Fire Management Board
Meeting Minutes – 22 February 2017

FMB Participants	**Executive Board:** Erik Torres for Bill Kaage (NPS), Lisa Elenz (USFS), Dianna Sampson for Howard Hedrick (BLM), Shane McDonald for Chris Wilcox (FWS), Aaron Baldwin (BIA), Rod Bloms for Erin Horsburgh (OWF), Larry Sutton, Chair (USFS), Keith Raley (OAS). Not Present: Aitor Bidaburu (USFA), Mark Lichtenstein (USFS), **Staff:** Krysta Shultz (Executive Secretary), Paul Schlobohm (NWCG FMB Liaison)
Other Participants	Steve Manthei (WFIT Program Manager), Rhonda Toronto (Chair, Program Board), Chris Markle (OWF), Kevin Conn (Chair, IFPM Group), Richard Del Hierro (USFS), Gary Montgomery (USFS, Records), LOB Team Members: Mark Resman, Hunter Mulhall, Mark McCormack, Emmy Harbo.

Meeting handouts are available upon request via email at blm_fa_fmb_executive_secretary@blm.gov

Item	Topic	Presenter	Action Taken
1	Welcome, Agenda Review, Action Item Update	Paul Schlobohm	N/A
2	Capability Tasking(s) Update: a) Fire Weather Capabilities Tasking to NWCG Fire Env. Committee (FENC) b) Refining the Expected Tasking Deliverable(s)	Robyn Heffernan Paul Schlobohm	a) FENC has prioritized their fire weather related capabilities and tied them to the existing application inventory. Top FENC priorities are Weather Observation and Display and Fire Occurrence Data. Final report of findings will be released by the end of March. Facilitation by the Line of Business group allows committees to be efficient in this work. b) The NWCG Fuels Management Committee and Fire Reporting Subcommittee are preparing to begin their tasking work. Each is taking a different approach than FENC and each has requested guidance understanding and clarifying their tasking.
3	IFPM Training Requirement: Fire Program Management (M-581) Follow-Up	Kevin Conn	Board briefed on the following options available for consideration in regard to the M-581 training requirement: a) Status Quo; b) Implement M-581 as condition of employment; c) Remove M-581 as selective placement factor associated with IFPM. Kevin will distribute specific questions regarding M-581 to the FMB for review and decision at the March meeting.
4	Incident Records: Decision to create an FMB Tasking	Paul Schlobohm	Approved. Paul to finalize release by March 15th.
5	WFIT Program Management Office Update: a) SOPs b) Budget c) Application Inventory	Steve Manthei	Board members given an update on PMO activities which included: a) SOPs: Last step is to obtain signatures from the Executive Board for the Governing Principles document. Investment and Project Management documents are currently in use. All SOPs are posted on the WFIT PMO SharePoint.

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			b) Budget: All costs are not O&M. Looking to better identify O&M and new development costs for each investment and to identify how investments are targeting capability gaps. c) Status of the application portfolio.
6	Program Board Update	Rhonda Toronto	Program Board has prioritized work and will be focusing on the following top three: a) Operational Budget Report; b) Create a Data Strategy Team; and c) Decision Information Documentation. Will be working closely with project managers, business leads and NWCG committees on capability investments to bring periodic updates to the FMB on health and status of portfolio and recommendations for FMB decision support.
7	ForAPP Update	Lisa Elenz	In December, it became clear there was enough funding to start the pilot project associated with the fire reporting application ForAPP. Updates will be provided via email.
8	FMB Meeting Materials: Sharepoint Access	Paul Schlobohm	Meeting information will be hosted on the DOI SharePoint website. FMB Members will be given access.

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