



NWCG Meeting Notes

September 17, 2024

Executive Board (EB): Garth Fisher (BIA), Brian Achziger (BLM), Greg Smith (NASF), Heath Cota (USFS), Erik Litzenberg (IAFC) – Vice Chair, Erin Horsburgh (NPS), Shane McDonald (FWS – Acting), Kim Van Hemelryck (OWF Liaison), Anne Jewell (DoD), Aitor Bidaburu (USFA) – Chair

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), Colby Jackson (Deputy Training Program Manager), Toni Suminski (IPTM Program Manager), Erica Lamb (Publications Manager), Eric Coulter (Communications Lead), Darci Drinkwater (Executive Secretary)

Guests: Mack McFarland (RMC), Kat Navarro (RMC), Tyler McCowan (EMC)

Topic & Notes	Decision
<p>Incident Performance and Training Modernization (IPTM) – Update:</p> <ul style="list-style-type: none"> • Achievements: <ul style="list-style-type: none"> ○ Aircraft Base Radio Operator (ABRO) and Status/Check-In Recorder (SCKN) are complete. Incident Position Standards and Next Generation Position Task Books are posted to the website. ○ Identified high-impact process improvement opportunities. • Challenges: <ul style="list-style-type: none"> ○ Subject matter experts (SMEs) availability during fire season. ○ NWCG staffing changes. ○ Overarching system inconsistencies. ○ Scarce skills gaps – writing/editing, 508 accessibility, online development, and data management. ○ Lack of documented, current internal processes. • Risks equals increased costs, project success, and quality products: <ul style="list-style-type: none"> ○ Agency misalignment and communication gaps. ○ Unclear roles, responsibilities, and decision space. • Next steps: <ul style="list-style-type: none"> ○ Identify a process to mitigate agency misalignment. ○ Communicate roles, responsibilities, and authority for agency representatives at the Position Steward Committee, Parent Committee, Training Delivery Committee (TDC), and Incident Position and Standards Committee (IPSC) level. ○ Determine what gets elevated to EB and communicate process. ○ Maintain communication and relationships. 	<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">● Project status – contract perspective:<ul style="list-style-type: none">○ On track:<ul style="list-style-type: none">▪ ABRO and SCKN – complete▪ Expanded Dispatch Recorder (EDRC), Initial Attack Dispatcher (IADP), Expanded Dispatch Supervisory Dispatcher (EDSP), Expanded Dispatch Coordinator (COORD), Felling Boss (FELB), Safety Officer Field (SOFF), Demobilization Unit Leader (DMOB), Documentation Unit Leader (DOCL), Resources Unit Leader (RESL), and Public Information Officer 3 (PIO3)○ Delayed due to Preparedness Level (PL) 5 – SME availability:<ul style="list-style-type: none">▪ Expanded Dispatch Support Dispatcher (EDSD), Aircraft Dispatcher (ACDP), Personnel Time Recorder (PTRC), Equipment Time Recorder (EQTR), Engine Boss (ENGB), Firefighter Type 1 (FFT1), Incident Commander Type 5 (ICT5), and Public Information Officer Technician (PIOT).○ Delayed – at risk:<ul style="list-style-type: none">▪ Helicopter Crewmember (HECM), Firing Boss (FIRB), Resource Advisor (READ), Archeologist (ARCH), Resource Advisor Coordinator (REAC) and Resource Advisor, Fireline (REAF)● Cost of indecision:<ul style="list-style-type: none">○ Increased costs, decreased morale, and project delays.○ Extended period of performance – Phase 0 – Project Management:<ul style="list-style-type: none">▪ Call order #1 administration costs average out to about \$33,000 per month.▪ Equitable adjustment costs for the contractor possible.○ Increased labor rates for contractor – each year the labor rates increase at an established percent rate.○ Bottlenecked process – position project delays create IPTM project delays, slowing down progress overall.○ Wear and tear on our collateral duty committee chairs, members, and SMEs.○ Impacts to relationships that are critical and crucial to NWCG’s success.○ Process makes us efficient.● 2025 Plan:<ul style="list-style-type: none">○ 12 positions, 6 workshops, between February 3 - March 28.<ul style="list-style-type: none">▪ 5-day workshops○ Develop test courses for ENGB, REAF, FFT1/ICT5, PIO3 HECM, FIRB.	

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<ul style="list-style-type: none"> ○ Positions for 2025 have no anticipated <i>NWCG Standards for Wildland Fire Position Qualification</i>, PMS 310-1, or <i>NWCG Standards for Course Delivery</i>, PMS 901-1 impacts. ○ Project Leads and NWCG Instructional System Specialists are assigned. ○ 2025 positions: ● Air Operations – <ul style="list-style-type: none"> ○ Airtanker Base Manager (ATBM) ○ Fixed Wing Base Manager (FWBM) ○ Unmanned Aircraft System, Data (UASD) ○ Unmanned Aircraft System, Module Leader (UASL) ○ Unmanned Aircraft System, Manager (UASM) ○ Unmanned Aircraft System Pilot (UASP) ● Planning – <ul style="list-style-type: none"> ○ Fire Behavior Analyst (FBAN) ○ Long Term Fire Analyst (LTAN) ● Logistics – <ul style="list-style-type: none"> ○ Incident Communications Center Manager (INCM) ○ Radio Operator (RADO) ● Finance – <ul style="list-style-type: none"> ○ Procurement Unit Leader (PROC) ○ Time Unit Leader (TIME) 	
<p>IMT Course Steering Committee: Monthly Update:</p> <ul style="list-style-type: none"> ● S-320: Introduction to Incident Management Teams (IMTs) <ul style="list-style-type: none"> ○ Beta test was postponed. The course will now be in Madison, WI (November 19-21). It will incorporate lessons learned from the alpha test course. ● Steering Committee met this week to work on online training and instructor guide edits. <ul style="list-style-type: none"> ○ On track to complete products prior to tasking due date. 	<p>Contact Thomason if EB members would like to attend the beta test course.</p>
<p>Risk Management Committee (RMC) – Respirator Safety Bulletin:</p> <ul style="list-style-type: none"> ● Coordinated with the Smoke Committee regarding the bulletin and incorporated their edits as requested by EB back in June. ● The problem has been identified, however there is currently no approved solution. Several options are being tested at both the state and federal levels, though it will be a significant time before they would be available for widespread use. ● Not all hazards can be mitigated with personal protective equipment (PPE). 	<p>APPROVAL of Respirator Safety Bulletin</p>

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<ul style="list-style-type: none">• Highlights Occupational Safety and Health Administration (OSHA) regulations for respirator use.<ul style="list-style-type: none">○ Currently no wildland fire respirators are National Institute for Occupational Safety and Health (NIOSH) approved to protect against all inhalation hazards identified and that meet requirements outlined in the National Fire Protection Association (NFPA) 1984 standard on respirators.○ Respirator use is an employer requirement.• Recommend the use of administrative and engineering controls to help reduce smoke exposure of personnel.	
<p>TM-24-001: Big Swamp Serious Accident Corrective Actions Response from Emergency Medical Committee (EMC):</p> <ul style="list-style-type: none">• approval for recommendations and the continued plan for development of NWCG standards for incident medical oversight.• Tasking statements:<ul style="list-style-type: none">○ Review and validate/update the standards for patient care oversight and coordination.○ Review and validate after action review (AAR) standards for emergency medical service (EMS) providers including incident medical responders, non-incident transportation, and advanced care providers.<ul style="list-style-type: none">▪ Patient care oversight and coordination on wildland fire incidents is complex and depends on the laws within the state of the fire’s origin, responders state of origin, Drug Enforcement Agency (DEA) regulations, and county/local EMS regulations.▪ To provide consistent patient care review EMC proposes quality assurance (QA) and quality improvement (QI) recommendations.<ul style="list-style-type: none">• Current incident QA/QI processes• Review or investigation team requests• Bystander and provider care▪ EMC will continue to pursue an NWCG standard for incident oversight to incorporate:<ul style="list-style-type: none">• Understand and if possible, establish authority to provide incident medical oversight.• Recommend an NWCG Medical QA/QI committee to review multiple agency cases.	APPROVAL to closeout TM-24-001



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<ul style="list-style-type: none">• Standardize patient care reporting and QA/QI processes for all EMS providers.• Develop a job aid for credentialing out of state EMS providers.• Determine appropriate scope of practices.	