



NWCG Meeting Notes

July 17 2019

Executive Board (EB): Garth Fisher (BIA), Aitor Bidaburu (USFA), Dan Smith (NASF), Frank Guzman (USFS), Shane McDonald (FWS), Mark Koontz (NPS), Will May (IAFC), Jeff Arnberger (BLM), Kim Van Hemelryck (DOI OWF Liaison), Tim Sexton (RD&A), Jim Durglo (ITC).

NWCG Staff: Sean Cross (NWCG Manager), Deb Fleming (Coordinator), Jeff Hughes (Training Prm Mgr), Krysta Shultz (Exec. Secretary), Tim Blake (Coordinator), Paul Schlobohm (Coordinator), Jesse Bender (Publications Mgr), Nancie Turner (Webmaster).

Guests: Roshelle Pederson (Co-Chair, Data Management Committee), Cole Belongie (Co-Chair, Data Management Committee), Steve Shaw (Chair, Operations and Training Committee), Clint Cross (Fire Danger Subcommittee), Mark Goeller (Chair, Risk Management Committee).

Topic & Notes	Decision
<p>Data Management Committee (DMC) Center of Excellence</p> <ul style="list-style-type: none"> The DMC is exceeding the capacity and scope of an NWCG Committee as the user community is seeking their expertise for a data process, functions, and governance. Vision is to create a Data Management Program. Starting the conversation amongst several leadership groups to look toward the future of creating a systematic and sustainable approach for achieving the needs for wildland fire data management. DMC to develop and return with a proposed way forward. NWCG staff will work with the DMC to draft a memorandum to address the needs for a national, interagency wildland fire business model for managing data. 	<p>The Executive Board (EB) supports the DMC vision.</p> <p>Topic added to September agenda.</p>
<p>Third Quarter Budget Review and Approval</p> <ul style="list-style-type: none"> Discussed reallocation requests that include: Visualization of the NWCG Graphic Standard Database and Web and Writer/Editor Contract. Detailed information on recommendations is available in the NWCG FY2020 budget spreadsheet. 	<p>Approved.</p>
<p>Incident Communications Advisory Council (ICAC) Update</p> <ul style="list-style-type: none"> An update on the NWCG response to the <i>National Incident Management System Incident Command System Refresh Recommendation, Incident Communications Advisory Council, June 2019</i>. Reply sent Friday July 12th, have not received response to date. Aitor Bidaburu, NWCG Executive Board representative on ICAC, will continue to report out as needed. 	<p>N/A</p>
<p>Plan for transitioning to a web-based <i>NWCG Standards for Wildland Fire Qualification, PMS 310-1</i></p> <ul style="list-style-type: none"> An overview of the draft web-based <i>NWCG Standards for Wildland Fire Qualification, PMS 310-1</i> was given showing the format and functionality of the redesign. The transition to the web-based format will begin in October 2019, with a year of collecting feedback from the field while both .pdf and web-based versions are available. The intent is to move exclusively to the web-based version starting October 2020. 	<p>NWCG staff will draft communication for the Oct 2019 release of the <i>NWCG Standards for Wildland Fire Qualification, PMS 310-1</i>, to convey the intent to go web-based only and include mechanisms for feedback.</p>



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<p>Operations and Training Committee (OTC) Transition to Incident Position Standards Committee (IPSC)</p> <ul style="list-style-type: none"> OTC accepts proposed name, mission and objectives from Executive Board. Name change to Incident Position and Standards Committee will be effective in October, concurrent with release of PMS 310-1. An Executive Board announcement of the name change is needed before October 2019. Jeff Arnberger to develop a draft. The 2-yr Chair rotation will be ending in December 2019. The committee will be seeking recommendations for a new Chair and Support Staff. 	<p>Board members will come prepared to give recommendations for the Chair and Support Staff by the September meeting.</p> <p>Topic added to September agenda.</p>
<p>Transition of Logistics Subcommittee</p> <ul style="list-style-type: none"> Because the mission and objectives of the Incident Logistics Subcommittee (ILSC) differ slightly from the current National Logistics Subcommittee (NLSC), the plan is to sunset the NLSC prior to standing up the ILSC. Jill McCurdy will be working with the OTC to standup the ILSC over the next several months. 	<p>Approved.</p>
<p>National Fire Danger Rating System (NFDRS) 2016 Release</p> <ul style="list-style-type: none"> Board members briefed on the current status of the NFDRS 2016 rollout, whose timelines for completion were defined in NWCG Memorandum 18-001, National Fire Danger Rating System 2016 Release, February 26, 2018. Several Geographic Areas indicate an inability to meet benchmark dates to implement the rollout in 2019. As a result, the following amendments to the rollout are proposed in a draft NWCG memo to the field: <ul style="list-style-type: none"> Allow Geographic Areas to implement workshops in the spring of 2020, Allow local units to continue to evaluate the new NFDRS model and interagency fire danger based decisions in calendar year 2020, and Implement full switch to NFDRS 2016 by January 1, 2021. 	<p>Provide quarterly updates on the progress to implementation.</p> <p>Draft memo approved for release.</p>
<p>OMB Approval of Standardized Forms</p> <ul style="list-style-type: none"> NWCG is pursuing OMB approval on standardized NWCG forms to comply w/the Paperwork Reduction Act (PRA). Validity of non-approved forms may be challenged in court, which opens users up to potential liabilities. Forms may be submitted in packages, instead of individually, to streamline the process. Need committee assistance to identify standard forms and validate their content prior to submission. Goal is to have the process complete by June 2020. 	<p>N/A</p>
<p>Approval of the NWCG Tasking to address the Corrective Action Plan for Captain Brian Hughes Serious Accident Investigation</p> <ul style="list-style-type: none"> NWCG staff met with the Chair of the Hazard Tree Subcommittee (HTSC) and Bill Kaage (NPS) to discuss next steps on the NWCG Tasking to address the Captain Brian Hughes Fatality Joint Corrective Action Plan. 	<p>Draft tasking memo approved with edits.</p>



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<ul style="list-style-type: none">Group will provide the Executive Board and both the U.S. Forest Service and National Park Service Fire Management leadership with progress updates on completion.	
<p><i>A Preparedness Guide for Firefighters and Their Families</i></p> <ul style="list-style-type: none">Executive Board discussed the feedback that has been received regarding <i>A Preparedness Guide for Firefighters and Their Families</i>. Risk Management Committee (RMC) and Mental Health Subcommittee expressed concerns with being the steward for the guide, as it does not align with their missions.The Executive Board agreed to steward the publication and convene an interagency task group to review and amend the document based on comments received.. The change will be communicated to the field once the task team is established.	<p>NWCG staff will draft a tasking memorandum to address complexity of the document, improve upon the content from a wildland fire organization and workforce perspective, and recommend a long-term stewardship solution.</p> <p>Topic added to August agenda.</p>