



FMB Tasking Memorandum No. 21-004

Date: 21 April 2021

TO: Interagency Fire Program Management Group

FROM: Erin Horsburgh, Chair, Fire Management Board *Erin Horsburgh*

SUBJECT: **Tasking – Interagency Fire Program Management Refresh**

**Purpose:** In February of 2019, the Fire Management Board (FMB) formed a task team to conduct a comprehensive assessment of the Interagency Fire Program Management (IFPM) Standard. In March of 2021, the task team provided FMB with an extensive list of issues and recommendations that include significant changes to IFPM key positions and position requirements (Attachment 1). Several of the recommendations require further development and the recommended changes, have not been fully discussed and evaluated by each agency.

**Objective:** Ensure the IFPM issues and recommendations provided by the task team are thoroughly reviewed by each agency representative on the IFPM Group (Group) and throughout each respective agency as per the IFPM Group charter and established business practices. For task team recommendation(s) that are supported by all agencies, the Group will inform FMB and update both the Standard and the IFPM web page. For task team recommendation(s) that are not supported by all agencies, the Group will elevate the recommendation(s) and provide agency feedback to FMB for resolution. Additionally, the Group will:

1. Review the complexity model associated with all IFPM key positions and recommend an updated model taking into consideration the work of the task team.
2. Review the competencies associated with all IFPM key positions. Determine whether the three levels of competency associated with “working”, “journey” and “expert” are needed in the Standard. The current competency lists are extensive, contain outdated terminology, and have never been utilized by most of the agencies since their establishment. Provide FMB with a plan to update and modernize the list of competencies with each IFPM position if it is determined by the group that the competencies should be retained in the Standard.
3. Evaluate the recommended changes to the IFPM key positions and position requirements (including required training) provided by the task team. The Group should consider utilizing the lowest position requirement(s) for each key position that will still ensure that those making risk-based fire decisions have the right skills, background, and experience to make such decisions. The group should also ensure that position requirements for each key position allow for progression through the IFPM key positions as applicable. The Group is reminded that the IFPM Standard outlines minimum interagency position requirements for identified IFPM key positions; agencies retain the ability to implement more restrictive requirements for IFPM key or any other positions.

**Timeline and Additional Support:** The Group will provide FMB updates at least every other month or as issues arise. Group members are expected to work with the task team to better understand the recommendations provided by the team and help formulate changes to the IFPM Standard. Group members will reach out to the greater fire community within their agencies for needed input and expertise, depending on the task and progress to complete this tasking. If needed, the Group may task smaller groups of subject-matter experts to complete this tasking. The Group is expected to provide FMB with updates to the Standard and a plan to update the web page by December of 2021.

This memorandum also formally disbands the IFPM task team. Task team members are available to the IFPM Group as subject matter experts as the Group continues the work. FMB would like to thank the task team members for their time, work and focus on this important issue.

Attachment 1 – Interagency Fire Program Management Task Team Final Report to the Fire Management Board