



## NWCG Meeting Notes

August 22, 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:** Reese Kerbow (FWS), Casey Teske (FWS), Rick Ziebart (USFA), Erik Torres (NPS), Mike Mattfeldt (USFS), Dave Haston (USFS).

Topic & Notes	Decision
<p>Approval of draft communication to field regarding Operations and Training Committee (OTC) transition to Incident and Position Standards Committee (IPSC)</p> <ul style="list-style-type: none"> <li>The Executive Board (EB) reviewed the draft memorandum that provides a brief history and discussion of the changes that will occur in October 2019 to the NWCG organization.</li> </ul>	Approved.
<p>NWCG Engagement in FEMA NQS Position Updates</p> <ul style="list-style-type: none"> <li>Reviewed list of NWCG Subject Matter Experts (SMEs) who will engage in the virtual NQS IMT Work Groups.</li> <li>Winter 2016, NIMS Integration Committee (NIMSIC) completed a similar task. That information has been passed on to the SMEs.</li> <li>Updates and questions will be directed to Deb Fleming and/or Mike Mattfeldt.</li> </ul>	N/A
<p>Draft response letter to Incident Communications Advisory Council (ICAC)</p> <ul style="list-style-type: none"> <li>The EB reviewed the draft letter regarding NWCG Support of ICAC Proposal to Alter the Structure of ICS. NWCG is in alignment with FIREScope whose letter was sent to the ICAC group at the end of July.</li> <li>Grammatical updates will be made to the letter prior to release.</li> </ul>	Approved.
<p>NIMS Coordination Group: NWCG Representative to Senior Group; MOA Signature; August 28-29 Initial Meeting</p> <ul style="list-style-type: none"> <li>Board discussed the Memorandum of Agreement between the FEMA-NIC and Organizations Involved with the NIMS Coordination Group. During the kickoff meeting, participants will be able to identify issues regarding the group and begin planning a path forward to address those issues together.</li> </ul>	<p>Representative to Senior Group:</p> <ul style="list-style-type: none"> <li>NWCG Chair (primary representative)</li> <li>NWCG Vice-Chair (secondary representative)</li> </ul> <p>Signature to MOA:</p> <ul style="list-style-type: none"> <li>NWCG expresses support for the document given opportunity for modifications prior to signature.</li> </ul> <p>Meeting Attendance:</p> <ul style="list-style-type: none"> <li>NWCG will participate virtually. Frank Guzman, Vice-Chair, will take lead.</li> </ul>



Topic & Notes	Decision
<p>Coordinating Group Advisory Council (CGAC), through the National Multi-Agency Coordinating Group (NMAC), request to increase equipment management span of control for Heavy Equipment Boss (HEQB) and Strike Team Leader Heavy Equipment (STEQ) positions</p> <ul style="list-style-type: none"> <li>NMAC forwarded a request for action from the CGAC. The request states, “In an effort to help alleviate the impacts of the national HEQB shortage, the Northern Rockies Coordination Group with support through CGAC, has proposed that a HEQB have the latitude to manage multiple pieces of heavy equipment during (up to three) during suppression operations.” The request elaborates on this statement.</li> </ul>	<p>Topic added to September agenda.</p> <p>NWCG staff will draft an NWCG Tasking Memo to the Operations and Training Committee (OTC) to address the NMAC request and consider revisions to the roles, responsibilities, and span of control for Single Resource Bosses.</p> <p>Tasking will request OTC to coordinate with the Risk Management Committee and the Equipment Technology Committee.</p> <p>Tasking will request OTC to give close attention to risk management issues related to this proposed change.</p>
<p>Draft NWCG Tasking to Review and Determine Oversight of the Draft Publication <i>A Preparedness Guide for Firefighters and Their Families</i></p> <ul style="list-style-type: none"> <li>Executive Board members will forward names of participants to Jesse Bender.</li> <li>Dates in tasking memo will be updated to: oversight recommendation, October 2019; draft publication for review, December 2019; and final publication, March 2020.</li> </ul>	<p>Draft tasking memo approved with edits.</p>
<p>Training Update</p> <ul style="list-style-type: none"> <li>41 Incident Position Descriptions (IPDs) are posted (~34%). 10 positions currently under development.</li> <li>Finalizing S-420. Will seek certification January 2020.</li> </ul>	<p>N/A</p>
<p>2019 Summary of Changes – <i>NWCG Standards for Wildland Fire Position Qualifications</i>, PMS 310-1</p> <ul style="list-style-type: none"> <li>Executive Board reviewed the summary of changes. Release of publication is October 1.</li> </ul>	<p>N/A.</p>
<p>NWCG Fire Chemicals Subcommittee (FCSC), under the Equipment Technology Committee (ETC), replacing MTDC based Interagency Fire Chemicals Board</p> <ul style="list-style-type: none"> <li>Executive Board given a brief history of the establishment of the FCSC and the coordination that occurred as it was stood up.</li> </ul>	<p>N/A</p>
<p>Update on National Fire Academy Memorandum of Understanding (MOU)</p> <ul style="list-style-type: none"> <li>The MOU was last updated in 2014. The current draft for update is under review and has minimal changes. Will bring back to the Executive Board for signature.</li> </ul>	<p>Topic added to September agenda.</p>
<p>NWCG Shared Funding Agreement</p>	<p>Approved.</p>



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<ul style="list-style-type: none"><li>• BLM agreed to host the writer-editor position previously sponsored by BIA. As a result, language within the Shared Funding Agreement needed to be updated.</li><li>• NWCG has been in contact with Dani Bohn, FS Agreements Specialist, who recommends waiting until after the Fiscal Year to complete the update. A final agreement anticipated in Oct 2019.</li></ul>	
<p>NWCG Annual Meeting</p> <ul style="list-style-type: none"><li>• NWCG staff canvassed the Executive Board for support to host the Annual Meeting in February 2020.</li></ul>	Approved.
<p>Mental Health Subcommittee Update</p> <ul style="list-style-type: none"><li>• The following are areas of focus for the Mental Health Subcommittee:<ul style="list-style-type: none"><li>○ Developing a web and social media presence,</li><li>○ Exploring the possibility of a WFSTAR Refresher Module, and</li><li>○ Engaging in a Suicide Prevention Week campaign, similar to annual Week of Remembrance efforts.</li></ul></li></ul>	N/A