

AZ State Wildfire Qualifications Review Committee

MINUTES

NOVEMBER 28, 2007

10:00 AM

PHOENIX, AZ

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

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

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

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

(reviews continued)

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

NEXT MEETING

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