



**Executive Board (EB):** Aitor Bidaburu (USFA) – Chair, Erik Litzenberg (IAFC) – Vice Chair, Brian Achziger (BLM), Jim Durglo (ITC), Garth Fisher (BIA), Erin Horsburgh (NPS), Anne Jewell (DoD), Brad Siemens (USFS – Acting), Greg Smith (NASF), Kim Van Hemelryck (OWF Liaison), Jon Wallace (FWS),

**NWCG Staff:** Katie Wood (NWCG Program Manager), Carmen Thomason (Coordinator), David Schultz (Coordinator), Toni Suminski (IPTM Program Manager), Colby Jackson (Training Program Manager – Acting), Erica Lamb (Publications Manager), Nick Terrell (Writer/Editor), Eric Coulter (Communications Lead), Darci Drinkwater (Executive Secretary)

**Guests:** Jesse Bender (IWDG), Micheal Froelich (IPSC)

Topic & Notes	Decision/Action Item
<p><b>Archive Type 1 and Type 2 Position Qualifications:</b></p> <ul style="list-style-type: none"> <li>• To fully implement Complex Incident Management (CIM) a decision needs to be made regarding archiving of the Type 1 and Type 2 position qualifications. <ul style="list-style-type: none"> <li>○ Agreed previously to hold off until the CIM after action review (AAR).</li> <li>○ A memo is drafted with guidance to archive the Type 1 positions, in January 2025 and the Type 2 positions, in January of 2026 to coincide with the release of the <i>NWCG Standards for Wildland Fire Position Qualifications</i>, PMS 310-1. <ul style="list-style-type: none"> <li>▪ Drafted by Incident Position and Standards Committee (IPSC) and vetted through agency channels.</li> </ul> </li> </ul> </li> <li>• Currently 500 Type 1 and Type 2 position holders in the system. <ul style="list-style-type: none"> <li>○ Would be a significant impact to the field to lose those responders.</li> </ul> </li> <li>• Discussed within the Incident &amp; Position Standards Committee (IPSC) to cut the pathway for currency which would give everyone five years to convert to CIM. <ul style="list-style-type: none"> <li>○ Would be time consuming to cut all the pathways for currency.</li> </ul> </li> <li>• Executive Board (EB) needs a better understanding of the implications of archiving.</li> <li>• The pathway for Type 1 qualifications will still be removed as of January 1, 2025.</li> </ul>	<p>DECISION to archive Type 1 and Type 2 position qualifications, January 2026. Will prepare clear message and direction for the field.</p>
<p><b>Incident Performance and Training Modernization (IPTM) – Monthly Update:</b></p> <ul style="list-style-type: none"> <li>• Achievements: <ul style="list-style-type: none"> <li>○ Lots of progress and collaboration.</li> <li>○ Aircraft Base Radio Operator (ABRO), Status/Check-In Recorder (SCKN), Personnel Time Recorder (PTRC), and Equipment Time Recorder (EQTR) have been completed.</li> </ul> </li> <li>• Challenges: <ul style="list-style-type: none"> <li>○ SMEs generally want more required training and evaluator support tools.</li> </ul> </li> </ul>	<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"><li>• IPTM goals:<ul style="list-style-type: none"><li>• There will be discussion on these goals at the December IPTM Process meeting.</li><li>• Develop an integrated performance-based training system that is easier to update and maintain.</li><li>• Move as much training as appropriate to on-the-job through the support of Incident Position Standards and Next Gen PTBs.</li><li>• Ensure incident position specific training is necessary and relevant, reducing current redundancies.</li><li>• Build Performance Support Packages and qualifications from Incident Position Standards to better support trainees, evaluators, and qualified individuals.</li><li>• Modernize training materials and operational tools.</li></ul></li><li>• IPTM project update – Required training:<ul style="list-style-type: none"><li>○ Decrease – Felling Boss (FELB)</li><li>○ No Significant Change – SCKN, Resources Unit Leader (RESL), Expanded Dispatch Coordinator (CORD), PTRC, EQTR, Public Information Officer, Technician (PIOT), Public Information Officer Type 3 (PIO3), Incident Commander Type 5 (ICT5), Firefighter Type 1 (FFT1), Helicopter Crewmember (HECM), ABRO</li><li>○ Create and Require – Safety Officer, Field (SOFF) and Resource Advisor, Fireline (REAF)<ul style="list-style-type: none"><li>▪ Require instructor lead training (ILT) – Expanded Dispatch Recorder (EDRC), Expanded Dispatch Support Dispatcher (EDSD), Initial Attack Dispatcher (IADP), Aircraft Dispatcher (ACDP), Expanded Dispatch Supervisory Dispatcher (EDSP), Engine Boss (ENGB), FIRB</li><li>▪ Require online training (OLT) – Demobilization Unit Leader (DMOB), Documentation Unit Leader (DOCL)</li></ul></li><li>○ 12 positions, 6 workshops, between the week of February 3 and March 28.</li><li>○ Development courses and test courses will be ongoing.<ul style="list-style-type: none"><li>▪ No anticipated <i>NWCG Standards for Wildland Fire Position Qualifications</i> 310-1 or <i>NWCG Standards for Course Delivery</i>, 901-1 changes.</li></ul></li><li>○ Five-day workshops.</li></ul></li><li>• Next steps:<ul style="list-style-type: none"><li>○ Process meeting in December with key stakeholders.</li><li>○ Continue to revise and develop performance support packages.<ul style="list-style-type: none"><li>▪ Continue to brief out to the field.</li><li>▪ Planning for 2026, 2027, and maintenance.</li></ul></li></ul></li></ul>	

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<p><b>Annual Meeting Draft Agenda Discussion:</b></p> <ul style="list-style-type: none"><li>• Draft agenda was sent out via email.<ul style="list-style-type: none"><li>○ Topics driven by feedback from the 2024 Annual Meeting.</li></ul></li><li>• All committee and subcommittee chairs and vice-chairs will be invited.</li><li>• The meeting will be virtual on the afternoon of February 18, following the EB meeting.</li><li>• Final agenda will be sent out in December.</li></ul>	<p>Wood will send bullets points to EB for agency breakout sessions.</p>
<p><b>NWCG Executive Board (EB) Awards:</b></p> <ul style="list-style-type: none"><li>• Received nominations for the awards from NWCG Staff.</li><li>• Award categories:<ul style="list-style-type: none"><li>○ Creativity and innovation</li><li>○ Achieving results</li><li>○ Outstanding support of the NWCG mission</li></ul></li><li>• Awards will be announced at the Annual Meeting in February.</li></ul>	<p>N/A</p>
<p><b>NWCG Off-Site Meeting:</b></p> <ul style="list-style-type: none"><li>• Litzenberg is working out the logistics for NWCG EB and Staff to attend L-580 (Sandy) in New York the second week of June.<ul style="list-style-type: none"><li>○ Staff ride focuses on interagency complexities.</li><li>○ Goal is to invest time in the EB and NWCG Staff relationship and reflect on how we can work better together.</li><li>○ Planning to find time to hold a regular EB meeting during that week.</li></ul></li></ul>	<p>N/A</p>
<p><b>IPTM Process Meeting – Agenda Review and Update:</b></p> <ul style="list-style-type: none"><li>• Calendar invites and agenda have been sent out.<ul style="list-style-type: none"><li>○ Invited Incident &amp; Position Standards Committee (IPSC), Training Delivery Committee (TDC), National Interagency Aviation Committee (NIAC), Risk Management Committee (RMC), and National Coordination System Committee (NCSC).</li></ul></li><li>• EB will have a meeting prior to establish a unified voice.</li><li>• There will be some small group work.</li></ul>	<p>N/A</p>