



## Joint Session 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 Bussom (NWS- Acting)

**Fire Management Board (FMB):** Aaron Baldwin (BIA), Meagan Conry (BLM), Aitor Bidaburu (USFA)

**National Multi-Agency Coordinating Group (NMAC):** Brian Achziger (BLM), Josh Simmons (BIA), Greg Smith (NASF), Chuck Russel (NPS), Aitor Bidaburu (USFA)

**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:** Rick Gividen (WFLP), Sara Sink (WFLP), Jesse Bender (IWDG), Andrew Bailey (IWDG), Eric Fransted (RMC), Kaili McCray (MPHAT)

Topic & Notes	Decision
<p><b>Wildland Fire Learning Portal (WFLP) – Quarterly Update:</b></p> <ul style="list-style-type: none"> <li>• Continued user growth. <ul style="list-style-type: none"> <li>○ Current contract can support up to 200,000 user accounts.</li> </ul> </li> <li>• Course completion numbers are up for this time of year.</li> <li>• Staffing: <ul style="list-style-type: none"> <li>○ Will begin discussions with federal National Training Officers to prepare for recommendations for governance.</li> </ul> </li> <li>• Bureau of Indian Affairs (BIA)/Bureau of Indian Education (BIE): <ul style="list-style-type: none"> <li>○ Requested support to create a Firefighter Type 2 Crewmember (FFT2) learning program for Cheyenne – Eagle Butte High School.</li> <li>○ Pine Ridge is also piloting the program.</li> </ul> </li> <li>• Multifactor authentication for the learning portal will be in effect starting March 24. <ul style="list-style-type: none"> <li>○ A reminder will pop-up on the site prior to the effective date.</li> </ul> </li> <li>• Continued artificial intelligence (AI) integration: <ul style="list-style-type: none"> <li>○ Required contractor to use AI to reduce course development costs and timeline.</li> <li>○ Reduced cost/per student hour of engagement to \$4,500.</li> </ul> </li> </ul>	<p>Request course completions by agency for next WFLP update.</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
<p><b>Incident Performance and Training Modernization (IPTM) – Update:</b></p> <ul style="list-style-type: none"><li>• Achievements:<ul style="list-style-type: none"><li>○ 38 NWCG positions will be completed by fall 2025.</li><li>○ 17 course creations/revisions/updates.</li></ul></li><li>• NWCG Training working on 5 course updates and other project work outside of IPTM.<ul style="list-style-type: none"><li>○ Consensus for more effective process, reducing costs of indecision.</li></ul></li><li>• Challenges:<ul style="list-style-type: none"><li>○ Changes/pivoting as lessons are learned.</li><li>○ Scarce skills – writing/editing/508 compliance, online training developers, data management, IPTM evaluation.</li><li>○ Cadre preparation to teach new, performance-based courses.</li></ul></li><li>• Risks:<ul style="list-style-type: none"><li>○ Vacant training specialists, writer/editor, and audio-visual positions.<ul style="list-style-type: none"><li>▪ Project schedule delays.</li></ul></li><li>○ Indecision, fire season delays, vacant key positions:<ul style="list-style-type: none"><li>▪ Project delays: extended periods of performances and increased labor rates for the contractor.</li></ul></li><li>○ 8-10 projects lost per Training Specialist vacancy each IPTM cycle, depending on position complexity.</li><li>○ Currently, Training Specialist Supervisor and Deputy Training Program Manager are covering IPTM positions for vacant Training Specialist positions, which is not sustainable.</li></ul></li><li>• Next steps:<ul style="list-style-type: none"><li>○ Communicate roles, responsibilities, and authority.</li><li>○ Maintain communication and continue to evaluate the process.</li><li>○ Award available funds for the remaining positions.</li><li>○ Prepare for 2026 <i>NWCG Standards for Wildland Fire Position Qualifications</i>, PMS 310-1 changes.</li><li>○ To move forward with next round of positions, we have to implement test courses successfully, fill training specialist positions, and maintain the project schedule.</li></ul></li><li>• Contract work complete:<ul style="list-style-type: none"><li>○ Aircraft Base Radio Operator (ABRO)</li><li>○ Felling Boss, Single Resource (FELB)</li><li>○ Status/Check-In Recorder (SCKN)</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>.



## Joint Session Meeting Notes

January 21, 2025

Topic & Notes	Decision
<ul style="list-style-type: none"><li>○ Personnel Time Recorder (PTRC)</li><li>○ Equipment Time Recorder (EQTR)</li><li>○ Demobilization Unit Leader (DMOB)</li><li>○ Documentation Unit Leader (DOCL)</li><li>○ Resources Unit Leader (RESL)</li><li>○ Expanded Dispatch Recorder (EDRC)</li><li>○ Expanded Dispatch Support Dispatcher (EDSD)</li><li>○ Expanded Dispatch Supervisory Dispatcher (EDSP)</li><li>○ Expanded Dispatch Coordinator (CORD)</li><li>○ Initial Attack Dispatcher, Aircraft Dispatcher (IADP)</li><li>○ Aircraft Dispatcher (ACDP)</li><li>● On track:<ul style="list-style-type: none"><li>○ Safety Officer, Field (SOFF)</li><li>○ Helicopter Crewmember (HECM)</li><li>○ Firing Boss, Single Resource (FIRB)</li><li>○ Engine Boss, Single Resource (ENGB)</li><li>○ Firefighter Type 1 Squad Boss (FFT1)</li><li>○ Incident Commander Type 5 (ICT5)</li><li>○ Public Information Officer, Technician (PIOT)</li><li>○ Public Information Officer Type 3 (PIO3)</li><li>○ Resource Advisor, Fireline (REAF)</li></ul></li><li>● Initiated and funded:<ul style="list-style-type: none"><li>○ Airtanker Base Manager (ATBM)</li><li>○ Fixed-Wing Base Manager (FWBM)</li><li>○ Fire Behavior Analyst (FBAN)</li><li>○ Long Term Fire Analyst (LTAN)</li><li>○ Procurement Unit Leader (PROC)</li><li>○ Time Unit Leader (TIME)</li><li>○ Unmanned Aircraft System, Data (UASD)</li><li>○ Unmanned Aircraft System, Module Leader (UASL)</li><li>○ Unmanned Aircraft System Pilot (UASP)</li><li>○ Unmanned Aircraft System, Module Leader (UASM)</li><li>○ Incident Communications Center Manager (INCM)</li></ul></li></ul>	

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"><li>○ Radio Operator (RADO)</li><li>● Project future:<ul style="list-style-type: none"><li>○ 2025:<ul style="list-style-type: none"><li>▪ Using blanket purchase agreement to allocate remaining funds.</li><li>▪ Number of positions dependent upon staffing and success of process improvements.</li><li>▪ Mix of low, moderate, and high complexity.</li></ul></li><li>○ 2026:<ul style="list-style-type: none"><li>▪ Type 3 positions</li><li>▪ Unit Leader positions</li><li>▪ Mix of low, moderate, and high complexity</li></ul></li><li>○ 2027:<ul style="list-style-type: none"><li>▪ Complex Incident Management (CIM) positions</li><li>▪ Higher complexity positions</li></ul></li></ul></li></ul>	
<p><b>Incident Workforce Development Group (IWDG) – Update:</b></p> <ul style="list-style-type: none"><li>● Chairs/vice-chairs of FMB, NMAC, and NWCG reviewing IWDG charter and membership as well as letter of intent for Bender.<ul style="list-style-type: none"><li>○ Minimal membership changes in past few months, primarily results of position moves.</li></ul></li><li>● Agency Administrator (AA) Subgroup presented recommended baseline AA qualification proposal to FMB for consideration.<ul style="list-style-type: none"><li>○ Waiting feedback from FMB before soliciting wider feedback on specific components.</li><li>○ Connects with state AA discussions on implementation of AA qualification standards.</li></ul></li><li>● Current open taskings to IWDG:<ul style="list-style-type: none"><li>○ NMAC L2024-12, Tasking – Incident Management Team Configuration and Roster Negotiation Recommendations for 2025<ul style="list-style-type: none"><li>▪ On track for January 22 due date.</li></ul></li><li>○ NMAC L2023-02, Tasking – Increasing Incident Support Capabilities<ul style="list-style-type: none"><li>▪ Pending NMAC actions.</li></ul></li><li>○ Collaboration with Coordinating Group Advisory Council (CGAC) on multiple taskings, including:</li></ul></li></ul>	N/A



## Joint Session Meeting Notes

January 21, 2025

Topic & Notes	Decision
<ul style="list-style-type: none"><li>▪ NMAC L2024-10, Tasking – Development of National Rotation Recommendations for 2025</li><li>▪ NMAC L2023-10, Tasking – Standard Alignment for Geographic Area Priority Trainee Programs</li><li>▪ NMAC L2023-09, Tasking – Establishing Standard Criteria for Geographic Area Preparedness Levels</li><li>• IWDG and AA Subgroup meeting in Boise January 29 – 30, with invitation open to FMB, NMAC, and NWCG EB members to participate. Meeting overlapping with CGAC one day for mutual topics.<ul style="list-style-type: none"><li>○ Agenda will be shared once final.</li><li>○ Review of proposed work items from 2024 in-person meeting to develop plan of action for those supported for work.</li><li>○ Several were recurrent themes at the fall 2024 After Action Review (AAR).<ul style="list-style-type: none"><li>▪ Type 3 Incident Management Teams (IMTs) and standard expectations</li><li>▪ Target number of Complex Incident Management Teams (CIMTs) for sustainability</li><li>▪ Incident complexity</li><li>▪ Retention and recruitment strategies and products</li></ul></li><li>○ Requesting continued feedback from FMB, NMAC, and NWCG on proposed items to ensure work aligns with priorities for sustainable IMT workforce.</li></ul></li><li>• Continued communication and collaboration necessary to ensure successful operations in CIM and adjustments occurring to elements of system.</li><li>• Perceptions and culture continue to be biggest hurdles in consistency.</li></ul>	
<p><b>Fatigue Research - Update:</b></p> <ul style="list-style-type: none"><li>• The Wildland Fire Medical and Public Health Advisory Team (MPHAT) was tasked by FMB to develop a Wildland Firefighter Fatigue Research Project in December of 2023.</li><li>• Complied and presented best practices to FMB in March 2024.</li></ul>	N/A

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>.



## Joint Session Meeting Notes

January 21, 2025

Topic & Notes	Decision
<ul style="list-style-type: none"><li>• FMB to provide leader's intent once recommendations have been reviewed.<ul style="list-style-type: none"><li>○ Memorandum for leader's intent has been drafted.</li><li>○ Joint direction from FMB, NMAC, and NWCG.</li></ul></li><li>• Working on Wildland Firefighter research best practices and a foundation for the research proposal documents.</li><li>• Planning to leverage expertise within NWCG Committees.</li><li>• Research can help dictate policy on night shifts, work/rest ratio, and shift length.</li></ul>	
<p><b>Future of Joint Sessions:</b></p> <ul style="list-style-type: none"><li>• Joint Sessions started in response to IWDG and CIM efforts.<ul style="list-style-type: none"><li>○ Going forward, propose that Joint Sessions be scheduled bi-annually.</li></ul></li></ul>	Joint Sessions will be held in April and October, additional sessions will be scheduled as needed. For 2025 this January meeting will replace the April session.

*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>.*