



Executive Board (EB): Jim Durglo (ITC), Michael Black (BIA-Acting), Steve Shaw (BLM), Greg Smith (NASF), Heath Cota (USFS), Erik Litzenberg (IAFC) – Vice Chair, Larry Van Bussum (NWS-Acting), Erin Horsburgh (NPS), Kim Van Hemelryck (OWF Liaison), Parimal Kopardekar (NASA), Michael Falkowski (NASA), Steven Weidner (NASA), Anne Jewell (DoD), Jon Wallace (FWS)

NWCG Staff: Katie Wood (NWCG Program Manager), Sarah Lee (NWCG Deputy Program Manager), Katy O'Hara (Coordinator), Carmen Thomason (Coordinator), David Schultz (Coordinator), Annie Benoit (Training Program Manager), Toni Suminski (IPTM Project Manager), Eric Coulter (Communications Lead), Johanna Ostling (Executive Secretary, detailed)

Guests: Brad Siemens (USFS), Brad Simpkins (USFS), Trinity Bugger (USFS), Michael Ward (USFS), Roshelle Pederson (DMC), Chuck Maxwell (DMC), Nick Nauslar (FENC), Marlene Eno-Hendren (IPSC), Mack McFarland (RMC), Cory Berkebile (RMC), Kat Navarro (OWF-OSHA), Tyler McCowan (EMC), Peter Dutchick (TDC), Ben Curtis (ISAP Task Group)

Topic & Notes	Decision
<p>Master Cooperative Fire Agreements Template:</p> <ul style="list-style-type: none"> Asking for a subgroup to coordinate consistency across interagency community. Update and maintain template as standard. 	<p>Decision: Support creating workgroup with representatives from USFS, at least one DOI bureau, OWF, DoD, IAFC, NASF, and Solicitor.</p>
<p>DMC Fire Environment Business Terms Analysis:</p> <ul style="list-style-type: none"> 520 business terms were identified for use in the fire environment business area. <ul style="list-style-type: none"> Categorized by Authoritative Reference (44%), NWCG/Business Area (33%), Institutional Fire Science (16%), Applications (8%) Analysis displays foundational data and processes to describe business terms across subcommittees. Analysis found fire business areas are changing, becoming more dynamic and complex. Demonstrates how data management processes could be applied to all NWCG business areas for updating terms and definitions. Intent of the discussion was to highlight important work that is being accomplished by committees. 	<p>N/A</p>
<p>Incident Strategic Alignment Process (ISAP) Quarterly Update:</p> <ul style="list-style-type: none"> Tasking split into six subgroups and SMEs identified to cover knowledge gaps. <ul style="list-style-type: none"> Standards: Ongoing, guidebook nearly complete, working through pillars. Incident Position and Position Task Book: Done. Oversight Body: Recommend creating group for ongoing guidance. Curriculum: Identifying 100 – 400 level courses in which ISAP concepts are taught, particularly strategy. 	<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>.



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<ul style="list-style-type: none"> ○ Business Needs: Integration of ISAP with Wildland Fire Decision Support System (WFDSS) and other products. ○ Skills Gap: Need for a workshop or skills refresher for Operations Section Chiefs and other positions for strategy development within ISAP. Recommend 2 – 3 year refresher rate for IMTs. ○ ISAP tasking group will brief the EB in the near future and present recommendations. 	
<p>IMT Course Steering Committee: Monthly Update:</p> <ul style="list-style-type: none"> ● S-320: <i>Introduction to IMTs</i> test course with 32 interagency participants will be held in Sacramento June 25 – 27; 8 hours of prework. Greg Smith and Sarah Lee will be there to observe. ● Will develop FAQs to exist as a living document to help answer questions about the process. 	N/A
<p>Discussion on Archiving Type 1 & 2 C&G Incident Positions:</p> <ul style="list-style-type: none"> ● Type 2 incident positions recommended for archiving in early 2025; pathway closed in 2023. Type 1 would eventually be archived as well as Type 1 and 2 will be fully transitioned to Complex Incident Management (CIM). ● Start thinking about the timeline for a memo about the change. ● Consider ripple effects with agencies, states, ordering, all-hazards, etc. before archiving. ● Qualifications would remain in responders’ historical records in IQS/IQCS. The positions would be removed from the PMS 310-1. 	N/A
<p>NWCG Standards for Wildland Fire Position Qualifications, PMS 310-1 Errata:</p> <ul style="list-style-type: none"> ● Corrections published in IQCS and IQS. ● Request for a memo from EB to announce the errata published for January and June 2024. 	Decision: EB will support a memo developed by IPSC regarding January and June errata.
<p>RMC: Discuss National IHC Steering Committee Letter to HTTFSC – Standardization of Chainsaw Training:</p> <ul style="list-style-type: none"> ● Main concern is separation of training between USFS and other agencies, Faller 3 vs legacy S-212. ● Request is for one standard of training for fire and sawyers. 	Decision: HTTFSC will draft a respond to the letter and route through the EB for signature. .
<p>RMC: Environmental Hazard Definition:</p> <ul style="list-style-type: none"> ● Used base categories from eSafety and SMIS to define and sort environmental hazards. ● Mitigations include training and certification systems and applicable OSHA guidance. ● Work with DMC to add to glossary and make document searchable. 	Decision: Support the definition and memo. Memo will be signed by the Chair. Ensure FEC is on the distribution list.
<p>NWCG Standards for Rapid Extraction Module Support Publication, PMS-552:</p> <ul style="list-style-type: none"> ● Supported by USFS incident procurement personnel who will make it contractual in 2025. ● Announcements via normal channels. 	Decision: Approved. Will be effective for 2025 season.

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NWCG Meeting Notes

June 18, 2024

Topic & Notes	Decision
NWCG Standards for Course Delivery, PMS 901-1 Update <ul style="list-style-type: none">• 901-1 exists as a portal, not a standalone or printable document.• Update includes changes and evolutions in digital technology and course delivery for online and virtual platforms.	Decision: Approved
FY2024 NWCG Budget 3rd Quarter Reallocation <ul style="list-style-type: none">• Reallocate remaining funds to top three priorities.<ul style="list-style-type: none">○ Advanced course○ FAL IPTM○ IPTM 2025 courses	Decision: Approved
IPTM Monthly Update <ul style="list-style-type: none">• On track to complete seven positions this summer.• Update processes based on lessons learned and prepare for 2025 Rodeo.	N/A

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