NWCG Executive Board/Fire Management Board (FMB)/National Multi-Agency Coordination Group (NMAC)
Joint Session Meeting Notes   July 20, 2022

NWCG Executive Board: Aitor Bidaburu (USFA), Frank Guzman (USFS), Tim Sexton (RD&A), Jim Durglo (ITC), Kim Van Hemelryck (DOI OWF Liaison), Jeff Arnberger (BLM), Joshua Simmons (BIA), Jim Karels (NASF), Erik Litzenberg (IAFC), Shane McDonald – Chair (FWS)

FMB: Aitor Bidaburu (USFA) Juilan Affuso (USFS), Brad Koekeritz (OAS), Chad Fisher (NPS), Grant Bebe (BLM), Stephen Nelson (USFS), Sarah Fisher (USFS), Dave Haston (USFS), Aaron Baldwin (BIA), Erin Horsburgh – Chair (DOI)

NMAC: Ken Schmid – Chair (BLM), Aitor Bidaburu (USFA), Shane McDonald (FWS), Jim Karels (NASF), Chad Fisher (NPS), Josh Simmons (BIA), Dave Haston (USFS)

NWCG Staff: Katherine Wood (NWCG Program Manager), Deb Fleming (Coordinator), Tim Blake (Coordinator) Jesse Bender (IWDG Coordinator), Annie Benoit (Training Program Manager), Kim Ernstrom (Systems Improvement Program Manager), Omaira Falcon (Web Master), Darci Drinkwater (Executive Secretary), Robin Brooks (Publications Manager)

Guests: Shane Greer (ICSC), Eric Fransted (RMC), Sean Peterson (NICC), Jay Mickey (NPS)

Topic & Notes	Decision

Incident Workforce Development Group (IWDG) Quarterly Update:
• Jesse Bender active in IWDG Coordinator position. Meeting with chairs of three entities regularly and developing expectations for the role and communication.
• Taskings currently in progress:
   ○ Coordinating Group Advisory Council (CGAC) Rotation Tasking from NMAC
      ■ Task team with representatives from CGAC, IWDG, and Incident Commanders Advisory Council (ICAC) are developing draft of options. Will share with CGAC next then finalize for response to NMAC by September.
   ○ Incident and Position Standards Committee (IPSC) Tasking Memo 21-001
      ■ Revised last month following recommendation to not change *NWCG Wildland Fire Risk and Complexity Assessment*, PMS 236, for 2022.
      ■ Also added Type 3 Command and General Staff (C&G) training to the revision. IPSC did not come to consensus on support for requiring O-305 at this time.
      ■ Hearing that some local government systems haven't yet included Complex positions (IQS and IQCS have).
	NMAC discuss revision of ICAC charter and issuance of CIMT composition tasking.
	
	Bender will draft memo on ICAP use for NMAC review and issuance.
	
	Bender will follow up on specific distribution methods of CIM video with each group.
	
	FMB agenda item on AA representatives.

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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- o Incident Business Committee (IBC) Memo addressing AD pay rate for 2022 through memo, following on guidance Rocky Mountain Coordinating Group issued internally. In spring 2023, IBC will add Complex positions to the AD Pay Plan. - Next taskings and actions: - o Complex Incident Management Team (CIMT) composition tasking has been drafted for NMAC to issue to ICAC. Recommendation to revise ICAC charter first, to include Type 2 and Complex ICs, prior to issuance of the tasking. - o Requirement to use Incident Command Application System (ICAP) by all Geographic Areas for 2023 Incident Management Team (IMT) selections. ▪ Cole Belongie, as Data Management Committee (DMC) representative, is IWDG's point of contact for systems, aided by use of EDG database tracking of system representatives and stakeholders. - o IWDG will revise Memo 21-02, The Agency Role in Implementation of Complex Incident Management Teams, to represent the decisions and actions that have occurred since initially issuance of correspondence. Targeting August revision. Will also have a higher-level memo for executive audiences. - o NMAC reviewing memo on CIM expectations for issuance to CGAC this week. - Additional updates: - o IWDG video on CIM is complete and will be made available on NWCG YouTube channel. Please distribute through channels as appropriate. - o Establishing fall meeting date for IWDG in Boise with intent of meeting with parent groups collectively as well. - o Reviewing membership to include Agency Administrator (AA) representatives. - o For October Joint Meeting, IWDG will present briefing paper on need for CIMT coordinators at each Geographic Area Coordination Center (GACC) and recommend a refined target for full CIMT implementation in 2024.	

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Systems Improvement Update:
• The professional Wildland Firefighter/Manager:
    o NWCG- Incident Positions and Qualifications.
    o Agency or Department- Day job knowledge.
    o Individual- qualities, skills, and expertise.
• Wildland Firefighters cannot efficiently and effectively become qualified in a timely manner to fill the 125 plus incident position required for incident response with the current NWCG system.
• Fully integrated performance-based system (Systems Improvement).
    o Sustainably serves the Wildland workforce.
• Current Process (linear – not adaptive)
    o Develop or update a course.
        ▪ Align unit objectives with position task book (PTBs).
    o Trainee takes Training Course, if required.
    o Trainee Assignments, fill out PTB.
    o Gain qualification.
• Issues with current process:
    o No position standards to start from or reference.
    o Lack of linkage between position duties/standards to PTB to training course.
    o No feedback loop for maintenance or improvement.
    o Update timeframes not feasible.
    o Redundancy increases time to competency.
• Incident Position Performance Cycle:
    o Incident Position Descriptions (new process – adaptive).
    o Incorporate analysis and development of standards with subject matter experts (SMEs) involvement.
    o Develop only necessary training, eliminate redundancy.
    o Feedback loop to maintain relevancy with technology and business needs.
• Accomplishments:
    o Kim Ernstrom, Systems Improvement Manager in place.
    o Crew Boss (CRWB) and Faller 3 (FAL3) underway with contractor and SMEs.
    o Final contracting for: Medical Unit Leader (MEDL), Faller (FAL) 1 and 2, and Fixed Wing Parking Tender (FWPT).
    o Quarterly Executive Board (EB) and FMB updates.
	N/A

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- o Critical vacancies filled. ▪ Sarah Lee, NWCG Coordinator. ▪ Heather Gonzalez, Supervisory Training Specialist. - o Assembling communication team. - o NWCG Memo 22-001, Position Stewards Delegating Approvals to Subject Matter Experts for Duration of Systems Improvement Effort. - o Educating Committees on integrated system. - o Developing process to streamline efficiencies. • Next Steps: - o Finalize draft Statement of Work (August). - o Develop communication plan (August – October). - o Re-brand to achieve better understanding. - o Recruiting and retaining SMEs. - o Contract 125 plus positions over 5 years – exploring a phased/prioritized approach. - o Coordination with contracting office. • Risks: - o Funding - o Staffing - o Contracting • Needs: - o Determination on Bipartisan Infostructure Law (BIL) funding. - o Key vacancies need filled. ▪ 11 open vacancies on current NWCG organizational chart. ▪ Additional proposed positions. - o Support to recruit and retain SMEs. - o Explore establishment of curriculum management units to streamline process. - o Support from leadership, NWCG EB and FMB in communicating Systems Improvement. - o Committee implementation of SME delegation process.	