



## NWCG Meeting Notes

March 18, 2025

**Executive Board Primary Members (EB):** Aitor Bidaburu (USFA) – Chair, Erik Litzenberg (IAFC) – Vice Chair, Heath Cota (USFS), Jim Durglo (ITC), Garth Fisher (BIA), Erin Horsburgh (NPS), Ryan Sundberg (DoD – Acting), Steve Shaw (BLM – Acting), Greg Smith (NASF), Jon Wallace (FWS) **Associate Members:** Parimal Kopardekar (NASA), Mike Falkowski (NASA), Kim Van Hemelryck (OWF), Heath Hockenberry (NWS)

**NWCG Staff:** Katie Wood (NWCG Program Manager), Sarah Lee (Deputy Program Manager), David Schultz (Coordinator), Carmen Thomason (Coordinator), Steven Gaskill (Training Program Manager – Acting), Erica Lamb (Publications Manager), Eric Coulter (Communications Lead), Deb Fleming (Technical Specialist), Darci Drinkwater (Executive Secretary)

**Guests:** Mike Rubenstein (IMTA), Morgan Burke (IMTA), Randal Collins (IMTA), Rocco Snart (IMTA), Eric Graff (NIAC), Nick Nauslar (FENC), Eric Fransted (RMC), Steve Weidner (NASA), Clint Cross (USFS)

Topic & Notes	Decision/Action Item
<b>Incident Performance and Training Modernization (IPTM) – Monthly Update:</b> <ul style="list-style-type: none"><li>Achievements:<ul style="list-style-type: none"><li>15 Incident Position Standards (IPS) and Next Gen Position Task Books (Next Gen PTBs) have been published to the web.</li><li>Concluded the 12 position analysis workshops for spring 2025 positions.</li><li>Improved relationships due to mutual understanding of sideboards, expectations, and decision space.</li><li>Approved to pay outstanding contractor invoices.</li><li>IPTM Story Map is nearing completion.</li></ul></li><li>Potential Risks:<ul style="list-style-type: none"><li>Staffing – Coordinators, Writers/Editors, and Training Specialists vacancies.</li><li>Funding – existing contract work, anticipated contract work for scarce skill gaps.</li><li>Increased workload for NWCG Staff and Committees.</li></ul></li><li>Next Steps:<ul style="list-style-type: none"><li>Recruitment for detailers for the vacant Training Specialists and Writer/Editors.</li><li>Moving forward with contract work where possible, using cost/benefit approach.</li><li>Drafting next contract statement of work (SOW) to continue implementation of new position projects in the fall, accounting for staffing uncertainty.</li><li>Continue evaluation of project status regarding staffing and funding.</li></ul></li><li>Position Status:</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>.



## NWCG Meeting Notes

March 18, 2025

Topic & Notes	Decision/Action Item
<ul style="list-style-type: none"><li>○ Helicopter Crewmember (HECM) – IPS/Next Gen PTB in final review.<ul style="list-style-type: none"><li>▪ Test course March 18-20 in Helena, Montana.</li></ul></li><li>○ Safety Officer, Field (SOFF) – IPS/Next Gen PTB published.</li><li>○ Firing Boss (FIRB) – IPS/Next Gen PTB in review.<ul style="list-style-type: none"><li>▪ Tentative test course in May.</li></ul></li><li>○ Personnel Time Recorder (PTRC), Equipment Time Recorder (EQRC), Status/Check-In Recorder (SCKN), Felling Boss (FELB), Aircraft Base Radio Operator (ABRO), Dispatch positions, Documentation Unit Leader (DOCL), Demobilization Unit Leader (DMOB), and Resources Unit Leader (RESL) – IPS and Next Gen PTB posted to the web.<ul style="list-style-type: none"><li>▪ D-110, Expanded Dispatch Recorder, and D-310, Expanded Dispatch Support Dispatcher undergoing final editing.</li></ul></li><li>○ Incident Commander Type 5 (ICT5) and Public Information Officer Technician (PIOT) – IPS and Next Gen PTB are being reviewed by subject matter experts (SMEs).</li><li>○ Firefighter Type 1 (Squad Boss) (FFT1) – IPS/Next Gen PTB being reviewed by SMEs.<ul style="list-style-type: none"><li>▪ S-131, Firefighter Type 1 is in development.</li></ul></li><li>○ Engine Boss (ENGB) – IPS/Next Gen PTB in review.<ul style="list-style-type: none"><li>▪ S-231, Engine Boss Single Resource in development, test course in May.</li></ul></li><li>○ Resource Advisor, Fireline (REAF) – IPS/Next Gen PTB being reviewed by SMEs.<ul style="list-style-type: none"><li>▪ Tentative test course in August.</li></ul></li><li>○ Public Information Officer Type 3 (PIO3) – IPS/Next Gen PTB being reviewed by SMEs.<ul style="list-style-type: none"><li>▪ S-203 is design phase, requesting approval for blended course.</li></ul></li><li>○ Procurement Unit Leader (PROC), Time Unit Leader (TIME), Fire Behavior Analyst (FBAN), and Long-Term Fire Analyst (LTAN) – Analysis complete, PARR in review.</li><li>○ Unmanned Aircraft System, Manager (UASM), Unmanned Aircraft System, Module Leader (UASL), Airtanker Base Manager (ATBM), and Fixed-Wing Base Manager (FWBM) – Analysis complete and PARR in review.</li><li>○ Unmanned Aircraft System Pilot (UASP), Unmanned Aircraft System, Data Specialist (UASD), Incident Communications Center Manager (INCM), and Radio Operator (RADO) – Analysis workshops completed March 14.</li><li>● Training Development Program:<ul style="list-style-type: none"><li>○ Faller 3 (FAL3) – Accepted IPS/Next Gen PTB and pursuing certification package.</li><li>○ Faller 2 (FAL2) – Developing storyboards for online training (OLT).</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>.



## NWCG Meeting Notes

March 18, 2025

Topic & Notes	Decision/Action Item
<ul style="list-style-type: none"><li>○ S-290, Intermediate Wildland Fire Behavior – Making final edits and preparing the course certification package.</li><li>○ S-390, Introductions to Wildland Fire Behavior Calculations – Test course completed March 14.</li><li>○ S-490, Advanced Fire Behavior Calculations – Developing storyboards for OLT components.</li><li>○ S-130, Firefighter Type 2 – Preparing for final acceptance of course materials from contractor.</li><li>○ S-229, Single Resource Boss – In development and reviewing materials.<ul style="list-style-type: none"><li>▪ Tentative test course in May/June.</li></ul></li><li>○ L-280, Field Leadership Assessment Course – Drafting working with lead SME to make necessary adjustments.</li><li>○ FI-110, Wildland Fire Observations, and Origin Scene Protection for First Responders – Pursuing certification.</li><li>○ FI-310, Wildland Fire Investigation – Completed.</li><li>○ Medical Unit Leader (MEDL) – Pursuing certification.</li><li>○ X-900, Investigation of Powerline Caused Wildland Fires – Complete.</li><li>○ Faller 1 (FAL1) – Pending analysis after completion of FAL3 and FAL2.</li><li>● Infrastructure Investment and Jobs Act (IIJA) Funding:<ul style="list-style-type: none"><li>○ Call order 1, first ten positions – period of performance (PoP) extended to July 28.</li><li>○ Call order 2, Incident Management Team courses – In process of negotiating updated SOW for intermediate and extending PoP.</li><li>○ Call order 3, S-130 blended – On track to closeout March 28.</li><li>○ Call order 4, 2024 rodeo 16 positions – In process of modification to support PoP extension and updated requirements.</li><li>○ Call order 5, S-390/S-490 – On track.</li><li>○ Call order 6, Single Resource Boss – On track.</li><li>○ Call order 7, 2025 Spring 12 positions – On track.</li><li>○ FAL1/2/3 – Preparing to discuss a PoP extension to support FAL2 development.</li></ul></li></ul>	
<b>Incident Management Teams Association (IMTA – formerly AHIMTA) Membership Request Presentation:</b>	NWCG Executive Board will discuss IMTA membership request further.

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>.



## NWCG Meeting Notes

March 18, 2025

Topic & Notes	Decision/Action Item
<ul style="list-style-type: none"><li>Highlighted the importance of formalizing the long-standing relationship between NWCG and IMTA.</li><li>IMTA mission – To promote, support, and enhance the profession of incident management by establishing standards and promoting the cooperation of federal, state, local, Tribal, non-governmental organizations, and the private sector in all phases of incident management.</li><li>Focus areas:<ul style="list-style-type: none"><li>Training – Development and delivery of all-hazards PTBs to standardize qualifications for incident management team members.</li><li>Publications – Interstate Incident Management Qualifications System Guide which outlines core principles and standards.</li><li>Standards – Establishment of Incident Management Qualifications System to certify incident management professionals.</li><li>Resources – Maintenance of public document library.</li></ul></li><li>History of Collaboration:<ul style="list-style-type: none"><li>Long-standing informal collaboration with NWCG through participation in various committees and shared initiatives.</li><li>Development of the All-Hazards Type 3 Command &amp; General Staff position descriptions and PTBs.</li><li>Publication of the Mission Ready Package for Type 2 IMTs.</li><li>Common stance and support at stakeholder committees, meetings, and working groups.</li></ul></li><li>Current Collaboration:<ul style="list-style-type: none"><li>Active involvement in NWCG Committees.</li><li>Development and revision of PTBs and qualification standards to create consistency where applicable.</li><li>Informal crosswalk development.</li><li>Joint efforts in developing and delivering training programs, including participation in IPTM.</li></ul></li><li>What IMTA Brings to NWCG:<ul style="list-style-type: none"><li>Resource expansion</li><li>Standards development</li><li>Training excellence</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/Action Item
<ul style="list-style-type: none"><li>○ Succession planning</li><li>● Path Forward:<ul style="list-style-type: none"><li>○ Formalizing the relationship</li><li>○ Integrated committees – Reducing duplicity and increasing shared membership participation</li><li>○ Joint training programs</li><li>○ Shared resources</li></ul></li></ul>	
<p><b>Air Operations Summary (ICS 220 WF):</b></p> <ul style="list-style-type: none"><li>● Tasking Memorandum 24-004 Big Swamp and Rum Creek Serious Accident Corrective Action Plans, tasking #2.<ul style="list-style-type: none"><li>○ Create a wildland fire Air Operations Summary (ICS 220 WF) to include medical extraction capabilities.</li></ul></li><li>● The proposed ICS 220 WF has undergone extensive vetting by all agencies.</li><li>● The National Interagency Aviation Committee (NIAC) approved the form.</li><li>● The functionality is limited due to the PDF format.<ul style="list-style-type: none"><li>○ IMTs can customize as needed as long as the intent stays and the form is designed to meet most incident needs.</li><li>○ Provides resource tracking not mission tracking but includes an open text area for general remarks.</li></ul></li></ul>	APPROVAL of ICS 220 WF form.
<p><b>Big Swamp/Rum Creek TM-24-004 Closeout:</b></p> <ul style="list-style-type: none"><li>● NIAC response was developed in coordination with Risk Management Committee (RMC), Emergency Medical Committee (EMC), Interagency Helicopter Operations Subcommittee (IHOPS), Helicopter Short-Haul Unit (HSHU), National Incident Management System Integration Committee (NIMSIC), and Interagency Fire Unmanned Aircraft Systems Subcommittee (IFUASS).</li><li>● Tasking #1:<ul style="list-style-type: none"><li>○ Establish NWCG standards for mission prioritization for the use of medical extraction aircraft on incidents.</li><li>○ Response – Standards are already established.<ul style="list-style-type: none"><li>■ Once a medical occurs and the aircraft is ordered, the priority for that aircraft and crew is to respond to the medical request.</li></ul></li></ul></li></ul>	APPROVAL to closeout TM-24-004.



Topic & Notes	Decision/Action Item
<ul style="list-style-type: none"><li>▪ If the “Ready Alert Aircraft” as listed in the ICS 220 WF are only used as “standby resources” for potential medical responses instead of being used for standard fire aviation operations, there would cease to be extraction helicopters supported by the federal agencies.</li><li>• Tasking #3:<ul style="list-style-type: none"><li>○ Define the mission profile requirements for short-haul extraction sites. Once completed, coordinate with Incident Position and Standards Committee (IPSC) to add to the NWCG Incident Response Pocket Guide (IRPG).</li><li>○ Response – When ordering a hoist or short-haul aircraft, it is recommended that the ordering resource provide canopy or hazard heights for better awareness for extraction aircrews and the equipment required to perform the extraction.<ul style="list-style-type: none"><li>▪ Recommendation of approximately 10 feet by 10 feet opening in the canopy is usually sufficient for extraction.</li><li>▪ The updates will not be reflected in the 2025 IRPG but will be included in the next revision of the publication.</li></ul></li></ul></li><li>• Tasking #4:<ul style="list-style-type: none"><li>○ Coordinate with RMC and EMC to evaluate and ensure consistency between ICS 220 WF and ICS 206 WF.</li><li>○ Response – EMC and RMC assisted in the development of ICS 220 WF and the helicopter extraction operations IRPG updates to ensure that all material would be complimentary to any changes EMC would want on ICS 206 WF and/or the Medical Incident Report (MIR).<ul style="list-style-type: none"><li>▪ Upon reviewing the ICS 206 WF, it was determined that no changes were necessary to comply with the 2025 IRPG or ICS 220 WF.</li><li>▪ EMC will evaluate the need to update the MIR keeping in mind the information that was developed from this tasking.</li></ul></li></ul></li></ul>	
<b>Transition of Fire Environment Mapping System (FEMS) and Weather Information Management Systems (WIMS) Briefing:</b> <ul style="list-style-type: none"><li>• Briefing to create broader agency awareness to the transition of WIMS to FEMS by October 2025.<ul style="list-style-type: none"><li>○ NWCG publications and references will need to be updated.</li></ul></li></ul>	N/A



## NWCG Meeting Notes

March 18, 2025

Topic & Notes	Decision/Action Item
<ul style="list-style-type: none"><li>WIMS will reach end of life in September 2025.</li><li>FEMS will begin displaying National Fire Danger Rating System (NFDRS) outputs by June 2025 and will replace WIMS as the authoritative database.</li><li>Transition timeline:<ul style="list-style-type: none"><li>June 2025, output and download capabilities will be available in FEMS for most Remote Automatic Weather Stations (RAWS) and Automated Surface Observing System (ASOS) stations.</li><li>June to September 2025, users will need to transition away from WIMS.</li><li>September 15, 2025, users will need to be fully transitioned.</li><li>September 30, 2025, WIMS will go to end of life and not available for access.</li><li>October 1, 2025, FEMS will be operational and authoritative.</li></ul></li><li>Agencies will need to secure funding to ensure full functionality. Focus on data integrity.</li><li>Agency-specific recommendations for the field:<ul style="list-style-type: none"><li>Insure FireFamily Plus 5.0 March 2024 Build is downloaded and used.</li><li>Update FireFamily Plus databases with only FEMS weather data station downloads.</li><li>Update any products that utilized the WIMS WXML to the FEMS Get Data link.</li></ul></li></ul>	
<p><b>Incident Strategic Alignment Process (ISAP) Recommendations:</b></p> <ul style="list-style-type: none"><li>Tasking Memorandum 23-003 directed the ISAP team to develop recommendations on standards for ISAP IMT use.</li><li>The ISAP User Guide is going through updates based on feedback from 2024 and will be available soon.<ul style="list-style-type: none"><li>Recommend closing out current tasking and issuing a new tasking to solidify ISAP standards once identified next steps are outlined and vetted.</li></ul></li></ul>	<p>APPROVAL to closeout TM-23-003.</p> <p>Introduce ISAP User Guide at April Executive Board Meeting.</p>
<p><b>Fatigue Management Fire Executive Council (FEC) Tasking:</b></p> <ul style="list-style-type: none"><li><b>FEC approved moving forward with a firefighter fatigue study.</b><ul style="list-style-type: none"><li>Fire Management Board (FMB) provided a leader's intent memorandum.<ul style="list-style-type: none"><li>NWCG – refine guidance to clarify activities which are allowable during pay status so that personnel can rest during non-pay status.</li><li>National Multiagency Coordinating Group (NMAC) – determine scope for finding potential solutions to improving sleep quality.</li></ul></li></ul></li></ul>	<p>Lee will brief Incident Business Committee (IBC) at the spring meeting and discuss potential next steps.</p>



## NWCG Meeting Notes

March 18, 2025

Topic & Notes	Decision/Action Item
<ul style="list-style-type: none"><li>▪ Joint Fire Science Program (JFSP) – Promote and socialize wildland fire fatigue research priorities and results with partners, including research funding organizations and agencies.</li><li>• Bandwidth of NWCG Committees is an issue.</li></ul>	
<b>FY2026 Project Funding Requests:</b> <ul style="list-style-type: none"><li>• Committees request project funding. Once received, NWCG Staff reviews the requests according to the guidance, which is updated yearly, then presents to the EB.</li><li>• Budget line items discussed.</li><li>• Reduced overall FY26 funding by 5.48%.</li><li>• Reduction from FY23 to FY26 is 9.23%.</li></ul>	APPROVAL of the recommended FY26 Project Funding Requests.
<b>EB Executive Session – March 26, 2025:</b> <ul style="list-style-type: none"><li>• <i>NWCG Standards for Rapid Extraction Module Support</i>, PMS 552 Implementation<ul style="list-style-type: none"><li>○ The USFS is facing contracting deadlines and administrative barriers that necessitated a timely decision on the best approach to implement the <i>NWCG Standards for Rapid Extraction Module Support</i>, PMS 552 for the current fire season.</li></ul></li></ul>	<p>APPROVAL to substitute the Single Resource Boss qualification requirement with the Firefighter Type 1 (FFT1) qualification in PMS 552 for the Type 1 and 2 REMS modules standards.</p> <p>The EB is committed to addressing these administrative barriers collaboratively with EMC aimed at aligning closer with EMC’s desired positional requirements.</p>