Welcome to all, meeting rules apply

1. Overview of current situation (ICS 209)
2. Brief of key safety considerations
3. Review Work Analysis Matrix (ICS 234)
4. Review of the Operational Planning Worksheet (ICS 215)
5. Review of Organisational Chart for the operations section (ICS 207)
6. Validate adherence to Incident Objectives (ICS 202)
7. Confirm required tactical resources
8. Review Safety Analysis (ICS 215a)
9. Review Resources at Risk (ICS 232 and Env. Analysis ICS215e)
10. Review logistics issues
11. Review financial issues
12. Review Open Action Tracker (ICS 233)
13. Final confirmation of agreed tactics
14. Next meeting — PLANNING MEETING

Facilitator: Planning Officer

Meeting Agenda & Ground Rules

- ICS 209 Incident Status Summary
- ICS 202 Incident Objectives
- ICS 234 Work Analysis Matrix
- ICS 201-4 Resource Summary
- ICS 207 Org. Chart Operations
- ICS 233 Open Action Tracker & Nemo Log
- ICS 215 Operational Planning Worksheet
- ICS 215 A&E Safety/ENVL Analysis
- ICS 230 Daily Meeting Schedule

Meeting Display

- Weather Report
- ICS 232 Resources at Risk
- Common Operating Picture
- ICS 202A IC Direction

Roll Call
- Operations Officer
- Planning Officer
- Logistics Officer
- Finance Officer
- Resource Unit Coordinator
- Intelligence Officer
- Safety Officer
- Management Support Officer

Meeting Rules
- Presenter front & center
- Phones on vibrate/silent
- No texting
- No side bar conversations
- Stick to the agenda

Last Updated: 24 Oct 2019