Date: January 12, 2018

To: Ronny J. Coleman, Chairman
Statewide Training and Education Advisory Committee
c/o State Fire Training

From: Andrew Henning, Chief, State Fire Training

Subject/Agenda Action Item: Incident Command System (ICS) Instructor - Rank and Professional Experience

Recommended Actions: Information/Discussion

Background Information:
The 1997 and 2008 edition of the State Fire Training Procedures Manual required that instructors for ICS courses be appointed to the rank of suppression officer. During the rulemaking activities to adopt by reference the 2015 edition of the State Fire Training Procedures Manual the rank requirement was inadvertently deleted.

Analysis/Summary of Issue:
This change will restore the rank requirement for Incident Command System (ICS) Instructors that has been in place since at least 1997.

Recommendation:
SFT Staff is recommending that the rank requirement of “appointed to the rank of suppression officer” be brought back to match the original intent from the 1997 and 2008 edition of the State Fire Training Procedures Manual.

The changes will initially be an Interim SFT Procedure, and will be reflected in the next SFT Procedure Manual.
INTERIM SFT PROCEDURES

Procedure Title: Incident Command System (ICS) Instructor - Rank and Professional Experience
Effective Date: January 16, 2018
Section Change: Updated section 6.8.10.5: Rank and Professional Experience

All new text appears in underline. All deleted text appears in strikeout.

6.8.10: INCIDENT COMMAND SYSTEM (ICS) INSTRUCTOR

6.8.10.5: Rank and Experience
A. A primary instructor for an ICS Instructor Course shall be appointed to the rank of suppression officer and meet the rank and meet the professional experience qualifications listed below.

1. Performing in an “acting” capacity does not qualify.

<table>
<thead>
<tr>
<th>FSTEP Course</th>
<th>Rank and Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced Incident (AAIM)</td>
<td>A qualified Command or General staff position during Type 1 complex incidents while assigned on an incident management team (IMT)</td>
</tr>
<tr>
<td>All-Hazards Management</td>
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<tr>
<td>100-level courses and 200-level courses</td>
<td>Performed at the first-line supervisor level on an incident</td>
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<tr>
<td>300-level courses</td>
<td>Performed at the Unit Leader level on an incident</td>
</tr>
<tr>
<td>400-level courses</td>
<td>Performed at the Section Chief level on an incident</td>
</tr>
<tr>
<td>Terrorism Liaison Officer – Basic</td>
<td>Fire service experience as a Terrorism Liaison Officer</td>
</tr>
</tbody>
</table>

Justification: The 2008 edition of the State Fire Training Procedures Manual required that instructors for ICS courses be appointed to the rank of suppression officer. During the rulemaking activities for the 2015 edition of the State Fire Training Procedures Manual the rank requirement was inadvertently left out. This interim procedure manual will return the instructor requirements to the original intent.

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Issued: January 16, 2018
This Interim Procedure provides guidance and/or interpretation on SFT Procedures and shall be effective for 12 months from the approval date.