

## Exhibit 6213 DEFINITIONS OF WORDS AND TERMS (6200)

(May 2003)

**Agency Representative** An individual assigned to an incident from an assisting or cooperating agency who has been delegated full authority to make decisions on all matters effecting that agencies participation at the incident.

**Assistant Camp Superintendent** The individual who is second-in-command of the CYA program in a youth conservation camp.

**Base (Incident Base)** The location at which the primary logistics functions are coordinated and administered.

(Incident names or other designator will be added to the term "Base"). The Incident Command Post may be collocated with the base. There is only one base per incident.

**Battalion Chief (BC)** An assistant to the Division Chief, if authorized. A Battalion Chief may conduct operations at a training center.

**Board of Fire Services** An advisory board that makes recommendations to the Governor, Legislature, and Fire Marshall. Members are appointed by the Governor.

**Board of Forestry** An appointed board that determines forest policy for the state, and provides policy guidance for the Department of Forestry and Fire Protection.

**Case Conference** A joint staff meeting established to set goals and review the progress of wards assigned to a camp.

**Camp** A conservation camp.

-or-

A geographical site, within a general emergency incident area, separate from the base, equipped and staffed to provide food, water, and sanitary services to incident personnel.

**Camp Superintendent** The individual who has administrative responsibility for the CYA program in a youth conservation camp.

**Camp Program** The Conservation Camp Program is authorized by Section 2701a of the Penal Code and established as the "California Conservation Camp Program" by Section 4951 of the Public Resources Code. The Camp Program is an umbrella term referring to the cooperative agreements between signatory agencies, the physical facilities and equipment, the staffing, and the populations of the conservation camps.

**CYA** The California Youth Authority, a department of the Youth and Adult Corrections Agency.

**HEM** Heavy Equipment Mechanic-Mechanic for state vehicles.

**Institution-Based Camps** Those camps cooperatively established and operating out of a correctional institution.

**Lieutenant Supervisor** responsible for custody of wards, security, and supervision of staff in a conservation camp.

**Master Agreements** The formal document that contains statements of each agency's mutual responsibilities in the joint operation of adult conservation camps.

**Maintenance Mechanic** A state employee responsible for camp maintenance needs.

**Mobilization Center** A mobilization center is an off-incident support facility in a pre-designated central location that can be used for mobilization, demobilization, rest and relaxation (R&R), relief, and staging.

**CDF** The California Department of Forestry and Fire Protection, a department of the Resources Agency.

**Camp Duty Officer** Senior CYA staff member on duty with responsibility for all camp activities. Assigned by the CYA camp Superintendent.

**Clerical Staff** Employees who are responsible for a wide variety of office support duties.

**Custodial Personnel** Employees of CYA who have, as major part of their job, responsibility for the custody and treatment of wards or residents.

**Conservation Camps** Those facilities that are cooperatively established and operated by CDC or CYA and CDF and by CDC and the Los Angeles County Fire Department (LAC), for the custody, training, and utilization of state prison inmates for emergency work and conservation related projects.

**Youth Correctional Counselor** An employee of CYA who carries a caseload and counsels wards.

**Youth Correctional Officer** An employee of CYA with peace officer status who has responsibility for custody, health, and safety of wards assigned to a youth conservation camp.

**Technical Specialist** ICS advisors special experience with cam crews on emergencies.

**Director** The appointed Directors of CYA and CDF. In regards to the conservation camp program and all CYA and CDF administration, the term "Director" is symbolic of the authority vested in the office and in the agents designated to act on behalf of the Director.

**DDMS** Disciplinary Decision-Making System is a process which ensures a ward the right to due process in disciplinary matters.

**Division Chief** The working title for an Assistant Chief who has administrative responsibility for the CDF program in a conservation camp.

**Duty Officer** Correctional employee who is responsible for routine operation of a conservation camp during a specific shift.

**Fire Crew Captain (FCB)** The working title for an employee in the civil service class of Fire Captain "B" who directly supervises the work of wards and is responsible for their custody while they are assigned to his or her supervision.

**Move-Up-and-Cover** Crews being moved from one location to another to fill in behind crews that are on an emergency assignment.

**Parole Agent** A CYA employee responsible for basic treatment procedures necessary to prepare a ward for parole and casework.

**Penal Code** Statutes (laws) established by the California State Legislature, relating to crimes and punishment.

**Region** CDF organization: One of two administrative areas of the state.

**Region Chief** The chief administrator responsible for the management of a region.

**Sargent** An employee of CYA who supervises wards all Youth Correctional Officers.

**Senior Youth Correctional Counselor**

An employee of CYA who supervises Youth Correctional Counselors and is generally responsible for the in-camp program.

**Sheriff's Card****\*Escape Card**

A ward identification card which includes a current photograph with the following information on the back:

- Ward name
- Number
- Physical description
- County of commitment
- Committing offense
- CII #, FBI #, and fingerprint classification #

**Staff Chief, Cooperative Fire Protection** The headquarters staff office headed by a department program manager (FFPA) who provides supervision of the Deputy Chief of the Conservation Camp Program, along with other programs.

**Staging Area** A centrally located rendezvous point for personnel and equipment responding to or being released from emergency assignments.

**Stand-by** Maintaining a state of readiness for immediate dispatch.

**Supervising Cook** An employee of CYA who monitors the camp culinary program.

**Temporary Spike Camp-Spike Camp** Any camp which provides eating and sleeping facilities for wards and supervisory personnel without their returning daily to a conservation camp, established to permit work on projects and operated and administered as a part of an established camp.

**Unit (CDF)** A geographic and administrative subdivision of a region where the business of the department is administered by a CDF Unit Chief.

**Unit Chief** A CDF employee assigned to administer a CDF Unit. The Camp Division Chief will normally report to a Unit Chief.

**Unit Personnel** Employees who are assigned to a CDF unit.

**Ward Grievance System** A complaint process for wards.

**Vocational Instructor** An employee of CYA responsible for ward vocational education at the camp.

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