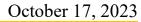<table>
<tr><td><i>NWCG Executive Board</i>: Kim Van Hemelryck (DOI OWF Liaison), Jeff Arnberger (BLM), Garth Fisher (BIA), Erik Litzenberg (IAFC), Joe Sean Kennedy (Acting USFS), Jim Shultz (NPS), Jim Durglo (ITC), Anne Jewell (DoD), Shane McDonald – Chair (FWS)

<i>NWCG Staff:</i> Katie Wood (NWCG Program Manager), Sarah Lee (Deputy Program Manager), Toni Suminski (IPTM Project Manager), Katy O'Hara (Coordinator), Erica Lamb (Publications Manager), Eric Coulter (Communications Lead), Omaira Falcon (Webmaster), Darci Drinkwater (Executive Secretary)

<i>Guests:</i> Roshelle Peterson (DMC), Kara Stringer (NCSC), Steve Griffin (NIMSIC), Marlene Eno-Hendren (IPSC)</td></tr>
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Topic & Notes	Decision

Organizational Data Management (OAT) Proposal for Wildland Fire Information and Technology (WFIT) Program Board and NWCG Executive Board (EB):
• NWCG Memorandum 12-012, NWCG Unit Identifier:
   o Reinforced the Unit ID Change Management Board's role under the IT Committee and Identified the Wildland Fire Management Information and provided the new Unit IDX database in 2022.
• Organizational data is central to many wildland fire activities.
• Currently, organizational data is maintained in the BLM Unit IDX and FAM IM Organizational Information System.
   o 80% overlap between the two databases.
   o Consolidating to one database would streamline the process and create consistency.
• Recommendation:
   o Consolidate Interagency Wildland Fire Organizational Data and NWCG Unit ID data into a single reference data set managed in the Enterprise Data Governance (EDG) application.
   o Target for implementation would be in tandem with the March 2024 release of IRWIN V9.
	Support the consolidation of Interagency Wildland Fire Organizational Data and NWCG Unit ID Data in a single reference data set managed with the EDG application.
	
	Manthei and McDonald will review draft memorandum and sign.

Dispatch Cost Analysis Tool (DCAT) Business Need Proposal:
• The Wildland Fire Community has consistently expressed the need for a national tool to assist in determining individual agency contributions associated with interagency partnerships of local fire management as it relates to dispatch costs, staffing needs, dispatch core duties, and workload.
• The proposed workload analysis utilizes defined data elements and methodologies and assigned weighted values associated with core duties.
   o The output values from the model serve to address contentions between partnering organizations.
   o Objectively recommending a data driven contribution share by agency.
	Support the DCAT Business Need Request and move to the WFIT Program Board.

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
- Final agency adjusted total serves as a starting point to discuss financial contributions. - Knowing the appropriate costs of the dispatch system workload for each agency will be of value in optimization and modernization. - Key objectives: - Service filters by dispatch center. - Service queries by data elements - Exposes query data by unit ID. - Calculates workload portion by unit/agency. - Final unit adjusted total. - Data source: - IRWIN incident data rather than InFORM data revealed some of the data in InFORM does not accurately reflect the dispatch center's workload. - The Data Management Program is working to combine Resource Ordering Status System historical data and Interagency Resource Ordering Capability data.	
Annual Meeting Update: - Need to coordinate with Bidaburu on topic selection for the agenda. - Would like to discuss ideas on how the committees could better engage with each other.	Send all topics and facilitator suggestions to Griffin. Lee will send out a message to the EB requesting topics for the Annual Meeting. Griffin will draft the agenda by the first of November. McDonald will send out a message with the agenda to committee chairs and subcommittee chairs requesting in-person attendance by the first of November.
Monthly Incident Management Team Course Steering Committee (IMTCSC) Update: - Recruited all primary members by July. - Kick-off meeting 10/04: - Reviewed tasking.	Arnberger and Smith will be the EB liaisons to IMTCSC.

Topic & Notes	Decision
○ Co-chairs elected: ▪ Jay Mickey – National Park Service ▪ Bill Miller – Forest Service ▪ Jason Loomis and Rick Graham as alternates. ▪ Chairs are already discussing actions. ○ IMTCSC will be a subgroup under Incident Position and Standards Committee. ○ Incident Position and Training Modernization call order #2 kick-off meeting the week of 10/23 in Boise. ○ Extremely engaged group. ▪ Due to time constraints underperformers will be replaced.	
Incident Strategic Alignment Process (ISAP) Task Team: - Shultz met with Bea Day and Robin Jermyn in September. ○ Shared the ISAP draft tasking. ○ Discussed concerns regarding timelines. ▪ Modifications to the tasking to extend initial deadlines to March. ○ Task Team will provide report outs throughout the process. ○ Chair will be Ben Curtis. - Briefing the Task Team October 31st. - Still looking for Agency Administrator representation on the Task Team.	Shultz will incorporate edits and add a distribution list to the tasking. Tasking will then be sent to Lee and Wood to finalize.
Budget Information – FY 23 Year End and FY24 Approved: - Lador lapse allowed NWCG to fund other projects (such as basic & advanced IMT, and S-130 OLT). - Due to the funding reallocation in May NWCG was able to spend 98.89% of the FY23 budget. - This update is a reminder of FY24 approvals made last spring. - Budget guidance approval will be at November EB meeting. ○ Emphasizing probability of spending funds criteria. ○ Historically some committees have had difficulties spending the funds that were requested.	Lee has messaged chairs and coordinators who have requested FY24 funds.
Updated Publication – *NWCG Work Capacity Test Administrator's Guide*, PMS 307: - Decision to approve PMS 307 will be at November's EB meeting. - PMS 307 was last updated in 2003. - Concerns about language to follow *Interagency Standards for Fire and Fire Aviation Operations Group* from State, locals, and Department of Defense.	Lamb will incorporate feedback and present at the November EB meeting,