



NWCG Meeting Notes

October 15, 2024

Executive Board (EB): Garth Fisher (BIA), Brian Achziger (BLM), Greg Smith (NASF), Heath Cota (USFS), Erik Litzenberg (IAFC) – Vice Chair, Erin Horsburgh (NPS), Jim Durglo (ITC), Jon Wallace (FWS), Kim Van Hemelryck (OWF Liaison), Steven Weidner (NASA), Neil Clineman (DoD – Acting), 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), Toni Suminski (IPTM Program Manager), Erica Lamb (Publications Manager), Eric Coulter (Communications Lead), Darci Drinkwater (Executive Secretary)

Guests: Rick Gividen (WFLP), Sara Sink (WFLP)

Topic & Notes	Decision
<p>Wildland Fire Learning Portal (WFLP) – Quarterly Update:</p> <ul style="list-style-type: none"> • Continued user growth in the fourth quarter. • Approval of fourth quarter budget. <ul style="list-style-type: none"> ○ Hiring one or two new positions. • Migration: <ul style="list-style-type: none"> • Live October 7th. <ul style="list-style-type: none"> ○ Migrated over 300,000 training completion records. ○ Challenges: <ul style="list-style-type: none"> • Emails for reset passwords were not received by users. <ul style="list-style-type: none"> ▪ Incomplete migration, backups of data exist but initial migration was incomplete. ▪ Course functionality developed user guide to mitigation confusion. • Assisted in supporting the training for Australian and New Zealand firefighters this summer. <ul style="list-style-type: none"> ○ Forest Service (FS) development team created online orientation training which these firefighters could complete while on the plane. <ul style="list-style-type: none"> ▪ Received positive feedback. • Awards: <ul style="list-style-type: none"> ○ The Resource Advisor Training Team received an award for innovation. ○ FS National Training Delivery Team received a five-star award. • For assistance with WFLP submit a help ticket. <ul style="list-style-type: none"> ○ Responded to 900 tickets over the past weekend. • Sara Sink will be taking over for Garth Fisher as WFLP Governance Board Chair in December. 	<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
<ul style="list-style-type: none"> ○ Mark Skudlarek will be vice chair. 	
<p>FY2024 Closeout Summary and FY2026 Budget Guidance:</p> <ul style="list-style-type: none"> ● FY2024 Closeout: <ul style="list-style-type: none"> ○ 99.7% of 2024 budget was spent. ○ Adding the Department of Defense’s \$200,000 for labor cost. <ul style="list-style-type: none"> ▪ Funds are reimbursable so we are always spending last year’s funds. ● FY2026 Budget Guidance: <ul style="list-style-type: none"> ○ Addition of subject matter expertise labor. ○ Addition of establish priorities under likelihood of success. ○ Addition of contracted deliverables clause, approved by Department of the Interior and FS solicitors. 	<p>Wood and Horsburgh to discuss proposals for non-appropriated funds for IPTM. Joint Session topic.</p> <p>APPROVAL of FY2026 NWCG Annual Budget Guidance.</p>
<p>Incident Strategic Alignment Process (ISAP) - Quarterly Update:</p> <ul style="list-style-type: none"> ● Ben Curtis reported that most of the tasking is completed. ● Plan to closeout tasking in November or December. ● Business guide is being updated on lessons learned during recent hurricanes. 	N/A
<p>2025 NWCG Incident Response Pocket Guide (IRPG), PMS 461 – Update and Summary of Changes:</p> <ul style="list-style-type: none"> ● IRPG will be published in January 2025, a year sooner than scheduled due to critical updates. ● Feedback was solicited from the Incident Operations Subcommittee (IOSC) Memorandum 23-001 along with a request for change form on the NWCG website. <ul style="list-style-type: none"> ○ Submissions were reviewed by IOSC, validated with stakeholders, and approved by the chair of IOSC and the NWCG Publications Manager. ● The IRPG has been submitted to the Government Printing Office for drafts to be reviewed by IOSC and NWCG Publications. <ul style="list-style-type: none"> ○ Slight increase in cost due to lower volume. ● Updates: <ul style="list-style-type: none"> ○ Language throughout to better align with current government guidance. ○ Formatting for increased consumption by the reader. ○ Addition of nighttime estimates for reference fuel moistures. 	N/A



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<ul style="list-style-type: none">○ Updated fire weather forecast section with clear text to describe potential for lightning and impacts of mixing height.● Addition of two unmanned aircraft pages.● Changes to chainsaw operations pages.	
<p>Update on Planning Effort for the November/December Incident Performance and Training Modernization (IPTM) Process Meeting:</p> <ul style="list-style-type: none">● Reviewed draft agenda.<ul style="list-style-type: none">○ Addition of evaluation topic/matrix of success.○ Add an overview of NWCG.○ Intent of group comment is to capture issues and provide solutions.● Position stewards are critical, and their rolls need to be defined.● All agencies need alignment of the process to convey clear and consistent messaging.● Many nuances between parent and subcommittees.● Process will need to be verified by a subcommittee.● Fisher, Cota, Thomason, and Fleming will refine draft agenda.	<p>Invite National Interagency Aviation Committee, Risk Management Committee, National Coordination System Committee, and Fuels Management Committee to the IPTM Meeting.</p>