



## NWCG Meeting Notes

September 15th, 2021

**Executive Board:** Aitor Bidaburu (USFA), Shane McDonald (FWS), Tim Sexton (RD&A), Jim Durglo (ITC), Kim Van Hemelryck (DOI OWF Liaison), Jeff Arnberger (BLM), Garth Fisher (BIA), Heath Hockenberry (NWS), Erik Litzenberg (IAFC), Frank Guzman - Chair (USFS).

**NWCG Staff:** Katherine Wood (Program Manager), Tim Blake (Coordinator), Annie Benoit (Training Program Manager), Jesse Bender (Publications Manager), Nancie Turner (Webmaster), Mark Cantrell (Training) Darci Drinkwater (Executive Secretary).

**Guests:** Stewart Richter (WFLP Governance Board), Eric Fransted (FWS), Miranda Stuart (NPS), Heath Cota (USFS), Peter Dutchick (USFS).

Topic & Notes	Decision
<b>NWCG Project Priorities:</b> <ul style="list-style-type: none"> <li>Reviewed and validated Project Priorities <a href="https://www.nwcg.gov/priorities">https://www.nwcg.gov/priorities</a></li> </ul>	N/A
<b>Wildland Fire Learning Portal (WFLP) Governance Board Update:</b> <ul style="list-style-type: none"> <li>FY 2021 Training Cycle WFLP After Action Review (AAR). <ul style="list-style-type: none"> <li>Well attended. Outside facilitator.</li> <li>Purpose, to identify best practices and opportunities for improvement.</li> <li>Steep learning curve for instructors but not for students.</li> <li>Difficulty with finding some courses.</li> <li>Limitations with Zoom and Teams student limits.</li> <li>Increase in information sharing, accessibly and opportunities to collaborate. Allows for variations in delivery methods.</li> <li>Discovered need for a new role, Category Manager. Allows enrollment of students for a program of courses such as academies.</li> </ul> </li> </ul>	N/A
<b>Mental Health Subcommittee (MHSC) Video:</b> <ul style="list-style-type: none"> <li>MHSC and Risk Management Committee (RMC) are unable to reach a consensus. Elevated to NWCG EB for decision.</li> <li>Project started January 2020. After exhausting fires seasons and COVID pandemic, MHSC feels this video is a strong tool for mental health that needs to get to the field.</li> <li>Goal is to remove stigma against mental health. Reviewed by three clinicians.</li> <li>Conflict concerning statement that Employee Assistance Program (EAP) is not the right fit for everyone.</li> <li>MHSC wants to keep language and promote all mental health resources.</li> </ul>	Review MHSC video and add topic to October agenda.
<b>TM-21-003 Update: Preparedness Guide for Wildland Firefighters and Their Families:</b> <ul style="list-style-type: none"> <li>MHSC requested an extension on the tasking to January 30<sup>th</sup>, 2022.</li> <li>Will give the opportunity to review the document more thoroughly after two years.</li> </ul>	APPROVED to extend tasking due date.

Additional information beyond these meeting notes (i.e., handouts, presentations, maps, etc.) will require a FOIA request to ensure proper privacy regulations are followed. Please request via FOIA Online website at <https://www.doi.gov/foia/make-a-request>.



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<ul style="list-style-type: none"> <li>The associated internal, USFS <b>Reset Guide</b> is an example of an agency supplement to the <b>Preparedness Guide</b>. NWCG EB members can review at their discretion.</li> </ul>	
<p><b>6 Minutes for Safety (6MFS) Proposed Move to Lessons Learned Center (LLC):</b></p> <ul style="list-style-type: none"> <li>Current Chair, Kathy Komatz, has taken a new position.</li> <li>RMC presented three recommendations for moving forward. <ul style="list-style-type: none"> <li>Goal is to remain relevant to firefighters and produce products that are adaptable to current events.</li> <li>Option 1: New subcommittee chairperson to manage the program similar to how Komatz had.</li> <li>Option 2: Make 6MFS a traditional subcommittee with continuation of NWCG staff support.</li> <li>Option 3: Transfer 6MFS program to LLC. 6MFS and LLC missions align to foster a learning culture and create dialogue. LLC staff can devote more time to 6MFS than a collateral duty subcommittee. RMC recommends this option.</li> </ul> </li> <li>Concerns that LLC is not an interagency organization and oversight is unclear.</li> <li>Agreement that 6MFS could only be moved to LLC with oversight by an interagency organization such as RMC/NWCG.</li> <li>Discussion on design of a subcommittee that is more reactive.</li> <li>Topics aren't just relevant to RMC; other committees should have input.</li> </ul>	<p>Topic added to October agenda.</p> <p>RMC to discuss concerns with LLC and develop process for approving 6MFS topics.</p>
<p><b>Announcement of 2020 Emergency Medical Service Awards:</b></p> <ul style="list-style-type: none"> <li>Emergency Medical Committee (EMC) has drafted an awards announcement and will be working with NWCG publications and webmaster for distribution.</li> </ul>	APPROVED for distribution.
<p><b>Draft Tasking Memo: Leaders Intent Regarding Training Delivery for the Upcoming Training Season:</b></p> <ul style="list-style-type: none"> <li>Intent to highlight the importance of training as mission critical and need to support associated travel.</li> <li>Due to furloughs and COVID pandemic multiple training seasons have been impacted.</li> <li>Continuing to cancel training will lead to a lack of qualified responders and delayed skills development of firefighters at all levels and ultimately impact ability to manage fires.</li> <li>Great strides have been made in virtual learning, but some courses must be in-person.</li> <li>Establish guidelines for in-person training, including COVID mitigations, and require innovative teaching methods.</li> </ul>	APPROVED with addition of paragraph to promote in-person when appropriate, boost virtual learning, and realign training development to performance based.
<p><b>System Improvements Update:</b></p> <ul style="list-style-type: none"> <li>Presented roadmap to implement training based on position performance.</li> <li>Started at entry level positions to reduce training redundancy. Operations and safety positions starting at Type 3 level.</li> </ul>	Topic update added to October agenda.



<b>Topic &amp; Notes</b>	<b>Decision</b>
<ul style="list-style-type: none"><li>• Phase 1: Develop Incident Position Performance Package (IPPP) which includes refined Incident Position Description (IPD), Position Task Book (PTB), Standard Operating Procedures (SOPs) and Position Performance Plan. With current NWCG staffing and funding, Phase 1 would take four months per position.</li><li>• Phase 2: Design training courses base on IPPP process.</li><li>• Subject Matter Experts (SMEs) will be recruited for each position, with the understanding that fire seasons will need to be worked around.</li><li>• Currently working on: UASP, FWPT, FAL3, CRWB, RXB1, RXB2, and MEDL.</li><li>• Once the IPPP is complete, NWCG will determine if staff or contracting development would be more efficient.</li><li>• Primary focus for NWCG over the next several years.</li><li>• Need for flexibility as timeframes and funding needs change.</li><li>• Anticipated that upper-level positions will be eliminated or not require position-specific training due to new Complex Incident Management System.</li><li>• Position/course stewards can work independently to update positions following the template outlined by NWCG.</li></ul>	

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