



NWCG Meeting Notes

November 16, 2022

Executive Board: Sarah Fisher (USFS), Kim Van Hemelryck (DOI OWF Liaison), Jeff Arnberger (BLM), Garth Fisher (BIA), Jim Karels (NASF), Jim Durglo (ITC), Erik Litzenberg (IAFC), Heath Hockenberry (NWS), Anthony Bethas (USFS), Mark Koontz (NPS), Shane McDonald – Chair (FWS)

NWCG Staff: Katie Wood (NWCG Program Manager), Tim Blake (Coordinator), Sarah Lee (Coordinator), Erica Lamb (Acting Publications Manager), Robin Brooks (Writer-Editor), Omaira Falcon (Webmaster), Darci Drinkwater (Executive Secretary)

Guests: Jesse Bender (IWDG), Anne Jewell (DoD), Marlene Eno-Hendren (IPSC), Jim Shultz (IPSC), Mike Ellsworth (IPSC)

Topic & Notes	Decision
<p>Incident Workforce Development Group (IWDG) Update:</p> <ul style="list-style-type: none"> • National Multi-Agency Coordinating Group (NMAC) is reviewing a draft memorandum on the national rotation process for 2023 based on recommendations from Coordinating Group Advisory Council (CGAC). Memo should be issued in early December. • NMAC also has draft tasking to CGAC to develop standardized planning level criteria and operating procedures (SOPs) for Complex Incident Management Teams (CIMTs). • The Fire Management Board (FMB) reviewing draft charter for Agency Administrators (AA) Subgroup to work with IWDG. One task will be providing input on standard expectations for CIMTs. • Incident Commanders’ Advisory Council (ICAC) finalizing response to NMAC tasking on CIMT configuration. • Working to update SIT-209 program to include an option to select CIMT. • Coordination with Federal Emergency Management Agency (FEMA): <ul style="list-style-type: none"> ○ Bender and Steve Griffin, chair of National Incident Management System Integration Committee (NIMSIC), met with representatives from FEMA to discuss adoption of CIM by the National Incident Management System (NIMS). ○ FEMA offered overall support for process to adopt CIM as a part of NIMS. ○ They do not foresee any issues with CIM as an option for state and local government to meet NIMS requirements and qualification for federal grant funding. ○ Bender and Griffin will work with FEMA to draft joint communication clarifying this. ○ Hank Rowland from FEMA will join IWDG as an advisor. • Geographic Areas are currently planning for 2023 and looking for guidance on continued implementation and expectations. • IWDG maintains Story Map as a single source for all guidance, decisions, and information on CIM implementation, including recently added FAQ section. 	<p>N/A</p>

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 <https://www.doi.gov/foia/make-a-request>.



Topic & Notes	Decision
<p>Tasking Memorandum 22-001: 2022 through 2024 Implementation of Complex Incident Management Position Qualifications:</p> <ul style="list-style-type: none"> • Reviewed draft guidance to include recommended best practices for continued use of the NWCG CIM Field Evaluation Form for 2023: <ul style="list-style-type: none"> ○ Will add a block on the Field Evaluation Form for Certifying Official approval. ○ Desirable but not required that evaluators and evaluatees are not from the same team. ○ Upon assignment to an incident that presents complexity at the Type 2 or Type 1 level that allows for the criteria in the field evaluation to be adequately assessed, the Incident Commander (IC) will contact the appointed coordinating group coordinator to request evaluators for the candidates and positions necessary and suggest date/time needed to begin the evaluation process. <ul style="list-style-type: none"> ▪ Intent that each geographic area will determine who can evaluate CIM Command and General Staff (C&G). ▪ Does not have to be a full evaluation team. Individual evaluators may be mobilized as needed, and individuals needing evaluation may be assigned to any fire. ○ Expect a decrease in individuals needing evaluations from last year based on large numbers of evaluations completed already. ○ Pathway for remaining fully qualified Type 2 C&G to become CIM C&G in 2024 will be S-520, Advanced Incident Management or Complex Incident Management Course (CIMC) and CIM Position Task Book (PTB). ○ The Type 2 qualification pathway, but not the positions themselves, will be removed from NWCG in January 2023. 	<p>Addition of language recommending Priority Training List for CIM Transition.</p> <p>APPROVAL of updated 2023 Field Evaluation Guidance and methodology for transitioning the remaining Type 2 C&G positions to CIM, with edits as discussed.</p>
<p>Tasking Memorandum 22-001: 2022 through 2024 Implementation of Complex Incident Management Risk Complexity Assessment (RCA):</p> <ul style="list-style-type: none"> • Coordinated with Risk Management Committee (RMC) and Wildland Fire Decision Support System (WDFSS) team, and referenced the FEMA NIMS Incident Complexity Guide, to revise the <i>NWCG Wildland Fire Risk and Complexity Assessment</i>, PMS 236: <ul style="list-style-type: none"> ○ Part A: Firefighter Safety Assessment and Part B: Relative Risk Assessment are unchanged. ○ In Part C: Organization, addition of N/A (current existing organization doesn't have functional concern). ○ New Part D: Functional Complexity adds considerations for each functional area. ○ Overall process remains the same; if the incident rates out to a Type 2, Type 1, or CIM, the functional area complexities in Part D need to be evaluated. 	<p>APPROVAL of draft 2023 <i>NWCG Wildland Fire Risk and Complexity Assessment</i>, PMS 236.</p>



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<ul style="list-style-type: none"> ○ Assisting AAs by providing documentation of team selection due to functional complexity and need to reevaluate as the incident progresses. ○ No scoring at the bottom of the document. ○ Addition of Complex Incident complexity indicators as an interim step, keeping Type 1 and Type 2 complexity for now. 	
<p>Tasking Memorandum 22-001: 2022 through 2024 Implementation of Complex Incident Management CIM Position Task Books, Incident Position Descriptions (IPDs), and qualification pages:</p> <ul style="list-style-type: none"> ● Provided spreadsheet of additions and changes for review. ● Executive Board trusts the work subject matter experts have done. 	<p>APPROVAL of draft CIM PTBs, IPDs, and qualifications pages.</p> <p>Send out CIM C&G Comparison Chart.</p>
<p>Tasking Memorandum 22-001: 2022 through 2024 Implementation of Complex Incident Management future pathway(s) for Type 3 C&G and unit leader positions to enable entry to CIM C&G positions:</p> <ul style="list-style-type: none"> ● Short-Term Plan: <ul style="list-style-type: none"> ○ S-420, Command and General Staff, L-481, Advanced Leadership for Command and General Staff, and O-305, Type 3 All-Hazards Incident Management Team (S-420=L-481=O-305) all meet short-term requirement for basic IMT training. ○ Type 3 C&G and Unit Leaders will take S-420, L-481, or O-305 and complete CIM PTB, after which they may complete the CIM Field Evaluation or take S-520 or CIMC for CIM qualification. ● Mid-Term Plan: <ul style="list-style-type: none"> ○ S-520, CIMC, S-420, L-481, and O-305 courses need modifications to meet new needs. ○ Type 3 C&G and Unit Leaders required to complete S-420, L-481, or O-305 before qualification. Then complete CIM PTB and take S-520 or CIMC for CIM qualification. ○ Type 3 C&G need basic IMT training prior to opening a PTB. ○ For all hazard Type 3 positions, O-305 is required by FEMA NIMS. ● Long-Term Plan: <ul style="list-style-type: none"> ○ Basic and advanced IMT courses and position-specific training will be determined by the NWCG Incident Performance and Training Modernization (IPTM) process. ○ Consideration will be given to an alternative approach to a basic IMT course standard delivery (field version or position mentoring). ○ Type 2 C&G and Unit Leaders with prior basic IMT course and position-specific training can complete CIM PTB and advanced IMT course for CIM qualification. ● Suggest looking at all components and pathways for all-hazards. 	<p>APPROVAL of Short-Term Plan for 2023. Decide at February EB meeting on Mid-Term Plan.</p> <p>Will not currently approve addition of requiring a Type 3 course prior to Type 3 qualification at this time. EB and IPSC will vet with agencies.</p> <p>EXTENSION for final position pages to March 2023.</p>



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<p>Tasking Memorandum 22-001: 2022 through 2024 Implementation of Complex Incident Management Final Transition Plan:</p> <ul style="list-style-type: none">• Aligned with EB intent and assumptions.• Ensure correlation with NIMSIC for endorsements and other qualification updates.<ul style="list-style-type: none">○ Deb Fleming is working with NIMSIC on IRWIN Extended Teams endorsement by incident type needs for systems updates.• IWDG vision:<ul style="list-style-type: none">○ Create more opportunities for team involvement.○ Create efficacies in qualification process.○ Promote incentives for being on a team.• Need to change the mindset of incoming firefighters that team participation is encouraged.• Incident and Position Standards Committee (IPSC) expects to meet January due date release of <i>NWCG Standards for Wildland Fire Position Qualifications</i>, PMS 310-1, after which communications will be made to the field.	<p>IPSC to draft an EB memorandum to release within the next 30 days to outline 2023 transition plan, updated PTBs and PMS 310-1, and best practices for the field evaluation. NMAC's memorandum will need to reference NWCG's memorandum.</p>