

Arizona State Wildfire Qualification Review Committee

MINUTES

April 6, 2020

1000-1130

Video/Conference

MEETING CALLED BY	Susan Burger, AZ Department of Forestry and Fire Management (DFFM) Qualification and Training Specialist		
TYPE OF MEETING	Qualification Review Meeting		
COMMITTEE MEMBER ATTENDEES	AZ DFFM: Susan Burger, Krista Countryman, Rick Miller, Bob Arthur, Steve Millert, Joe Barreras (for D Colgan), Russ Shumate A1S Northern District: Shelby Erickson-Highlands FD A2S Northeast District: Dennis Stern-Timber Mesa FD A3S Southeast District: Chris Ader-Three Points FD, Mike Hoyer-Green Valley FD A4S Central District: Tyson Esquibel - Peoria FD A5S Northwest District: Todd Abel–Central Arizona Fire & Medical, Harley Harmon-Mohave Valley FD		
COMMITTEE MEMBERS ABSENT	AZ DFFM: Tony Sciacca A1S Northern District: Jayson Coil-Sedona FD A2S Northeast District: Randy Chevalier-Timber Mesa FD A3S Southeast District: All Present A4S Central District: 2 nd Slot Vacant A5S Northwest District: All Present		
CHAINSAW REPRESENTATIVE	Jake Guadiana Available via phone		
GUESTS	Jeff Gallivan-DFFM A4S, Eric Huddleston-DFFM A3S, Steven James-Surprise FD, Al Kingsley-Arivaca FD, Skyler Lofgren-Flagstaff FD, Todd Miranda-Sedona FD, Mike Pickett-Summit FD, Paul Summerfelt-Flagstaff FD; Jack Upchurch-DFFM A3S, Richard Wallace-Pinetop FD; Zack Van Slyke-Alpine FD		
ITEM #1 Discussion Items			
<ul style="list-style-type: none"><u>Discussion & Proposed Revision/Clarification to Committee By-Laws or the SOG 804:</u><u>SOG 804 Discussed Revisions:</u> There was no discussion re: potential SOG-804 revisions<u>Committee By-Laws Revision:</u> There were no revisions or discussions regarding the committee by-laws during this meeting.<u>Committee Membership:</u> There were no revisions or discussions regarding committee membership during this meeting. <p><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></p>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none">Distribute Meeting Minutes to Committee Members, Guests, and Wildland Coordinators/Training Officers who represent employees whose requests were reviewed during the meeting.		Susan Burger	April 10, 2020

AZUKAS, Victor	Nogales FD	Completed ENGB Qualification Requirements - Approved
BARR, Ariel	Arizona F & M	Initiate ICT4 Task Book - Approved
BARRERAS, Joe	AZ DFFM – Central	Initiate TFLD(t) Task Book – Approved
BARRERAS, Joe	AZ DFFM – Central	Initiate SOFR(t) Task Book – Approved
BLISS, Scott	Central Arizona F & M	Initiate PSC2(t) Task Book – Approved
BORSZICH, Mike	AZ DFFM – State Office	Initiate UASP(t) Task Book – Approved
BUNTIN, Darrell	Central Arizona F & M	Initiate CRWB(t) Task Book – Approved
BUNTIN, Darrell	Central Arizona F & M	Initiate HEQB(t) Task Book - Approved
CAROTHERS, Cougan	Central Arizona F & M	Completed DIVS Qualification Requirements - Approved
CARVER, Doug	ADOC - Tucson 1	Initiate ICT4(t) Task Book – Approved
COOPER, Shane	AZ DFFM – Phx Crew	Completed FAL2 Qualification Requirements - Approved
DIAZ, Gerardo	AZ DFFM – Phx Crew	Completed FAL2 Qualification Requirements - Approved
ELLIOT, Flip	AZ DFFM - Southeast	Initiate LSC3(t) Task Book - Approved
HERNANDEZ, Ronnie	Peebles Valley FD	File Review – Requested transfer of ENGB qualification from previous employer (J3 Contracting) to Peebles Valley FD. Approved as ENGB(t) until a qualified Federal or State ENGB, who has been approved by the State Committee, recommends ENGB Qualification. Once recommendation is obtained, submit Re-Certification Evaluation, ICS-225, and signed Agency Certification Page to Committee and request review for ENGB qualification.
HOYE, Mike E	Green Valley FD	Initiate LSC3(t) Task Book - Approved
JAMES, Steven	Surprise FD	Initiate ICT4(t) Task Book – Approved
JAMISON, Richard	Summit FD	Initiate MEDL(t) Task Book - Approved
JOHNSTON, Kevin	Surprise FD	Completed FACL Qualification Requirements - Approved
KEAN, Mike	Fry FD	Initiate ICT4(t) Task Book – Approved
KELLEY, Clint	AZ DFFM	Completed ICT4 Qualification Requirements - Approved
KRAMER, Linda	Pinetop FD	Initiate CRWB(t) Task Book – Approved
KRAMER, Linda	Pinetop FD	Initiate ENGB(t) Task Book – Approved
LOZANO, Pedro	Arivaca FD	Initiate ENGB(t) Task Book – Approved
LUCAS, Ralph	Prescott FD	Initiate OSC1(t) Task Book – Approved
MAY, Nick	Highlands FD	Initiate CRWB(t) Task Book – Approved
MAY, Nick	Highlands FD	Initiate ENGB(t) Task Book – Approved
MAY, Nick	Highlands FD	Initiate HEQB(t) Task Book – Approved
MOODY, Logan	Yavapai	Initiate RESL(t) Task Book - Approved
MOORE, James	Highlands FD	Initiate CRWB(t) Task Book – Approved
MOORE, James	Highlands FD	Initiate HEQB(t) Task Book – Approved
MOORE, James	Highlands FD	Initiate FIRB(t) Task Book – Approved
MORENO, Mayra	AZ DFFM	Initiate LSC3(t) Task Book – Approved
OLTROGGE, Paul	Flagstaff FD	Completed DIVS Qualification Requirements - Approved
PETERSEN, Scott	Golder Ranch FD	Initiate ENGB(t) Task Book – Approved

ROSE, Cody	Central Arizona F & M	Initiate STEN(t) Task Book – Approved
FERRUCCI, Margie	Southern Yavapai	Initiate PIO2(t) Task Book - Approved
SCHLOSS, Derek	Northwest FD	Completed TFLD Qualification Requirements - Approved
SHEARER, Jeff	Yarnell FD	Initiate MEDL(t) Task Book – Approved
SIMONEAU, Jeremy	AZ DFFM	Completed FAL2 Qualification Requirements – Approved
SNYDER, Tim	Central Arizona F & M	Completed STEN Qualification Requirements - Approved
SNYDER, Tim	Central Arizona F & M	Completed STEQ Qualification Requirements - Approved
STRUBLE, Chris	St. Johns FD	Initiate ENGB(t) Task Book - Approved
TEAGUE, Burrell	AZ DFFM	Completed CRWB Qualification Requirements – Approved
TEAGUE, Burrell	AZ DFFM	Completed ICT4 Qualification Requirements – Approved
TRAUTWEIN, Jon	Sedona FD	File Review – Requested transfer of STEN qualification from previous employer (CA, Pasadena FD) to Sedona FD. His Qualifications were obtained under the California Incident Command Certification System (CICCS). Jon met the qualifications standards which were reviewed and approved by the OSFM. He submitted his documentation. His STEN qualification expired in 2019. He will need to complete a re-certification assignment and submit the Re-Certification Evaluation, ICS-225 and an Agency Certification.
VALLELY, Hugh	Mayer FD	Initiate LOFR(t) Task Book – Approved
WALTER, Merydth	Daisy Mountain Fire & Medical	File Review – Requested transfer of qualifications from previous employer (Forest Fire Management Victoria, AU) to Daisy Mountain FD. She submitted a letter from the Emergency Management Learning and Development Manager (Giles Handreck Forest Fire Management Office Victoria) stating her qualifications (Incident Controller Level 2, Operations Officer Level 2, Bushfire Investigator, Burn Officer in Charge) were accredited. The Committee approved a transition plan, that was proposed by the sub-committee, assigned to support the transition of her Qualifications to Wildland positions in Arizona while ensuring she meets the NWCG 310-1 requirements. The details are outlined in Appendix A below.
WEAVER, Don	AZ DFFM	Initiate PSC1(t) Task Book – Approved
WEAVER, Don	AZ DFFM	Completed PSC2 Qualification Requirements - Approved

	PERSONS RESPONSIBLE	DEADLINE
• Update IQS/ROSS and Issue new Red Cards	Susan Burger	Feb 5, 2020

NEXT MEETING	Next Meeting July 8, 2020
	If you would like to submit a request to the State Qualification Review Committee, please contact Susan Burger at AzRedCards@dffm.az.gov to have your request added to the agenda for the next Committee meeting. Thank You. SB
	Friday, June 19th, is the deadline for requests to be included on the agenda for the Qualification Review Meeting on Jul 8th.
	If you were approved to initiate a new task book, please send a copy of the task book cover sheet to AzRedCards@dffm.az.gov. IQS, IROC, or your Red Card will not be updated with the new trainee position until the Cover Page is received.

APPENDIX A

MARCH 10, 2020:

Committee Members in Attendance:

DFFM: Susan Burger; Bob Arthur; Eric Huddleston

A1S:

A2S: Dennis Stern

A3S: Chris Ader, Mike Hoyer

A4S: Tyson Esquibel

A5S: Todd Abel, Harley Harmon

Guests: Graeme Barnes, Darby Starr, Merydth Walter, Dave Wilson

State Wildland Qualifications Committee Meeting. Merydth Walter presented an overview of the training and qualification structures in Victoria Australia and outlined the pathway she followed to obtain her qualifications. She also distributed a Course Overview, Oral and Skills Assessments, Written Assessments, and Theory Assessments packets for the positions relevant to the pathway she followed throughout her career. Given the amount of information and the time constraints of the meeting on 3/10, the committee tasked a sub-committee (Todd Abel, Bob Arthur, Susan Burger) to meet separately prior to the next meeting on April 6th 2020. Their task was to review and analyze the training and qualification requirements in Victoria, Australia, compare them with the NWCG 310-1 requirements, and then provide a proposal re: a transfer of her qualifications to the committee at the next meeting.

APRIL 1, 2020

Sub-Committee Equivalency Meeting Attendance: Todd Abel, Bob Arthur, Susan Burger, Krista Countryman

The sub-committee met for the purpose of (1) Analyzing the course content for the courses that were completed by Merydth Walter in Victoria, Australia as she advanced throughout her career from one position to another (2) Analyzing the performance requirements that were included in the task books she completed to become qualified in the positions she obtained as she advanced from one position to another (3) Compare the training and performance Merydth completed to the NWCG approved task books and courses (4) Determine what/if NWCG requirements for training and/or task book completion have been met. (5) Award equivalency credit for Training/Task Book experience where the criteria have been met.

During the process of review, the sub-committee requested her certification documents. Merydth obtained many of her qualifications prior to the use of Task Books in Victoria and, for the more recent qualifications, she stated she is not sure if she has them and, if she does, they are packed away in a storage unit in Australia and she does not have access to them now. She did not keep her training assessment packets. She has the letter from the Training Manager in Victoria stating her top level qualifications and little more.

Given the amount of documentation that Merydth did not have, the sub-committee was unable to compare her actual task books or her training to the NWCG requirements. Based on the letter from her Training Manager (which IS an acceptable form of documentation per SOG-804) the sub-committee is proposing the following:

APPENDIX A

	Training	Experience	Admin Details
ENGB(t) ENGB	IS-100, IS-200, IS-700	One Re-Certification Assignments with a qualified ENGB who has been approved by the State Committee and does not work for Daisy Mt. Fire and Medical	Submit ENGB Cover Sheet, IS-100, IS-200, IS-700 to start. Submit Re-Certification Eval, ICS-225, and Agency Certification Signature when complete
State Committee for Review/Approval			
ICT4(t) *Can work on concurrently with ENGB ICT4	IS-100, IS-200, IS-700	Two Re-Certification Assignments with a qualified ICT4 who has been approved by the State Committee. At least one assignment to be completed with an ICT4 who does not work for Daisy Mt. Fire and Medical	Submit ICT4 Cover Sheet to start. Submit Re-Certification Evals & ICS-225 for each assignment and Agency Certification Signature when complete
State Committee for Review/Approval			
TFLD(t) TFLD	ICS-300, ICS-400 IS,800, S-215, S-330	No Requirement to complete qualified assignment to initiate Complete PTB, 2 Assignments / 2 Evaluators – no requirement re: Operational Periods	Submit TFLD Cover to start. Submit PTB Evaluations, ICS-225s for each assignment, Required Training Certificates, Agency Certification when complete
State Committee for Review/Approval			
DIVS(t)	S-339, S-390	No Requirement to complete qualified assignment to initiate Otherwise over to SOG-804 requirements	Submit DIVS Cover to start.