December 1, 2019

TO: FIRESCOPE Operations

 March Air Reserve Base

 23300 Castle St.

 Riverside, CA 92518

FROM: FIRESCOPE TASK FORCE

SUBJECT: New ICS Form: ICS 215C (Contingency Planning Analysis)

SUMMARY

As part of FIRESCOPE’s 2019 Plan of Work, an ICS form has been developed to document the contingency planning decisions and analysis by management of incidents and planned events. This form was developed by a FIRESCOPE Task Force working group to be applicable for any all-hazard incident type. In addition the form is designed as modular, scalable and appropriate for all levels of complexity.

The working group sought and received input from experienced and current members of CAL FIRE, Federal and CAL OES Type 3 incident management teams. The recommendations of this proposal addresses the finding of the working group with a recommended plan of action for 2020.

RECOMMENDATIONS

1. Adopt the proposed draft ICS 215C form as a FIRESCOPE pilot program for use during 2020 and solicit input if used by:
	1. CAL FIRE Incident Management Teams
	2. CWCG Federal Type 1 and Type 2 Incident Management Teams
	3. CAL OES Fire & Rescue Type 3 AHIMTs
2. Communicate proposed form and findings at national and state levels through appropriate channels to FEMA, NWCG, CAL OES Law and CAL OES Emergency Management to solicit their participation in 2020 ICS 215C pilot program.
3. Following the 2020 ICS 215C pilot program, a final version will be developed by the FIRESCOPE Task Force incorporating the feedback and input of the pilot program’s participants.

IMPLEMENTATION PLAN

Upon approval of proposed form as a pilot program to the identified stakeholders, the following steps will be taken:

1. A minimum of one and maximum of three from each participating agency in the pilot program will be identified to act a liaison(s) as part of the FIRESCOPE Task Force 215C Working Group.
2. The Working Group through the liaisons will provide orientation and training as needed to introduce the ICS 215C form and instructions.
3. This Working Group will solicit input and feedback into the final product for presentation to FIRESCOPE TF by December 2020.

WORKING GROUP

The working group for the ICS 215C comprised of the following individuals.

DC Brook Spelman CAL FIRE (FIRESCOPE Task Force Representative to Working Group)

BC Phill Veneris (retired) CAL FIRE

DC Rich Drozen (retired) CAL FIRE

DC Woody Enos Santa Barbara County Fire Department

DC Mark Brown Marin County Fire Department

DC Dave Russell CAL FIRE

BC David Barnett San Jose Fire Department

While, no Forest Service or DOI agency personnel joined the working group, input was solicited and received from several before and after a presentation of the ICS 215C to the Plans and Operations Chiefs at the CIIMT meeting in April 2019 at McClellan.

FINDINGS

Finding 1: Several California fire service agencies and incident management teams do have training, procedures or practices for contingency planning. However, ICS lacks a standard product or form which communicates the plan for a specific incident or planned event. A standard contingency planning analysis form is appropriate and needed to document contingency planning decisions. The ICS 215C woud also establish a standard for components of a contingency plan which is being increasingly required of incident management by agency administrators and politicians.

Finding 2: A contingency planning form needs to be scalable and modular thereby enabling simple and less complex uses while also able to address the complexities facing Type 1 and 2 incidents. Initial versions of the form were too simple to address the contingency planning needs of any type of all-hazard incident and all complexity levels. It also lacked several components of contingency plans expected of or provided by many teams currently.

Finding 3: Components of the ICS 215C should include the components of the form attached to this proposal: optional initial checklist, executive summary page which includes management evaluation point or decision point, map, resource needs summary, evacuation plan, logistics impacts, description of critical infrastructure and resources as well as form instructions. The final ICS 215C can be built as appropriate for the incident or planned event using one or more of these components. The form should use the standard FIRESCOPE and NWCG format.

Finding 4: During 2020 the ICS 215C should be adopted as a FIRESCOPE pilot program seeking input from CAL FIRE IMTs, CWCG CIIMTs, CAL OES Type 3 AHIMTs, as well as to FEMA, NWCG, CAL OES LAW and Emergency Management for feedback and validation. Feedback and improvements will be solicited by the working group with the intent of a final product to FIRESCOPE Task Force in December 2020. This pilot program will allow agencies and teams to evaluate the form and adapt their current processes for contingency planning towards a standardized approach in 2021, while also soliciting their input into the final product.

Finding 5: Two outcomes of the pilot program should include the following. #2 will require coordination with the FIRESCOPE GIS Specialist Group

1. Determine and validate of definitions for Management Action or Evaluation Point/Decision Point and Operational Responsibility Areas. Variety of terminology currently is in use by the California Fire Service and throughout nation to communicate these concepts.
2. Evaluate GIS symbology established by NWCG and FIRESCOPE is sufficient for contingency planning purposes. While NWCG does establish Management Action Point lines symbols, there are no standards for evacuation zones and the Operational Responsibility Areas assigned to Branches or Divisions.

CONCLUSION

ICS 215C will provide standard expectations and a commonly understood product for contingency planning. Furthermore, the ICS product supports implementation of the PACE model for incident action planning, in a scalable, modular and comprehensive form appropriate for the complexity of any all-hazard incident or planned event.