

NWCG EB: Dave Haston (USFS), Greg Smith (NASF), Shane McDonald (FWS), Jim Shultz (NPS), Sarah Brown (RD&A), Jim Durglo (ITC), Erik Litzenberg (IAFC), Kim Van Hemelryck (OWF), Jeff Arnberger (BLM), Garth Fisher (BIA), Heath Hockenberry (NWS), Anne Jewell (DoD), Parimal Kopardekar (NASA), Aitor Bidaburu - Chair (USFA)

FMB: Aitor Bidaburu (USFA), Meagan Conry (BLM), Jason Fallon (NPS), Aaron Balwin (BIA), Sarah Fisher – Chair (USFS)

NMAC: Shane McDonald (FWS), Jeff Arnberger (BLM), Josh Simmons (BIA), Dave Haston – Chair (USFS)

NWCG Staff: Katie Wood (NWCG Program Manager), Sarah Lee (Deputy Program Manager), Annie Benoit (Training Program Manager), Toni Suminski (IPTM Project Manager), Katy O'Hara (Coordinator), Carmen Thomason (Coordinator), Dave Schultz (Coordinator), Erica Lamb (Publications Manager), Eric Coulter (Communications Lead), Omaira Falcon (Webmaster), Jesse Bender (IWDG Coordinator), Darci Drinkwater (Executive Secretary)

Guests: Marlene Eno-Hendren (IPSC), Aaron Thomson (IWDG), Mike Fallowski (NASA), Ken Schmid (BLM) Reeve Armstrong (BIA)

Topic & Notes	Decision
<p>Incident Management Team (IMT) Course Steering Committee (IMTSC) - Update:</p> <ul style="list-style-type: none"> • The Executive Board tasked the Incident and Position Standards Committee (IPSC) in March 2023 to establish new IMT courses, TM-23-001. • IPSC was able to leverage the Incident Performance and Training Modernization (IPTM) contract to fund work on the basic and advanced IMT courses. • Timelines: <ul style="list-style-type: none"> ○ Held kick-off meeting in October 2023. <ul style="list-style-type: none"> ▪ Working with Training Development Committee as liaisons to the group. ○ Basic course analysis is complete. <ul style="list-style-type: none"> ▪ Working title for basic course, Introduction to Incident Management Teams. ○ The training design phase will be completed the end of January. <ul style="list-style-type: none"> ▪ Reviewed edits last week. ○ Development of training takes approximately three and half months. ○ Conducting the test courses and review takes approximately four months. ○ Finalizing charter and standard operating procedures (SOPs). <ul style="list-style-type: none"> ▪ Once finalized documents will be available on the NWCG website. ○ Will hold two test courses. <ul style="list-style-type: none"> ▪ Alpha in California, June/July. ▪ Beta in the Eastern states, September. ▪ Approximately 32 students per course. ○ Will begin work on advanced course April 2024. 	<p>Eno-Hendren will email out the charter and SOPs to the EB.</p> <p>Eno-Hendren will share FAQs and talking points with EB at the February meeting.</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 at mailto:blm_fa_foia@blm.gov <https://www.doi.gov/foia/make-a-request>

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<p>IPTM - Update:</p> <ul style="list-style-type: none"> • 2023 review: <ul style="list-style-type: none"> ○ Large contract awarded mid-May. ○ NWCG onboarded 18+ new staff. ○ Forty plus subject matter experts (SMEs) volunteered to support. ○ Completed the analysis of ten incident positions. ○ Certified the updated Crew Boss, Single Resource and Prescribed Fire Burn Boss Type 2 standards. ○ Presented at 50 plus meetings and conferences to increase awareness of IPTM effort. ○ Initiated planning for 16 additional positions to begin in April 2024. ○ Requested and received additional \$12 million in Bipartisan Infrastructure Funds (BIL) to support the 2024 work plan. • Status of positions: <ul style="list-style-type: none"> ○ Helicopter Crewmember (HECM) and Safety Officer Field start the design phase next week. ○ Personnel Time Recorder, Equipment Time Recorder, Status Check-In Recorder, and Firing Boss are in the committee review phase. ○ Medical Unit Leader is in the final review phase. • Houghton onboarded as Contracting Officer. • Seeking approval for Next Gen position task books (PTBs) by IPSC in February. • HECM: <ul style="list-style-type: none"> ○ Updated incident position description and created standards. ○ Six to eight hours online training (OLT) to support 14 key HECM responsibilities: an increase from two hours. ○ Twenty-four hours of performance-based instructor led training (ILT) focused on application and skill development. ○ Eight hours of ILT would replace the reliance on Interagency Aviation Training for equivalency. ○ Reduced PTB criteria to 14 tasks. ○ Job aids to support and streamline on-the-job training. • Spring 2024 work plan: <ul style="list-style-type: none"> ○ Analysis rodeo hosting 16 positions in 12 workshops. <ul style="list-style-type: none"> ▪ Combined positions where appropriate to reduce time and travel impact to SMEs. 	<p>N/A</p>
<p>Incident Workforce Development Group (IWGD) - Update:</p> <ul style="list-style-type: none"> • IWGD provided 65 presentations in 2023, reaching an audience of approximately 7,000. 	<p>Bender will incorporate discussed edits on draft memo, leadership expectations for implementation in 2024 and send to</p>

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<ul style="list-style-type: none"> • According to geographic area transition plans, anticipate a minimum of 420 students in need of S-520, Advanced Incident Management or Complex Incident Management Course in the next two years. • 2023 Interagency Incident Management Team Composition Data analysis is available (https://www.nwcg.gov/sites/default/files/docs/eb-iwdg-2023-imt-composition-data.pdf) and 2024 data will be requested this spring. • 2024 National Rotation master calendar is posted on National Interagency Coordination Center webpage and reflects all interagency Complex Incident Management Teams as of January 1. • Open tasking status: <ul style="list-style-type: none"> ○ Two taskings issued to Coordinating Group Advisory Council (CGAC) in December: National Multi-Agency Coordinating Group (NMAC) L2023-09: Establishing Standard Criteria for Geographic Area Preparedness Levels and NMAC L2023-10: Standard Alignments for Geographic Area Priority Trainee Programs. CGAC will spend working time on these taskings during their January in-person meeting. ○ IWDG continues to work on NMAC L2023-02: Increasing Incident Support Capabilities Tasking. The first response, on increased agency participation, is pending final review by Fire Management Board (FMB), then IWDG will issue. The second response, which covers a large amount of subject matter expertise on modular and virtual support for incident management, is still in progress with a goal of responding by March. • Reviewed draft memo on leadership expectations for implementation in 2024. Bender will incorporate discussed edits and send to FMB for work with the Fire Executive Council on issuance. <ul style="list-style-type: none"> ○ Continued communications important to united messaging, rumor control, and expectations for application of decisions. ○ Memo among correspondence that will be used for updating IWDG StoryMap, talking points, and other communications products to the field. • IWDG will review and revise Action Plan for Implementation in spring, primarily focusing on Phase 2 and beyond, as all Phase 1 actions will be complete or in progress with identified timelines. • IWDG emphasized importance of stable membership and participation over next year to ensure successful outcomes and consistency in evaluation. It's been a discussion topic with the representative groups as well, to ensure stability of group while considering future membership rotations or changes. 	<p>FMB for work with the Fire Executive Council on issuance.</p>

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<ul style="list-style-type: none"> ○ As IWDG identifies Phase 2 actions and additional workload, membership changes may be necessary to appropriately reflect stakeholders or engagement. 	
<p>Fatigue Research Tasking - Update:</p> <ul style="list-style-type: none"> ● Wildland Fire Medical and Public Health Advisory Team (MPHAT) held a panel last week. <ul style="list-style-type: none"> ○ SMEs from NASA, Airforce, and industry were in attendance. ○ Fransted highlighted the literature review that the Risk Management Committee (RMC) conducted over the past year. ○ Brainstormed how to build the best possible research proposal. ○ MPHAT will review recommendations in coordination with RMC. 	<p>Topic added to April Joint Session.</p>
<p>2024 NWCG Annual Meeting:</p> <ul style="list-style-type: none"> ● Highlighting NWCG past, present, and future. ● Establishing vision and goals. ● Meeting will be tailored to committees and staff coordination. ● Wednesday will be the larger panel groups. ● Thursday will be breakouts with committees and EB. ● Meeting will be in-person. 	<p>RSVP will be sent to committee and subcommittee chairs.</p>