



6 Minutes for Safety Meeting Agenda/Notes May 16 @ 3:00PM MST

Topics & Notes

Announcements & Housekeeping:

- New meeting time: 10am Mountain Time
- Roster updates: Cory Berkebile stepping down, Margaret Jones Nov-Mar only
- “Areas of expertise” and “working groups”
- Writing/editing/feedback support
- NWCG Executive Board meeting (5/21)

Week of Remembrance 2024:

- WOR Checklist
- Authors: summarize updates and request any support you need

Decisions/Discussion:

- **May 22 – WOR Final Drafts complete in folders and sent to RMC**
 - Everyone to add “_FINAL DRAFT” to the end of your WOR document titles
- **June 7 – Deadline for WOR drafts sent to NWCG for final review.**
- **WOR Document Checklist:**
 - ✓ Banner Inserted
 - ✓ Single line title under banner
 - ✓ All comments/edits resolved
 - ✓ “**Discussion Questions:**”
 - ✓ References (Erica)
 - Name, Source (as a link)

6MFS Daily Topics and TDIH:

- Authors: summarize updates + request any support you need
- [Fire Environment](#), Juan – looking to have two – international and U.S.
- [PPE Inspection and Care](#), Skylar – please review and provide edits.
- [Tire Information and Inspection](#) – Ben – please review and provide edits.
- [History of 6MFS Program](#) – Kelly – please review and provide edits.
- [Aviation Communication](#), Eric G. to update existing topics with new content
- [Little Venus Fire](#), John - (<https://lessons.wildfire.gov/incident/little-venus-fire-entrapment-2006>)
- [Mackenzie Fire](#), Benjamin – (<https://wildfirelessons.blog/2020/10/27/see-you-on-the-other-side/>)
- ATV to UTV topic conversions (Kelly/Ben)
- Managing Vehicle Traffic in Smoke, Molly – still working on update

Decisions/Discussion:

- **June 7 – Deadline for daily topics to be sent to NWCG for final review.**
- Continue reviewing Daily 6MFS in our “Items to review” folder.



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Strategic Work Plan:

- Please review the draft and provide any feedback/comments/edits.

NWCG Update (Katie O'Hara, Coordinator):

- New NWCG webpage just launched... report faulty links/feedback to Katie O'Hara or Omaira Falcon.

To Do List (Before Next Meeting):

- Complete "WOR Document Checklist" (above, right).
- Save as "_FINAL DRAFT" no later than May 22
- Submit WOR Topics to RMC for review on May 22
- Incorporate RMC edits and feedback to WOR documents prior to June 7
- Submit edited WOR documents to NWCG Publications on June 7
- Finalize edits to 6MFS Daily Topics and save as "_FINAL DRAFT"
- Submit 6MFS Daily Topics to RMC for review on June 7

Executive Board Meeting:

- Report on WOR at 05/21/2024 EB meeting.

Next Meeting:

- May 20 at 10:00 AM MT