participants per session. The location of these training sessions will be announced no later than October 31<sup>st</sup>.
- \* The Committee agreed that once a person has been approved by the Qualification Review Committee to initiate a position in a shared "Unit Leader" taskbook from either the Finance Section (COMP/PROC/TIME) or the Logistics Section (FACL, COML, FDUL, GSUL, MEDL, SPUL) they will not need to return to the Committee to initiate a second position within that same taskbook. They DO need to submit all required training and experience documentation to the training specialist (Susan Burger) prior to working on the second position. If the person has already been approved by the committee as qualified in one of the positions from a shared "Unit Leader" taskbook in either the Finance Section or the Logistics Section they do not need to return to the committee for review to initiate a second position from that same taskbook. They DO need to submit all their pre-requisite documentation to the training specialist for approval and processing.
- \* A proposal was made to add a minimum experience requirement to the SOG 804 for the initiation of the Section Chief Taskbook. The Committee agreed to require 14 operational periods as a qualified Unit Leader prior to initiating a Section Chief taskbook. This revision will not impact anyone who has already been approved to initiate a Section Chief taskbook but will be effective for anyone who requests to initiate a Section Chief Taskbook in the future.
- \* The Qualification Committee is requesting that the Training Sub-Committee meet prior to the next Qualification Committee meeting. It is agreed that establishing a priority trainee list is a necessity for this State and will support us in maintaining a balanced and appropriate resource pool and also support efficient use of the resources we have. The Qualification Committee is particularly interested to know what positions are needed, what will distinguish an individual as a priority for training, how will we support them in getting out on an assignment. Perhaps a rep from the Training committee could attend next meeting and give us an update.
- \* There was some discussion regarding the role and function of the Qualification Review Committee regarding the suspension of

- an individual's qualifications. The Committee will look into situations that occur during an assignment which result in the person being reprimanded or asked to leave the incident due to questionable job performance. This Committee looks at the validity of qualifications and does not address personnel topics or disciplinary actions as those areas are most appropriately addressed by the home agency. If the Fire Chief or their Wildland Training Coordinator wishes to suspend an individual's qualifications they should contact the State Training Specialist to have those qualifications suspended from IQS and ROSS.
- \* While the Committee is willing to support the request from some of its members to propose some revisions to the 310-1 to the NWCG regarding some qualifications and their pre-requisite requirements, they suggested a different avenue that they think will be more effective.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>Meet w/ Chain Saw Sub-Committee</li> <li>Meet w/ Training Sub-Committee</li> <li>Update IQS/ROSS/Red Cards following the Committee Meeting</li> <li>Update SOG 804</li> </ul>	Susan Burger Jim Downey Susan Burger Susan Burger	November 22, 2013 November 22, 2013 November 15, 2013 December 31, 2013

ITEM #2	File Reviews
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REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li><b><u>ABEL, Todd – Central Yavapai FD:</u></b> File Review for ICT4 qualification – Approved.</li> <li><b><u>APPELS, Ron – Arivaca FD:</u></b> Initiate ICT4 taskbook – Not Approved until Training Certificate for IS-700 and current fire experience logs have been submitted. Does not need to return to committee; training specialist will review and approve the IS-700 certificate and the experience logs. The committee strongly recommends that Ron complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting ICT4 qualification.</li> <li><b><u>ASHCRAFT, Chad – Pinetop FD:</u></b> Initiate ENGB taskbook – Not Approved. Chad does not meet the fire experience requirement with the experience logs that have been submitted. The Committee will review again after fire experience logs for the 2012 and 2013 season have been submitted.</li> <li><b><u>BAILEY, Kevin – Tempe FD:</u></b> Completed CRWB taskbook – Approved. Completed PIO2 taskbook – Approved. Initiate STEN taskbook – Approved.</li> <li><b><u>BARRARAS, Joe – ADOC:</u></b> Initiate ICT4 taskbook – Approved. The committee strongly recommends that Joe complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting ICT4 qualification.</li> <li><b><u>BAUGUS, Brandy – Rincon Valley FD:</u></b> Initiate FOBS taskbook – Approved.</li> <li><b><u>BERNARD, Gary – Peoria FD:</u></b> Completed STEN taskbook – Approved.</li> <li><b><u>BLISS, Scott – Central Yavapai FD:</u></b> Initiate FOBS taskbook – Approved.</li> <li><b><u>BOEHM, Stephan – Summit FD:</u></b> Completed CRWB taskbook – Approved.</li> <li><b><u>BREWER, Will – Az. State Forestry (Phx):</u></b> Completed ENGB taskbook – Approved.</li> <li><b><u>BROTZMAN, Adam – Scottsdale FD:</u></b> Initiate ENGB taskbook – Not Approved. Adam does not meet the fire experience requirement with the experience logs that have been submitted. The Committee will review again after fire experience logs between 2001 and 2013 have been submitted. Adam will also need to submit Training Certificate for IS-700</li> <li><b><u>BROWN, Eric – Flagstaff FD:</u></b> Completed TFLD taskbook – Approved.</li> <li><b><u>CAROTHERS, Cougan – Central Yavapai FD:</u></b> Initiate ICT4 taskbook – Approved. Initiate STEN taskbook – Approved.</li> <li><b><u>CONGER, Patrice – Tubac FD:</u></b> Completed TIME taskbook – No Approved until Training Certificates for IS-700, IS-800, I-100, I-200, I-300 have been submitted. Does not need to return to committee; training specialist will review and approve the training certificates.</li> <li><b><u>DECK, Duane – Summit FD:</u></b> Completed MEDL taskbook – Not Approved until Training Certificates for IS-800 and I-300 have been submitted. Does not need to return to committee; training specialist will review and approve the training certificates.</li> <li><b><u>DOBBS, Dave – Flagstaff FD:</u></b> Completed PSC2 taskbook – Not Approved until fire experience logs for 2013 have been submitted. Does not need to return to committee; training specialist will review and approve the 2013 fire experience log.</li> <li><b><u>ELLIOTT, Flip – Az. State Forestry (Tus):</u></b> Initiate ICT3 taskbook – Approved. Completed TFLD taskbook – Not Approved. Committee will review when all required training and experience documentation has been submitted (missing S-330, taskbook pages, logs documenting TFLD training assignments)</li> <li><b><u>ENTEMAN, Mark – Black Canyon City FD:</u></b> Initiate ENGB taskbook – Not Approved. Committee will review after Training Certificates for BWFF and IS-700 have been submitted. Also missing fuel type on his fire experience logs which is needed to assess whether or not he has met the fire experience requirements per the SOG 804.</li> <li><b><u>ESQUIBEL, Tyson – Peoria FD:</u></b> File Review for STEN – has already been approved as STCR and is current as an ENGB. Per 310-1 is eligible for STEN. (Committee has also already approved Tyson to Initiate TFLD) Not Approved until Training Certificate for I-300 has been submitted. Does not need to return to committee; training specialist will review and approve the I-300 training certificate.</li> <li><b><u>ESTER, Stacey – Highlands FD:</u></b> Initiate MEDL taskbook – Approved.</li> </ul>
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- **FISHER, Benny – Gilbert FD:** Initiate LOFR taskbook – Approved.
- **FOSTER, Shawn – Sedona FD:** Initiate FACL taskbook – Approved.
- **GALLIGAN, Nade – Daisy Mountain FD:** Completed ENGB – Under Administrative Review.
- **GARTIN, Wil – Phoenix FD:** Completed ENGB taskbook – Approved. The committee strongly recommends that Wil complete Firing Operations (S-219 or Ignition Operations S-234) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills.
- **GILLESPIE, Mike – Flagstaff FD:** Completed SOF1 taskbook – Approved.
- **GIRON, TJ – Northwest FD:** Completed LSC2 – Not Approved until Training Certificates for S-420, IS-800, I-200, I-300 & I-400 have been submitted. Does not need to return to committee; training specialist will review and approve the training certificates.
- **GRAHAM, Zach – Pine Strawberry FD:** Initiate ENGB taskbook – Approved.
- **HALL, Roy – Az. State Forestry (AZS):** Initiate LOFR taskbook – Approved.
- **HANSEN, Bruce – Wickenburg FD:** Completed ENGB taskbook – Approved.
- **HERNANDEZ, Joe – Groom Creek FD:** Initiate STEN taskbook – Approved.
- **HEUN, Bryan – Apache Junction FD:** File Review. Previously with BLM – reviewed file for transfer qualifications. Committee Approved all current IQCS qualifications; including ENGB, ICT4 and CRWB(t). It is strongly recommended that Bryan complete Firing Operations (S-219 or Ignition Operations S-234) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills.
- **HUGHES, Dugger – Northwest FD:** Completed ACDP taskbook – Approved.
- **LAING, Mike – Fort Mohave Mesa FD:** Completed ENGB taskbook – Approved. The committee strongly recommends that Ron complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills.
- **LEAKE, Ken – Phoenix FD:** Initiate TIME taskbook – Approved. Initiate FSC2 taskbook – Not Approved (has completed COST but must also complete TIME before initiating FSC2)
- **LINGLEY, PJ – Sedona FD:** Completed STEN taskbook – Approved. Initiate TFLD taskbook – Approved (PJ was given interim approval on 8/23/13 for STEN and has met the pre-requisite STEN experience hours)
- **LITCHFIELD, Ron – Central Yavapai FD:** Initiate ENGB taskbook – Not Approved missing documentation has been submitted. The missing documentation that needs to be submitted is as follows: Training Certificate for S-131, fire experience logs for FFT2 experience and FFT1 trainee experience.
- **LOHR, Matt – Sun City FD:** Completed ENGB taskbook – Approved.
- **LUCAS, Ralph – Prescott FD:** Initiate OSC2 taskbook – Approved.
- **LUTRICK, Troy – Glendale FD:** Completed DMOB taskbook – Approved.
- **MACHADO, Ray – Rio Rico FD:** Completed ENGB taskbook – Not Approved. The Committee will review again after all documentation (Needed taskbook pages, Training Certificate for I-200, fire experience logs that show the required assignments) has been submitted.
- **MACKEY, Adam – Northwest FD:** Completed FIRB taskbook – Approved. Initiate ICT4 taskbook – Approved.
- **MAYHALL, Matt – Chino Valley FD:** Completed STEN taskbook – Not Approved until Training Certificates for IS-700, IS-800, I-200 & I-300 have been submitted. Does not need to return to committee; training specialist will review and approve the training certificates.
- **MIRANDA, Todd – Sedona FD:** Completed TFLD taskbook – Approved.
- **MORRIS, Billy – Peoria FD:** Completed DIVS taskbook – Not Approved until Training Certificates for IS-800 and I-300 have been submitted. Does not need to return to committee; training specialist will review and approve the training certificates.
- **OJEDA, Andres – Beaver Dam Littlefield FD:** Completed ENGB taskbook – Not Approved until the Verification/Certificate page has been submitted. Initiate MEDL taskbook – Approved.
- **OTTOMAN, JD – Az State Forestry (Tus):** Completed CRWB taskbook – Not Approved until Training Certificate for I-200 has been submitted. Does not need to return to committee; training specialist will review and approve the training certificate.
- **PALLETTE, Asa – Rincon Valley FD:** Initiate ICT4 & FOBS taskbooks – Approved.
- **ROBINSON, Brian – Northwest FD:** Completed TFLD taskbook – Approved.
- **RUSH, Patrick – ADOC:** Initiate CRWB taskbook – Approved.
- **SACHARA, Mark – Ponderosa FD:** Completed DIVS taskbook – Approved.
- **SCHLOSS, Derek – Northwest FD:** Completed ICT4 taskbook – Approved.
- **SCHRIPEMA, Jeff – Phoenix FD:** Completed COML taskbook – Not Approved. Jeff had not been approved to initiate COML taskbook. Jeff is now approved to initiate COML taskbook and only needs to submit 1 fully successful taskbook evaluation from a wildland incident. Jeff will not need to return to the Committee for review for COML. The training specialist will review and approved the COML taskbook (and evaluation) for completeness.
- **SCOTT, Hunter – Pine Strawberry FD:** Completed ENGB taskbook – Approved.
- **SHELDON, James – Rio Rico FD:** Initiate ICT4 taskbook – Not Approved. Committee will review again after completed Fire Experience Logs have been submitted.
- **SMITH, Pete – Gilbert FD:** Initiate LOFR taskbook – Approved.
- **STANLEY, Debra – Az. State Forestry (Tus):** Initiate COST taskbook – Approved.
- **SUMMERFELT, Paul – Flagstaff FD:** Completed ACPC taskbook – Approved.
- **THORSEN, Harold – Picture Rocks FD:** Initiate ENGB taskbook – Not Approved. Harold's file was reviewed on 4/3/12 and not approved until he submitted legible logs. Harold resubmitted his logs through 2006. The Committee is requesting his current fire experience logs to address his request to initiate an ENGB taskbook. The committee will review again after current logs have been submitted.
- **WALTER, Jay – Daisy Mountain FD:** Completed STPS taskbook – Approved.
- **WARD, Wade – Prescott FD:** Initiate PIO2 taskbook – Approved.
- **WEAVER, Don – Buckeye Valley FD:** Completed ENGB taskbook – Approved.
- **WHITING, Carl – Ponderosa FD:** Completed ENGB taskbook – Not Approved until Training Certificate for IS-



	<p>700 has been submitted. Does not need to return to committee; training specialist will review and approve the training certificates.</p> <ul style="list-style-type: none"> <li>• <b><u>WILLIS, Darrell – Prescott FD:</u></b> Initiate OSC1 taskbook – Approved.</li> <li>• <b><u>WRIGHT, Larry – Cottonwood FD:</u></b> Initiate STEN taskbook – Approved.</li> </ul>	
	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"> <li>• Update IQS/ROSS/Red Cards accordingly</li> </ul>	Susan Burger	March 05, 2014
<b>NEXT MEETING</b>	<p style="text-align: center;"><b>Next Meeting</b>  <b>December 11, 2013</b>  <b>Globe, Az.</b>  <b>Time: 1000-1530</b></p> <p style="text-align: center;"><b>Friday November 8<sup>th</sup> is the deadline for requests to be included on the agenda for the December 11<sup>th</sup> Qualification Review Meeting</b></p> <p style="color: red; text-align: center;"><b>If you were approved to initiate a new task book please send a copy of the initiation page (the task book cover sheet) to Susan Burger. IQS, ROSS, and your 2014 Red Card will not be updated with the new trainee position until that page is received.</b></p> <p>The Committee spent several hours discussing administrative business during this qualification review meeting. Not all requests that were submitted on time were reviewed. The Following People submitted requests but their files were not reviewed by the Committee during this meeting either because of the amount of time spent on committee business or because their files were not received before the September 6<sup>th</sup> deadline. The following requests will be reviewed during the next scheduled committee meeting on December 11<sup>th</sup>:</p> <ul style="list-style-type: none"> <li>• <b><u>BABNEW, Les – Tubac FD:</u></b></li> <li>• <b><u>BARBER, Will – Three Points FD:</u></b></li> <li>• <b><u>BARR, Ariel – Sun Lakes FD:</u></b></li> <li>• <b><u>BARR, Jesse – Northwest FD:</u></b></li> <li>• <b><u>BEAUBRIAND, Jean – Alpine FD:</u></b></li> <li>• <b><u>BRAMBLE, Dan – Payson FD:</u></b></li> <li>• <b><u>BREHL, Mark – Flagstaff FD:</u></b></li> <li>• <b><u>CARLOTT, Chris – Glendale FD:</u></b></li> <li>• <b><u>CARR, Cooper – Sedona FD:</u></b></li> <li>• <b><u>COCHRANE, Dave – Sedona FD:</u></b></li> <li>• <b><u>DAVIDSON, Glenn – Chino Valley FD:</u></b></li> <li>• <b><u>DOUGAN, Chad – Prescott FD:</u></b></li> <li>• <b><u>ELLIOTT, Phillip – Az State Forestry (A3S):</u></b></li> <li>• <b><u>ENO, Phillip – Phoenix FD:</u></b></li> <li>• <b><u>GLEASON, LAWRENCE – Phoenix FD:</u></b></li> <li>• <b><u>GRAINGER, Tony – Tri City FD:</u></b></li> <li>• <b><u>HARMS, Todd – Phoenix FD:</u></b></li> <li>• <b><u>HOUSE, Eric – Avra Valley FD:</u></b></li> <li>• <b><u>JARVIS, Rob – Christopher-Kohls FD:</u></b></li> <li>• <b><u>JOHNSON, David – Chino Valley FD:</u></b></li> <li>• <b><u>JOHNSTON, Bradley – Phoenix FD:</u></b></li> <li>• <b><u>LESS, Dale – Christopher-Kohls FD:</u></b></li> <li>• <b><u>LEWIS, Eric – Sedona FD:</u></b></li> <li>• <b><u>LUBETZ, Jerome – Payson FD:</u></b></li> <li>• <b><u>MEZULIUS, Ed – Sedona FD:</u></b></li> <li>• <b><u>MORSE, Colin – Wickenburg FD:</u></b></li> <li>• <b><u>OJEDA, Pat – Sedona FD:</u></b></li> <li>• <b><u>OTTMAN, JD – Az State Forestry (Tus):</u></b></li> <li>• <b><u>PACE, Mike – Sedona FD:</u></b></li> <li>• <b><u>PARRA, Jorge – Rio Rico FD:</u></b></li> <li>• <b><u>POND, Jim – Highlands FD:</u></b></li> <li>• <b><u>REED, Jeremy – Peoria FD:</u></b></li> <li>• <b><u>ROSAS, Walter – Az. State Forestry (Deer Valley):</u></b></li> <li>• <b><u>ROSE, Cody – Chino Valley FD:</u></b></li> <li>• <b><u>SCHUSTER, Alan – Chino Valley FD:</u></b></li> <li>• <b><u>SHILL, Nicholas – Christopher-Kohls FD:</u></b></li> <li>• <b><u>SMITH, Justin – Az. State Forestry (Phoenix):</u></b></li> <li>• <b><u>TYLER, Norval – Az. State Forestry (Deer Valley):</u></b></li> <li>• <b><u>VAN SLYKE, Zackery – Alpine FD:</u></b></li> <li>• <b><u>WELCH, Stephan – Wittman FD:</u></b></li> </ul>	

	<p><b>If you have submitted a request for the Qualification Review Committee and your name is not on the list above please contact Susan Burger at 623-445-0274 x220 to make sure your request gets on the list. Thank You. SB</b></p>
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# Arizona State Wildfire Qualification Review Committee

MINUTES **December 11, 2013**

**1000 – 1530**

**GLOBE, AZ**

<b>MEETING CALLED BY</b>	Susan Burger, AZSF Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review Meeting
<b>COMMITTEE MEMBER ATTENDEES</b>	Az State Forestry Reps: Susan Burger, Jim Downey, Bruce Banke (for Kevin Boness) Phoenix District Reps: Bob Arthur – Canyon FD, Al DiBenedetto – Scottsdale FD, Darrell Willis – Prescott FD Flagstaff District Reps: Randy Chevalier – Show Low FD, Dennis Stern – Lakeside FD Tucson District Reps: Dugger Hughes – Northwest FD, Mark South – Tubac FD
<b>COMMITTEE MEMBERS ABSENT</b>	Kevin Boness – Arizona State Forestry, Gene Beaudoin – Arizona State Forestry Jayson Coil – Sedona FD Al Kingsley – Tubac FD, Stu Rodeffer – Northwest FD
<b>CHAINSAW SUB-COMMITTEE GUESTS</b>	Bruce Banke
<b>GUESTS</b>	Robin Hanson – Arizona State Forestry, Rob Jarvis – Christopher Kohls FD, Adam Mackey – Northwest FD, Matt Storms – Picture Rocks FD,

<b>ITEM #1 Discussion Items</b>		
<ul style="list-style-type: none"> <li>• <b><u>Chain Saw Program Update:</u></b> <ul style="list-style-type: none"> <li>* There are no revisions or updates to announce regarding the Chain Saw Policy at this time. Susan spoke with the Chair of the Chain Saw Sub-Committee (Bruce Banke) to discuss the next step in the full implementation of the Chain Saw Policy. The next step is for Susan and Bruce to meet with the State FMO. Susan and Bruce will schedule a meeting with David and post the results of that meeting on the AZSF.gov website. Bruce had no new submissions for review of Faller positions for this meeting</li> </ul> </li> <li>• <b><u>Discussion/Revisions (Clarifications) to Committee By-Laws or the SOG 804:</u></b> <ul style="list-style-type: none"> <li>* During the October 8<sup>th</sup> 2013 Committee meeting, it was posed to the Committee that we adopt several of the Technical Specialist Positions from the USFS 5109.17. Review of this topic was rescheduled until the next meeting in March at which time we will decide which, if any, positions will be included in the Arizona State Forestry SOG 804.</li> <li>* The Committee was made aware that the requirement for completing a <i>classroom version</i> of I-200 was revised again in October/November 2013. The following paragraph is taken directly from the November 2013 NWCG Field Managers Course Guide "There are several options for taking the ICS-200 course. The current NWCG instructor led course (I-200) will remain available in the PMS thru September 30, 2014. At that time the NWCG course will be discontinued and NWCG will transition to use of the FEMA course. FEMA ICS-200: Information on taking the FEMA online course (IS-200) or downloading the course materials to teach an instructor led version can be found at <a href="http://training.fema.gov/IS/NIMS.aspx">http://training.fema.gov/IS/NIMS.aspx</a>. As the course is updated, the most current version will be posted and will be indicated by a letter following the course number (e.g., IS-200b). Students who completed an earlier version do not have to retake the course. Course certificates for the online version will be issued directly by FEMA at the completion of the course. NWCG member agencies should issue NWCG certificates when teaching an instructor led version."</li> <li>* Bottom line regarding IS-200: If IS-200 was completed prior to November 2013, any version is acceptable and it is not necessary to retake the course. Beginning with November 2013 if you are interested in completing an online version of IS-200 you must complete the IS-200.b version. A link to that course will be posted on the <a href="http://www.AZSF.gov">www.AZSF.gov</a> website on the Firefighter Training Page or you can go to: <a href="http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=is-200.b">http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=is-200.b</a></li> </ul> </li> </ul>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"> <li>• Follow Up w/ State FMO &amp; Chain Saw Sub-Committee</li> <li>• Update IQS/ROSS/Red Cards following the Committee Meeting</li> <li>• Update SOG 804</li> </ul>	Susan Burger Susan Burger Susan Burger	February 15, 2014 February 15, 2014 February 28, 2014

ITEM #2	File Reviews
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REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b><u>BABNEW, Les – Tubac FD:</u></b> Completed RESL taskbook – Approved via email review 11/26/13.</li> <li>• <b><u>BARR, Ariel – Sun Lakes FD:</u></b> Completed ENGB taskbook – Approved.</li> <li>• <b><u>BARR, Jesse – Northwest FD:</u></b> Completed HEQB taskbook – Not Approved until current fire experience logs have been submitted. Does not need to return to committee; training specialist will review and approve the experience logs.</li> <li>• <b><u>BLAKE, Dwayne – Oatman FD:</u></b> Initiate ENGB(t) taskbook – Not Approved. The Committee understands Mr. Blake no longer retains his full training and experience records. The Committee is requesting that he obtain signed letters from previous employers or supervisors with specific information including his name, date and location of training/experience, name of trainer/evaluator to verify his training, experience and qualifications. In addition they are requesting fire experience logs that include a list of wildland fire assignments, the job performed on the assignment, operational periods, and estimated dates on the assignment. These experience records should also include complete information on the form for the work he has done within district.</li> <li>• <b><u>BRAMBLE, Dan – Payson FD:</u></b> Completed ICT4 taskbook – Not Approved. Missing documentation showing his ICT4 trainee assignments. The Committee will review again after fire experience logs documenting fireline hours as an ICT4(t) has been submitted.</li> <li>• <b><u>BREHL, Mark – Flagstaff FD:</u></b> Initiate ICT4(t) taskbook – Not Approved. Missing documentation showing the required Single Resource Boss fireline hours. The Committee will review again after fire experience logs documenting wildland fireline hours as a Single Resource Boss has been submitted.</li> <li>• <b><u>CARLOTT, Chris – Glendale FD:</u></b> Initiate ENGB(t) taskbook – Not Approved. While Chris has his training certificates and FFT1 taskbook from his previous employer, he is missing fire experience logs. The Committee is requesting that Chris obtain a signed letter from his previous employer or supervisors (perhaps Andy Mandell or Gary Daniels) with specific information including his name, date and location of his experience in lieu of the missing fire experience logs. The Committee will review his request again after the letter has been submitted.</li> <li>• <b><u>CARR, Cooper – Sedona FD:</u></b> Initiate ENGB(t) taskbook – Not Approved. While his records have been entered locally, the documentation needs to be submitted. In addition, Cooper is missing an entry/ documentation for completing S-131 (Advanced Firefighter Training). The Committee will review again after documentation has been received; to include Training Certificate or Roster for Completing S-131.</li> <li>• <b><u>COCHRANE, Dave – Sedona FD:</u></b> Initiate SITL(t) taskbook - Not Approved until current fire experience logs have been submitted. Does not need to return to committee; training specialist will review and approve the experience logs. The committee strongly recommends that Dave complete Firing Operations (S-219 or Ignitions Operations S-234) to support his overall development and knowledge of skills before requesting the SITL qualification.</li> <li>• <b><u>DAVIDSON, Glenn – Chino Valley FD:</u></b> Initiate ENGB(t) taskbook – Not Approved. Glenn's file is missing his Basic Wildland Firefighter Training Certificates (S-130/190, I-100, L-180) and S-133 (Look Up, Look Down, Look Around). His FFT1 taskbook is missing a third evaluator and his fire experience logs need to document his type 4 &amp; 5 wildland experience. The Committee will review again after the documentation has been received.</li> <li>• <b><u>DOUGAN, Chad – Prescott FD:</u></b> Initiate ENGB(t) taskbook - Not Approved until Training Certificate for S-131 and has been submitted. Does not need to return to committee; training specialist will review and approve the S-131 certificate. The committee strongly recommends that Chad complete Firing Operations (S-219 or Ignitions Operations S-234) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting the ENGB qualification.</li> <li>• <b><u>DUARTE, Frank – Pima County:</u></b> Completed LOFR taskbook – Approved.</li> <li>• <b><u>ENTEMAN, Mark – Black Canyon City FD:</u></b> Initiate ENGB(t) taskbook – Not Approved. Mark is missing a Type 4 or Type 5 wildland assignment. The Committee will review again after Mark has completed the required experience to initiate an ENGB(t) taskbook.</li> <li>• <b><u>ERNSBERGER, Aaron – Phoenix FD:</u></b> <b>1</b> Initiate FACL(t) taskbook – Not Approved. Aarons file is missing his Training Certificates for the required training for BCMG (ICS-100, ICS-200, &amp; IS-700). In addition, he has not submitted a fire experience log. <b>2</b> Initiate LOFR(t) taskbook – Not Approved. Documentation for Basic Wildland Firefighter (S-130/190, I-100, L-180) is missing from his file. The Committee will review again after Aaron has completed the required training and experience to initiate both the FACL(t) and LOFR(t) taskbooks.</li> <li>• <b><u>FOERSTNER, Eric – Buckskin FD:</u></b> Initiate ENGB(t) taskbook - Not Approved until Training Certificate for IS-700 has been submitted. Does not need to return to committee; training specialist will review and approve the IS-700 certificate. The committee strongly recommends that Eric complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting the ENGB qualification.</li> <li>• <b><u>GLEASON, LAWRENCE – Phoenix FD:</u></b></li> <li>• <b><u>GRAINGER, Tony – Tri City FD:</u></b> Completed ENGB taskbook – Approved.</li> <li>• <b><u>HARMS, Todd – Phoenix FD:</u></b> Initiate LOFR(t) taskbook - Not Approved until Training Certificate for Basic Wildland Firefightin (S-130 /190, I-100, L-180) has been submitted. Todd can complete BWFF/S-130/190 online with his field day being completed at the annual CAWRT Drill or he can complete the full S-130/190 classroom course. Todd does not need to return to committee; training specialist will review and approve the Training Certificate.</li> <li>• <b><u>HOUSE, Eric – Avra Valley FD:</u></b> Initiate ENGB(t) taskbook – Not Approved until Training Certificate for S-133</li> </ul>
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(Look Up, Look Down, Look Around) has been submitted. Eric does not need to return to committee; training specialist will review and approve the Training Certificate.

- **JARVIS, Rob – Christopher-Kohls FD:** Initiate ENGB(t) taskbook – Approved.
- **JOHNSON, David – Chino Valley FD:** Initiate ENGB(t) taskbook - Not Approved until Training Certificate for IS-700 has been submitted. Does not need to return to committee; training specialist will review and approve the IS-700 certificate. The committee strongly recommends that David complete Firing Operations (S-219 or Ignition Operations S-234) and Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting the ENGB qualification
- **JOHNSTON, Bradley – Phoenix FD:** Initiate LOFR(t) taskbook – Approved.
- **KING, Kevin – Heber Overgaard FD:** Completed ENGB taskbook – Not Approved. Kevin does not have the required number of assignments as an ENGB(t) since he was approved to initiate his ENGB taskbook in April 2012. The Agency Certification has not been signed. In addition, Kevin's file is missing IS-700 (NIMS: An Introduction) The Committee will review again after Kevin has completed the required training and experience for completing the ENGB taskbook.
- **LEWIS, Eric – Sedona FD:** Initiate ENGB(t) taskbook – Not Approved. Eric's records have been entered locally. He has not completed the required number of Type 1,2, or 3 assignments. His file does not include IS-700. All documentation needs to be submitted for review. The Committee will review again after Eric has completed the required training and experience to initiate an ENGB(t) taskbook.
- **MACHADO, Ray – Rio Rico FD:** Completed ENGB taskbook – Approved. The committee strongly recommends that Ray complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills.
- **MERRILL, Shane – Green Valley FD:** Completed ENGB taskbook – Approved.
- **MEZULTUS, Ed – Sedona FD:** 1 Initiate MEDL(t) taskbook - Not Approved until current EMTP Card has been submitted. Does not need to return to committee for MEDL(t); training specialist will review and approve the EMT Card. 2 Initiate STEN(t) taskbook – Not Approved. Ed's file is missing current fire experience logs and the committee was not able to assess his qualified ENGB assignments. The Committee will review Ed's file again after he has submitted his current fire experience logs.
- **MILLER, Andrew – Casa Grande FD:** Completed ICT4 taskbook – Approved.
- **MORSE, Colin – Wickenburg FD:** Initiate ENGB(t) taskbook - Not Approved. Colin's file is missing documentation for IS-700 (NIMS: An Introduction), the required FFT1 taskbook pages, and fire experience logs for his FFT2 and FFT1(t) assignments. The Committee will review Colin's file again after he has submitted his required training certificates and his current fire experience logs.
- **OJEDA, Pat – Sedona FD:** Initiate STEN(t) taskbook - Not Approved until current fire experience logs have been submitted. Does not need to return to committee; training specialist will review and approve the experience logs. The committee strongly recommends that Pat complete Interagency Incident Business Management (S-260) to support his overall development and knowledge of skills before requesting the STEN qualification
- **OSBORNE, Darrin – Prescott FD:** Completed ENGB taskbook – Approved.
- **OTTOMAN, JD – Az State Forestry (Tus):** Completed ENGB taskbook - Not Approved until Training Certificate for ICS-200 has been submitted along with the signed Agency Certification page of his ENGB Taskbook. Does not need to return to committee; training specialist will review and approve the Training Certificate and the Verification/Certification page.
- **PACE, Mike – Sedona FD:** Initiate TFLD(t) taskbook - Not Approved until Training Certificate for IS-700 and current fire experience logs have been submitted. Does not need to return to committee; training specialist will review and approve the IS-700 certificate and the experience logs.
- **PARRA, Jorge – Rio Rico FD:** The Committee did not review Mr. Parra's training file during this meeting. He is not currently employed with a department/district that has a Cooperative Fire Rate Agreement with the State.
- **POND, Jim – Highlands FD:** Completed RESL taskbook - Not Approved until Training Certificate for I-100, 200, 300, IS-700, & 800 have been submitted. Does not need to return to committee; training specialist will review and approve the training certificates.
- **ROSAS, Walter – Az. State Forestry (Deer Valley):** Initiate EDSP(t) task book - Not Approved until fire experience logs documenting ROSS work with Crews, Equipment, Overhead and Supplies has been submitted. Does not need to return to committee; training specialist will review and approve the experience logs.
- **ROSE, Cody – Chino Valley FD:** Completed ENGB taskbook – Approved.
- **SCHLOSS, Derek – Northwest FD:** Initiate TFLD(t) taskbook - Not Approved until fire experience logs documenting hours for second Single Resource Boss position have been submitted. Does not need to return to committee; training specialist will review and approve the experience logs.
- **SHELDON, James – Rio Rico FD:** Initiate ICT4(t) taskbook – Not Approved. The Fire Experience Logs for James do not include all of the information. The committee was unable to assess whether or not he has met the requirements laid out in the SOG 804 Policy. The Committee will review this request again after the Fire Experience Logs have been filled in completely.
- **SCHUSTER, Alan – Chino Valley FD:**
- **SHILL, Nicholas – Christopher-Kohls FD:** File Review for ENGB - Not Approved until Training Certificate for I-200 and a Final Evaluation from the person who signed as the Final Evaluator on the Verification/Certification page of the taskbook has been submitted. Does not need to return to committee; training specialist will review and approve the documentation.
- **SMITH, Justin – Az. State Forestry (Phoenix):** Completed ICT4 taskbook – Approved.

	<ul style="list-style-type: none"> <li>• <b><u>STORMS, Matt – Picture Rocks FD:</u></b> Initiate ENGB(t) taskbook - Not Approved. Matt has not completed the required number of Type 1, 2, or 3 assignments and he has not met the hotline experience requirement as a FFT1 (shows 20 hrs and needs 30). The Committee will review again after Matt has completed the required number of assignments and completes the required hotline hours to initiate an ENGB(t) taskbook.</li> <li>• <b><u>TRUE, Eric – Highlands FD:</u></b> <b>1.</b> Completed CRWB taskbook – Not Approved until Training Certificate for IS-700 has been submitted. Does not need to return to committee; training specialist will review and approve the IS-700 certificate. <b>2.</b> Initiate TFLD(t) taskbook – Not Approved until documentation of required fireline hours for second Single Resource Boss position has been submitted. Does not need to return to committee; training specialist will review and approved the required fireline hours.</li> <li>• <b><u>TYLER, Norval – Az. State Forestry (Deer Valley):</u></b> Completed EDSP taskbook – Approved. Initiate CORD taskbook – Approved.</li> <li>• <b><u>VAN SLYKE, Zackery – Alpine FD:</u></b> Initiate ENGB(t) taskbook – Not Approved. Zackery's file is missing Basic Wildland Firefighter (S-130/190, I-100, L-180) and IS-700 Training Certificates. The FFT1 taskbook he submitted is incomplete. He has not met the required fireline experience to initiate ENGB(t) taskbook. The committee will review again after Zackery has met the requirements as outlined in the SOG 804 Policy.</li> <li>• <b><u>VERDUGO, Oscar – Patagonia FD:</u></b> Initiate ENGB(t) taskbook – Not Approved until Oscar submits a Training Certificate for IS-700 and ICS-200. Does not need to return to committee; training specialist will review and approve his certificates.</li> <li>• <b><u>VOAKES, Paul – Pine Strawberry FD:</u></b> Initiate ENGB(t) taskbook – Approved.</li> </ul>	
	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
• Update IQS/ROSS/Red Cards accordingly	Susan Burger	March 05, 2014
<b>NEXT MEETING</b>	<p style="text-align: center;"><b>Next Meeting</b>  <b>End of March 2014</b>  <b>Prescott, Az.</b>  <b>Time: 1230-1730; 0800-1400</b></p> <p style="text-align: center;"><b>Friday February 21<sup>st</sup> is the deadline for requests to be included on the agenda for the Qualification Review Meeting at the End of March. Training Certificates that are obtained during the AWA between March 8<sup>th</sup> and March 14<sup>th</sup> that are relevant to requested positions need to be submitted no later than March 21<sup>st</sup>.</b></p> <p style="text-align: center;"><b>If you were approved to initiate a new task book please send a copy of the initiation page (the task book cover sheet) to Susan Burger. IQS, ROSS, and your 2014 Red Card will not be updated with the new trainee position until that page is received.</b></p> <p>The Following People are on the agenda for the next Committee meeting in March. If you have already submitted a request for review and you are not on this list please contact Susan Burger to ensure your request is added to the agenda.</p> <ul style="list-style-type: none"> <li>• <b><u>ADER, Chris – Three Points FD:</u></b> Completed ICT4 taskbook –</li> <li>• <b><u>BARBER, Will – Three Points FD:</u></b> Initiate ENGB(t) taskbook –</li> <li>• <b><u>BONINI, Nic – Buckeye Valley FD:</u></b> Initiate ENGB(t) taskbook –</li> <li>• <b><u>ELLIOTT, Phillip – Az. State Forestry (TUS):</u></b> Completed TFLD taskbook –</li> <li>• <b><u>ENO, Phillip – Phoenix FD:</u></b> Initiate LOFR(t) taskbook –</li> <li>• <b><u>GLEASON, Lawrence – Phoenix FD:</u></b> Initiate LOFR(t) taskbook –</li> <li>• <b><u>LEES, Dale – Christopher Kohl FD:</u></b> Initiate ENGB(t) taskbook –</li> <li>• <b><u>LUBETZ, Jerome – Payson FD:</u></b> Initiate ENGB(t) taskbook –</li> <li>• <b><u>MITCHELL, Dean – Buckeye Valley FD:</u></b> Initiate ENGB(t) taskbook –</li> <li>• <b><u>REED, Jeremy – Peoria FD:</u></b> Initiate ENGB(t) taskbook –</li> <li>• <b><u>SHORT, Adam – Fry FD:</u></b> Completed ENGB taskbook –</li> <li>• <b><u>WELCH, Stephan – Wittman FD:</u></b> Initiate ENGB(t) taskbook –</li> </ul>	
	<p style="text-align: center;"><b>If you have submitted a request for the Qualification Review Committee and your name is not on the list above please contact Susan Burger at 623-445-0274 x220 to make sure your request is added to the meeting agenda. Thank You. SB</b></p>	

# Arizona State Wildfire Qualification Review Committee

MINUTES

March 31 & April 01, 2014

1200-1700/0800-1430

Prescott, AZ

MEETING CALLED BY	Susan Burger, AZSF Training Specialist
TYPE OF MEETING	Qualifications Review Meeting
COMMITTEE MEMBER ATTENDEES	Az State Forestry Reps: Susan Burger, Russ Shumate (for Jim Downey), Kevin Boness, Gene Beaudoin Phoenix District Reps: Al DiBenedetto – Scottsdale FD Flagstaff District Reps: Randy Chevalier – Show Low FD, Jayson Coil – Sedona FD, Dennis Stern – Lakeside FD Tucson District Reps: Dugger Hughes – Northwest FD, Al Kingsley – Tubac FD, Mark South – Tubac FD
COMMITTEE MEMBERS ABSENT	Jim Downey – Arizona State Forestry Bob Arthur – Canyon FD, Darrell Willis – Prescott FD Al Kingsley – Tubac FD, Stu Rodeffer – Northwest FD
CHAINSAW SUB-COMMITTEE GUESTS	Shelby Erickson – Highlands FD
RED CARD TEAM	Robin Hanson – Arizona State Forestry, PJ Lingley - Sedona FD, Joe Hernandez - Groom Creek FD
GUESTS	Todd Abel – Central Yavapai FD, Marsha Collier – Prescott FD, Kevin Dodds – Phoenix FD, Tim Durby – Phoenix FD, Tyson Esquibel – Peoria FD, Nade Galligan – Daisy Mountain FD, Harley Harmon – Mohave Valley FD, Sherry Jackson – Gila River EMS, Troy Lutrick – Glendale FD, Ben Roche – Chino Valley FD, Mark Sachara – Ponderosa FD, Jeff Spohn – Groom Creek FD, Paul Summerfelt – Flagstaff FD, Wade Ward – Prescott FD

## ITEM #1 Discussion Items

### • Chain Saw Program Update:

- \* It is likely that the October 2014 version of the 310-1 (NIMS Wildland Fire Qualification System Guide) will include Faller Qualifications. If this happens, it is expected that people who are currently holding Faller A qualifications that have been approved by their Fire Chief and those who have Faller B or C Qualifications that have been approved by the Committee will be given historical recognition (grandfathered) as part of the transition.
- \* The State of Arizona and the Qualification Review Committee has been in the process of implementing a Chain Saw Program and we are aware that people are in a variety of stages in the process of obtaining and maintaining Faller Qualifications. If you have already turned in documentation that has not yet been reviewed or approved by the committee we will be addressing this over the summer months or during the next committee meeting in September.
 

**NOTE:** If you have documentation that you have not turned in for FALB or FALC you must submit your documentation right away to your District Representative (and, at this point, submit it to Susan Burger as well) to be considered for these qualifications. Susan will be working closely with Bruce Banke and the Chain Saw sub-committee this summer to ensure that all people who have submitted appropriate documentation for FALB and FALC qualifications are reviewed and approved by the qualification committee (or not) as soon as possible or at the next committee meeting in September (before the revised 310-1 is posted).
- \* If you have already been approved by the committee as a FALB or FALC you must submit experience on your fire experience log to maintain your qualification currency. The Faller positions are current for 3 years since the last assignment. If you were approved by the committee but the position is not on your red card do not ignore it; submit experience to update your quals!
- \* Many of you may have noticed that your FALA qualification was not included on your 2014 red card. This is almost exclusively due to a lack of FALA experience being included on your fire experience log since you completed your certification for FALA. The training specialist (Susan Burger), chain saw sub-committee chair (Bruce Banke) and the AZ State FMO (David Geyer) had a meeting to discuss this situation. Given the number of people who have “lost” their FALA qualification, it seems to us that it has not been made clear what is needed to maintain FALA qualification in IQS. At this point, there are 3 options to bring your FALA current and have it put back on your card.
  1. Submit fire experience logs to document the work you have done in the FALA position. Use the same fire experience log that is used for your other assignment history. Enter the FALA work on a separate line. This would result in having 2 lines for that one incident. One line, for example, would indicate the ENGB position and the next line would indicate FALA position. You should show the total hotline and non-hotline hours, in this example, in the ENGB position. If you select this option keep in mind that the FALA position has a 3 year currency cycle. So...if you completed your FALA certification in 2003, **at a minimum** you would need to show FALA work before the expiration date in 2006, 2009 and 2012.
  2. You can submit a training certificate for S-212 that was completed after Nov 1, 2011.
  3. The Fire Chief or Wildland Training Coordinator for can submit a letter to the training specialist (Susan) stating who is currently qualified as a FALA for their District/Department. The FALA qualification will then be entered in IQS. The expiration date will be 3 years from the date on the letter from the Chief or Wildland Coordinator.
- \* **The Arizona State Forestry Faller Taskbooks have been re-posted to the AZSF website on the Fire Professionals>Firefighter Training page.**

<ul style="list-style-type: none"> <li>• <b><u>Discussion/Revisions (Clarifications) to Committee By-Laws or the SOG 804:</u></b> <ul style="list-style-type: none"> <li>* <b>Technical Specialist Positions:</b> The committee discussed the use of the Federal Wildland Fire Qualification Supplement to the 310-1. This supplement includes common federally used technical specialist positions. The committee decided to include most of the positions for our use. The positions that we will using will be listed in the SOG 804 when it is revised following this meeting. The supplement includes agency specific requirements for each qualification and our committee decided to operate with the agency specific requirements of the USFS for these positions.</li> </ul> </li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Update IQS/ROSS/Red Cards following the Committee Meeting</li> <li>• Update SOG 804</li> </ul>	Susan Burger Susan Burger	June 1, 2014 Sept 30, 2014

ITEM #2	<b>File Reviews</b>
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REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b><u>ADER, Chris – Three Points FD:</u></b> Completed ICT4 – Did not have taskbook during the meeting. Will review at next meeting after taskbook has been submitted.</li> <li>• <b><u>ASHCRAFT, Chad – Pinetop FD:</u></b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b><u>BARBER, Will – Three Points FD:</u></b> Initiate ENGB(t) taskbook – Approved. The committee strongly recommends that Will complete S-219 (Firing Operations) and S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills before requesting the ENGB qualification.</li> <li>• <b><u>BAUGUS, Brandy – Rincon Valley FD:</u></b> Completed FALB taskbook - Approved.</li> <li>• <b><u>BELL, Troy – Heber Overgaard FD:</u></b> FALB Qualification – Approved.</li> <li>• <b><u>BOWERS, Jordan – Yuma FD:</u></b> Initiate ENGB(t) taskbook – Not Approved. The following documentation is missing from Jordan's file to meet the criteria outlined in Policy 804: Documentation for S-130/190 &amp; S-131, Fire Experience log to show assignments he has taken since 2006 &amp; Documentation showing fire experience in the Timber fuel type. The committee will review Jordan's file again after he has submitted the missing documentation.</li> <li>• <b><u>BRAMBLE, Wyatt – Payson FD:</u></b> Wyatt's file was reviewed as a Transfer File during the 2/6/13 committee meeting. He came from AZ-TNF with taskbook and IQCS master record showing him as a qualified CRWB &amp; ENGB in 2006. While there are several ENGB(t) assignments leading up to his qualification, there is no record of him completing an assignment as a qualified ENGB or CRWB. All of his qualifications were expired as of 2011. At the February meeting the committee asked that Wyatt either submit fire experience records to bring him up to date or he could complete an assignment as a trainee on a Type 3 or larger incident and submit a taskbook evaluation indicating "fully successful". Wyatt submitted a taskbook evaluation from the Bicycle Fire in Rye, Az on June 30<sup>th</sup>. The information the committee could find on this fire indicates that it was a 2 acre fire that started in a bicycle shop. While the fire did have an element of complexity (burned 4 mobile homes and evacuated 20 people) it was not a Type 3 or larger wildland incident. Since the qualifications of ENGB &amp; CRWB are Wildland qualifications the committee is not accepting this incident as his currency assignment. The committee will review the request again after Wyatt completes the original request from the committee.</li> <li>• <b><u>BROTZMAN, Adam – Scottsdale FD:</u></b> Initiate ENGB(t) – Not Approved Until current experience logs are submitted and they include fuel types &amp; Submits IS-700. Will not need to return to committee for review. The training specialist will review and approved needed documents. The committee strongly recommends that Adam complete S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills before requesting the ENGB qualification.</li> <li>• <b><u>BROWN, Eric – Flagstaff FD:</u></b> Initiate DIVS(t) taskbook – Approved.</li> <li>• <b><u>BROWN, Katie – Flagstaff FD:</u></b> Completed ENGB taskbook – Approved.</li> <li>• <b><u>BUCKLIN, Lucy – Lakeside FD:</u></b> Completed TIME taskbook – Not Approved until submits training certificate for I-300. Does not need to return to committee; training specialist will review and approve the I-300 training certificate.</li> <li>• <b><u>BURNER, Will – Glendale FD:</u></b> Initiate LOFR(t) taskbook – Not Approved until Training Certificate for Basic Wildland Firefighter ( S-130/190, L-180, I-100) has been submitted.</li> <li>• <b><u>CARLOTT, Chris – Glendale FD:</u></b> Initiate ENGB(t) taskbook – Approved. The committee strongly recommends that Chris complete S-219 (Firing Operations) and S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills before requesting the ENGB qualification.</li> <li>• <b><u>CARR, Cooper – Sedona FD:</u></b> Initiate ENGB(t) taskbook – Not Approved until all training and experience has been submitted. The data has been entered into IQS locally but no documentation has been uploaded or submitted. In addition, a training certificate for Advanced Firefighter Training (S-131) has not been entered. Provided his actual documentation meets the minimum requirements Cooper does not need to return to</li> </ul>
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committee; training specialist will review and approve the missing documentation. The committee strongly recommends that Cooper complete S-219 (Firing Operations) and S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills before requesting ENGB qualification.

- **CHAVEZ, Christian – Az. State Forestry (Flagstaff):** Initiate CRWB(t) taskbook - Not Approved. Christian needs to submit Training Certificate for S-133 (Look Up, Look Down, Look Around). In addition he has not completed a sufficient number of hours as FFT1 (assuming he has completed S-133) to meet the requirement outlined in Policy 804. He submitted 20 hours and needs to have 60 (30 Hotline). He also needs to demonstrate that he has worked at least two type 1, 2, or 3 incidents and on a Grass/Brush fire, a Timber fire and WUI. The Committee will review his file again when the requirements in Policy 804 have been met.
- **CLARK, Jeff – Queen Creek FD:** Initiate COML(t) taskbook – Not Approved. Jeff is not yet qualified as INCM which is required experience per the 310-1. The Committee will review again after Jeff completes the requirements for INCM qualification. If Jeff completes his INCM qualification during the upcoming fire season the committee recommends that he make a request of the Phoenix District Forester to obtain interim approval to initiate his COML(t) at that time rather than wait until after the season when the committee will meet again.
- **COLE, Brian – Central Yavapai FD:** Completed STEN taskbook - Not Approved until he completes the required number of assignments as a STEN(t). Policy 804 requirements outline 3 evaluators from 3 separate incidents are required for completing STEN qualification. Brian has multiple evaluations from a variety of evaluators but all from 2 incidents. After Brian completes a third assignment the training specialist can review and approve his qualification....Training Certificate for IS-700 & IS-800 also must be submitted before the training specialist can approve this qualification.
- **COOLEY, Tom – Prescott FD:** Completed TFLD taskbook – Approved.
- **CORRIE, Doug – Peoria FD:** Completed ENGB taskbook – Approved. The committee strongly recommends that Doug complete S-219 (Firing Operations) to support his overall development and knowledge of skills.
- **CRAVEN, Jason – Claysprings Pinedale FD:** Initiate ENGB(t) taskbook – Not Approved. Jason has not submitted fire experience logs that indicate he has met the requirement outlined in Policy 804. The logs he submitted have incomplete information and are difficult to read. In addition, his logs do not show the required assignments since becoming a qualified FFT1. The committee will review this request again after Jason completes/documents the required experience.
- **CRODDY, Kris – Golder Ranch FD:** Initiate SOFR(t) taskbook – Approved
- **CULBERTSON, Cory – Groom Creek FD:** Initiate ENGB(t) taskbook – Approved.
- **Del GIORGIO, Mark – FD:** Initiate FACL(t) taskbook – Approved.
- **DICK, Jeff – Glendale FD:** 1. Initiate LOFR(t) taskbook - Not Approved until the training certificates that have been entered into IQS locally are submitted to the training specialist. 2. Initiate MEDL(t) taskbook – Not Approved until the training certificates that have been entered into IQS locally are submitted to the training specialist. This request does not need to return to the committee for additional review. The training specialist will review and approve documentation.
- **DOBBS, Dave – Flagstaff FD:** Initiate PSC1(t) taskbook – Approved.
- **DODDS, Kevin – Phoenix FD:** Initiate GSUL(t) taskbook – Approved.
- **DURBY, Tim –Phoenix FD:** Completed FDUL taskbook – Approved.
- **EADS, Josh – Maricopa FD:** Completed ENGB taskbook – Approved.
- **ELLIOTT, Phillip –Az. State Forestry (Tuscon):** Qualified as TFLD – Not Approved until the Agency Certification has been signed and submitted. There is a new pathway included in the 310-1 allowing TFLD to be obtained by demonstrating satisfactory performance in any two Strike Team Leader positions. Phillip has been STEN and STCR qualified since 1998. Does not need to return to committee; training specialist will review and approve Agency Certification.
- **ENO, Phillip – Phoenix FD:** Initiate LOFR(t) taskbook – Not Approved until a training certificate for IS-700 have been submitted. This request will not need to be reviewed again by the committee. The training specialist will review and approve the training certificates.
- **ESQUIBEL, Tyson – Peoria FD:** Completed TFLD taskbook – Approved.
- **FOSTER, Todd – Tempe FD:** Initiate ICT3(t) taskbook – Approved.
- **FOX, Joe – Tubac FD:** Initiate STEN(t) taskbook – Approved.
- **GALLIGAN, Nade – Daisy Mountain FD:** Completed ENGB taskbook – Approved. The committee strongly recommends that Nade complete S-219 (Firing Operations) to support his overall development and knowledge of skills.
- **GLEASON, Lawrence (Chip) – Phoenix FD:** Initiate LOFR(t) taskbook – Not Approved until a training certificate for IS-700 and documentation that he completed the field day portion of his online 130/190 course has been submitted. This request does not need to be reviewed again by the committee. The training specialist will review and approve the missing documentation.
- **GOLDBERG, Marc – Flagstaff FD:** Initiate RESL(t) taskbook – Approved. Initiate ICT4(t) taskbook – Not Approved until he submits fire experience records that document he has worked in all management types/fuel types that are required per Policy 804. This request does not need to be reviewed again by the committee. The training specialist will review and approved this documentation.
- **GOVREAU, Ron – Canyon FD:** File Review – Ron does not have historical documentation to support his stated qualifications. The Committee is requesting that he obtain acceptable documentation (letters from supervisors for qualifications and experience, class rosters or letters from instructors, etc...) to build his training file. The committee will review again after Ron has completed this.
- **HERNANDEZ, Joe – Groom Creek FD:** Initiate ICT4(t) taskbook – Approved.
- **HILTON, Jon – Camp Verde FD:** Initiate STEN(t) taskbook – Approved. Initiate ICT4(t) taskbook – Not Approved. Policy 804 requires experience on at least one Type 1 or 2 incident as a qualified single resource boss. Jon does not have a Type 1 or 2 assignment included in his fire experience records. After Jon completes this portion of the requirement as a qualified single resource boss he can return to the committee for review.
- **HOOD, Ron – Golden Valley FD:** Completed ENGB taskbook – Not Approved until he submits taskbook

evaluations for the trainee assignment he completed on the large incidents he is showing on his fire experience log (Whitewater Baldy, Dean Peak). This request does not need to be reviewed by the committee. The training specialist will review and approve the missing evaluations. The committee strongly recommends that Ron complete S-219 (Firing Operations) to support his overall development and knowledge of skills.

- **HUNT, Jeff – Beaverdam Littlefield FD:** Qualification for FALB – Not Approved until currency documentation for FALA has been submitted. This request does not need to be reviewed again by the committee. The training specialist will review and approved the documentation.
- **ISAKSON, Ike – Patagonia FD:** Initiate STEN(t) taskbook – Approved.
- **JACKSON, Damon – Beaverdam Littlefield FD:** Initiate ENGB(t) taskbook – Not Approved until the Agency Certification page is signed in his FFT1 taskbook and his fire experience logs are signed for by the Chief. This request does not need to return to the committee for additional review. The training specialist will review and approve this documentation. The committee strongly recommends that Damon complete S-219 (Firing Operations) and S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills before requesting the ENGB qualification.
- **JOHNSON, David – Chino Valley FD:** Completed ENGB taskbook – Approved.
- **JOHNSTONE, Brennan – Groom Creek FD:** Initiate MEDL(t) taskbook – Not Approved until the documentation for the data that has been entered locally has been submitted. This request does not need to be reviewed again by the committee. The training specialist will review and approve the documentation.
- **KEEGAN, Robert – Walker FD:** Initiate MEDL(t) taskbook – Approved.
- **KOHL, Lance – Highlands FD:** Initiate Single Resource Boss(t) taskbook – Approved. The committee strongly recommends that Lance complete S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills before requesting a Single Resource Boss Qualification.
- **LITCHFIELD, Ron – Central Yavapai FD:** Initiate ENGB(t) taskbook – Not Approved until submits training certificate for IS-700. Does not need to return to committee; training specialist will review and approve the IS-700 training certificate. The committee strongly recommends that Ron complete S-219 (Firing Operations) to support his overall development and knowledge of skills before requesting ENGB qualification.
- **LOFGREN, Skyler – Flagstaff FD:** 1. Completed CRWB taskbook – Approved. 2. Initiate FOBS(t) taskbook – Approved.
- **LUTRICK, Troy - Glendale FD:** File Review – ENGB Qualification - Not Approved as ENGB. Approved as ENGB(t) when previous experience for FFT2, FFT1 and ENGB has been submitted. Once approved as ENGB(t) Troy can complete a currency assignment (documented with a fully successful taskbook evaluation). The committee will consider this request again after currency assignment is complete.
- **MALONE, Shari – Flagstaff FD:** Initiate PIO2(t) taskbook – Not Approved. Shari does not meet the required experience criteria outlined in the 310-1 to initiate a PIO2(t) taskbook. This request will be reviewed again after Shari meets the experience requirement.
- **MANZANEDO, Ernesto – Groom Creek FD:** Initiate RESL(t) taskbook - Approved.
- **MATTHEWS, Bob – Tempe FD:** Initiate STEN(t) taskbook - Not Approved until the documentation that was entered locally has been submitted. This request does not need to return to the committee. The training specialist will review and approve the documentation.
- **MCCABE, Marvin – Bullhead City FD:** Initiate STEN(t) taskbook – Not Approved. Marvin's fire experience was submitted on outdated fire experience logs resulting in the committee not having the needed information to review this request. The committee will review after the necessary information has been submitted.
- **MCDONALD, Mike – Mohave Valley FD:** Completed ENGB taskbook - Not Approved until Training Certificate for S-230 has been submitted. Does not need to return to committee; training specialist will review and approve the Training Certificate. The committee strongly recommends that Mike complete S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills.
- **McKAY, KEVIN – Patagonia FD:** Initiate ICT4(t) taskbook - Not Approved. Kevin has not submitted documentation that shows he has completed the assignments/fireline hours as outlined in Policy 804 to open an ICT4 taskbook. The committee will review this request again after additional experience has been completed.
- **MILLS, Chuck – Tubac FD:** Initiate ENGB(t) taskbook – Not Approved. Chuck was signed off as a qualified FFT1 recently and has not completed the FFT1 fireline hours required in Policy 804 prior to opening an ENGB taskbook.
- **MORRIS, Billy – Peoria FD:** Initiate SOFR(t) taskbook – Approved.
- **MORSE, Colin – Wickenburg FD:** Initiate ENGB(t) taskbook – Approved.
- **MORSE, William - Flagstaff FD:** Initiate PIO2(t) taskbook – Not approved until training certificate for S-190, S-130 and L-180 has been submitted. This request does not need to return to the committee for additional review. The training specialist will review and approved the documentation.
- **NATHENSON, Stephen – Walker FD:** Initiate MEDL(t) taskbook – Not Approved until training certificates for I-100, IS-700, and BWFF have been submitted. This request does not need to return to the committee for review. The training specialist will review and approved the missing documentation.
- **OLTROGGE, Paul – Flagstaff FD:** 1. Initiate STEQ(t) taskbook – Approved. 2. Initiate ICT4(t) taskbook – Approved.
- **PHILLIPS, Scott – Glendale FD:** Completed MEDL taskbook – Not Approved until a training certificate for ICS-200 has been submitted. Does not need to return to committee; training specialist will review and approve the missing documentation.
- **PITASSI, Brad – Maricopa FD:** Completed PIO2 taskbook – Approved.
- **PURINTON, Jeff – Heber Overgaard FD:** Qualified as FALB – Approved.
- **REED, Jeremy – Peoria FD:** Initiate ENGB(t) taskbook – Approved. The committee strongly recommends that Jeremy complete S-219 (Firing Operations) to support his overall development and knowledge of skills before requesting the ENGB qualification.
- **REICHLING, Mike – Pine Strawberry FD:** Completed PIO2 taskbook – Approved.
- **RIVERA, Arnoldo – Goodyear FD:** Initiate ENGB(t) taskbook - Approved. The committee strongly

	<p>recommends that Arnold complete S-219 (Firing Operations) to support his overall development and knowledge of skills before requesting the ENGB qualification.</p> <ul style="list-style-type: none"><li>• <b><u>ROMERO, Chris – Flagstaff FD:</u></b> 1. Initiate FOBS(t) taskbook – Approved. 2. Initiate COML(t) taskbook – Not Approved. Chris is not qualified as an INCM (Incident Communications Center Manager). The INCM position listed as required pre-requisite experience per the 310-1. The committee will review this request again after all the pre-requisites are met.</li><li>• <b><u>ROVA, Marc – Pinetop FD:</u></b> Completed ENGB taskbook – Not Approved until submits training certificate for I-200 (Basic ICS). Does not need to return to committee; training specialist will review and approved the I-200 training certificate.</li><li>• <b><u>ROZNOVAK, Joseph – Az Dept Corrections (Flag):</u></b> Initiate CRWB(t) taskbook – Not Approved until training certificates for S-130/190, L-180 and I-100 have been submitted. Does not need to return to committee; the training specialist will review and approved the training certificates. The committee strongly recommends that Joseph complete S-219 (Firing Operations) to support his overall development and knowledge of skills before requesting CRWB qualification.</li><li>• <b><u>SAVAGE, Mark – Fry FD:</u></b> Initiate ICT4(t) taskbook – Not Approved. Policy 804 requires, at a minimum, one Type 1 or 2 assignment, one Type 3 assignment and one Type 4 or 5 assignment as a Single Resource Boss prior to initiating an ICT4 taskbook. Mark's fire experience logs do not show he has completed the minimum required experience. The committee will consider this request again after the minimum experience is obtained.</li><li>• <b><u>SIMMONS, John – Phoenix FD:</u></b> Completed FACL taskbook – Not Approved until the final evaluation of his FACL taskbook has been submitted. Does not need to return to the committee for additional review; the training specialist will review and approve the documentation.</li><li>• <b><u>SPOHN, Jeff – Groom Creek FD:</u></b> 1. Completed PIO2 taskbook – Approved. 2. Initiate LOFR(t) taskbook – Approved.</li><li>• <b><u>SPRAVZOFF, Shane - Flagstaff FD:</u></b> Initiate ICT4(t) taskbook – Not Approved until exp logs are submitted to satisfy the requirements as outlined in Policy 804. Does not need to return to committee for additional review; the training specialist will review and approve the missing documentation.</li><li>• <b><u>STARR, Michael – Sunsites Pearce FD:</u></b> Initiate ENGB(t) taskbook – Approved. The committee strongly recommends that Michael complete S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills prior to requesting ENGB qualification.</li><li>• <b><u>STEPHNS, Dane – Heber Overgaard FD:</u></b> Qualified as FALB – Approved.</li><li>• <b><u>VILT, David – Queen Creek FD:</u></b> Initiate ENGB(t) taskbook – Not Approved. The fire experience logs that were submitted do not include any assignments as a qualified FFT1. For reference David should review Policy 804 as it outlines the assignments that are required as a qualified FFT1 prior to opening an ENGB taskbook. In addition, training certificates for ICS-100, and IS-700 must be submitted. The committee will review this request again after all required documentation has been submitted.</li><li>• <b><u>WALKER, Larry – Maricopa FD:</u></b> Completed ENGB taskbook – Not Approved.</li><li>• <b><u>WARD, Wade – Prescott FD:</u></b> 1. Completed PIO2 taskbook – Not Approved until submits training certificates for IS-800, I-300, I-400. 2. Initiate PIO1(t) taskbook – Not Approved. Per the Az State Policy 804 Wade needs to complete a Type 2 Wildland assignment with a Type 2 Team on a Type 2 Incident prior to being eligible to have PIO1 taskbook initiated. If Ward completes this assignment during the summer it is recommended that he make a request of the Phoenix District Forester for interim approval to initiate PIO1(t) taskbook.</li><li>• <b><u>WILLIAMS, Lewis – Buckeye FD:</u></b> Initiate MEDL(t) taskbook – Approved.</li><li>• <b><u>WILSON, Kevin – Flagstaff FD:</u></b> Initiate PIO2(t) taskbook – Approved.</li><li>• <b><u>WOOD, Clay – Showlow FD:</u></b> Initiate LOFR(t) taskbook – Not Approved until training certificate for I-100 &amp; IS-700 have been submitted. Does not need to return to committee for additional review; the training specialist will review and approve the missing documentation. The committee recommends that Clay complete S-420 (Command and General Staff) prior to requesting LOFR qualification.</li><li>• <b><u>WRIGHT, Toby –</u></b> Review ENGB qualification regarding safety concerns brought before the committee – ENGB qualification Decertified. Toby will be listed as FFT1. When/If he wishes to pursue ENGB(t) status he will need to make a request of the Committee.</li></ul>		
		PERSON RESPONSIBLE	DEADLINE
	<ul style="list-style-type: none"><li>• Update IQS/ROSS/Red Cards accordingly</li></ul>	Susan Burger	May 30 <sup>th</sup> 2014
NEXT MEETING	<p style="text-align: center;"><b>Next Meeting</b> <b>End of Sept 2014</b> <b>Phoenix, Arizona</b> <b>Time: To Be Determined</b></p> <p style="text-align: center;"><b>Friday September 12<sup>th</sup> is the deadline for requests to be included on the agenda for the Qualification Review Meeting at the End of September.</b></p> <p style="text-align: center;"><b>If you were approved to initiate a new task book please send a copy of the initiation page (the task book cover sheet) to Susan Burger. IQS, ROSS, and your Red Card will not be updated with the new trainee position until that page is received.</b></p>		

	<p>The Following People are on the agenda for the next Committee meeting in September. If you have already submitted a request for review and you are not on this list please contact Susan Burger to ensure your request is added to the agenda.</p> <ul style="list-style-type: none"> <li>• <b><u>ADER, Chris – Three Points FD:</u></b> Completed ICT4 taskbook -</li> <li>• <b><u>BROWN, Eric – Flagstaff FD:</u></b> Completed ICT4 taskbook -</li> </ul>
	<p><b>If you have submitted a request for the Qualification Review Committee and your name is not on the list above please contact Susan Burger at 623-445-0274 x220 to make sure your request is added to the meeting agenda. Thank You. SB</b></p>

# Arizona State Wildfire Qualification Review Committee

MINUTES

June 26, 2014

0830-0930

Conference Call

MEETING CALLED BY	Susan Burger, AZSF Training Specialist
TYPE OF MEETING	Qualifications Review Meeting
COMMITTEE MEMBER ATTENDEES	Az State Forestry Reps: Susan Burger, Jim Downey, Kevin Boness, Gene Beaudoin Phoenix District Reps: Bob Arthur – Canyon FD; Al DiBenedetto – Scottsdale FD; Darrell Willis – Prescott FD Flagstaff District Reps: Randy Chevalier – Show Low FD, Jayson Coil – Sedona FD, Dennis Stern – Lakeside FD Tucson District Reps: Dugger Hughes – Northwest FD, Al Kingsley – Tubac FD
COMMITTEE MEMBERS ABSENT	Mark South – Tubac FD, Stu Rodeffer – Northwest FD
GUESTS	Paul Summerfelt – Flagstaff FD; Toby Wright – Tonto Basin FD;

## ITEM #1 Discussion Items

- **Chain Saw Program Update:**
  - \* Reviewed the current process for maintaining Currency for Faller Qualifications that was outlined in the March 31<sup>st</sup> Committee Meeting Minutes.
- **Discussion/Revisions (Clarifications) to Committee By-Laws or the SOG 804:**
  - \* **Decertification Process:** The Committee has started the process for including an outlined procedure for decertification in the Committee By Laws. The training specialist will present a rough draft prior to the Committee Meeting at the end of September. The procedure will be discussed and finalized during the September Committee Meeting.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Update IQS/ROSS/Red Cards following the Committee Meeting</li> </ul>	Susan Burger	July 7, 2014

## ITEM #2

## File Reviews

REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b>ABEL, Todd – Central Yavapai FD:</b> Completed OSC1 taskbook –</li> <li>• <b>BARBER, Will – Three Points FD:</b> Completed ENGB taskbook –</li> <li>• <b>BEARD, Pat – Eagar FD:</b> Initiate FALB(t) taskbook –</li> <li>• <b>BEARD, Ronnie – Eagar FD:</b> Initiate FALB(t) taskbook –</li> <li>• <b>BENNETT, Ronnie – Arivaca FD:</b> File Review (IQCS) –</li> <li>• <b>BENTLEY, Todd – Groom Creek FD:</b> Completed PSC2 taskbook –</li> <li>• <b>BONINI, Nic – Buckeye Valley FD:</b> Initiate ENGB(t) taskbook –</li> <li>• <b>BOWERS, Jordan – Yuma FD:</b> Initiate ENGB(t) taskbook –</li> <li>• <b>CORRIE, Doug – Peoria FD:</b> FALB qualification –</li> <li>• <b>FLETCHER, Tim – Prescott FD:</b> Initiate LOFR(t) taskbook –</li> <li>• <b>FOREMAN, Dirch – Highlands FD:</b> Completed ICT3 taskbook –</li> <li>• <b>LEE, Dale – Christopher Kohls FD:</b> Completed FALC taskbook – Completed FELB taskbook –</li> <li>• <b>LOFGREN, Skyler – Flagstaff FD:</b> Initiate FALC(t) taskbook –</li> <li>• <b>McLAUGHLIN, Seth – Eagar FD:</b> Initiate FALB(t) taskbook –</li> <li>• <b>MITCHELL, Dean – Buckeye Valley FD:</b> Initiate ENGB(t) taskbook –</li> <li>• <b>NOFFZ, Duane – Vernon FD:</b> FALB Qualification –</li> <li>• <b>OJEDA, Andres – Beaverdam Littlefield FD:</b> FALB qualification –</li> <li>• <b>PENA, Bob – Springerville FD:</b> FALB Qualification –</li> <li>• <b>PENA III, Bob – St. Johns FD:</b> Initiate ENGB(t) taskbook –</li> <li>• <b>TADLOCK, Mike – Eagar FD:</b> Initiate FALB(t) taskbook –</li> </ul>
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	<ul style="list-style-type: none"> <li>• <b><u>VICTOR, Marvin – Flagstaff FD:</u></b> File Review (IQCS) -</li> <li>• <b><u>WALKER, Larry – Maricopa FD:</u></b> Complete ENGB taskbook -</li> <li>• <b><u>WORLEY, Richard – Arivaca FD:</u></b> File Review(IQCS) -</li> <li>• <b><u>WRIGHT, Toby – Tonto Basin FD:</u></b> Review ENGB qualification regarding safety concerns brought before the committee –</li> </ul>	
	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Update IQS/ROSS/Red Cards accordingly</li> </ul>	Susan Burger	May 30 <sup>th</sup> 2014
NEXT MEETING	<p style="text-align: center;"> <b>Next Meeting</b>  <b>End of Sept 2014</b>  <b>Phoenix, Arizona</b>  <b>Time: To Be Determined</b> </p> <p style="text-align: center;"> <b>Friday September 12<sup>th</sup> is the deadline for requests to be included on the agenda for the Qualification Review Meeting at the End of September.</b> </p> <p style="color: red;"> <b>If you were approved to initiate a new task book please send a copy of the initiation page (the task book cover sheet) to Susan Burger. IQS, ROSS, and your Red Card will not be updated with the new trainee position until that page is received.</b> </p> <p>             The Following People are on the agenda for the next Committee meeting in September. If you have already submitted a request for review and you are not on this list please contact Susan Burger to ensure your request is added to the agenda.           </p> <ul style="list-style-type: none"> <li>• <b><u>ADER, Chris – Three Points FD:</u></b> Completed ICT4 taskbook -</li> <li>• <b><u>BROWN, Eric – Flagstaff FD:</u></b> Completed ICT4 taskbook -</li> </ul>	
	<p style="color: blue;"> <b>If you have submitted a request for the Qualification Review Committee and your name is not on the list above please contact Susan Burger at 623-445-0274 x220 to make sure your request is added to the meeting agenda. Thank You. SB</b> </p>	

# Arizona State Wildfire Qualification Review Committee

MINUTES **November 03, 2014**

**1000-1630**

Prescott, AZ

<b>MEETING CALLED BY</b>	Susan Burger, AZSF Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review Meeting
<b>COMMITTEE MEMBER ATTENDEES</b>	AZ State Forestry Reps: Susan Burger, Jim Downey, Bruce Banke (Acting District FMO), Flip Elliott (for Gene Beaudoin) Phoenix District Reps: Bob Arthur - Canyon FD, Al DiBenedetto – Scottsdale FD. Darrell Willis – Prescott FD Flagstaff District Reps: Tucson District Reps: Dugger Hughes – Northwest FD, Al Kingsley – Tubac FD, Mark South – Tubac FD
<b>COMMITTEE MEMBERS ABSENT</b>	Gene Beaudoin – AZ State Forestry Randy Chevalier – Timber Mesa FD, Jayson Coil – Sedona FD, Dennis Stern – Timber Mesa FD Stu Rodeffer – Northwest FD
<b>CHAINSAW SUB-COMMITTEE GUESTS</b>	Bruce Banke – AZ State Forestry
<b>GUESTS</b>	Todd Cupell – Corona de Tucson FD, Aaron Green – AZ State Forestry, Robin Hanson – AZ State Forestry, Harley Harmon – Mohave Valley FD, Shawn Holm – Corona de Tucson FD, Troy Lutrick – Glendale FD, Carl Nelson – Pinewood FD, Mike Pickett – Summit FD, Ben Roche – Chino Valley FD, Jay Walter– Daisy Mountain FD

## ITEM #1 Discussion Items

- **Chain Saw Information:**

- \* The October 2014 version of the 310-1 (NIMS Wildland Fire Qualification System Guide) includes Faller Qualifications. Arizona State Forestry and all those who have contracts/agreements with Arizona State Forestry will follow the Faller guidelines listed in the 310-1. Faller A, B, & C have been replaced with Faller 3, 2, & 1 respectively. Those who currently have Faller A qualifications that have been approved by their Fire Chief and those who have Faller B or C Qualifications that have been approved by the Committee will be given historical recognition (grandfathered) as part of the transition. Click link to review the NWCG Faller Transition Plan: [http://www.nwcg.gov/pms/docs/transition\\_plan\\_fal3\\_fal2\\_fal1.pdf](http://www.nwcg.gov/pms/docs/transition_plan_fal3_fal2_fal1.pdf) )
- \* Arizona State Forestry and all those who have contracts/agreements with Arizona State Forestry will be using the new NWCG Faller taskbook. The new Faller taskbook is a shared taskbook (Faller 3, 2, 1 are included in 1 taskbook) and has been posted to the NWCG website: (<http://www.nwcg.gov/pms/taskbook/operations/pms-311-91.pdf> ). As indicated in the transition plan...if you have already started working in a FALC, FALB, or FALA taskbook you can continue with that taskbook until you are complete. Any new taskbooks being issued from this point forward will be using the new faller taskbook.
- \* **REMINDER:** Faller qualifications expire 3 years from the date of your last faller assignment. If you have been approved by your Fire Chief as a FALA or by the committee for FALB or FALC you must document your experience on your fire experience log and, if you get your red card from Arizona State Forestry, submit it to Susan Burger for entry into IQS (If your red card is issued by your District or Department submit your records to the appropriate person within your District or Department). This will prevent the qualification from expiring. If you were approved by the committee but the position is not on your red card **do not ignore it;** submit an updated experience log to update your qualification.
- \* The State of Arizona and the Qualification Review Committee was in the process of implementing a Chain Saw Program and we are aware that people are in a variety of stages in the process of obtaining and maintaining Faller Qualifications. If you have already turned in documentation that has not yet been reviewed or approved by the committee please follow up with the Chain Saw Sub-Committee representative for your area (Will Brewer for Phoenix District, Bruce Banke for Flagstaff District, Jim EtsHokin for Tucson District)  
**NOTE:** If you have documentation that you have not turned in for FALB or FALC please submit your documentation to your District Representative (and also to Susan Burger) to be considered for these qualifications.
- \* Many of you may have noticed that your FALA qualification was not included on your 2014 red card. This is almost exclusively due to a lack of FALA experience being included on your fire experience log since you completed your training/certification for FALA. The training specialist (Susan Burger), chain saw sub-committee chair (Bruce Banke) and the AZ State FMO (David Geyer) had a meeting to discuss moving forward. Given the number of people whose FALA qualification has expired, it occurs to us that it has not been made clear what is needed to maintain FALA qualification in IQS. At this point, there are 3 options to bring your FALA current and have it put back on your card.
  1. Submit fire experience logs to document the work you have done in the FALA position. Use the same fire experience log that is used for your other assignment history. Enter the FALA work on a separate line. This would result in having 2 lines for that one incident. One line would indicate the ENGB position, for example, and the next line would indicate FALA3 position. You should show the total hotline and non-hotline hours, in this example, in the ENGB position. If you select this option keep in mind that the FALA position has a 3 year currency cycle. So...if you completed your FALA certification in 2003, **at a minimum** you would need to show FALA work before the expiration date in 2006, 2009 and 2012.
  2. You can submit a training certificate for S-212 that was completed within the last 3 years.

3. The Fire Chief or Wildland Training Coordinator for the Fire District or Fire Department can submit a signed letter to the training specialist (Susan Burger) stating who is currently qualified as a FALA for their District/Department. The FALA qualification will then be entered in IQS. The expiration date will be 3 years from the date on the letter from the Chief or Wildland Coordinator.

- **Discussion/Revisions (Clarifications) to Committee By-Laws or the SOG 804:**

- \* The IQSweb program has a list of courses that are equivalent to each other. For example, the Wildland Course I-100 is equivalent to the All Hazard courses IS-100 and Q-462. There was an entry in Arizona State Forestry's IQS equivalency list that showed S-290 (Intermediate Wildland Fire Behavior) as an equivalent for S-133 (Look Up, Look Down, Look Around). In other words, if someone has completed S-290 then they do not need to complete S-133. The legitimacy of that equivalency was recently questioned. I contacted the IQSweb team. They replied that S-290 is not on their list as an equivalent for S-133 and that the entry in Arizona's IQS must have been entered manually at some point. I asked the Wildland Committee if anyone recalls ever going through the process to have S-290 recognized by the State as an equivalent course for S-133. No Committee Member could recall ever completing that process. After speaking with the State FMO (David Geyer), he stated that we will not require anyone who has already been approved by the Committee (using the erroneous course equivalency for S-133) to go back and complete it but we will no longer accept S-290 as an equivalent course for S-133.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Update IQS/ROSS/Red Cards following the Committee Meeting</li> <li>• Resolve inconsistency in IQS for S-290/S-133 equivalency</li> </ul>	Susan Burger Susan Burger	February 1, 2015 December 31, 2014

ITEM #2	File Reviews
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REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b><u>ARCHER, Jeff – Prescott FD:</u></b> 1. Completed HEQB qualification requirements – Approved 2. Initiate ICT4(t) taskbook – Approved.</li> <li>• <b><u>ARTHUR, Bob - Canyon FD:</u></b> Initiate SOF2(t) taskbook – Approved.</li> <li>• <b><u>BABNEW, Les – Patagonia FD:</u></b> Qualified PSC3 – Approved.</li> <li>• <b><u>BARBER, Will – Three Points FD:</u></b> Completed ENGB qualification requirements – Not Approved. Mr. Barber's taskbook is missing a final evaluation (i.e. none of his completed taskbook evaluations are marked in the space that recommends him for certification). The "Verification/Certification of Completed Task Book" page is not signed by a Final Evaluator or an Agency Certifier. Mr. Barber will need to complete assignments until his trainer/evaluator on the incident recommends him for certification. The Committee requests at least one 7-14 day assignment on a Type 1 or 2 incident with a qualified ENGB who has not yet signed one of his taskbook evaluations. The Committee also requests to have the Performance Rating from that incident submitted along with the final evaluation/s. One of the Committee members will meet with the Three Points FD Wildland Qualification Representative to support them in what is needed. Note: The committee strongly recommends that Mr. Barber complete S-219 (Firing Operations) and S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills before requesting the ENGB qualification.</li> <li>• <b><u>BERNARD, Gary – Peoria FD:</u></b> Initiate TFLD(t) taskbook – Approved (Jim Downey interim approval 8/4/14)</li> <li>• <b><u>BRUGLIO, Phil – Sedona FD:</u></b> Completed ICT4 qualification requirements – Approved (Jim Downey interim approval 6/19/14).</li> <li>• <b><u>CANNON, Steve – Glendale FD:</u></b> Completed MEDL qualification requirements – Not Approved until the final evaluation from Don Voaks is submitted. This file does not need to be reviewed again by the committee for the MEDL qualification. The training specialist will review and approve the final evaluation.</li> <li>• <b><u>CHRISTIAN III, Nikolas – Summit FD:</u></b> Initiate ENGB(t) – Not Approved Until missing FFT1 Taskbook pages, Training Certificate for S-131 and his current fire experience logs have been submitted. This file does not need to be reviewed again by the committee to initiate the ENGB(t) taskbook. The training specialist will review and approve the required documentation.</li> <li>• <b><u>CLARK, Jeffery – Queen Creek FD:</u></b> Completed TFLD qualification requirements – Not Approved Until fire experience logs showing his Hotline and Non-Hotline hours for TFLD(t) assignments has been submitted. This file does not need to be reviewed again by the committee for the TFLD qualification. The training specialist will review and approve the experience logs.</li> <li>• <b><u>CRODDY, Kris – Golder Ranch FD:</u></b> Completed DIVS qualification requirements – Not Approved Until documentation for IS-700 and IS-800 has been submitted. This file does not need to be reviewed again by the committee for DIVS qualification. The training specialist will review and approve the training documentation.</li> <li>• <b><u>DAVIS, Jennifer – AZ State Forestry (State Office):</u></b> Initiate COST(t) taskbook – Approved.</li> <li>• <b><u>DENNETT, Carrie – AZ State Forestry (State Office):</u></b> Completed RESL qualification requirements – Approved. (David Geyer interim approval 9/12/14).2. Initiate PSC2(t) taskbook – Approved.</li> <li>• <b><u>DODDS, Kevin – Phoenix FD:</u></b> Completed GSUL qualification requirements – Not Approved Until completed taskbook pages and experience has been submitted.</li> </ul>
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- **FARRELL, Paul – Oracle FD:** - Initiate ENGB(t) taskbook –Not Approved. Mr. Farrell has not met the requirements outlined in the "Minimum Experience Requirements for Red Card Certification (Policy 25)" to initiate an ENGB taskbook. While Paul has completed the required 60 Fireline hours (30 Hotline), he has not completed 2 assignment on a Type 1, 2, or 3 incident. He shows one Type 3 assignment for 2 operational periods. It is also not clear in his fire experience logs that he has worked at least 1 urban interface incident as a qualified FFT1. The Committee will review again after the minimum requirements have been submitted.
- **FERREL, Dennis – Fry FD:** Completed ENGB qualification requirements – Approved.
- **FISCHENICH, Max – Summit FD:** - Completed FAL2 qualification requirements – Approved.
- **FOREMAN, August – Highlands FD:** Completed CRWB qualification requirements – Approved. Completed FAL2 qualification requirements - Approved.
- **GARCIA, Scott - AZ State Forestry (Tucson District):** Initiate ICT3(t) taskbook – Not Approved until training certificates for IS-700, IS-800 and I-300 have been submitted. This file does not need to be reviewed again by the committee to initiate the ICT3(t) taskbook. The training specialist will review and approve the required documentation.
- **GIRON, TJ – Northwest FD:** Initiate LSC1(t) taskbook – Approved. Bea Days Team (that TJ is on) was on assignment in Oregon, working with a NIMO team. The NIMO Team began taskbooks for all of Bea's Command & General Staff members. The Committee will accept the entries in TJ's taskbook that were signed off during that assignment.
- **HERNANDEZ, Joe – Groom Creek FD:** Completed HEQB qualification requirements – Approved.
- **HOLM, Shaun – Corona de Tucson FD:** Completed ENGB qualification requirements – Approved.
- **HOWELL, Chris – Tri City FD:** Initiate ENGB(t) taskbook – Approved. Requested that the committee allow an ENGB(t) assignment from the summer – Approved.
- **JACKSON, Brian – Sonoita FD:** Completed ENGB qualification requirements – Approved. The committee strongly recommends that Brian complete S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills.
- **JOHNSON, Josh – Black Canyon FD:** **1.** Completed STEN qualification requirements – Not Approved Until Training Certificate for I-300 has been submitted. This file does not need to be reviewed again by the committee for STEN qualification. The training specialist will review and approve the training certificate. **2.** Initiate FOBS(t) taskbook – Approved.
- **KOHL, Lance – Highlands FD:** Completed FAL2 qualification requirements - Approved.
- **LINGLEY, PJ – Sedona FD:** Completed TFLD qualification requirements – Approved (Kevin Boness Interim Approval 8/6/14)
- **LUTRICK, Troy –Glendale FD:** File Review for PSC3 and to have ENGB and ICT4 positions grandfathered as they were obtained prior to 1995. Request to Initiate SITL. **1.** Qualified PSC3 – Approved; **2.** Qualified ENGB - Approved **3.** Qualified ICT4 – Approved. **4.** Initiate SITL(t) taskbook – Approved.
- **McGRAW, Jerry – White Mountain Lake FD:** Initiate ENGB(t) taskbook – Not Approved. Although it is not stated all indications are that his FFT1 PTB was recreated to provide documentation for his qualification. While this is an acceptable practice that is sometimes used in the case of missing documentation, the committee needs additional information. The dates for his qualified FFT1 experience and the completion of his taskbook are not in sync. The committee needs more information to determine if the requirements to initiate ENGB taskbook have been met. In addition, there is no training certificate for S-133 (Look Up, Look Down, Look Around). A member of the committee will meet with Chief McGraw to clarify the details of his FFT1 taskbook, his work experience, and to support him in submitting the needed documentation. This file will be reviewed again at the next Committee Meeting.
- **McMENEMY, Jeff – Glendale FD:** **1.** Initiate DMOB(t) taskbook – Approved. **2.** Initiate DOCL(t) taskbook – Approved.
- **MENDOZA, Pete – Tubac FD:** Initiate TFLD(t) taskbook – Approved (Gene Beaudoin gave interim approval to Initiate 5/14/14).
- **MONREAL, Bryan – Pinewood FD:** **1.** Completed CRWB qualification requirements – Approved. **2.** Completed FAL1 qualification requirements – Not Approved until FAL1 PTB is submitted. Original was reviewed during the meeting; a copy needs to be submitted.
- **NAVARRO, Oscar – Goodyear FD:** Initiate STEN(t) taskbook – Approved.
- **NIEUHHUS, Dave – Vernon FD:** Initiate LOFR(t) taskbook – Not Approved Until all required Training Certificates have been submitted (BWFF). This file does not need to be reviewed again by the committee to Initiate LOFR(t) PTB. The training specialist will review and approve the training certificate/s.
- **ORTIZ, Rocky – Oracle FD:** Completed ENGB qualification requirements – Approved.
- **PALM, Ben – Yarnell FD:** Initiate MEDL(t) taskbook – Not Approved Until copy of EMT card has been submitted. This file does not need to be reviewed again by the committee to initiate MEDL(t) PTB. The training specialist will review and approve the EMT Card.
- **PERRONE, Brian – AZ State Forestry (Phoenix District):** Completed ENGB qualification requirements – Not Approved Until Training Certificate for S-131 & S-133 have been Submitted. Initiate CRWB(t) taskbook – Not Approved Until Training Certificate for S-131 & S-133 have been submitted. This file does not need to be reviewed again by the committee for these requests. The training specialist will review and approve the training certificate/s. The committee strongly recommends that Brian complete S-219 (Firing Operations) to support his overall development and knowledge of skills.
- **PICKETT, Mike – Summit FD:** Initiate ICT4(t) taskbook – Approved.
- **PITASSI, Brad - Maricopa FD:** Initiate PIO1(t) taskbook – Not Approved Until successful task book evaluation or performance rating documenting completion of 1 full assignment with a Type 2 Team on a Type 2 Incident as a qualified PIO2 has been submitted. This request does not need to be reviewed again by the committee. The training specialist will review and approve this documentation.

- **RENOVATO, Mike – AZ Dept of Corrections (Tucson):** Completed CRWB qualification requirements – Not Approved until training certificate for IS-700 and I-200 have been submitted. This file does not need to be reviewed again by the committee for CRWB qualification. The training specialist will review and approve the training certificates. The committee strongly recommends that Mike complete S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills.
- **ROBINSON, Brian – Northwest FD:** Initiate DIVS(t) taskbook – Not Approved until Fire Experience Logs with TFLD assignments have been submitted. This file does not need to be reviewed again by the committee for regarding the DIVS(t) qualification. The training specialist will review and approve the experience logs.
- **SACHARA, Mark – Ponderosa FD:** Initiate SOF2(t) taskbook – Approved.
- **SHIER, Mark – Flagstaff FD:** Completed SOF2 qualification requirements – Approved (Kevin Boness gave Interim Approval 6/4/14).
- **SICURELLO, Sean – Mountain Vista FD:** Initiate ENGB(t) taskbook – Approved. Qualified as FAL2 – Not Approved Until Sean turns in documentation showing chainsaw work to maintain his currency as a FAL2. This request does not need to be reviewed again by the committee. The training specialist will review and approve the documentation.
- **STOUT, Jim – Casa Grande FD:** Initiate STEN(t) taskbook – Approved.
- **VAN SLYKE, Zack – Alpine FD:** Initiate ENGB(t) taskbook – Approved. The Committee strongly recommends that Zack complete S-219 (Firing Operations) and S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills before requesting ENGB qualification.
- **VASQUEZ, Rosalio – AZ State Forestry (Phoenix District):** Completed CRWB qualification requirements – Approved (Jim Downey gave interim approval 5/20/14). The Committee strongly recommends that Rosalio complete S-219 (Firing Operations) and S-260 (Interagency Incident Business Management) to support his overall development and knowledge of skills.
- **VIZCAINO, Lehi – AZ State Forestry (Tucson District):** Completed ENGB qualification requirements - Not Approved until training certificate for IS-700 has been submitted. This request does not need to be reviewed again by the committee. The training specialist will review and approve the training certificate.
- **WALKER, Kurt – Peoria FD:** Initiate ICT4(t) taskbook – Not Approved Until Fire Experience Logs showing fireline hours documenting his Single Resource Boss assignments has been submitted. This request does not need to be reviewed again by the committee to initiate ICT4. The training specialist will review and approve the experience records.
- **WALTER, Jay – Daisy Mountain FD:** 1. Initiate FOBS(t) taskbook – Approved. 2. Initiate SOF2(t) taskbook – Approved. 3. Initiate OSC2(t) taskbook – Approved.
- **WEAVER, Don – Buckeye Valley FD:** Initiate ICT4(t) taskbook – Approved.
- **WELSH, Steve – Wittman FD:** Initiate ENGB(t) taskbook – Not Approved Until documentation of qualified FFT1 hours has been submitted. This request does not need to be reviewed again by the committee to initiate ENGB(t) taskbook. The training specialist will review and approve the experience logs.
- **WILLIAMS, Richard – Avondale FD:** Initiate ENGB(t) taskbook – Not Approved. The Committee needs additional information regarding his training certificates and his experience logs. The Committee will review this request again when the additional documentation has been submitted.
- **WILLIS, Darrell – Prescott FD:** Completed OSC1 qualification requirements - Approved.
- **WINDKLER, Joe – AZ Dept of Corrections (Flagstaff):** File Review for CRWB, ENGB, FIRB, ICT4, STEN(t), TFLD(t) – Not Approved. The Committee has questions about the documentation in his IQCS Master Record. The Committee will review this file again after additional information has been gathered/submitted.
- **WOOD, Clay – Timber Mesa Fire:** Completed STEN qualification requirements – Approved.

	PERSON RESPONSIBLE	DEADLINE
• Update IQS/ROSS/Red Cards accordingly	Susan Burger	Dec 15 <sup>th</sup> 2014

NEXT MEETING	<p align="center"><b>Next Meeting March 30, 2015 Phoenix, Arizona Time: To Be Determined</b></p> <p align="center"><b>Friday February 27<sup>th</sup> is the deadline for requests to be included on the agenda for the Qualification Review Meeting at the End of March.</b></p>	
	<p><b>If you were approved to initiate a new task book please send a copy of the initiation page (the task book cover sheet) to Susan Burger. IQS, ROSS, and your Red Card will not be updated with the new trainee position until that page is received.</b></p> <p><b>If you would like to submit a request for the Qualification Review Committee please contact Susan Burger at 623-445-0274 x220 to have your request added to the agenda for the next Committee meeting. Thank You. SB</b></p>	

# Arizona State Wildfire Qualification Review Committee

MINUTES **March 26 & 27, 2015**

**1000-1700**

Phoenix, AZ

<b>MEETING CALLED BY</b>	Susan Burger, AZSF Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review Meeting
<b>COMMITTEE MEMBER ATTENDEES</b>	AZ State Forestry Reps: Toni Sciacca, Susan Burger, Russ Shumate, Aaron Green, Flip Elliott. Will Brewer (D2) Phoenix District Reps: Al DiBenedetto – Scottsdale FD Flagstaff District Reps: Jayson Coil – Sedona FD, Tucson District Reps: Al Kingsley – Tubac FD, Stu Rodeffer – Northwest FD, Mark South – Tubac FD
<b>COMMITTEE MEMBERS ABSENT</b>	AZ State Forestry: Gene Beaudoin – AZ State Forestry Phoenix District: Bob Arthur - Canyon FD, 1 Vacancy Position Flagstaff District: Randy Chevalier – Timber Mesa FD, Dennis Stern – Timber Mesa FD Tucson District: All Present
<b>CHAINSAW SUB-COMMITTEE GUESTS</b>	No Guests
<b>GUESTS</b>	Will Brewer – AZ State Forestry, Kevin Dodds – Phoenix FD, Tim Durby – Groom Creek FD, Tyson Esquibel - Peoria FD, Kevin Gifford - Golden Valley FD, Robin Hanson - AZ State Forestry, Ron Hood -Pinion Pine FD, Mike Laing – Az State Forestry, Troy Lutrick - Glendale FD, PJ Lingley – Sedona FD, Pat Ojeda - Sedona FD, Mike Pickett - Summit FD, Ben Roche – Chino Valley FD, Darby Starr – Sun City West FD, Adam Tieman - Phoenix FD, Jack Upchurch – Az State Forestry, Don Weaver - Buckeye Valley FD

## ITEM #1 Discussion Items

- **Chain Saw Information:**
  - \* The October 2014 release of the 310-1 (NIMS Wildland Fire Qualification System Guide) includes Faller Qualifications. Arizona State Forestry and all those who have contracts/agreements with Arizona State Forestry will follow the Faller guidelines listed in the 310-1. Faller A, B, & C have been replaced with Faller 3, 2, & 1 respectively. Those who currently have Faller A qualifications that have been approved by their Fire Chief and those who have Faller B or C Qualifications that have been approved by the Committee will be given historical recognition (grandfathered) as part of the NWCG transition plan. Click link to review the NWCG Faller Transition Plan: [http://www.nwcg.gov/pms/docs/transiion\\_plan\\_fal3\\_fal2\\_fal1.pdf](http://www.nwcg.gov/pms/docs/transiion_plan_fal3_fal2_fal1.pdf) )
  - \* Arizona State Forestry and all those who have contracts/agreements with Arizona State Forestry will be using the NWCG Faller taskbook. The NWCG Faller taskbook is a shared taskbook (Faller 3, 2, 1 are included in 1 taskbook) and has been posted to the NWCG website: (<http://www.nwcg.gov/pms/taskbook/operations/pms-311-91.pdf> ). As indicated in the transition plan...if you have already started working (i.e. have tasks signed off) in a FALC, FALB, or FALA taskbook you can continue with that taskbook until you are complete. Any new taskbooks being issued will be using the new faller taskbook.
  - \* The Committee discussed current Arizona State Forestry Chain Saw Policy. Several topics for revision were considered. Tony Sciacca volunteered to take the lead in managing a revision of the Chain Saw Policy. Several people in attendance at the meeting also volunteered to support the efforts. These revisions will be forwarded to the State Forester for his review and signature. The new policy revisions are targeted to go into effect July 2015.
- **Discussion/Revisions (Clarifications) to Committee By-Laws or the SOG 804:**
  - \* **Membership:** The Committee welcomes Tony Sciacca, who has joined with AZ State Forestry as their Training Officer, to this committee and acknowledges him as Chair of the Committee. In addition we would like to thank Jim Downey, Kevin Boness, Dugger Hughes, and Darrell Willis for their years of service to this Committee and wish them well in their new endeavors. Finally, we are announcing Russ Shumate (Acting Phoenix District Forester) as the AZSF Phoenix District representative and Aaron Green (Flagstaff District Forester) as the AZSF Flagstaff District representative. There is currently a vacancy position in the Committee for a Phoenix District Fire Department/District representative. This position will be selected and confirmed for the e-meeting scheduled for July.
  - \* **Revisions to Committee By Laws:** The Committee discussed and agreed upon several proposed revisions to the Arizona State Wildfire Qualifications Review Committee By Laws and to the Arizona State Wildfire Qualifications Review Committee Standard Operational Guideline "Minimum Experience Requirements for Red Card Certification" (SGO 804) The agreed upon revisions will be included in the policy and presented to the State Forester for review. The new policy revisions are targeted to into effect August 2015.
- **The Committee Recommendations completing the "Other Training Which Supports Development of Knowledge and Skills" for each position as outlined in the 310-1.**

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
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<ul style="list-style-type: none"> <li>• Update IQS/ROSS/Red Cards following the Committee Meeting</li> <li>• Manage Revisions for Chain Saw Policy</li> <li>• Manage Revisions for By Laws and SOG 804</li> </ul>	Susan Burger Tony Sciacca Susan Burger/Tony Sciacca	May 2015 July 2015 August 2015
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ITEM #2	File Reviews
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REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b>AUSTIN, Damian – Benson FD:</b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b>BATHKE, Dave - Hellsgate FD:</b> Initiate LOFR(t) taskbook – Not Approved. No documents available to review during the meeting.</li> <li>• <b>BIRTCHEER, David – AZ State Forestry (Phx):</b> 1. Completed ICT4 qualification requirements – Approved (Jim Downey gave Interim Approval 3/2/15). 2. Completed ENGB qualification requirements - Approved (Jim Downey gave Interim Approval 3/12/15).</li> <li>• <b>BREWER, Will – AZ State Forestry (Phx):</b> Initiate FAL2(t) taskbook – Approved. The taskbook signatures obtained in November 2014, during the Field Day for FAL2 evaluation, are accepted by the Committee.</li> <li>• <b>BUCKLIN, Lucy – Lakeside (Timber Mesa) FD:</b> 1. Completed FSC3 qualification requirements – Approved. 2. Initiate COST(t) taskbook – Approved.</li> <li>• <b>CARRAFA, Mike – Green Valley FD:</b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b>CATALAN, Chris – AZ State Forestry (Flagstaff):</b> Initiate CRWB(t) taskbook – Not Reviewed. Aaron Green withdrew request for review.</li> <li>• <b>CHAVEZ, Christian – Lakeside (Timber Mesa) FD:</b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b>CLARK, Jeff - Queen Creek FD:</b> Initiate COML(t) taskbook – Approved (Jim Downey gave Interim Approval 6/24/14).</li> <li>• <b>COMELLA, Danny - Peoria FD:</b> Completed FACL qualification requirements – Approved.</li> <li>• <b>CONGER, John - Tubac FD:</b> Completed CRWB qualification requirements – Not Approved. Documentation not available to review during the meeting (Experience Logs and PTB).</li> <li>• <b>CORRIE, Doug – Peoria FD:</b> - Completed FAL2 qualification requirements – Approved.</li> <li>• <b>CRAVEN, Jason – Claysprings Pinedale FD:</b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b>CROODY, Kris – Golder Ranch FD:</b> 1. Initiate ICT3(t) taskbook – Approved (Gene Beaudoin gave Interim Approval to Initiate 12/22/14). 2. Initiate SOF2(t) taskbook – Approved.</li> <li>• <b>DALTON, Mary – Sun City West FD:</b> Initiate LOFR(t) taskbook – Approved.</li> <li>• <b>DAWSON, Chris - Northwest FD:</b> Completed ENGB qualification requirements – Not Approved. Chris was reviewed during the Nov 15, 2011 Committee Meeting and was approved to Initiate pending documentation being submitted. The needed documents were not submitted and Chris was never approved to initiate his ENGB taskbook. There was a miscommunication somewhere along the line and Chris began working in his ENGB taskbook. He has now completed his ENGB taskbook and is seeking full qualification. Not Approved. Chris is still missing Training Certificates, Fire Experience Logs and Taskbooks from his file.</li> <li>• <b>DiBENEDETTO, Al - Scottsdale FD:</b> Completed OPS3 qualification requirements - Approved.</li> <li>• <b>DOBBS, Dave - Summit FD:</b> Completed PSC1 qualification requirements – Approved (Aaron Green gave Interim Approval 12/15/14).</li> <li>• <b>DODDS, Kevin – Phoenix FD:</b> Completed FAL2 qualification requirements – Not Approved. Documentation not available to review during the meeting.</li> <li>• <b>DURBY, Tim – Groom Creek FD:</b> Completed LSC3 qualification requirements – Approved.</li> <li>• <b>ENTEMAN, Mark – Black Canyon City FD:</b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b>FLORES, Steve – Sun City West FD:</b> Completed ENGB qualification requirements – Not Approved. Documentation for S-133 was not available at the time of the meeting.</li> <li>• <b>FOSTER, Todd – Tempe FD:</b> Initiate DIVS(t) taskbook – Approved.</li> <li>• <b>FOSTER, Shawn - Sedona FD:</b> Completed FACL qualification requirements – Approved.</li> <li>• <b>GIFFORD, Kevin – Golden Valley FD:</b> Initiate ICT4(t) taskbook – Approved.</li> <li>• <b>GODLESKI, Mike – Sun City FD:</b> 1. Completed CRWB qualification requirements – Not Approved. Documentation for the required amount of Hotline Hours as a CRWB(t) and for S-133 not available at the time of the meeting. 2. Initiate STEN(t) taskbook – Not Approved. Documentation for S-133 not available at the time of the meeting. 3. Initiate ICT4(t) taskbook – Not Approved. Documentation for S-133 not available at the time of the meeting.</li> <li>• <b>GONZALES, Arthur – Phoenix FD:</b> Completed FAL2 qualification requirements – Approved.</li> <li>• <b>GUADIANA, Jake – AZ State Forestry (Phoenix):</b> 1. Initiate FAL2(t) taskbook – Approved. The taskbook signatures obtained in November 2014, during the Field Day for FAL2 evaluation, are accepted by the Committee. 2. Initiate ICT4(t) taskbook – Not Approved. Documentation for S-133 was not available at the time of the meeting.</li> <li>• <b>HUDSON, Terry – AZ State Forestry (Phoenix):</b> File Review. All Records from BIA are accepted and Terry is approved as CRWB, FIRB, FFT1, FFT2, FALB(FAL2), FALA(FAL3), ICT5, FOBS(t), READ(t), INVF(t)</li> <li>• <b>HUGHES, Jamie – Rio Verde FD:</b> Initiate ENGB(t) taskbook – Not Approved. The SOG 804 requires 3 different evaluators. Jamie's taskbook contains 2 evaluators. AZSF Phoenix District offered to have Jamie work</li> </ul>
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some shifts on the Phoenix severity engine to give him the opportunity to meet the requirement.

- **JOHNSON, Tony - Northwest FD:** Initiate EDSP(t) taskbook – Not Approved. The 310-1 requires work as an EDS in Crews, Equipment, Overhead, and Supplies to initiate the EDSP taskbook. Documentation showing that has happened was not available at the time of the meeting.
- **KAADY, Dan – AZ State Forestry (Flagstaff):** Completed CRWB qualification requirements – Not Approved. Documentation for ICS-200 had not been submitted at the time of the meeting.
- **KEAN, Mike – Fry FD:** Initiate ENGB(t) taskbook – Not Approved. Documentation for S-133 had not been submitted at the time of the meeting
- **KING, Kevin – Heber Overgaard FD:** Completed ENGB qualification requirements - Approved
- **KUTROSKY, Candice – AZ State Forestry (Flagstaff):** 1. File Review. All Records from USFS are accepted and Candice is approved as DIVS, TFLD, STCR, CRWB, FELB, FIRB, HEQB, FFT1, FFT2, ICT4, ICT5, RXB2, EMTF, ICT3(t), SOFR(t), EDRC(t). 2. Completed OPS3 qualification requirements – Approved.
- **LARRIVA, Ken - Nogalas FD:** Initiate ENGBL(t) taskbook – Approved.
- **LASHUA, Bob – Pine Strawberry FD:** Request to have his teaching at the Arizona Wildland and Incident Management Academy be accepted as qualifying experience to maintain currency of his MEDL qualification – Approved.
- **LEAKE, Ken - Phoenix FD:** 1. Completed TIME qualification requirements – Not Approved. The Agency Certification signature was not included in the documentation he submitted. 2. Initiate FSC2(t) taskbook – Not Approved. The 310-1 requires qualification as TIME before initiating FSC2 taskbook. In addition, a 14 day assignment as a qualified Unit Leader is required before initiating a Section Chief Taskbook (per Committee agreement of revision to SOG 804 on 10/8/13). Ken was not clear on the requirements for initiating a FSC2 PTB and worked on his FSC2 PTB before and in conjunction with his TIME taskbook. The Committee voted that Ken will not need to complete the 14 day assignment but will be required to begin a new FSC2 taskbook once he has obtained the Agency Certification and Interim approval from the Phoenix District Forester for his TIME qualification. Having his FSC2 taskbook issued after he is a qualified TIME will ensure compliance with the 310-1 requirement. Ken will also need interim approval from the District Forester to initiate his FSC2 taskbook if he wishes to have it initiated prior to the July 2015 meeting.
- **LINGLEY, PJ - Sedona FD:** 1. Initiate ICT3(t) taskbook – Approved. 2. Initiate DIVS(t) taskbook – Approved.
- **LISTON, Gary – St Johns FD:** Completed ENGB qualification requirements – Not Approved. Documentation for ICS-200 had not been submitted at the time of the meeting.
- **LONEY, Conrad - Lakeside FD:** Initiate ICT4(t) taskbook –Approved.
- **LOOMIS, Jean – Williamson Valley FD:** Completed ENGB qualification requirements – Not Approved. Three out of 5 of the Evaluations were completed by someone who is not a Wildland ENGB. Per the Arizona State SOG 804 all evaluators on wildland incidents must be qualified in the trainee position they are evaluating. In addition Jean's experience log does not show he has completed the 120 fireline hour requirement.
- **MAYHALL, Mat – Chino Valley FD:** Initiate TFLD(t) taskbook – Approved.
- **MCGRAW, Jerry – White Mountain Lake FD:** Completed ENGB qualification requirements – Not Approved. Initiate ENGB(t) taskbook – Approved.
- **MIRABELLI, Louis - Palominas FD:** File Review. Transferred from Rural Metro FD. File was not reviewed. Flip Elliott withdrew request for review.
- **MIRANDA, Todd - Sedona FD:** 1. Initiate ICT3(t) taskbook – Approved. 2. Initiate DIVS(t) taskbook – Approved.
- **NIELSEN, Vince – Sun City West FD:** 1. Completed FAL2 qualification requirements – Approved. 2. Completed ENGB qualification requirements – Not Approved. One of his three incident evaluations was completed by someone who is not qualified as a Wildland ENGB. Per the Arizona State SOG 804 all evaluators on wildland incidents must be qualified in the trainee position they are evaluating.
- **OJEDA, Pat – Sedona FD:** Initiate ICT4(t) taskbook – Approved.
- **OTTOMAN, JD – AZ State Forestry (Tucson):** 1. Completed FAL1 qualification requirements – Flip Elliott withdrew request for review. 2. Initiate ICT4(t) taskbook – Not Approved.
- **PACE, Joseph – Sedona FD:** Initiate ENGB(t) taskbook – Not Approved. Documentation has been entered locally in IQS but the supporting documentation (Training Certificates and Experience Logs) has not been submitted for review.
- **PENA, Robert - Springerville FD:** 1. Completed FAL2 qualification requirements – Not Approved. Aaron Green stated he has received documentation but it was not available for review.
- **PENA III, Robert - Springerville FD:** Initiate ENGB(t) taskbook – Not Approved. Documentation has not been submitted for S-133 at the time of the meeting. In Addition, the fire experience logs he submitted are missing required information; the Committee was not able to discern if he has met the criteria outlined in the SOG 804 or not.
- **PERRONE, Brian – AZ State Forestry (Phx):** Initiate FAL2(t) taskbook – Approved. The taskbook signatures obtained in November 2014, during the Field Day for FAL2 evaluation, are accepted by the Committee.
- **PERU, Scott - Northwest FD:** Initiate STEN(t) taskbook – Approved.
- **PORT, Colin – Golder Ranch FD:** Initiate FAL1(t) taskbook – Not Approved.
- **PURINTON, Jeff – Heber Overgaard FD:** Completed ENGB qualification requirements – Not Approved. Documentation for S-133 was not available at the time of the meeting.
- **RIPPY, Mark –Sedona FD:** Initiate ENGB(t) taskbook – Not Approved. Documentation has been entered locally in IQS but the supporting documentation (Training Certificates and Experience Logs) has not been submitted for review.
- **ROCHE, Ben – Chino Valley FD:** Completed ICT4 qualification requirements – Approved.
- **ROZNOVAK, Joe –AZ State Forestry (Flagstaff):** Initiate FAL2(t) taskbook – Approved. The taskbook signatures obtained in November 2014, during the Field Day for FAL2 evaluation, are accepted by the

	<p>Committee.</p> <ul style="list-style-type: none"> <li>• <b><u>SAVAGE, Mark – Fry FD:</u></b> 1. Initiate PSC3(t) taskbook –Approved. 2. Initiate ICT4(t) taskbook – Approved.</li> <li>• <b><u>SCHUSTER, Alan – Chino Valley FD:</u></b> Completed FAL1 qualification requirements – Approved.</li> <li>• <b><u>SCOTT, Hunter – Pine Strawberry FD:</u></b> Completed FAL2 qualification requirements – Not Reviewed. Documentation was not available during the meeting to review.</li> <li>• <b><u>SHAFFER, Charles – Northwest FD:</u></b> Initiate SPUL(t) taskbook – Not Reviewed. Stu Rodeffer withdrew request for review.</li> <li>• <b><u>STEPHENS, Dane – Heber Overgaard FD:</u></b> Initiate ENGB taskbook – Approved.</li> <li>• <b><u>STLUKA, Chad – Christopher-Kohls FD:</u></b> Initiate ENGB(t) taskbook – Not Approved. Documentation for S-133 was missing at the time of the review.</li> <li>• <b><u>STOUT, Jim – Casa Grande FD:</u></b> Completed FIRB qualification requirements – Approved.</li> <li>• <b><u>TIEMAN, Adam – Phoenix FD:</u></b> Completed FAL2 qualification requirements – Approved.</li> <li>• <b><u>TINGLE, Terry – Sunsites Pearce FD:</u></b> Initiate ICT4(t) taskbook – Approved.</li> <li>• <b><u>VAN BOERUN, Scott – Arivaca FD:</u></b> 1. Initiate ENGB &amp; CRWB taskbook – Not Approved. Documentation for S-133 and IS-700 was not available at the time of the meeting. 2. Initiate MEDL(t) taskbook – Not Approved. Documentation for IS-700 was not available at the time of the meeting.</li> <li>• <b><u>VANATTA, Davin – Central Yavapai FD:</u></b> Initiate MEDL(t) taskbook – Approved.</li> <li>• <b><u>VASQUEZ, Leo –AZ State Forestry (Phoenix):</u></b> Initiate FAL2(t) taskbook – Approved. The taskbook signatures obtained in November 2014, during the Field Day for FAL2 evaluation, are accepted by the Committee.</li> <li>• <b><u>VERDUGO, Oscar – Patagonia FD:</u></b> Initiate FAL2(t) taskbook – Not Approved. Documentation for S-133 was not available at the time of the meeting.</li> <li>• <b><u>WAYNE, Tim – Glendale FD:</u></b> Completed LSC3 qualification requirements – Approved.</li> <li>• <b><u>WEAVER, Don – Buckeye Valley FD:</u></b> 1. Completed PSC3 qualification requirements: Approved. 2. Initiate RESL(t) taskbook – Approved.</li> <li>• <b><u>WESSON, KeMonte – AZ State Forestry (Flagstaff):</u></b> Initiate CRWB(t) taskbook – Not Reviewed. Aaron Green withdrew request for review.</li> <li>• <b><u>WILLIAMS, Anthony – Snowflake FD:</u></b> File Review. Transferred from CA-SRF. All qualifications contained transferred from IQCS were accepted. Approved as ENGB, FFT1, FFT2, ICT5, RXB3, RXBM, ATVO. Aaron Green gave interim approval 1/22/15.</li> <li>• <b><u>WINCKLER, Joe – Az Dept of Corrections:</u></b> File Review. This record was previously reviewed by the committee. The questions regarding his IQCS Master Record have been resolved and Joe is approved as CRWB, ENGB, FIRB, FFT1, FFT2, ICT4, ICT5. Aaron Green gave interim approval 1/23/15.</li> <li>• <b><u>YUNGKANS, Jeff - Hellsgate FD:</u></b> Completed ENGB qualification requirements – Approved.</li> </ul>	
	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
• Update IQS/ROSS/Red Cards accordingly	Susan Burger	April 30 <sup>th</sup> 2015
<b>NEXT MEETING</b>	<p style="text-align: center;"><b>Next Meeting July, 2015 Electronic Review</b></p> <p style="text-align: center;"><b>Friday July 3rd<sup>th</sup> is the deadline for requests to be included on the agenda for the Qualification Review e-Meeting in July.</b></p> <p><b>If you were approved to initiate a new task book please send a copy of the initiation page (the task book cover sheet) to Susan Burger. IQS, ROSS, and your Red Card will not be updated with the new trainee position until that page is received.</b></p> <p><b>If you would like to submit a request for the Qualification Review Committee please contact Susan Burger at 623-445-0274 x220 to have your request added to the agenda for the next Committee meeting. Thank You. SB</b></p>	

# Arizona State Wildfire Qualification Review Committee

MINUTES

July 31, 2015

1000-1115

WebEx/Conference Call

MEETING CALLED BY	Susan Burger, AZSF Training Specialist
TYPE OF MEETING	Qualifications Review Meeting
COMMITTEE MEMBER ATTENDEES	AZ State Forestry Reps: Toni Sciacca, Susan Burger, Russ Shumate, Mike Laing Phoenix District Reps: Bob Arthur-Tri City FD Flagstaff District Reps: Jayson Coil-Sedona FD, Randy Chevalier-Timber Mesa FD, Dennis Stern-Timber Mesa FD Tucson District Reps: (Mark South – Tubac FD voted via email prior to the meeting)
COMMITTEE MEMBERS ABSENT	AZ State Forestry: Gene Beaudoin – AZ State Forestry Phoenix District: Todd Abel – Central Yavapai FD, Al DiBenedetto – Scottsdale FD Flagstaff District: All Present Tucson District: Al Kingsley – Tubac FD, Stu Rodeffer – Northwest FD, Mark South – Tubac FD
CHAINSAW SUB-COMMITTEE GUESTS	No Chainsaw Sub-Committee Guests
GUESTS	Lucy Bucklin – Timber Mesa FD, Dirch Foreman – Highlands FD, Bradley Johnston – Phoenix FD, Paul Summerfelt – Flagstaff FD, Michael Waldorf – Golder Ranch FD,

## ITEM #1 Discussion Items

<ul style="list-style-type: none"> <li>• <b><u>Chain Saw Information:</u></b> <ul style="list-style-type: none"> <li>* Tony Sciacca took the lead on organizing a team who developed a current Chain Saw Policy to submit to the Arizona State Forestry Division. This policy will be sent to the Committee members for their review and feedback next week. Following their input, Tony will submit the policy to the State FMO and State Forester for review and signature.</li> </ul> </li> <li>• <b><u>Discussion/Revisions (Clarifications) to Committee By-Laws or the SOG 804:</u></b> <ul style="list-style-type: none"> <li>* <b><u>Membership:</u></b> The Committee officially welcomes Todd Abel as the newest member of the Qualification Review Committee. Todd works for Central Yavapai FD and has accepted the third Phoenix District Fire Department/District position.</li> <li>* <b><u>Revisions to SOG 804 and Committee By Laws:</u></b> The revisions that were agreed upon during the committee meeting in March have been made to the SOG 804 and the Committee By Laws. The SOG 804 was sent to the Committee for their review prior to the meeting. The Committee members offered their input and those additions will be added before submitting the revised policy and by-laws to the State FMO and State Forester for their review and signature.</li> </ul> </li> <li>• <b><u>The Committee Recommends completing the "Other Training Which Supports Development of Knowledge and Skills" for each position as outlined in the 310-1</u></b></li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Submit Revisions for Chain Saw Policy to State FMO</li> <li>• Submit Revisions for By Laws and SOG 804 to State FMO</li> </ul>	Tony Sciacca Susan Burger/Tony Sciacca	August 2015 August 2015

## ITEM #2

## File Reviews

REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b><u>BADILLA, Oscar – ADOC Phoenix:</u></b> Initiate CRWB(t) taskbook – Approved.</li> <li>• <b><u>BARBER, Will – Three Points FD:</u></b> Completed ENGB qualification requirements - Approved.</li> <li>• <b><u>BLACK, Randy – Summit FD:</u></b> Initiate ICT4(t) taskbook – Approved.</li> <li>• <b><u>BLISS, Scott – Central Yavapai FD:</u></b> Initiate RESL(t) taskbook – Approved (R Shumate gave interim approval to initiate 6/23/15).</li> <li>• <b><u>BOEHM, Stefan – Summit FD:</u></b> Completed FAL1 qualification requirements – Approved.</li> <li>• <b><u>BOURSIER, Don – AZ State Forestry (State Office):</u></b> File Review. Don Transferred from California Orange County. His file was reviewed and he has been approved as: FBAN, LTAN, GSAN, FOBS, DIVS, TFLD, STEN, ENGB, FIRB, ICT4, MEDL. Don Was also Approved to Initiate SOF2(t) taskbook and RXB2(t) taskbook (D Geyer gave interim approval on 5/20/15 for FBAN, LTAN, GSAN, FOBS, STEN, ENGB, FIRB, ICT4, MEDL, RXB2(t), TFLD(t). D Geyer gave interim approval for TFLD, DIVS, SOF2(t) ON 6/17/15).</li> </ul>
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- **BROWN, Katie – Flagstaff FD:** Initiate FOBS(t) taskbook – Approved.
- **BROWN, Eric – Flagstaff FD:** Completed ICT4 qualification requirements - Approved.
- **BRUGLIO, Phil – Sedona FD:** Completed ENGB qualification requirements - Approved. (R Shumate gave Interim Approval 6/30/15).
- **BURCH III, John – Glendale FD:** Initiate MEDL(t) taskbook – Approved.
- **CAUFIELD, Anthony – ADOC Phoenix:** Initiate CRWB(t) taskbook – Approved.
- **CHALLIFOUR, Colin – Flagstaff FD:** Completed FAL1 qualification requirements – Approved.
- **CHAVEZ, Alicia – Flagstaff FD:** File Review - All Records/Qualifications from USFS are accepted and Alicia is approved as HEQB(t), ICT5, FFT1, FFT2, FAL2(t), FAL3, HELR, EMTB
- **CODER, Shawn – Glendale FD:** Initiate MEDL(t) taskbook – Not Approved.
- **COIL, Jayson – Sedona FD:** Completed OPBD qualification requirements - Approved.
- **DODDS, Kevin – Phoenix FD:** Completed FAL2 qualification requirements - Approved.
- **ERNSBERGER, Aaron – Phoenix FD:** Initiate FACL(t) taskbook – Approved.
- **FISHER, Benny – Gilbert PD:** Completed LOFR qualification requirements – Approved.
- **FLORES, Steve – Sun City West FD:** Completed ENGB qualification requirements – Approved (R Shumate gave interim approval for ENGB on 5/19/15).
- **FOSTER, Shawn – Sedona FD:** Completed LSC3 qualification requirements – Approved.
- **GAYNOR, Kenny – AZSF Tus:** Initiate RXB1(t) taskbook for currency assignment – Approved (G Beaudoin gave interim approval to initiate RXB1(t) taskbook on
- **GIA, Ethan – Flagstaff FD:** Initiate FAL2(t) taskbook – Approved.
- **GILSTRAP, Curtis (Ty) – Golden Valley FD:** File Review - All Records from BLM are accepted and Ty is approved as TFLD, ICT4, ENGB, FIRB, HEQB, FAL2, FAL3, ICT5, FFT1, FFT2, BTOP
- **GOVREAU, Ron – Tri City FD:** Initiate ENGB(t) taskbook – Approved.
- **GRAINGER, Tony- Tri City FD:** Initiate ICT4(t) taskbook - Approved
- **GUADIANA, Jake – AZ State Forestry (Phx):** 1. Completed ENGB qualification requirements – Approved (R Shumate gave interim approval for ENGB on 7/22/15). 2. Initiate ICT4(t) taskbook – Approved (R Shumate gave interim approval to initiate ICT4(t) on 4/22/15).
- **GUTIERREZ, Levi – Highlands FD:** File Review. All Records from USFS are accepted and Levi is approved as ICT5, FFT1, FFT2, FAL2.
- **HENDRIX, Cameron – Golder Ranch FD:** 1. Completed ICT4 qualification requirements - Approved. 2. Initiate TFLD(t) taskbook - Approved.
- **HENRY, Servondo – Tri City FD:** Initiate ENGB(t) taskbook – Approved (R Shumate gave interim approval to initiate ENGB(t) on 5/19/15).
- **JOHNSTON, Bradley – Phoenix FD:** Completed PSC3 qualification requirements – Approved.
- **JONES, Nate – Flagstaff FD:** Completed FAL2 qualification requirements – Approved.
- **KAADY, Daniel – AZ State Forestry (Flagstaff):** Completed CRWB qualification requirements – Approved (A Green gave interim approval for CRWB on 4/15/15) 2. Completed FAL2 qualification requirements – Approved.
- **KEAN, Mike – Fry FD:** Initiate ENGB(t) taskbook – Approved (G Beaudoin gave interim approval to initiate ENGB(t) on 4/27/15).
- **LAMBERT, Andrew – Highlands FD:** Initiate FAL2(t) taskbook - Approved.
- **LAWRENCE, Justin – Tri City FD:** 1. File Review. All Records from USFS (2010-2013 as FFT2, FFT1(t), ICT5(t), FALA/3) are accepted. 2. Initiate ENGB(t) taskbook - Approved. 3. Completed FALB/2 qualification requirements - Approved.
- **LISTON, Gary – St. John's FD:** Completed ENGB qualification requirements – Approved (A Green gave interim approval for ENGB on 6/5/15)
- **LOFGREN, Skyler FD:** 1. Initiate FAL1(t) taskbook – Approved. 2. Completed FOBS qualification requirements – Approved.
- **MARTIN, Pete – Tempe FD:** File Review. 1. All Records from USFS are accepted. 2. Initiate ENGB(t) & CRWB(t) taskbooks - Approved. 3. Initiate FAL2(t) taskbook for currency assignment - Approved.
- and Levi is approved as
- **McMURTRIE, Steve – Fry FD:** Completed TFLD qualification requirements – Approved (G Beaudoin gave interim approved for TFLD on 6/9/15).
- **MIRABELLI, Lou – Palominas FD:** Initiate ENGB(t) taskbook - Approved.
- **NIEMYNSKI, Doug – Central Yavapai FD:** Completed STEN qualification requirements – Approved.
- **OJEDA, Pat – Sedona FD:** Completed STEN qualification requirements – Approved.
- **PENA III, Robert – Springerville FD:** Initiate ENGB(t) taskbook – Approved (A Green gave interim approval to initiate ENGB(t) on 6/15/15).
- **PERRONE, Brian – AZ State Forestry (Phoenix):** Completed CRWB qualification requirements – Approved (R Shumate gave interim approval for CRWB on 7/7/15).
- **PURINTON, Jeff – Heber Overgaard FD:** Completed ENGB qualification requirements – Approved (A Green gave interim approval for ENGB on 5/13/15).
- **RIPPY, Mark – Sedona FD:** Initiate ENGB(t) taskbook - Approved.
- **RODRIGUEZ, David R – Desert Hills FD:** Initiate MEDL(t) taskbook – Approved.
- **ROZNOVAK, Joe – AZ State Forestry (Flagstaff):** Completed CRWB qualification requirements – Approved (A Green gave interim approval for CRWB on 7/8/15).
- **STARR, Mike – Douglas FD:** Completed ENGB qualification requirements - Approved
- **STOUT, Jim – Casa Grande FD:** Initiate SOFR(t) taskbook – Approved.
- **SWATZELL, Brandon – Summit FD:** Initiate FAL2(t) taskbook – Approved.
- **VALICHNAC, Jake – Timber Mesa FD:** Initiate ENGB(t) taskbook – Approved.
- **VIZCAINO, Lehi – AZ State Forestry (Tucson):** Initiate ICT4(t) taskbook – Approved (G Beaudoin gave interim approval to initiate ICT4(t) taskbook on 5/26/14).



	<ul style="list-style-type: none"> <li>• <b><u>WALDORF, Michael – Golder Ranch FD:</u></b> Completed ENGB qualification requirements - Approved (G Beaudoin gave interim approval for ENGB on 4/29/15)</li> <li>• <b><u>WEVEREKA, Todd - ADOC:</u></b> Completed FAL2 qualification requirements – Approved.</li> <li>• <b><u>WHITNEY, Jeff – AZ State Forestry (State Office):</u></b> File Review. All Records from USFS are accepted and Jeff is approved as ACDR, ICT1, ICT2, ICT3, OSC1, OSC2</li> <li>• <b><u>WINIECKI, Dillon – Flagstaff FD:</u></b> Initiate PIO2(t) taskbook - Approved.</li> <li>• <b><u>WINOWICH, Timothy - Flagstaff FD:</u></b> Initiate FAL2(t) taskbook - Approved.</li> </ul>	
	PERSON RESPONSIBLE	DEADLINE
• Update IQS/ROSS/Red Cards accordingly	Susan Burger	August 10 2015
NEXT MEETING	<p style="text-align: center;"><b>Next Meeting October, 2015</b></p> <p style="text-align: center;"><b>Monday September 21<sup>st</sup> is the deadline for requests to be included on the agenda for the Qualification Review Meeting in October.</b></p> <p style="color: red;"><b>If you were approved to initiate a new task book please send a copy of the initiation page (the task book cover sheet) to Susan Burger. IQS, ROSS, and your Red Card will not be updated with the new trainee position until the Cover Page is received.</b></p> <p style="color: blue;"><b>If you would like to submit a request for the Qualification Review Committee please contact Susan Burger at <a href="mailto:azredcards@azsf.gov">azredcards@azsf.gov</a> or 623-445-0274 x220 to have your request added to the agenda for the next Committee meeting. Thank You. SB</b></p>	

# Arizona State Wildfire Qualification Review Committee

MINUTES **November 13, 2015**

**1000-1300**

Phoenix, AZ

MEETING CALLED BY	Susan Burger, AZSF Training Specialist		
TYPE OF MEETING	Qualifications Review Meeting		
COMMITTEE MEMBER ATTENDEES	AZ State Forestry Reps: Toni Sciacca, Susan Burger, Russ Shumate, Mike Laing, Gene Beaudoin Phoenix District Reps: Al DiBenedetto – Scottsdale FD Flagstaff District Reps: Jayson Coil-Sedona FD, Tucson District Reps: Mark South – Tubac FD		
COMMITTEE MEMBERS ABSENT	AZ State Forestry: Aaron Green (Mike Laing representation from Flagstaff) Phoenix District: Todd Abel – Central Yavapai FD, Bob Arthur-Tri City FD Flagstaff District: Randy Chevalier-Timber Mesa FD, Dennis Stern-Timber Mesa FD Tucson District: Al Kingsley – Tubac FD, Stu Rodeffer – Northwest FD		
CHAINSAW SUB-COMMITTEE GUESTS	No Chainsaw Program Members (Don Boursier available via phone)		
GUESTS	Tangye Beckham – Arivaca FD, Jerolyn Byrne – Flagstaff FD, Dirch Foreman – Highlands FD, Tim Durby – Groom Creek FD, Skyler Lofgren – Flagstaff FD, Troy Lutrick – Avondale FD, Pat Ojeda – Sedona FD, Ben Roche – Chino Valley FD, Darby Staff – North County FD, Paul Summerfelt – Flagstaff FD,		
ITEM #1 Discussion Items			
<ul style="list-style-type: none"><li>• <b><u>Chain Saw Information:</u></b><ul style="list-style-type: none"><li>* The Chain Saw policy has been revised and submitted to the Arizona State Fire Management Team for final review. Following the final review, the State FMO will forward the document to the Arizona State Forester for signature into policy.</li></ul></li><li>• <b><u>Discussion/Revisions (Clarifications) to Committee By-Laws or the SOG 804:</u></b><ul style="list-style-type: none"><li>* <b><u>Membership:</u></b> No revisions at this time to the membership. Revisions have been made to the By-Laws that, once signed, may impact the Qualification Review Committee membership early in 2016.</li><li>* <b><u>Revisions to SOG 804 and Committee By Laws:</u></b> The revisions have been submitted to the Arizona State Fire Management Team for a final review. Following the final review, the State FMO will forward the document to the Arizona State Forester for signature into Policy.</li></ul></li><li>• <b><u>The Committee Recommends completing the "Other Training Which Supports Development of Knowledge and Skills" for each position as outlined in the 310-1</u></b></li></ul>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"><li>• Disseminate revised Chain Saw policy when signed.</li><li>• Disseminate revised Committee By-Laws and SOG-804 once signed</li></ul>		Susan Burger/Tony Sciacca Susan Burger/Tony Sciacca	January 2016 January 2016

<b>ITEM #2</b>	<b>File Reviews</b>
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<b>REQUESTS/ CONCLUSIONS</b>	<ul style="list-style-type: none"> <li>• <b><u>ALLEN, Wade – Heber Overgaard FD:</u></b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b><u>ARAGON, David – Mohave Valley FD:</u></b> Completed ENGB qualification requirements - Approved.</li> <li>• <b><u>BABNEW, Les – Patagonia FD:</u></b> <b>1.</b> Completed DMOB qualification requirements – Approved. <b>2.</b> Initiate PSC2(t) taskbook – Approved.</li> <li>• <b><u>BAUMAN, Dan – Prescott FD:</u></b> Completed FOBS qualification requirements – Approved (Interim approval from A Green 9/4/15).</li> <li>• <b><u>BLISS, Scott – Central Yavapai FD:</u></b> Completed ICT4 qualification requirements – Approved. Initiate SITL(t) taskbook – Approved.</li> <li>• <b><u>BOGGGLER, Coy – North County FD:</u></b> <b>1.</b> Completed ENGB qualification requirements – Approved. <b>2.</b> Completed FAL2 qualification requirements – Not Approved; Coy had not been approved to initiate FAL2 taskbook. <b>3.</b> Initiate FAL2(t) taskbook – Approved (Coy can submit the work he completed previously to show depth of trainee experience).</li> </ul>
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- **BOURSIER, Don – Arizona State Forestry (AZS):** Initiate ICT3(t) taskbook – Approved.
- **BRUNS, Damon – Phoenix FD:** Completed ENGB qualification requirements - Approved.
- **BUCKLIN, Lucy – Timber Mesa FD:** Completed COMP qualification requirements – Approved (Interim Approval from A Green 8/3/15).
- **COLE, Brian – Central Yavapai FD:** Initiate TFLD(t) taskbook – Approved.
- **CONGER, John – Tubac FD:** Completed CRWB qualification requirements – Approved (Interim Approval from G Beaudoin 10/2/15).
- **CONGER, Patty - Tubac FD:** Completed FSC3 qualification requirements – Approved.
- **CULBERTSON, Cory – Groom Creek FD:** Completed ENGB qualification requirements – Approved (Interim Approval from R Shumate 9/10/15).
- **DURBY, Tim – Groom Creek FD:** Initiate LSC2(t) taskbook – Approved.
- **EGURROLA, Andres – Tubac FD:** Initiate ENGB(t) taskbook - Approved.
- **FOERSTNER, Eric – Buckskin FD:** Completed ENGB qualification requirements – Approved (Interim Approval from R Shumate 9/23/15).
- **FOREMAN, Dirch – Highlands FD:** 1. Completed OPS3 qualification requirements – Approved. 2. Initiate OSC2(t) taskbook – Approved.
- **GILLIS, John – Gilbert PD:** Initiate RESL(t) taskbook – Approved (Interim Approval from R Shumate 8/26/15).
- **GIRON, TJ – Northwest FD:** Completed LSC1 qualification requirements – Approved.
- **GOLDBERG, Marc – Flagstaff FD:** Completed RESL qualification requirements – Approved.
- **IHRMAN, Tucker – Verde Valley FD:** Initiate ENGB(t) taskbook – Approved.
- **JOHNSTON, Bradley – Phoenix FD:** Initiate PSC2(t) taskbook – Approved (Interim Approval from R Shumate 10/28/15).
- **JONES, Shaun – Central Yavapai FD:** Completed FAL2 qualification requirements - Approved
- **KINGSLEY, Al – Tubac FD:** Initiate FACL(t) taskbook – Approved.
- **LARRIVA, Ken - Nogales FD:** Completed ENGB qualification requirements - Approved
- **LEAKE, Ken – Phoenix FD:** 1. Completed FSC2 qualification requirements – Approved. 2. Initiate FSC1(t) taskbook – Not Approved. The current Policy 804 requires a 2 week assignment on a Type 2 Incident with a Type 2 Team as a qualified FSC2 prior to initiating a FSC1(t) taskbook. This criterion has not been completed.
- **LUTRICK, Troy – Avondale FD:** 1. Completed SITL qualification requirements – Approved. 2. Initiate PSC2(t) taskbook – Approved.
- **MAUZY, Kaleb – Fry FD:** 1. Completed STEN qualification requirements - Approved.
- **MCDONALD, Ed – Phoenix FD:** Initiate GSUL(t) taskbook – Approved.
- **McGRAW, Jerry – White Mountain Lake FD:** Completed ENGB qualification requirements – Approved (Interim Approval from A Green 8/20/15).
- **MENDOZA, Rene - Tubac FD:** Initiate ENGB(t) taskbook – Approved.
- **MILLER, Andrew – Casa Grande FD:** Completed FOBS qualification requirements – Approved.
- **MIRABELLI, Louis - Palominas FD:** 1. Completed ENGB qualification requirements – Approved (Interim Approval from G Beaudoin 8/3/15). 2. Initiate STEN(t) taskbook – Approved.
- **MOE, John - Flagstaff FD:** File Review: All Records from USFS (AZ-TNF 12/31/14: ENGB, ICT5, FFT1, FFT2, FAL2, FAL3, HELR, CRWB(t), HECM(t)) are accepted (Interim Approval from A Green 8/27/15).
- **MORALES, Angel – Sedona FD:** Completed ENGB qualification requirements – Approved
- **MORSE, William (Bill) - Flagstaff FD:** Completed PIO2 qualification requirements – Approved.
- **NIELSEN, Vincent – North County FD:** Completed ENGB qualification requirements – Approved (Interim Approval from R Shumate 8/25/15).
- **OJEDA, Pat – Sedona FD:** Initiate TFLD(t) taskbook- Approved.
- **PACE, Joseph - Sedona FD:** 1. Completed FAL2 qualification requirements – Approved. 2. Initiate ENGB(t) taskbook – Approved (Interim Approval from A Green 9/2/15).
- **PALM, Ben – Yarnell FD:** Initiate LOFR(t) taskbook - Approved.
- **RICHARDS, Ryan – Ponderosa FD:** Initiate ENGB(t) taskbook – Approved.
- **ROBINSON, Casey – Summit FD:** Initiate ENGB(t) taskbook – Not Approved. Data has been entered into IQS but no documentation has been submitted.
- **ROCHE, Ben – Chino Valley FD:** Completed STEN qualification requirements – Approved.
- **ROZNOVAK, Joseph – Arizona State Forestry (FLG):** Completed ENGB qualification requirements – Approved (interim approval from A Green 9/1/15).
- **SCHUSTER, Alan – Chino Valley FD:** Completed ENGB qualification requirements – Approved.
- **SCOTT, Hunter – Pine Strawberry FD:** Completed FAL2 qualification requirements – Approved.
- **SHORT, Adam – Fry FD:** Completed ENGB qualification requirements – Approved (Interim Approval from G Beaudoin 9/8/15).
- **SNYDER, Tim – Chino Valley FD:** Completed FELB qualification requirements – Approved.
- **STARR, Darby – North County FD:** Completed STEN qualification requirements – Approved (Interim Approval from R Shumate 9/10/15).
- **STLUKA, Chad – Christopher Kohls FD:** Initiate ENGB(t) taskbook – Approved (Interim Approval from R Shumate 6/23/15).
- **STOUT, Jim – Casa Grande FD:** Completed STEN qualification requirements – Approved.
- **TEMEROWSKI, Ed – Wickenburg FD:** Completed ENGB qualification requirements – Approved.
- **VARGAS, Tony – Glendale FD:** Initiate FAL2(t) taskbook - Approved.
- **WALTER, Jay – Daisy Mountain FD:** Initiate ICT3(t) taskbook – Approved.
- **WEATHERFORD, Jason – Buckskin FD:** Initiate ENGB(t) taskbook - Approved (Interim approval from R Shumate 9/16/15).
- **WEBER, Luke – Golden Valley FD:** Completed ENGB qualification requirements – Approved.
- **ZAMORA, Tim – Tubac FD:** Completed ENGB qualification requirements – Approved

	<ul style="list-style-type: none"> <li><b>ZUPANCIC, Frank – Tri City FD:</b> Completed ICT4 qualification requirements – Approved.</li> </ul>	
	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>Update IQS/ROSS accordingly</li> </ul>	Susan Burger	December 11, 2015
NEXT MEETING	<p style="text-align: center;"><b>Next Meeting</b> <b>January, 28 2015</b></p> <p style="text-align: center;"><b>Monday January 11<sup>th</sup> is the deadline for requests to be included on the agenda for the Qualification Review Meeting on January 28<sup>th</sup>.</b></p> <p style="text-align: center;"><b>If you were approved to initiate a new task book please send a copy of the initiation page (the task book cover sheet) to Susan Burger. IQS, ROSS, and your Red Card will not be updated with the new trainee position until the Cover Page is received.</b></p> <p style="text-align: center;"><b>If you would like to submit a request for the Qualification Review Committee please contact Susan Burger at <a href="mailto:azredcards@azsf.gov">azredcards@azsf.gov</a> or 623-445-0274 x220 to have your request added to the agenda for the next Committee meeting. Thank You. SB</b></p>	

# Arizona State Wildfire Qualification Review Committee

MINUTES

January 28, 2016

1000-1115

Conference Line & Team Viewer

MEETING CALLED BY	Susan Burger, AZSF Training Specialist
TYPE OF MEETING	Qualifications Review Meeting
COMMITTEE MEMBER ATTENDEES	AZ State Forestry Reps: Toni Sciacca, Susan Burger, Russ Shumate, Aaron Green, Flip Elliott Phoenix District Reps: Todd Abel – Central Yavapai FD, Flagstaff District Reps: Dennis Stern-Timber Mesa FD, Tucson District Reps: Mark South – Tubac FD (voted via email)
COMMITTEE MEMBERS ABSENT	AZ State Forestry: John Truett Phoenix District: Bob Arthur-Tri City FD, Al DiBenedetto – Scottsdale FD Flagstaff District: Randy Chevalier-Timber Mesa FD, Jayson Coil-Sedona FD, Tucson District: Al Kingsley – Tubac FD, Stu Rodeffer – Northwest FD
CHAINSAW SUB-COMMITTEE GUESTS	No Chainsaw Program Members
GUESTS	Nade Galligan – Daisy Mountain FD, Paul Summerfelt – Flagstaff FD

## ITEM #1 Discussion Items

- **Chain Saw Information:**
  - \* The Chain Saw policy has been forwarded to the Arizona State Forester for signature into policy.
- **Discussion/Revisions (Clarifications) to Committee By-Laws or the SOG 804:**
  - \* **Membership:** No revisions at this time to the membership. Revisions have been made to the By-Laws that, once signed, will impact the Qualification Review Committee membership early in 2016. These revisions will be discussed during the April 1<sup>st</sup> Committee Meeting.
  - \* **Revisions to SOG 804 and Committee By Laws:** The revised SOG 804 has been signed and distributed to the members of the Committee. The new policy will be posted to the azsf.gov website and sent out to the host of the wildfireaz.com website for distribution.
  - \* **New Policy SOG-708:** The SOG-708 is a new policy that has been signed and will be implemented over this upcoming year. The policy is being sent out to the committee members for their general information. The new policy will also be posted to the azsf.gov website and forwarded to the wildfireaz.com host for them to post.
- **The Committee Recommends completing the "Other Training Which Supports Development of Knowledge and Skills" for each position as outlined in the 310-1**

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Post Revised Policy 804 and New Policy 708 to azsf.gov website</li> <li>• Forward Revised Policy 804 and New Policy 708 to wildfireaz.com</li> </ul>	Susan Burger/Tony Sciacca Susan Burger/Tony Sciacca	February 2016 February 2016

## ITEM #2

### File Reviews

REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b><u>BEBEE, Rodney – Sun Dity FD:</u></b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b><u>BOWIE, Jimmy – Wickenburg FD:</u></b> Initiate ENGB(t) taskbook - Approved.</li> <li>• <b><u>BRAMBLE, Dan – Payson FD:</u></b> Completed ICT4 qualification requirements – Approved.</li> <li>• <b><u>CANTALME, James – Daisy Mountain FD:</u></b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b><u>CHAVEZ, Daniel – Flagstaff FD:</u></b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b><u>COLGAN, Dan – AZSF Central:</u></b> Seeking ENGB and ICT4 qualifications. Request for direction re: Missing Documentation. Following discussion the committee agreed: Dan to complete all required training from FFT2 through ENGB then Committee approves ENGB(t). A minimum of 3 operational period assignment/s as ENGB(t) until obtain fully successful taskbook evaluation. Return to committee for review of ENGB qualification. Once Certified as ENGB continue according to current SOG 804 policy.</li> </ul>
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	<ul style="list-style-type: none"> <li>• <b><u>CORDOVA, Manny – Goodyear FD:</u></b> Initiate PIO2(t) taskbook – Approved.</li> <li>• <b><u>CORKER, Chris – Timber Mesa FD:</u></b> Completed ENGB qualification requirements – Approved.</li> <li>• <b><u>DEL GIORGIO, Mark – Flagstaff FD:</u></b> Completed FACL qualification requirements – Approved (Interim Approval from A Green 12/8/15).</li> <li>• <b><u>DiBENEDETTO, Al - Scottsdale FD:</u></b> (1) Initiate SOF2(t) taskbook – Approved (Interim Approval from J Truett 1/22/16). (2) Initiate LOFR(t) taskbook – Approved (Interim Approval from J Truett 1/22/16)</li> <li>• <b><u>FOSTER, Shawn – Sedona FD:</u></b> Initiate LSC2(t) taskbook – Approved.</li> <li>• <b><u>GARNER, Levi – Sunsites Pearce FD:</u></b> Completed ENGB qualification requirements – Approved.</li> <li>• <b><u>JOHNSTON, Kevin – Surprise FD:</u></b> Initiate FOBS(t) taskbook – Approved.</li> <li>• <b><u>KUZNIA, Gary – Phoenix FD:</u></b> (1) Initiate COST(t) taskbook – Approved. (2) Initiate TIME(t) taskbook – Approved.</li> <li>• <b><u>LAING, Mike – AZSF Northern District:</u></b> Initiate ICT4(t) taskbook – Approved (Interim Approval from A Green 8/24/15).</li> <li>• <b><u>LITCHFIELD, Ron – Central Yavapai FD:</u></b> Completed ENGB qualification requirements – Approved.</li> <li>• <b><u>MARQUEZ, Devin – Sonoita Elgin FD:</u></b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b><u>MARTIN, Anthony – Goodyear FD:</u></b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b><u>McLAUGHLIN, Greg - Flagstaff FD:</u></b> Initiate STEN(t) taskbook – Approved.</li> <li>• <b><u>MIDDLETON, Kris – Eloy FD:</u></b> Completed ENGB qualification requirements – Approved.</li> <li>• <b><u>MYERS, Caleb - Flagstaff FD:</u></b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b><u>OJEDA, Andres – Beaver Dam Littlefield FD:</u></b> Initiate ICT4(t) taskbook – Approved.</li> <li>• <b><u>PARRA, Dustin – Central Yavapai FD:</u></b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b><u>PRATT, Leonard – Pina County Sheriff Office:</u></b> Completed PSC3 qualification requirements – Approved.</li> <li>• <b><u>ROZNOVAK, Joe – AZSF Northeast District:</u></b> (1) Completed FAL2 qualification requirements – Approved (A Green gave interim approval 12/14/15). (2) Initiate FAL1(t) taskbook – Approved.</li> <li>• <b><u>SHUMATE, Russ – AZSF Northwest District:</u></b> (1) Completed FSC3 qualification requirements – Approved. (2) Completed LSC3 qualification requirements – Approved (3) Completed OPS3 qualification requirements – Approved (4) Completed PSC3 qualification requirements – Approved (5) Initiate SOFR(t) taskbook – Approved.</li> <li>• <b><u>SMYERS, Matt - Flagstaff FD:</u></b> Initiate PIO2(t) taskbook – Approved.</li> <li>• <b><u>SOLBERG, Erik – Flagstaff FD:</u></b> Initiate LSC2(t) taskbook – Approved.</li> <li>• <b><u>STARR, Mike – Douglas FD:</u></b> Initiate FOBS(t) taskbook – Approved.</li> <li>• <b><u>STERN, Dennis – Timber Mesa FD:</u></b> Initiate DIVE(t) taskbook – Approved</li> <li>• <b><u>TRUETT, John – AZSF Central District:</u></b> File Review – All Records/Qualifications from USFS IQCS Master Record are accepted and John is approved through ICT1.</li> <li>• <b><u>UFERS, Jonathan – Desert Hills FD:</u></b> File Review – Jonathan transferred from OR-BUD with a current FAL2 qualification. His qualifications in his IQCS Master Record are accepted (FFT2, FAL3, FAL2, HECM, FFT1t, ICT5t)</li> <li>• <b><u>VAN SLYKE, Zackery – Alpine FD:</u></b> Initiate FAL2(t) taskbook – Approved.</li> <li>• <b><u>VASQUEZ, Rosalio – AZSF Central District:</u></b> Initiate ICT4(t) taskbook – Approved.</li> <li>• <b><u>VERDUGO, Oscar – Nogales Suburban FD:</u></b> Completed ENGB qualification requirements – Approved</li> <li>• <b><u>WATKINS, K Ryan – Flagstaff FD:</u></b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b><u>WEAVER, Don – Buckeye Valley FD:</u></b> Completed ICT4 qualification requirements – Approved.</li> </ul>		
		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
	• Update IQS/ROSS accordingly	Susan Burger	February 29, 2016
<b>NEXT MEETING</b>	<p style="text-align: center;"><b>Next Meeting April, 1 2016</b></p> <p style="text-align: center;"><b>Monday March 14<sup>th</sup> is the deadline for requests to be included on the agenda for the Qualification Review Meeting on April 1<sup>st</sup>.</b></p> <p><b>If you were approved to initiate a new task book please send a copy of the initiation page (the task book cover sheet) to Susan Burger. IQS, ROSS, or your Red Card will not be updated with the new trainee position until the Cover Page is received.</b></p> <p><b>If you would like to submit a request for the Qualification Review Committee please contact Susan Burger at <a href="mailto:azredcards@azsf.gov">azredcards@azsf.gov</a> or 623-445-0274 x220 to have your request added to the agenda for the next Committee meeting. Thank You. SB</b></p>		

# Arizona State Wildfire Qualification Review Committee

MINUTES

April 1, 2016

1000-1200

Phoenix Fire Station 50

MEETING CALLED BY	Susan Burger, AZSF Training Specialist
TYPE OF MEETING	Qualifications Review Meeting
COMMITTEE MEMBER ATTENDEES	AZ State Forestry Reps: Tony Sciacca, Susan Burger, Russ Shumate, Aaron Green, Flip Elliott Phoenix District Reps: Bob Arthur – Tri City FD; Al DiBenedetto – Scottsdale FD Flagstaff District Reps: Tucson District Reps: Al Kingsley – Tubac FD
COMMITTEE MEMBERS ABSENT	AZ State Forestry: John Truett Phoenix District: Todd Abel – Central Arizona FD, Flagstaff District: Randy Chevalier-Timber Mesa FD, Jayson Coil-Sedona FD, Dennis Stern-Timber Mesa FD, Tucson District: Stu Rodeffer – Northwest FD, Mark South – Tubac FD
CHAINSAW SUB-COMMITTEE GUESTS	No Chainsaw Program Members
GUESTS	Tim Durby – Groom Creek FD; Bradley Johnston – Phoenix FD; Troy Lutrick – Avondale FD; Bill Tavares – Superstition FD; Jack Upchurch – AZ State Forestry; Ricky Williams – Avondale FD

## ITEM #1 Discussion Items

- **Chain Saw Information:**
  - \* The Chain Saw policy is being reviewed by the legal department.
- **Discussion/Revisions (Clarifications) to Committee By-Laws or the SOG 804:**
  - \* **Membership:** No revisions at this time to the membership. Revisions have been made to the By-Laws that, once signed, will impact the Qualification Review Committee membership. These revisions were on the agenda for discussion during this April meeting. The policy has not been signed. This discussion has been moved to the agenda for the July 29<sup>th</sup> meeting.
  - \* **Revisions to SOG 804 and Committee By Laws:** The committee made a recommended revision for the next version of the SOG 804. The 310-1 does not list any required experience for the Wildland Fire Investigator (INVF) position. The committee recommended FFT1 position as pre-requisite experience for the INVF position. This would result in a person being required to obtain a FFT1 position prior to having an INVF taskbook initiated. The committee also briefly discussed including the process required for a Type 2 hand crew to establish themselves as a Type 2-IA Crew. The AZ State Forestry requirements are currently being developed. The committee is open to having those requirements included in the Policy 804 once the policy is completed.
  - \* **Revised Committee By-Laws:** Some committee members requested written guidelines for re-establishing qualifications that have expired. The new committee by-laws include this topic; this will be available to all members once the policy is signed.
- **The Committee Recommends completing the "Other Training Which Supports Development of Knowledge and Skills" for each position as outlined in the 310-1**

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Re-Post Revised Policy 804 and New Policy 708 to azsf.gov website</li> <li>• Post Committee By-Laws and Chain Saw Policy to azsf.gov once signed</li> </ul>	Susan Burger/Tony Sciacca Susan Burger/Tony Sciacca	April 2016 April 2016

## ITEM #2

## File Reviews

REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b><u>BAILEY, Kevin – Tempe FD:</u></b> Completed ICT4 qualification requirements – Approved.</li> <li>• <b><u>BARNES, Ken – Phoenix FD:</u></b> Initiate GSUL(t) taskbook - Approved.</li> <li>• <b><u>BELL, Jim – Golder Ranch FD:</u></b> Initiate ENGB(t) taskbook – Approved.</li> <li>• <b><u>BENTLEY, Todd – Groom Creek FD:</u></b> Initiate TFLD(t) taskbook – Approved.</li> <li>• <b><u>BERNARD, Gary – Peoria FD:</u></b> Initiate FOBS(t) taskbook – Approved.</li> <li>• <b><u>CARRAFA, Mike – Green Valley FD:</u></b> Completed ENGB qualification requirements – Approved.</li> <li>• <b><u>CODER, Shawn – Glendale FD:</u></b> Initiate MEDL(t) taskbook – Approved.</li> </ul>
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- **COOLEY, Tom – Prescott FD:** Initiate DIVS(t) taskbook – Approved.
- **COORIE, Doug – Peoria FD:** Initiate FOBS(t) taskbook – Approved..
- **DODDS, Kevin – Phoenix FD:** Completed FACL qualification requirements – Approved.
- **DOSS, Bobbi – Hellsgate FD:** Completed ENGB qualification requirements - Approved.
- **ESQUIBEL, Tyson – Peoria FD:** Initiate DIVS(t) taskbook – Approved.
- **FARRELL, Paul – Oracle FD:** Initiate ENGB(t) taskbook – Approved.
- **HEUN, Bryan – Superstition FD:** Initiate STEN(t) taskbook – Approved.
- **HUNT, Jeff – Beaver Dam Littlefield FD:** Completed ICT4 qualification requirements – Not Approved. Jeff's taskbook contains 2 Incidents and 2 Evaluators. Arizona Policy SOG 804 requires 3 Incidents and 3 Evaluators. Jeff can resubmit a request for ICT4 when he completes a third incident with a third evaluator.
- **HYER, Bryan – Heber Overgaard FD:** Completed FAL2 qualification requirements – Approved.
- **JOHNSTONE, Brennan – Groom Creek FD:** Initiate ENGB(t) taskbook – Approved.
- **KUTZHALS, Richard – Benson FD:** Initiate INVf(t) taskbook – Approved.
- **LAING, Mike – AZSF Northern District:** Initiate FOBS(t) taskbook – Approved.
- **LAWRENCE, Justin – Tri City FD:** Completed ENGB qualification requirements – Approved.
- **NOFFZ, Duane – Vernon FD:** Initiate INVf(t) taskbook – Approved.
- **PALM, Ben – Yarnell FD:** Completed MEDL qualification requirements – Approved.
- **PERRONE, Brian – AZSF Central District:** Initiate ICT4(t) taskbook – Approved.
- **PITASSI, Brad – Maricopa FD:** Completed PIO1 qualification requirements – Approved.
- **PORT, Colin – Golder Ranch FD:** Initiate ICT4(t) taskbook – Approved.
- **RATH, Dennis – Forest Lakes FD:** Initiate INVf(t) taskbook – Approved.
- **REICHLING, Mike – Pine Strawberry FD:** Completed PSC3 qualification requirements – Approved.
- **RENTERIA, Ernesto – Beaver Dam Littlefield FD:** Initiate ENGB(t) taskbook – Approved..
- **ROBBINS, James - AZSF Northwest District:** File Review. James was previously employed with USFS Tonto NF, he has submitted all required documentation and IQCS Master Record. All qualifications contained in his IQCS Master Record are accepted. James is currently ICT4, CRWB, FIRB, HEQB, ENGB(t), FELB(t), FAL2, ICT5, FFT1, FFT2.
- **SCOTT, Hunter – Pine Strawberry FD:** Initiate ICT4(t) taskbook – Approved.
- **SHREVE, Eric – Phoenix FD:** File Review. Eric was previously employed with USFS CA-CNF, he has submitted his IQCS Master Record. All qualifications contained in his IQCS Master Record are accepted. James is currently FAL2, FFT1(t), FFT2, GISS.
- **STEPHENS, Dane – Heber Overgaard FD:** Completed ENGB qualification requirements – Approved.
- **STOUT, James – Casa Grande FD:** Initiate MEDL(t) taskbook – Approved
- **STRESS, Mike – Flagstaff FD:** Completed GSUL qualification requirements – Approved.
- **SWIETANSKI, Dave – Vernon FD:** Initiate INVf(t) taskbook – Approved..
- **TAVERES, Bill – Superstition FD:** Initiate DIVS(t) taskbook – Approved.
- **WEAVER, Don – Buckeye Valley FD:** (1) Initiate STEN(t) taskbook – Approved. (2) Initiate SOFR(t) taskbook – Approved. (3) Initiate SITL(t) taskbook – Approved.
- **WILLIAMS, Ricky – Avondale FD:** Initiate ENGB(t) taskbook – Not Approved. Ricky's training for Wildland FFT2 and FFT1 were completed in Idaho under the Crosswalk Program. Arizona does not use the crosswalk program. Ricky can submit his request again after he completes S-130/190, L-180, I-100, S-131/133, IS-700.
- **WILSON, Kevin – Flagstaff FD:** Completed PIO2 qualification requirements – Approved. When Kevin completed his PIOF qualification, I-300 and I-400 were not required until PIO2 level. When he was obtaining his PIO2 requirements, I-300 and I-400 were required for PIOF. The committee noticed Kevin has not completed I-300 and I-400 and is recommending that he complete those classes for his overall knowledge and professional development.

	PERSON RESPONSIBLE	DEADLINE
• Update IQS/ROSS accordingly	Susan Burger	May 1, 2016
NEXT MEETING	<p style="text-align: center;"><b>Next Meeting</b>  <b>July, 29 2016</b></p> <p style="text-align: center;"><b>Friday July 11<sup>th</sup> is the deadline for requests to be included on the agenda for the Qualification Review Meeting on July 29<sup>th</sup>.</b></p> <p style="color: red; text-align: center;"><b>If you were approved to initiate a new task book please send a copy of the initiation page (the task book cover sheet) to Susan Burger. IQS, ROSS, or your Red Card will not be updated with the new trainee position until the Cover Page is received.</b></p> <p style="color: blue; text-align: center;"><b>If you would like to submit a request for the Qualification Review Committee please contact Susan Burger at <a href="mailto:azredcards@azsf.gov">azredcards@azsf.gov</a> or 623-445-0274 x220 to have your request added to the agenda for the next Committee meeting. Thank You. SB</b></p>	



# Arizona State Wildfire Qualification Review Committee

MINUTES July 29, 2016

1000-1400

Phoenix Fire Station 50

MEETING CALLED BY	Susan Burger, AZSF Training Specialist		
TYPE OF MEETING	Qualifications Review Meeting		
COMMITTEE MEMBER ATTENDEES	AZ State Forestry: Tony Sciacca, Susan Burger, Aaron Green, Steve Millert, John Truett A1S Northern District: None A2S Northeast District: Randy Chevalier-Timber Mesa FD, Dennis Stern-Timber Mesa FD A3S Southeast District: Dugger Hughes – Northwest FD A4S Central District: Al DiBenedetto – Scottsdale FD A5S Northwest District: Harley Harmon – Mohave Valley FD		
COMMITTEE MEMBERS ABSENT	AZ State Forestry: Gene Beaudoin, Russ Shumate Northern District: Jayson Coil-Sedona FD Northeast District: None Southeast District: Stu Rodeffer – Northwest FD, Mark South – Tubac FD, Al Kingsley – Tubac FD Central District: Bob Arthur – Tri City FD Northwest District: Todd Abel – Central Arizona FD		
CHAINSAW REPRESENTATIVE	JD Ottman available by phone		
GUESTS	Kevin Dobbs – Phoenix FD ; Troy Lutrick – Avondale FD; Paul Summerfelt – Flagstaff FD;		
ITEM #1 Discussion Items			
<ul style="list-style-type: none"><li>• <b><u>Chain Saw Information:</u></b><ul style="list-style-type: none"><li>* The Chain Saw policy has been signed and was distributed to the Committee members. The Chain Saw Policy will be posted to the azsf.gov website. If you would like a copy before the policy is posted please contact JD Ottman (<a href="mailto:jdottman@azsf.gov">jdottman@azsf.gov</a>) or Tony Parks (<a href="mailto:tonyparks@azsf.gov">tonyparks@azsf.gov</a>) and request a copy via email.</li></ul></li><li>• <b><u>Discussion/Revisions (Clarifications) to Committee By-Laws or the SOG 804:</u></b><ul style="list-style-type: none"><li>* <b><u>Membership:</u></b> No revisions at this time to the membership. Revisions have been made to the signed Committee By-Laws that will impact the Qualification Review Committee membership. The revisions were discussed briefly during this meeting and will be addressed with more detail during the meeting scheduled for October. The Committee Membership will include the Arizona State Training Officer &amp; Training Specialist, and the District Manager from each of the 5 districts. In addition, there will be two local fire department/district representatives from each of the Arizona State Forestry District areas. Each member will be a full member and there will be no alternate members. Anyone who is interested in being considered for committee membership should send a letter of interest to the District Manager for their district w/ a cc: including the Training Officer (Tony Sciacca) and the Training Specialist (Susan Burger).</li><li>* <b><u>Revisions to SOG 804 and Committee By Laws:</u></b> With Data Transfers from IQCS and IQS now becoming more common, there have been a couple occurrences when the data transfer is available but no corresponding pdf master record has been made available. The Committee is willing to accept the IQCS and IQS data transfers in place of training and experience documentation. The next revision of the Committee By Laws will include the process for the data transfers to occur.</li><li>* <b><u>Revisions to SOG 804 and Committee By Laws:</u></b> If records that are being used to transfer qualifications from another Agency or State are incomplete, that is, the documentation does not satisfy or meet the 310-1 requirements, the person will be responsible to obtain the 310-1 requirement before the committee will qualify the person for the requested positions. If, for example, an IQCS or IQS Master Record shows a person as qualified as STEN but neither the record nor the person has documentation for the required training, the person will be required to submit the required training documentation before the qualification will be accepted.</li><li>* <b><u>Revisions to SOG 804 and Committee By Laws:</u></b> Committee members discussed acceptable avenues to demonstrate job performance for the purpose of maintaining a qualification. The committee agreed there are many variables such as position being maintained and type of work completed – the committee would like to keep the option to discuss on a case by case basis whether to accept or deny fire experience that occurs somewhere other than the actual incident.</li></ul></li><li>• <b><u>The Committee Recommends completing the "Other Training Which Supports Development of Knowledge and Skills" for each position as outlined in the 310-1</u></b></li></ul>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

<ul style="list-style-type: none"> <li>• Post Committee By-Laws and Policy 804 to azsf.gov website</li> <li>• Post Chain Saw Policy to azsf.gov</li> </ul>	Susan Burger/Tony Sciacca Susan Burger/Tony Sciacca	October 2016 October 2016
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ITEM #2	File Reviews
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REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li>• <b>ABEL, Todd – Central Arizona FMD:</b> Initiate ICT3(t) taskbook – Approved</li> <li>• <b>ADAMS, Frank – Eagar FD:</b> Initiate ICT4(t) taskbook – Approved</li> <li>• <b>ALLMARAS, Jakob – Highlands FD:</b> Initiate FAL2(t) taskbook – Approved (A Green interim approval 5/11/16)</li> <li>• <b>BACA, Demetri – AZSF Central District:</b> File Review. Demetri was previously employed with USFS Coconino NF, he has submitted all required documentation and an IQCS Master Record. All qualifications contained in his IQCS Master Record are accepted. Demetri is currently ICT4, ENGB, ICT5, FFT1, FFT2, FAL3, ATVO, CRWB(t), HEQB(t) (J Truett interim approval 7/12/16)</li> <li>• <b>BADILLA, Oscar – ADOC Douglas Crew:</b> Completed CRWB qualification requirements – Approved. (G Beaudoin interim approval 5/9/16).</li> <li>• <b>BLACK, William – Summit FD:</b> Completed STEN qualification requirements – Approved. (A Green interim approval 6/3/16).</li> <li>• <b>BOEHM, Stefan – Summit FD:</b> Completed ENGB qualification requirements – Approved.</li> <li>• <b>BOURSIER, Don – AZSF State Office:</b> Initiate OSC2(t) taskbook – Approved (J Truett interim approval 7/6/16)</li> <li>• <b>BRAMBLE, Wyatt – Payson FD:</b> Completed ENGB qualification requirements – Approved.</li> <li>• <b>CARLSON, Howard – AZSF Northeast District:</b> Completed LSC3 qualification requirements – Approved.</li> <li>• <b>CARRILLO, Rufus – Flagstaff FD:</b> Initiate FAL2(t) taskbook – Approved</li> <li>• <b>CARTER, Travis – Summit FD:</b> Initiate FAL2(t) taskbook – Approved (A Green interim approval 5/11/16)</li> <li>• <b>CASEM, Aaron – Yarnell FD:</b> Initiate ENGB(t) taskbook – Approved (R Shumate interim approval 5/6/16)</li> <li>• <b>CHAVEZ, Greg – Pinetop FD:</b> Completed MEDL qualification requirements – Approved. (G Beaudoin interim approval 6/9/15)</li> <li>• <b>CLARK, Allen – ASU:</b> Completed PSC3 qualification requirements – Approved. (D Geyer interim approval 6/13/16)</li> <li>• <b>CLUFF, Darren – Timber Mesa FD:</b> Completed ICT4 qualification requirements – Not Approved. The signed Final Evaluator/Agency Certification page from the ICT4 taskbook was not available during the meeting.</li> <li>• <b>COLGAN, Dan – AZSF Central District:</b> Completed ENGB qualification requirements – Approved. (J Truett interim approval 7/28/16)</li> <li>• <b>COMELLA, Danny – Peoria FD:</b> Completed LSC3 qualification requirements – Approved.</li> <li>• <b>CRAVEN, Jason – Claysprings/Pinedale FD:</b> Completed ENGB qualification requirements – Approved. (G Beaudoin interim approval 7/5/16)</li> <li>• <b>CRODDY, Kris – Golder Ranch FD:</b> Initiate STPS(t) taskbook – Approved (G Beaudoin interim approval 5/9/16)</li> <li>• <b>DENNETT, Carrie – AZSF State Office:</b> Completed PSC3 qualification requirements – Approved. (D Geyer interim approval 5/27/16)</li> <li>• <b>ELLIOTT, Dan – Camp Verde FD:</b> Initiate ENGB(t) taskbook – Approved (R Shumate interim approval 5/23/16)</li> <li>• <b>FARBER, Dustin – Apache Junction:</b> (1) Completed ENGB qualification requirements – Not Approved. Initiation of the taskbook was not approved by the committee. (2) Initiate ENGB(t) taskbook – Approved</li> <li>• <b>FOREMAN, August – Highlands FD:</b> Initiate ICT4(t) taskbook – Approved (A Green interim approval 5/11/16)</li> <li>• <b>GALLIGAN, Nade – Daisy Mountain FD:</b> (1) Initiate ICT4(t) taskbook – Approved (2) Initiate STEN(t) taskbook – Approved</li> <li>• <b>GIA, Brandon – Flagstaff FD:</b> Initiate FAL2(t) taskbook – Not Approved File was missing documentation for current CPR/1<sup>st</sup> Aid</li> <li>• <b>GILLIS, John – Gilbert PD:</b> Completed RESL qualification requirements – Approved</li> <li>• <b>GOLDBERG, Marc – Flagstaff FD:</b> Initiate DMOB(t) taskbook – Approved (A Green interim approval 5/24/16)</li> <li>• <b>GONZALES, Ray – Flagstaff FD:</b> Initiate FACL(t) taskbook – Approved (A Green interim approval 6/10/16)</li> <li>• <b>GRAINGER, Tony – Tri-City FD:</b> (1) Initiate STEN(t) taskbook – Approved (2) Completed ICT4 qualification requirements – Not Approved The ICT4 taskbook did not include at least 2 evaluations from type 4 Wildland Incidents as required per SOG-804</li> <li>• <b>GREGAR, Seth – Flagstaff FD:</b> Initiate ENGB(t) taskbook – Approved (A. Green interim approval 5/24/16)</li> <li>• <b>GRIEGO, Steven – AZSF Northern District:</b> File Review. Steven was previously employed with the State of New Mexico, he has submitted all required documentation and IQS Master Record. All qualifications contained in his IQS Master Record are accepted. Steven is currently ICT4, CRWB, ENGB, FFT1, FFT2, FAL2 (A Green interim approval 7/18/16)</li> <li>• <b>GRIMES, Jimmy – Northwest FD:</b> Initiate LSC2(t) taskbook – Approved</li> <li>• <b>GUSTAFSON, Chris – Phoenix FD:</b> Completed PSC3 qualification requirements – Approved</li> </ul>
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- **HOWELL, Chris – Tri-City FD:** Completed ENGB qualification requirements – Approved
- **HUBLER, Mark – Glendale FD:** Initiate TIME(t) taskbook – Approved
- **HUGHES, Jamie – Rio Verde FD:** Initiate ENGB(t) taskbook – Approved
- **HUNT, Jeff - Beaver Dam/Littlefield FD:** Completed ICT4 qualification requirements – Approved. (A Green interim approval 4/6/16)
- **JOHNSTON, Bradley – Phoenix FD:** (1) Completed DOCL qualification requirements – Approved. (2) Completed PSC2 qualification requirements – Approved. (3) Initiate PSC1(t) taskbook – Approved
- **LAING, Mike – AZSF North District:** Initiate STEN(t) taskbook – Approved
- **LANE, Brett – Picture Rocks FD:** Initiate ENGB(t) taskbook – Approved (G Beaudoin interim approval 6/9/16)
- **LINGLEY, PJ – Pinewood FD:** (1) Completed CRWB qualification requirements - Approved. (2) Completed STCR qualification requirements – Approved.
- **LUTRICK, Troy – Avondale FD:** Completed PSC2 qualification requirements – Approved.
- **MARTINEZ, Lawrence – Elfrida FD:** File Review. Lawrence was previously employed with the Coronado National Forest, he has submitted all required documentation and/or his IQCS Master Record. All qualifications contained in his IQCS Master Record are accepted. Lawrence is currently TFLD, STCR, STEN, ICT4, CRWB, ENGB, FIRB, ICT5, FFT1, and FFT2. (S. Millert interim approval for ENGB 6/15/16)
- **MATTHESON, Jacob – Flagstaff FD:** Initiate FAL2(t) taskbook – Not Approved File was missing a required training certificate for IS-700 and documentation for current CPR/1<sup>st</sup> Aid
- **MAYHEW, Steve – Avondale FD:** Initiate ENGB(t) taskbook – Not Approved File was missing documentation for FFT1 qualification
- **McLAUGHLIN, Seth – Eagar FD:** Completed FAL2 qualification requirements – Not Approved. File was missing documentation for current CPR/1<sup>st</sup> Aid
- **MILLAR, Matt – Flagstaff FD:** File Review. Matt was previously employed with the Whiskey Town National Park in California, he has submitted all available documentation and his IQCS Master Record. All qualifications contained in his IQCS Master Record are accepted. Matt is currently ICT5, FFT1, FFT2, FAL2, FAL3, CRWB(t), FIRB(t)
- **MILLERT, Steve – AZSF Tucson District:** File Review. Steve was previously employed with Plumas National Forest in California, he has submitted his IQCS Master Record. All qualifications contained in his IQCS Master Record are accepted. Steve is currently ICT1, ICT2, AREP, IARR, LOFR(t) (D Geyer interim approval 5/27/16)
- **MIRANDA, Todd – Sedona FD:** Initiate FAL1(t) taskbook – Approved (A Green interim approval 6/28/16)
- **MONREAL, Bryan – Pinewood FD:** Initiate ICT4(t) taskbook – Approved (A Green interim approval 5/11/16)
- **MOODY, Logan – Yavapai County SO:** Initiate PSC3(t) taskbook – Approved
- **MORENO, Mayra – AZSF Tucson District:** Initiate INVf(t) taskbook – Approved
- **MORSE, Colin – Wickenburg FD:** Completed ENGB qualification requirements – Approved
- **NAVARRO, Oscar – Goodyear FD:** Initiate ICT4(t) taskbook – Approved
- **NEWTON, Eli – Flagstaff FD:** Initiate FACL(t) taskbook – Approved (A. Green interim approval 6/10/16)
- **OLTROGGE, Paul – Flagstaff FD:** (1) Completed STEQ qualification requirements – Approved (2) Completed STEN qualification requirements – Approved (3) Completed TFLD qualification requirements – Approved (4) Completed ICT4 qualification requirements – Approved (A Green Interim Approval for all 4 quals 5/20/16)
- **ORTIZ, Robert – Highlands FD:** (1) Completed FAL2 qualification requirements – Not Approved. There is no documentation that he was approved to initiate the FAL2 taskbook (2) Initiate FAL2 taskbook - Approved
- **PALANDRI, Vince – Payson FD:** Initiate FACL(t) taskbook – Approved
- **PERRONE, Brian – AZSF Central District:** Initiate STEN(t) taskbook – Approved
- **RATH, Dennis – Forest Lakes FD:** Completed INVf qualification requirements – Approved
- **REIMAN, Libby – Groom Creek FD:** (1) Completed RESL qualification requirements – Approved (2) Completed PSC3 qualification requirements – Approved (3) Initiate FSC3(t) taskbook – Approved (4) Initiate TIME(t) taskbook - Approved
- **ROBBINS, James – AZSF Northwest District:** Initiate TFLD(t) taskbook – Approved
- **RODEFFER, Stu – Northwest FD:** Completed ICT4 currency assignment and meets current qualification requirements for ICT4 qualification - Approved
- **RODRIGUEZ, David – Desert Hills FD:** Initiate ENGB(t) taskbook – Approved
- **ROEDERER, Justin – Flagstaff FD:** Initiate FAL2(t) taskbook – Approved
- **ROSANO, Monica – Picture Rocks:** Initiate ENGB(t) taskbook – Approved
- **SCHUSTER, Alan – Central Arizona FMD:** Initiate MEDL(t) taskbook – Approved (R Shumate interim approval 6/24/16)
- **SCIACCA, Dustin – AZSF Northwest District:** (1) File Review. Dustin was previously employed with Custer National Forest in Montana, he has submitted all available documentation and his IQCS Master Record. All qualifications contained in his IQCS Master Record are accepted. Dustin is currently ICT4, ENGB, FFT1, FFT2 (R Shumate interim approval 4/28/16) (2) Initiate STEN(t) taskbook - Approved
- **SEETS, James – Central Arizona FMD:** (1) Initiate STEN(t) taskbook – Approved (2) Initiate ICT4(t) taskbook – Approved
- **SLAY, Marcie – Yavapai County EM:** Initiate FSC3(t) taskbook – Approved (R Shumate interim approval 6/13/16)
- **SNYDER, Tim – Central Arizona FMD:** Initiate ICT4(t) taskbook – Approved
- **SPANARELLA, John – Golder Ranch FD:** File Review. John was previously with Rural Metro FD in Arizona. He has submitted all of the required documentation for the positions requested. The following qualifications have been accepted: SOFR, STEN, ICT4, ENGB, FFT1, FFT2.
- **SULLIVAN, Joseph – AZSF Northwest District:** Initiate CRWB(t) taskbook – Approved
- **SWATZELL, Brandon – Summit FD:** Completed FAL2 qualification requirements – Approved (A. Green interim approval 5/11/16)

	<ul style="list-style-type: none"> <li>• <b>TEAGUE, Burrell – Tri-City FD:</b> Initiate ENGB(t) taskbook – Approved</li> <li>• <b>WALTENBURG, Jessica – Sedona FD:</b> File Review. Jessica was previously employed with Coconino National Forest, she has submitted all available documentation and her IQCS Master Record. All qualifications contained in her IQCS Master Record are accepted. Jessica is currently FIRB, ICT5, FFT1, FFT2, EMTP, EMPF (2) Initiate CRWB(t) and HEQB(t) taskbook – Approved</li> <li>• <b>WARD, Brendan – AZSF North District:</b> Initiate ENGB(t) taskbook – Approved</li> <li>• <b>WEATHERFORD, Jason – Buckskin FD:</b> Completed ENGB qualification requirements – Approved (J Truett interim approval 7/1/16)</li> <li>• <b>WHITING, Carl – Pinewood FD:</b> (1) Completed FAL2 qualification requirements – Approved (A. Green interim approval 6/2/16) (2) Initiate FAL1(t) taskbook – Approved (A. Green interim approval 6/2/16) (3) Initiate STEN(t) taskbook - Approved</li> <li>• <b>WILLIAMS, Ricky – Avondale FD:</b> Initiate ENGB(t) taskbook – Approved (J Truett confirmed verbal interim approval on 6/18/16 during the meeting)</li> <li>• <b>WOOD, Kelly – Pinetop FD:</b> Completed INVF qualification requirements – Approved. (G Beaudoin interim approval 6/9/16)</li> <li>• <b>ZUPANCIC, Greg – Tri-City FD:</b> Initiate ENGB(t) taskbook – Approved</li> </ul>	
	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Update IQS/ROSS accordingly</li> </ul>	Susan Burger	August 29, 2016
NEXT MEETING	<p style="text-align: center;"><b>Next Meeting October 26, 2016</b></p> <p style="text-align: center;"><b>Wednesday October 5<sup>th</sup> is the deadline for requests to be included on the agenda for the Qualification Review Meeting on October 26<sup>th</sup>.</b></p> <p><b>If you would like to submit a request for the Qualification Review Committee please contact Susan Burger at <a href="mailto:azredcards@azsf.gov">azredcards@azsf.gov</a> or 623-445-0274 x220 to have your request added to the agenda for the next Committee meeting. Thank You. SB</b></p> <p><b>If you were approved to initiate a new task book please send a copy of the initiation page (the task book cover sheet) to Susan Burger. IQS, ROSS, or your Red Card will not be updated with the new trainee position until the Cover Page is received.</b></p>	

# Arizona State Wildfire Qualification Review Committee

MINUTES **November 2, 2016**

**1000-1230**

Phoenix Fire Station 56

<b>MEETING CALLED BY</b>	Susan Burger, AZSF Training Specialist
<b>TYPE OF MEETING</b>	Qualifications Review Meeting
<b>COMMITTEE MEMBER ATTENDEES</b>	AZ State Forestry: Tony Sciacca, Susan Burger, Jack Upchurch (for S Millert), Dan Colgan (for J Truett), Russ Shumate A1S Northern District: None A2S Northeast District: Randy Chevalier-Timber Mesa FD A3S Southeast District: Mark South – Tubac FD A4S Central District: Bob Arthur – Tri City FD, Al DiBenedetto – Scottsdale FD A5S Northwest District: Harley Harmon – Mohave Valley FD
<b>COMMITTEE MEMBERS ABSENT</b>	AZ State Forestry: Aaron Green, Gene Beaudoin, Steve Millert, John Truett Northern District: Jayson Coil-Sedona FD Northeast District: Dennis Stern-Timber Mesa FD Southeast District: Dugger Hughes – Northwest FD, Stu Rodeffer – Northwest FD, Al Kingsley – Tubac FD Central District: None Northwest District: Todd Abel – Central Arizona FD
<b>CHAINSAW REPRESENTATIVE</b>	JD Ottman available by phone
<b>GUESTS</b>	Steve Estelle - DFFM Southwest District, August Foreman – Highland FD, Art Gonzales – Phoenix FD, Tony Grainger - Tri City FD, PJ Lingley – Pinewood FD

## ITEM #1 Discussion Items

- **Chain Saw Information:**
  - \* The Chain Saw policy requires all Fallers to maintain current certification for CPR/1<sup>st</sup> Aid. Every person with a Faller or Faller Trainee qualification, who is issued a Red Card from AZ Department of Forestry and Fire Management (i.e. Susan issues your red card) must submit documentation for current CPR/1<sup>st</sup> Aid no later than Feb 15, 2017. Faller or Faller Trainee qualifications will not be included on any AZ DFFM issued red card without documentation for CPR/1<sup>st</sup> Aid after March 1, 2017.
- **Discussion & Proposed Revisions/Clarifications to Committee By-Laws or the SOG 804:**
  - \* **Membership:** Revisions have been made to the signed Committee By-Laws that will impact the Qualification Review Committee membership. The Committee Membership will include the AZ DFFM Training Officer & Training Specialist, the District Manager from each of the 5 districts and two local fire department/district representatives from each of the AZ DFFM areas. Each member will be a full member and there will be no alternate members. Anyone who is interested in being considered for committee membership should send a letter of interest to their District Manager w/ a cc: including the Training Officer (Tony Sciacca) and the Training Specialist (Susan Burger). The District Managers have been asked to submit the names of interested persons to the Training Officer prior to the Committee Meeting in January.
  - \* **Crosswalk Matrix:** The Committee discussed including a statement in the committee by-laws and/or the State Policy 804 to address the role of the Gap Training within AZ DFFM. This statement will include direction for reviewing records when personnel are requesting to transfer their training records from other States who have completed gap training courses.
  - \* **Course Competencies:** AZ DFFM does not use a system for crediting "competencies" for missing training certifications based on experience, advanced training, or any other avenue. If a person does not have a required certificate they must complete the course again or follow the guidance already outlined in the committee by-laws
  - \* **Revision to ICT5 Experience Requirements:** Currently, Policy 804 requirement states that, to be qualified, the person must complete two Type 5 Wildland Incidents and have 2 separate evaluators. Several revisions were discussed and all will be taken into consideration when the revision is included in the next edition of the Policy 804.
  - \* **FFT2 Qualification Expiration:** Completing the required training for FFT2 (S-130/190, L-180, ICS-100, IS-700) meets the qualification requirements for a FFT2. In other words, when the training has been successfully completed, they are qualified as FFT2. The qualification will expire 5 years after the training is complete. Currency for the position can be maintained by successful performance in that position within the given timeframe (or successful performance in positions identified in the 310-1). Completing the RT-130 is not considered "successful performance in the position."
  - \* **Wildland Fire Investigator:** There are currently no training or experience requirements for the initiation of the Wildland fire Investigator (INVF) taskbook. The Committee proposed having the completion of S-130/190, L-180, ICS-100 & IS-700 be required to initiate INVF and adding S-290 as a requirement to be qualified in the position.
- **The Committee Recommends completing the "Other Training Which Supports Development of Knowledge and Skills" for each position as outlined in the 310-1**

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>Post Committee By-Laws and Policy 804 to azsf.gov website</li> <li>Post Chain Saw Policy to azsf.gov</li> </ul>	Susan Burger/Tony Sciacca Susan Burger/Tony Sciacca	December 2016 December 2016

ITEM #2	File Reviews
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REQUESTS/ CONCLUSIONS	<ul style="list-style-type: none"> <li><b>BABNEW, Les – Patagonia FD:</b> Initiate SITL(t) taskbook – Approved (S Millert Interim Approval 8/1/16)</li> <li><b>BARNES, Ken – Glendale FD:</b> Initiate LSC3(t) taskbook – Approved</li> <li><b>BEERY, Lee Ann – DFFM Northern:</b> Initiate INV(t) taskbook – Approved</li> <li><b>BROWN, Eric – Flagstaff FD:</b> Completed DIVS qualification requirements - Approved</li> <li><b>CARDENAS, Benjamin – ADOC Superstition Crew:</b> Initiate CRWB(t) taskbook – Approved</li> <li><b>CARNRIGHT, RJ – Greer FD:</b> (1) File Transfer from AZ-ASF for expired FALB Qualification – Approved. NOTE: His FALB qualification expired in 2011 - RJ can follow the Re-Certification procedures outlined in the Committee By-Laws to Re-Certify as a FAL2. (2) Initiate ENGB(t) taskbook – Approved.</li> <li><b>CRAIG, Darrell – DFFM Northeast:</b> Initiate ICT4(t) taskbook – Approved (G Beaudoin Interim Approval 7/14/16)</li> <li><b>CRODDY, Kris – Golder Ranch FD:</b> Completed SOFR qualification requirements – Approved</li> <li><b>DENNETT, Carrie – DFFM State Office:</b> (1) Initiate DMOB(t) taskbook – Approved (J Truett Interim Approval 8/11/16) (2) Completed PSC2 qualification requirements – Approved (J Truett Interim Approval 9/7/16) (3) Initiate PSC1(t) taskbook – Approved (J Truett Interim Approval 9/7/16)</li> <li><b>DRAGAN, Betsy – Phoenix FD:</b> Initiate RESL(t) taskbook - Approved</li> <li><b>FISCHENICH, Max – Summit FD:</b> Initiate ENGB(t) taskbook – Approved</li> <li><b>FOREMAN, August – Highlands FD:</b> Completed HEQB qualification requirements – Approved (A Green interim approval 7/28/16)</li> <li><b>GIBSON, Don – Mohave Valley FD:</b> Completed INV(t) qualification requirements – Approved (R Shumate interim approval 8/16/16)</li> <li><b>GONZALES, Art – Phoenix FD:</b> Completed STEN qualification requirements – Approved</li> <li><b>GUADIANA, Jake – DFFM Northwest:</b> Completed ICT4 qualification requirements – Approved</li> <li><b>HALL, Roy – DFFM State Office:</b> Re-Certified SOF2 qualification requirements – Approved</li> <li><b>HENRY, Servondo – Tri City FD:</b> Completed ENGB qualification requirements – Approved (J Truett Interim approval 8/18/16)</li> <li><b>HUDDLESTON, Eric – DFFM Southeast:</b> (1) Completed ENGB qualification requirements – Approved. (2) Completed FIRB qualification requirements – Approved. (S Millert Interim Approval 8/16/16) (3) Initiate FAL2(t) taskbook – Not Approved. (S Millert Interim Approval 8/16/16 – Eric had current CPR/1<sup>st</sup> Aid in August when Steve gave interim approval. The CPR/1<sup>st</sup> Aid has since expired and committee did not approve. Eric can resubmit when he has current CPR/1<sup>st</sup> Aid)</li> <li><b>HUDSON, Terry – DFFM State Office:</b> File Transfer for ICT4(t) – Not Approved. The committee did not see sufficient documentation to transfer the ICT4(t) qualification and Terry has not met the minimums experience required per Policy 804</li> <li><b>JACKSON, Brian – Sonoita Elgin FD:</b> Initiate ICT4(t) taskbook – Approved</li> <li><b>JONES, Nate – Flagstaff FD:</b> Initiate CRWB(t) taskbook – Approved (A Green interim approval 9/12/16)</li> <li><b>KAADY, Dan – DFFM Northern:</b> Completed ENGB qualification requirements – Approved. Initiate FAL1(t) taskbook – Approved</li> <li><b>KEAN, Mike – Fry FD:</b> Completed ENGB qualification requirements – Approved (S Millert Interim Approval 9/5/16)</li> <li><b>KENNEDY, Mark – Tusayan FD:</b> Initiate MEDL(t) taskbook – Approved</li> <li><b>LAINSON, Joseph – Golder Ranch FD:</b> File Transfer for FAL1 qualification requirements – Approved. NOTE Joseph's FAL1 qualification expired Sept 2016. If he has experience that has not been entered he may be able to update his qualification. Otherwise he can follow the Re-Certification procedures outlined in the Committee By-Laws</li> <li><b>LINGLEY, PJ – Pinewood FD:</b> Initiate FAL2(t) taskbook – Approved</li> <li><b>LOFGREN, Skyler – Flagstaff FD:</b> (1) Completed ENGB qualification requirements – Approved. (2) Initiate ICT4(t) taskbook – Approved.</li> <li><b>LOPEZ, Mitch - Highlands FD:</b> Initiate ENGB(t) taskbook – Approved</li> <li><b>MANCILLA, Gilbert –Glendale FD:</b> Initiate RESL(t) taskbook – Approved</li> <li><b>MAYHEW, Steve -Avondale FD:</b> Initiate ENGB(t) taskbook – Approved</li> <li><b>McDONALD, Ed – Phoenix FD:</b> Completed GSUL qualification requirements – Approved</li> <li><b>MILLS, Chuck – Tubac FD:</b> Completed ENGB qualification requirements – Approved (Documentation error in March 2014 meeting addressed)</li> <li><b>MIRABELLI, Louis – Palominas FD:</b> Initiate ICT4(t) taskbook – Approved</li> <li><b>MIRANDA, Todd – Sedona FD:</b> (1) Completed STCR qualification requirements – Approved. (2) Completed</li> </ul>
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	<p>STEN qualification requirements – Approved. (3) Completed STEQ qualification requirements – Approved.</p> <ul style="list-style-type: none"> <li>• <b>NOFFZ, Duane - Vernon FD:</b> Completed STEN qualification requirements – Approved</li> <li>• <b>ORTIZ, Robert- Highlands FD:</b> Completed FAL2 qualification requirements - Approved</li> <li>• <b>OTTMAN, JD – DFFM Northeast:</b> Completed FIRB qualification requirements – Approved</li> <li>• <b>PASTOR, Jack – Ponderosa FD:</b> Initiate FAL2(t) taskbook – Approved.</li> <li>• <b>PERRONE, Brian – DFFM Central:</b> Completed INVf qualification requirements – Approved.</li> <li>• <b>PIZANO, Gilbert – ADOC Douglas Crew:</b> (1) Initiate ENGB(t) taskbook – Approved. (2) Initiate CRWB(t) taskbook – Approved.</li> <li>• <b>REYES, Steve – DFFM Southeast:</b> (1) Initiate ENGB(t) taskbook – Approved (S Millert Interim Approval 5/1/16). (2) Initiate CRWB(t) taskbook – Approved (S Millert Interim Approval 5/1/16). (3) Completed ENGB qualification requirements – Approved.</li> <li>• <b>RIPPY, Mark – Sedona FD:</b> Completed ENGB qualification requirements – Approved (A Green Interim Approval 8/3/16)</li> <li>• <b>ROBBINS, James – DFFM Northwest:</b> Initiate RXB2(t) taskbook – Approved</li> <li>• <b>ROCHE, Ben – Central Arizona FD:</b> Initiate TFLD(t) taskbook – Approved (R Shumate Interim Approval 9/9/16)</li> <li>• <b>RODRIGUEZ, Dave – Desert Hills FD:</b> Completed ENGB qualification requirements – Approved</li> <li>• <b>ROSE, Cody – Central Arizona FD:</b> Initiate ICT4(t) taskbook – Approved</li> <li>• <b>ROSENBERG, Joel – Verde Valley FD:</b> Initiate ICT4(t) taskbook – Approved.</li> <li>• <b>ROVA, Marc – Pinetop FD:</b> (1) Initiate ICT4(t) taskbook – Approved. (2) Initiate STEN(t) taskbook – Approved. (3) Transfer FALB from USFS to Pinetop – Approved. NOTE Joseph's FAL2 qualification expired in 2013. If he has experience that has not been entered he may be able to update his qualification. Otherwise he can follow the Re-Certification procedures outlined in the Committee By-Laws.</li> <li>• <b>ROZNOVAK, Joe – DFFM Northeast:</b> Initiate ICT4(t) taskbook – Approved (G Beaudoin Interim Approval 7/14/16)</li> <li>• <b>SCHMIDT, Kris – Yucca FD:</b> Initiate ENGB(t) taskbook – Approved</li> <li>• <b>SPANARELLA, John – Golder Ranch FD:</b> (1) File Review – CRWB qualification was not included in the file review during the meeting in July – transfer of CRWB Approved. (2) Initiate TFLD(t) taskbook – Approved</li> <li>• <b>STEVENS, Dean – Golder Ranch FD:</b> (1) Initiate ENGB(t) taskbook – Approved. (2) Initiate CRWB(t) taskbook – Approved</li> <li>• <b>STLUKA, Chad – Christopher Kohls FD:</b> (1) Completed ENGB qualification requirements – Approved. (2) Completed FALB qualification requirements – Approved</li> <li>• <b>STOUT, Jim – Casa Grande FD:</b> Initiate TFLD(t) taskbook – Approved</li> <li>• <b>TIMMINS, Kim – Tonto Basin FD:</b> Initiate ENGB(t) taskbook – Approved</li> <li>• <b>TRUETT, John – DFFM State Office:</b> Completed FBAN qualification requirements – Approved</li> <li>• <b>UFERS, Jonathan – Desert Hills FD:</b> Initiate ENGB(t) taskbook – Approved</li> <li>• <b>VASQUEZ, Leo – DFFM Central:</b> Completed ENGB qualification requirements – Approved (J Truett Interim Approval 8/1/16)</li> <li>• <b>WALTER, Jay – Daisy Mountain FD:</b> Completed SOF2 qualification requirements – Approved.</li> <li>• <b>WILLIAMS, Charlotte – Pinetop FD:</b> (1) Initiate COST(t) taskbook – Approved. (2) Initiate TIME(t) taskbook – Approved.</li> <li>• <b>WILLIAMS, Ricky – Avondale FD:</b> Completed ENGB qualification requirements – Approved</li> </ul>				
<ul style="list-style-type: none"> <li>• Update IQS/ROSS according to results</li> </ul>	<table> <tr> <th data-bbox="901 1272 1258 1312">PERSON RESPONSIBLE</th><th data-bbox="1258 1272 1468 1312">DEADLINE</th></tr> <tr> <td data-bbox="901 1312 1258 1350">Susan Burger</td><td data-bbox="1258 1312 1468 1350">December 2, 2016</td></tr> </table>	PERSON RESPONSIBLE	DEADLINE	Susan Burger	December 2, 2016
PERSON RESPONSIBLE	DEADLINE				
Susan Burger	December 2, 2016				
NEXT MEETING	<p style="text-align: center;"><b>Next Meeting January 31, 2017</b></p> <p style="text-align: center;"><b>Friday January 6<sup>th</sup> is the deadline for requests to be included on the agenda for the Qualification Review Meeting on January 31<sup>st</sup>.</b></p> <p><b>If you would like to submit a request for the Qualification Review Committee please contact Susan Burger at <a href="mailto:azredcards@azsf.gov">azredcards@azsf.gov</a> or 623-474-1451 to have your request added to the agenda for the next Committee meeting. Thank You. SB</b></p> <p><b>If you were approved to initiate a new task book please send a copy of the initiation page (the task book cover sheet) to Susan Burger. IQS, ROSS, &amp; your Red Card will not be updated with the new trainee position until the Cover Page is received.</b></p>				