

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

July 18, 2023

NWCG Executive Board: Kim Van Hemelryck (DOI OWF Liaison), Jeff Arnberger (BLM), Jim Karels (NASF), Erik Litzenberg (IAFC), Dave Haston (USFS), Garth Fisher (BIA), Jim Shultz (NPS), Jim Durglo (ITC), Heath Hockenberry (NOAA), Sara Brown (RD&A), Anne Jewell (DoD), Aitor Bidaburu (USFA), Shane McDonald – Chair (FWS)

FMB: Aitor Bidaburu (USFA), Brad Koekeritz (OAS), Jason Fallon (NPS), Stephen Nelson (USFS), Aaron Baldwin (BIA), Meagan Conry (BLM), Erin Horsburgh (OWF), Sarah Fisher – Chair (USFS)

NMAC: Aitor Bidaburu (USFA), Jim Karels (NASF), Jason Fallon (NPS), Josh Simmons (BIA), Dave Haston (USFS), Jeff Arnberger – Chair (BLM)

NWCG Staff: Katy O’Hara (Coordinator), Sarah Lee (Coordinator), Carmen Thomason (Acting Coordinator), Annie Benoit (Training Program Manager), Jesse Bender (IWDG Coordinator), Erica Lamb (Publications Manager), Toni Suminski (IPTM Project Manager), Chelsea McKinney (Acting IPTM Project Manager), Omaira Falcon (Webmaster), Darci Drinkwater (Executive Secretary)

Guests: Rick Gividen (WFLP)

Topic & Notes	Decision
<p>Incident Performance and Training Modernization (IPTM) Update:</p> <ul style="list-style-type: none">• Crew Boss (CRWB):<ul style="list-style-type: none">○ Incorporating last edits.○ Target certification in July.• Faller 3:<ul style="list-style-type: none">○ In development phase.○ Material from contractor in October.○ Working out test course details.• Faller 2 and Faller 1:<ul style="list-style-type: none">○ Planning phase with contractor and SMEs.○ Hazard Tree and Tree Felling Subcommittee (HTTFSC) determined the need for three chainsaw courses and three position task books (PTBs).• Medical Unit Leader (MEDL):<ul style="list-style-type: none">○ Reviewing feedback.○ Test course completed.• Prescribed Fire Boss 2 (RXB2):<ul style="list-style-type: none">○ Working through last round of edits with publications.○ Target certification August.• Fixed Wing Parking Tender (FWPT):	N/A

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"> ○ Developing internally ● Large contract: <ul style="list-style-type: none"> ○ Lessons learned from the small contract have been implemented. ○ Awarded May 15. ○ Helicopter Crew Member (HECM)- analysis kick off. ○ Safety Officer Field (SOFF)- analysis kick off. ○ Onboarded NWCG staff. ○ Basic and advanced Incident Management Team (IMT) course statement of work (SOW) in contracting review. ● Challenges: <ul style="list-style-type: none"> ○ Committee and subject matter experts (SMEs) availability/commitment during fire season. ○ Travel and salary support. ○ Scarce skills gap- instructional designers, technical writers, online developers, and Microsoft automation. ○ 800 lines of effort for each position. ● Next steps: <ul style="list-style-type: none"> ○ Continue planning with committees. ○ SME recruitment for future positions. ○ Training of newly onboarded NWCG staff. ○ Continuing process improvement. ○ Continuing to socialize and inform field on IPTM effort. ○ Planning year performance packages. ● Testing Next Generation position task books (PTBs). <ul style="list-style-type: none"> ○ Approval and available to the field by next year. ● SMEs: <ul style="list-style-type: none"> ○ Mix of agencies and geographies. ○ SME recruitment button on the website has been successful. ○ Optimum number of SMEs per contractor is five to eight. ○ Virtual analysis is not as effective as in-person. <ul style="list-style-type: none"> ▪ One week in-person versus six to eight weeks virtually. 	
<p>Incident Workforce Development Group (IWDG) Quarterly Update:</p> <ul style="list-style-type: none"> ● Status of taskings and other actions: <ul style="list-style-type: none"> ○ NMAC tasking to Coordinating Group Advisory Council (CGAC) to standardize appropriate geographic area processes and procedures, to include preparedness levels, drawdowns, priority 	N/A

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<p>trainee programs, and mobilization roster negotiations is still in progress. Partial response, addressing roster negotiations, has been submitted, remainder of work nearly complete.</p> <ul style="list-style-type: none"> ▪ Have identified need for new criteria in drawdowns to include prescribed fire. ▪ Agency Administrator (AA) Subgroup will respond to provide feedback on participation of third party for roster negotiations. <ul style="list-style-type: none"> ○ NMAC tasking to IWDG to develop framework for virtual support and identify options for incident surge capacity, including increase of non-traditional agencies in fire support. <ul style="list-style-type: none"> ▪ Response due from IWDG by November 1. Feedback requested from subject matter experts in multiple functional areas. Identifying numerous partners for support. ○ NMAC tasking to geographic areas to provide transition plans and data points. <ul style="list-style-type: none"> ▪ Plans should answer geographic-specific steps to implement CIMTs by January 2024. ▪ Alaska, California, Southern, Northwest, Rocky Mountain and Great Basin have completed plans. Eastern Area, Northern Rockies, and Southwest still pending. ○ IWDG draft memo on agency-level IMT participation incentives is on July FMB agenda for discussion and support. <ul style="list-style-type: none"> ▪ Memo does not include pay or other compensation recommendations. ○ IWDG working with representative groups and others to develop IMT standards which can ensure interoperability across IMTs but also provide criteria for training and metrics for evaluations. <ul style="list-style-type: none"> ▪ IWDG determining on July call whether to keep working on this now or take a break to alleviate tasking fatigue for stakeholder groups. <ul style="list-style-type: none"> ● CIMT Coordinator Briefing Paper: <ul style="list-style-type: none"> ○ NMAC has asked the Geographic Areas for input and feedback then will provide a summary to FMB for next steps, including organization and funding for hiring positions. ○ National Interagency Coordinating Center (NICC) is still pursuing hiring a CIMT Coordinator. ● Communications: <ul style="list-style-type: none"> ○ IWDG presented FMB with a briefing paper last month to summarize external communication actions over past two years and needs for rest of year. <ul style="list-style-type: none"> ▪ AA Subgroup noted an increase in non-fire agency communications effectiveness. ▪ Recommending Fire Executive Council (FEC) memorandum in early 2024 supporting final stages of implementation. ○ Still waiting for letter of support from Federal Emergency Management Agency (FEMA) to highlight availability of state and local grant funding with transition to CIM. 	

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<ul style="list-style-type: none"> • Fall After Action Review (AAR): October 31, 1300 – 1700 MT <ul style="list-style-type: none"> ○ Plan for this year is to have stakeholder groups hold individual AARs and provide consolidated feedback to FMB, NMAC, and NWCG for large group AAR. Bender will send invitations and information to all members and chairs of stakeholder groups, along with proposed outline. • Timeline: <ul style="list-style-type: none"> ○ Implementation steps on track. Need Incident Command Application Process (ICAP) available to support NMAC memo from 2022 requiring its use by all geographic areas. NMAC will discuss and ensure geographic areas are updated as necessary. 	
<p>NWCG Instructor Led Training (ITL) Transition into Wildland Fire Learning Portal (WFLP):</p> <ul style="list-style-type: none"> • Background: <ul style="list-style-type: none"> ○ Existing Executive Board (EB) tasking to move training content into the WFLP. ○ Aligns ILT materials access with online/other WF content. ○ Provides the field with improved access. ○ Led by the Governance Board, coordination, and consensus with WFLP Program Office and NWCG training and staff. • Target timeline: <ul style="list-style-type: none"> ○ Prototype and evaluation functional options, August/September. ○ Totara upgrade moved to October. ○ Final testing with field in October. • 2025 staffing and funding: <ul style="list-style-type: none"> ○ Funding would eliminate continuing to need detailers and request funds from NWCG EB. • Training from WFLP should be uploaded into Incident Qualifications and Certification System (IQCS) within 18 months. 	<p>WFLP 2025 funding request added to August NWCG EB agenda.</p> <p>Continue with quarterly updates at Joint Session meetings.</p>

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