



NWCG Meeting Notes

October 16, 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: Deb Fleming (Coordinator), Krysta Shultz (Exec. Secretary), Tim Blake (Coordinator), Paul Schlobohm (Coordinator), Jesse Bender (Publications Mgr), Jeff Hughes (Training Pgm Mgr), Nancie Turner (Webmaster). Not present: Sean Cross (NWCG Manager).

Guests: Kelly Woods (Manager, Great Basin Training), Josh Haney (Training Specialist), Lou Ballard (FWS).

Topic & Notes	Decision
<p>Budget Updates</p> <ul style="list-style-type: none"> • FY19 Final Budget Report <ul style="list-style-type: none"> ○ Reviewed final budget report and list of accomplishments from FY19. • FY20 Budget Status <ul style="list-style-type: none"> ○ Working with committees to determine project priorities during this CR. Will use contingency funding for web and products contract that came in higher than allocated. • FY21 Budget Guidance <ul style="list-style-type: none"> ○ Will be posted on the website with the announcement going to committees in November. Due date for project requests is Jan. 17, 2020. 	<p>Approved FY21 Budget Guidance.</p>
<p>Annual Meeting – Funding for Guest Speakers</p> <ul style="list-style-type: none"> • Task team is developing an agenda that makes the meeting more collaborative than in years past. Two guest speakers, Carol Barkes and Blake Leath, will be presenting on Effective Communication and Change, Adaptation, and Resilience. 	<p>Executive Board approved up to \$10K for the guest speakers.</p> <p>Topic (Final draft agenda) added to December agenda.</p>
<p>Standards Management Cycle, Course Design Template, Web Platforms (Website, WFLP, Firenet) update</p> <ul style="list-style-type: none"> • Reviewed and discussed the Standards Management Cycle: https://www.nwcg.gov/nwcg-standards-management-cycle • IPD Development: 45 complete for 37% done, 11 in development, and 24 planned for fall/winter. • Overview presented of the new NWCG course template and the availability to use it going forward. Discussed the NWCG website and the Wildland Fire Learning Portal (WFLP) and where course materials are located. New design reduces overall volume of materials, allows for more dynamic revision cycles, and makes content accessible and openly available to users. Courses with high volume of deliveries will be updated into the new format first. • Reviewed the S-420 online test course page. Discussed course administration, access, and evaluations. 	<p>Executive Board agreed that Geographic Area Training Representatives (GATRs) should seek approval from the Board prior to a work request of NWCG staff.</p>



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<ul style="list-style-type: none">• Discussed role of Publications Manager in course revisions and the plan for transitioning away from training materials stocked in the Great Basin Cache.• Discussed the need to manage and communicate course changes, such as version control and upcoming development.• Reviewed the Web Platform Guidance and Support page on the NWCG website.• FireNet is moving from Google environment in 2020. There continue to be requests by NWCG committees to use the tool.• The National Wildland Fire Training website will be going away due to security issues. Not all information has been moved to the WFLP. An interim solution to house some Geographic Area Training Center information on the NWCG page has been proposed and will be discussed at the November GATR meeting.	
<p>Long-term oversight of the Wildland Fire Learning Portal (WFLP)</p> <ul style="list-style-type: none">• Reviewed the development and current status of the WFLP. Discussed business processes still being developed as the WFLP is being tested. It is not yet ready for full implementation.• Discussed the possibility of a Change Management Board serving under the Executive Board.• Further discussion is needed regarding the long-term operations and maintenance of the program with stakeholder and agency representation.	NWCG staff will set up a meeting to discuss the operations and maintenance of the Wildland Fire Learning Portal.
<p>Establish date/time to conduct an AAR of the PMU Programmatic Changes post May 2018 Emmitsburg Meeting</p> <ul style="list-style-type: none">• A program review of NWCG staff processes, including those identified at the May 2018 meeting, was requested and discussed.	Topic added to November agenda.
<p>Update on <i>NWCG Standards for Resource Typing</i>, PMS 200</p> <ul style="list-style-type: none">• National Interagency Aviation Committee (NIAC) is actively validating the airtanker standards, specifically the aircraft examples.• Will coordinate with the Equipment Technology Committee (ETC) prior to releasing the publication and communicating the dozer typing standards update.	Executive Board agreed to releasing the publication in November, provided discussed edits are made.
<p>Subgroup Assessment Tasking Status</p> <ul style="list-style-type: none">• A framework for addressing the tasking has been drafted. Will be regrouping with task team members and affected subgroup chairs to present the framework for discussion. Preliminarily, the framework organizes course management subgroups into: a) course steering committees, and b) curriculum management subgroups.• Task team has enlisted the Fire Environment Committee (FENC) to test the framework, as they have 7 out of 20 course groups mentioned in the tasking.	N/A



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<p>Proposed Organizational Types and Committee Roles</p> <ul style="list-style-type: none"> Working to more clearly define and standardize them going forward. Briefly reviewed what is listed on the website: https://www.nwcg.gov/organizational-types and https://www.nwcg.gov/committee-roles-membership-information. Executive Board encouraged to provide feedback. Staff recommendations on group membership concerns are being prepared for the November meeting. 	N/A
<p>Incident and Position Standards Committee (IPSC) Chair Rotation</p> <ul style="list-style-type: none"> Tommy Hayes will replace Steve Shaw as chair of IPSC in January 2020. 	Approved.
<p>Incident Workforce Development Group (IWDG) White Paper – <i>Joint Session with Fire Management Board (FMB) and National Multi-Agency Coordination Group (NMAC)</i></p> <ul style="list-style-type: none"> Intent of the paper is to bring awareness to the role of agency leadership in resolving workforce challenges in Incident Management Team (IMT) succession. Placeholder charts represent IMT data being gathered. Currently struggling to get data from the Incident Command Application Program (ICAP) but have received ROSS IMT data from 2009 to present. Document is timely, and both boards agreed it would assist in briefing agency leadership about creating a management environment to support IMT succession. Talking points are suggested. 	<p>FMB, Executive Board, and NMAC members will send any feedback/edits to Jesse Bender.</p> <p>Beth Lund will work with the Great Basin to inquire about ability to get ICAP data.</p>
<p>Update on Mental Health Subcommittee (MHSC) - <i>Joint Session with Fire Management Board</i></p> <ul style="list-style-type: none"> Website is being populated with articles and hot topics. Group experienced a high volume of contacts that led to the removal of committee member phone numbers from the roster. Content posted and management of the subcommittee should take into consideration the limitations of the individual members on this sensitive but important topic. Currently, the MHSC is working to inventory what agencies are doing for their employees. Review mission statement to more clearly define the intent. Include a disclaimer directing those who need assistance to contact a professional resource. 	<p>Rework the Mental Health Subcommittee (MHSC) mission statement with the intent of the group being a clearing house for information.</p> <p>Topic added to November agenda.</p>
<p>Post Wildfire Recovery Website Content - <i>Joint Session with Fire Management Board</i></p> <ul style="list-style-type: none"> Reviewed draft webpage for Wildfire Rehabilitation Efforts and Treatment Selection, proposed under the NWCG Partners and Agreement tab. Intent is to increase awareness on an interagency basis plus provide more detailed information for field users. 	Paul Schlobohm to follow-up with Frank Guzman on FS concerns.