



NWCG Meeting Notes

October 21, 2020

Executive Board: Garth Fisher (BIA), Aitor Bidaburu (USFA), Dan Smith (NASF), Frank Guzman - Chair (USFS), Shane McDonald (FWS), Mark Koontz (NPS), Will May (IAFC), Jeff Arnberger (BLM), Heath Hockenberry (NWS), Jim Durglo (ITC), Kim Van Hemelryck (DOI OWF Liaison)

NWCG Staff: Jeremy Sullens (NWCG Manager), Deb Fleming (Coordinator), Tim Blake (Coordinator), Jesse Bender (Publications Manager), Nancie Turner (Webmaster), Jeff Hughes (Training Program Manager), Betsy Burke (Exec Secretary)

Guests: Stew Richter (NAFRI / WFLP Governance Board), Heath Cota and Peter Dutchick (Training Delivery Committee), Mike Ellsworth (Leadership Committee, and WFLP Governance Board), Erik Litzenberg (IAFC)

Topic & Notes	Decision
<p>Draft NIMISC Endorsement Tasking:</p> <ul style="list-style-type: none"> • Requesting approval on draft tasking • Will start with SOF3 and PIO3 at the request of those committees/subcommittees 	Approved
<p>Training Delivery Committee (TDC) Update</p> <ul style="list-style-type: none"> • Created phase priorities and multiphases • Established leads so not to be duplicating efforts • Created a prioritization list with tracking board and a SharePoint site to share documents across agencies. List is a work in progress with 4 categories: 1) required courses that can be delivered virtually, 2) courses that can be delivered in person, 3) courses that can be virtually delivered, and 4) course not listed in NWCG tasking but in high demand. Two Phases for process: phase 1) Load course content in WFLP, phase 2) Utilize WFLP tools to increase learner engagement with material. • Drafting a USFS letter regarding travel for students that may be able to be used across other agencies. • Agreed to ILT and VILT RT-130 <p>Recommendations</p> <ul style="list-style-type: none"> • Funding for additional support (personnel) • IT support • Creation of interagency cost code for support and overtime • Creation of TDC subcommittee from Education Technology Working Group 	N/A

Additional information beyond these meeting notes (e.g., handouts, presentations) will require a FOIA request to ensure proper privacy regulations are followed. Please request via email blm_fa_foia@blm.gov.



Topic & Notes	Decision
<p>IWDG Update and FY21 Program of Work</p> <ul style="list-style-type: none"> Discussed formalizing taskings with due dates to assist committee. Participation continues to be a challenge due to numerous conflicting priorities for members. October meeting will bring recommendations for changed Incident Management Team management, including rosters, team typing, and rotations. Recommend meeting jointly with FMB and NMAC again, outside of a regularly scheduled meeting. 	N/A
<p>FireNet Business Practices Standardization (NMAC Memo)</p> <ul style="list-style-type: none"> Reviewed draft memo for NMAC distribution that calls for standardized business practices in FireNet. Potential to task functional area committees with electronic standards, such as check in forms. And continue working on fillable forms for finance. Incident Planning Subcommittee is already addressing feedback from the field on electronic records management. Training material should not be on FireNet; continue to receive requests which are forwarded to Wildland Fire Learning Portal (WFLP). Revisit topic once NMAC issues memo. 	N/A
<p>Future Incident Meteorologist (IMET) Needs</p> <ul style="list-style-type: none"> Examine teams in the future to expand numbers (people and services) or examine requirement recommendations NWS is investigating additional IMETs and associated equipment should fire weather support orders increase in the future. Future team orders for IMETs is a topic better handled through NMAC. 	N/A
<p>TM-20-002, NWCG Tasking to Develop Course Steering Committee SOPs Recommendation</p> <ul style="list-style-type: none"> Presented task team’s recommendations 	Approved
<p>TM-19-002, NWCG Course Management Subgroup – Update and DMC Recommendation</p> <ul style="list-style-type: none"> Presented DMC recommendations Still working on NIAC, NCSC, SmoC and Exec Board training related groups 	Approved
<p>Budget: Presentation of FY20 Final Budget & Approval of FY22 Budget Guidance</p> <ul style="list-style-type: none"> Presented final FY20 numbers (still waiting for FS staffing final expenditures). Presented FY22 Budget Guidance for approval; dates where the only significant changes this year. 	Approved
<p>NWCG Annual Meeting (February 2021)</p> <ul style="list-style-type: none"> Need decision to commit to holding meeting virtually. Looking at week of Feb 8th. 	Agree with moving forward with a FY21 virtual annual meeting in February



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NWCG Staffing Update <ul style="list-style-type: none">• Have made an offer for the vice-Schlobohm position.• Having some difficulty filling FS vacancies due to backlog with HRM.	N/A
Leadership Committee – Leadership Levels <ul style="list-style-type: none">• Basing levels on criteria.• Level 1 is the lowest level as it aligns with the course numbering structure.• Next step is to work with the position stewards to ensure assigned levels are correct.	N/A
Wildfire Learning Portal Governance Board Update <ul style="list-style-type: none">• Increased use of the WFLP.• Need to develop business rules for non-NWCG member agencies and their use of the portal.• Need to have the ability of breakout rooms. OWF is purchasing ten Zoom licenses.• Training catalog- 200 level courses, making sure the portal will be able to support.• Showed how the portal can be used for in-person and virtual learning.• Messaging is key.• Section 508 accessibility is required for training materials even on an Intranet.	Agreed with supporting RT-130 in the WFLP