



## NWCG Meeting Notes

January 21, 2025

**Executive Board (EB):** Aitor Bidaburu (USFA) – Chair, Erik Litzenberg (IAFC) – Vice Chair, Brian Achziger (BLM), Heath Cota (USFS), Jim Durglo (ITC), Garth Fisher (BIA), Erin Horsburgh (NPS), Ryan Sunberg (DoD – Acting), Greg Smith (NASF), Kim Van Hemelryck (OWF), Jon Wallace (FWS) Larry Van Bussum (NWS- Acting)

**NWCG Staff:** Katie Wood (NWCG Program Manager), Sarah Lee (Deputy Program Manager), Katy O’Hara (Coordinator), Carmen Thomason (Coordinator), David Schultz (Coordinator), Toni Suminski (IPTM Program Manager), Steven Gaskill (Training Program Manager – Acting), Eric Coulter (Communications Lead), Darci Drinkwater (Executive Secretary)

**Guests:** Micheal Froelich (IPSC), Nick Nauslar (FENC)

Topic & Notes	Decision/Action Item
<p><b>Incident Performance and Training Modernization (IPTM) Review of Decisions:</b></p> <ul style="list-style-type: none"> <li>• Decisions updates: <ul style="list-style-type: none"> <li>○ Incident position project timelines – meeting next week.</li> <li>○ Agency specific expectation letter – Wood sent out an example December 13.</li> <li>○ Non-position specific required training courses – Jackson is finalizing the list which will be distributed soon.</li> <li>○ Incident and Position Standards Committee (IPSC) package – Suminski and Froelich reviewing position impacts for the <i>NWCG Standards for Wildland Fire Position Qualifications</i>, PMS 310-1.</li> <li>○ Out-year plan of upcoming positions – NWCG staffing must be in place to maintain the contract schedule.</li> <li>○ EB discussion on future of NWCG Memorandum No. 24-006 NWCG Pause on New Incident Positions and Courses– will discuss this spring, ensuring there is adequate time to make an informed decision.</li> <li>○ Maintenance/lifecycle management plan – Suminski is working with experts and compiling the data. A draft will be available in the next couple months.</li> <li>○ Define IPTM scope and expectations – working with SMEs regarding talking points.</li> <li>○ Contracting risks – working with the Contracting Officer to mitigate the risks.</li> </ul> </li> <li>• SME lists: <ul style="list-style-type: none"> <li>○ Using multiple platforms and compiling in SharePoint.</li> <li>○ Will have the ability to search the lists by agency and incident position.</li> </ul> </li> </ul>	<p>NWCG Staff and EB will conduct a run of show for the Annual Meeting on February 12 where these decisions will be discussed.</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>○ With over 100 SMEs the lists are constantly changing.</li><li>○ Position Stewards will be requested to find replacements as needed.</li><li>○ Working through IT issues before sharing with the group.</li></ul>	
<p><b>PMS 310-1 Summary of Changes:</b></p> <ul style="list-style-type: none"><li>● Publication is updated annually.</li><li>● Changes are compiled throughout the year, if needed a mid-year erratum is released.</li><li>● Global changes:<ul style="list-style-type: none"><li>○ Removal of X-520, NWCG Complex Incident Management (CIM) Field Evaluation.</li><li>○ Replaced Safety Officer Line (SOFR) to Safety Officer Type 3 (SOF3).</li><li>○ The pathway to Type 1 Command &amp; General Staff was discontinued.</li><li>○ These changes were updated throughout all affected positions in the PMS 310-1.</li></ul></li><li>● Fire Behavior Analyst – added training S-491, Intermediate National Fire Danger Rating System.</li><li>● Area Command positions – replaced Incident Commander Type 1 with Incident Commander Complex (ICCI).</li><li>● The <i>NWCG Wildland Fire Position Qualification Flowchart</i>, PMS 308 was updated and will be posted next week.</li></ul>	Memorandum will be signed by EB Chair and posted in EB correspondence on the NWCG website.
<p><b>Incident Management Team Course Steering Committee (IMTCSC) – Monthly Update:</b></p> <ul style="list-style-type: none"><li>● Beta test went well, fixing a few things.</li><li>● IMTSC will be on campus the week of March 3.</li><li>● On the IPSC agenda to discuss the makeup of this group to ensure there is the right representation.<ul style="list-style-type: none"><li>○ Compiling recommendations and will be requesting EB input.</li></ul></li></ul>	IMTSC will provide recommendations for EB decision at EB meeting.
<p><b>Discontinuing the use of Haines Index (HI) and Lightning Activity Level (LAL) – Update:</b></p> <ul style="list-style-type: none"><li>● The National Weather Service (NWS) comment period ended August 1, 2024.</li><li>● NWS decision was made to discontinue the use of HI and LAL with an effective date for their removal of February 1, 2025.</li><li>● NWS is actively taking steps to remove these forecast indices from all NWS products.<ul style="list-style-type: none"><li>○ There may be residual places where these forecast values appear in products after the removal date.</li></ul></li><li>● Replacing LAL with probability of thunderstorms and precipitation forecasts.</li></ul>	NWS memorandum will be posted next week.



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<ul style="list-style-type: none"><li>• There is no direct replacement for HI, but the NWS will continue to investigate scientifically based forecast of plume-dominated fire days.</li></ul>	
<p><b>Tasking Memorandum (TM) 24-003: Big Swamp Serious Accident Corrective Actions Response from National Interagency Aviation Committee (NIAC):</b></p> <ul style="list-style-type: none"><li>• Requested to update deliverable due date to July 2025.</li><li>• Reflects new Committee Chairs and point of contacts in the amended memorandum.</li><li>• Intent has not been changed.</li></ul>	APPROVAL of amended memorandum.
<p><b>Tasking Memorandum (TM) 24-004: Big Swamp Serious Accident Corrective Actions Response from NIAC:</b></p> <ul style="list-style-type: none"><li>• Requested to update deliverable due date to July 2025.</li><li>• Reflects new Committee Chairs and point of contacts in the amended memorandum.</li><li>• Intent has not been changed.</li></ul>	APPROVAL of amended memorandum.
<p><b>NWCG EB Awards – Update:</b></p> <ul style="list-style-type: none"><li>• EB reviewed the nominations during an Executive Session.</li><li>• Trophies will be awarded to primary Committee members.</li><li>• Certificates will go out to all Committee members.</li></ul>	Presentation of awards at the Annual Meeting.
<p><b>NWCG Wildland Urban Interface Field Guide, PMS 053:</b></p> <ul style="list-style-type: none"><li>• Significant feedback from the last round of reviews.</li><li>• Incorporated feedback into a more interagency publication.</li><li>• Adjudicated comments from OWF and NPS.</li></ul>	EB to review PMS 053 for fatal flaws and provide decision at February EB Meeting.
<p><b>NWCG Standards for Airtanker Operations, PMS 514:</b></p> <ul style="list-style-type: none"><li>• PMS 514 is a new publication.<ul style="list-style-type: none"><li>◦ Combined multiple documents into one with appendices.</li></ul></li><li>• Solicited comments from agencies and vendors.</li><li>• NIAC has approved.</li></ul>	EB to review PMS 514 for fatal flaws and provide decision at February EB Meeting.
<p><b>NWCG Vacancies and Impacts to Workload:</b></p> <ul style="list-style-type: none"><li>• Postponement of filling open NWCG vacancies is no longer an option.</li><li>• There is a business need to fill critical vacancies to move forward with the IPTM contract and promises made to the NWCG community.</li><li>• Positions need to be filled efficiently by whichever hosting agency can fill the position.</li></ul>	Topic will be added to the February EB agenda.

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<ul style="list-style-type: none"><li>○ Once an agency gets the approval to fill an NWCG position, the next opening on the organizational chart can be filled by that agency.</li><li>● Details are not a viable option for positions working on IPTM projects which are tied to contracting funds.<ul style="list-style-type: none"><li>○ Complexities and projects of long durations require permanent staff.</li><li>○ Training Specialists are tied to ten IPTM projects each.</li></ul></li><li>● Any change to a Forest Service organizational chart must be approved by the Deputy Chief of the Forest Service.</li><li>● Memorandum of Understanding (MOU) for NWCG Shared Funding:<ul style="list-style-type: none"><li>○ Enable program consistency and continuity by ensuring the following:<ul style="list-style-type: none"><li>▪ Project funding and personnel management decisions are made by the EB on behalf of all the participant agencies.</li></ul></li><li>○ Personnel positions can be filled by any federal participating agency and must be approved by the NWCG EB if a position is being proposed to change agencies.</li><li>○ Establish a funding contribution split for NWCG project costs and all NWCG Staff labor costs. Changes in hosting agency for NWCG Staff positions will not change the established split unless negotiated between the parties of this MOU.</li><li>○ MOU lines listed above provide justification for moving forward with hiring vacancies by agencies who can do so at this time. Due to the split funding from each agency will be the same.</li></ul></li><li>● Vacancies must be filled and working by August/September of 2025 to fulfill contract obligations.</li></ul>	
<p><b>Incident Strategic Alignment Process (ISAP) – Update:</b></p> <ul style="list-style-type: none"><li>● Tasking response should be finalized by next month.</li><li>● Recommendations are in final review before bringing to the February EB meeting.</li><li>● Relevant Course Steering Committees are engaged with the ISAP Group.</li><li>● Working on the ISAP Users Guide for future integration as an NWCG publication.</li><li>● ISAP Group is identifying associated business needs such as the documentation of decisions in Wildland Fire Decision Support System and on the ISAP worksheet.</li></ul>	Decision on ISAP recommendations at February EB Meeting.