

Communication, Education, and Prevention Committee (CEPC)

CEPC Conference Call Notes

Logistics

Date: February 11, 2021

Time: 15:00 Eastern, 1400 Central, 1300 Mountain, 1200 Pacific

CEPC Members: Gwen Beavans (USFS), Faith Berry (USFA – Alternate), Carrie Bilbao (NIFC EA), Tina Boehle (NPS), Brian Harrison (Training Liaison), Jerry Hepler (Wildland Fire Investigation Subcommittee Chair), Doug Hildebrand (NOAA), Kenny Jaramillo (BIA), Terri Jenkins (FWS), Angie Lane (NASF), Brian Lopez (USFS Liaison), Teresa Neal (USFA), Jon Skinner (BLM), Candy Stevenson (PIO Subcommittee Chair), Erika Stone (Administrative Support), Fred Turck (NASF), Bruce Woods (IAFC)

CEPC Members in Attendance this Call: Gwen Beavans (USFS), Annie Benoit (NWCG Coordinator), Carrie Bilbao (NIFC EA), Tina Boehle (NPS), Brian Harrison (Training Liaison), Jerry Hepler (Wildland Fire Investigation Subcommittee Chair), Kenny Jaramillo (BIA), Angie Lane (NASF), Teresa Neal (USFA), Erika Stone (Administrative Support), Fred Turck (NASF), Bruce Woods (IAFC).

Agenda Topics:

COMMITTEE BUSINESS:

- Chair's update – Tina
 - NWCG All Chairs meeting was held this week. Good to see folks from CEPC and subcommittees attending the meeting. Was able to present accomplishments of CEPC and subcommittees which were well received.
 - Next week is our follow up working meeting for CEPC.
- NWCG Coordinator remarks and news and update – Annie
 - Re-introduced herself.
 - Described database EDG that will be used to tie all documents together so when something is needed to be changed, it will be changed everywhere, it will also link all references to subjects, sort of like a Google search.
 - Leadership levels: Shows how different positions will be categorized by type and complexity of leadership. PETLs are at a Type 3 leader with type 5 being the highest. We will be able to weigh in on this. This schematic is in the meeting agenda, notes section.
- Wildland Fire Investigation Subcommittee Report. – Jerry Hepler

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- FI-110, Wildland Fire Observations and Origin Scene Protection for First Responders, revision with NWCG Publications Manager Jesse Bender
- INTM(L)& INVF Incident Position Description (IDP) revision – A draft version of the IDP's will be reviewed at the February 22, 2021, WFISC meeting
- INTM(L) & INVF Position Task Book (PTB) revision - A draft version of the PTB's will be reviewed at the February 22, 2021, WFISC meeting
- FI-310, Wildland Fire Investigation: Case Development
 - February 11, 2021 – FI-310 Task Team Initial Teams Meeting
 - April 1, 2021 – FI-310 Package to NWCG Publications Manager Jesse Bender
 - May 17, 2021 – FI-310 Beta Class at NCTC in Redding, CA
- FI-210, Guide to Wildland Fire Origin and Cause Determination, expected completion of the revision May 2022.
- NFPA Technical Committee Chair Jim Shanley has been invited the February 22, 2021 WFISC meeting
- PIO Subcommittee update – Tina:
 - IRPG updates were made addressing social media and speaking to media. Working on IPDs of PIOT (technician position) and PIO3.
- FPET Subcommittee update – Gwen:
 - Currently Maureen Brooks is the NFPET Coordinator through this 2021 fire season. Next will be the chair of the subcommittee. FPET SC will be looking into having NFPET coordination assigned to a NICC coordinator.

Action Items: Tina will be speaking to Ken Schmidte who works with Beth Lund.

Gwen to send coordinator roles and responsibilities paper to Tina and FPETSC. (done)

- Mailchimp will go out announcing formation of the subcommittee.
- Working on completing the roster. Annie Benoit and Mark Thibodeau working on this,
- The FPET refresher has been identified as a need to accomplish for this spring.
- IPDs for PETM and PETL are being reviewed and edited by Zach and Fred - this is a top priority. Annie would post to the field for review once they are done.
- THE PELT handbook is being reviewed and edited – this was a top priority after IPDs and NFPET schedule, program plan and annual webinar completed.
- Looking at a priority training program for FPETs.
- P-310 Alpha test in the SW went well. NWCG doesn't feel there needs to be a Beta test, although there will be some additional edits made based on the AAR, and after the course is offered again in April.

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DISCUSSION TOPICS

Request to add additional research paper links to the website (Kenny)

- *Net Benefits of Wildfire Prevention Education Efforts* (two Prestemon studies) and *Economic optimization of wildfire intervention activities*
- Motion made to provide the links to the papers on the CEPC website. Motion passed.

Fire restrictions website update (Kenny)

- This used to be firerestrictions.us but the server is no longer available. Forest Service regions 3 (R3) and 1 (R1) are looking to find a host site and redeveloping this site. R3 is moving aggressively to build a site on the AGOL platform with maps, etc., through New Mexico's fire information and restrictions page. Looking at utilizing a permanent site withing NWCG site to host the site/or put the link on it. This site was well-liked by the public because it was so much easier for them to find information in one place, based on locations on a map, for all county, state, and federal lands.
- Proposal: Kenny to get proposal from working group and present to CEPC for vote to move forward. If motion passes, then NWCG IT would need to be asked to take it forward. Scope, funding, project plan would all need to be part of this proposal. Annie will also look into what NWCG procedure is.

ACTION ITEMS:

Category	Action Item	By Whom	Current Update
Wildfire Restrictions Website	Kenney to get a proposal from the coordinating group chairs to present to CEPC. Annie to check on NWCG procedure.	Kenny Annie	To be discussed on March call
Website	Add "upcoming training" link and post trainings on that page. Keep off of main page.	Fred	Fred will send Nancie info to post
Digital Library	One Less Spark logo	Fred	
Oversight	Update/Create Bylaws and SOP for committee.	Angie/Teresa/Tina	
Digital Library / Website	Add restricted page on digital library page to include all of these SOPs and rewrites for our review.	Nancie Turner	
NFPET	Completion of NFPET Leader Handbook	FPET Subcommittee (not tasked yet)	
NFPET	Training hosts and coordinators; work needing to be done	FPET Subcommittee (not tasked yet)	
NFPET	Lay groundwork for changing qualifications and training for PETL and PETM	FPET Subcommittee (not tasked yet)	
NFPET	NICC coordinator for FPETs – position funding, how to establish	FPET subcommittee vice chair and Gwen Beavans	Gwen sent roles and responsibilities paper to FPET SC and CEPC chair.

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Category	Action Item	By Whom	Current Update
Website	Keep tabs on website (committee and subcommittee) and bring up website needs during meetings	Angie Lane	
Website	Check the committee roster for accuracy	All	
Website	IPD clean-up and readying for final review	Fred Turck and Bruce Woods	
Website / Budget	FPET Once of Prevention Brochure - Take USFS brochure with a USFS document number on it and have it converted to an NWCG publication. The decision was to either put the video and brochure on the USFS page and NWCG CEPC links to it, or it gets the NWCG logo and posted on NWCG CEPC site. Final decision: provide link to video on FPET SC page and post link to how to get brochure from the symbols cache.	Gwen Beavans	Gwen has provided link information to Annie and Rene to post on FPET SC page.
Budget/Website	Outdoor Fire Safety Brochure – proposal was made to redo this as an NWCG brochure. After discussion with forest service symbols cache and conservation education, it was decided to keep this as a forest service brochure. FS will take lead on project and then provide link to resource for website.	Gwen Beavans	Brochure has been reviewed and edited by CEPC, regional FS SME, FAM, Deputy chief and Chief offices. Will be provided in Spanish and English, hardcopy. Other languages at a later date, in electronic format. 3/3/21: went to NRE for review
Digital Library / Website	Draft a rewriting on the website page for introduction and 508 compliant.	Fred Turck	Done Rewrite website page for Digital Library introduction and Section 508 compliance in 2020 Virtual Face-to-Face Action Items
Digital Library	Internal SOP draft writing	Gwen Beavans and Carrie Bilbao	Done Draft internal SOP for Digital Library in 2020 Virtual Face-to-Face Action Items
Budget	Put together budget proposal for 120-day detailer to revise P-410 and help subcommittee develop standards and job aids for PETM and PETL	Bruce Woods to work with Deb Fleming	Done
NFPET / PETL / PETM	Complete review of all documents: <ul style="list-style-type: none"> Recomendations WO NFPETs V8 CEPC reviewed 9-30-20.xlsx PETL IDP CEPC reviewed 10-1-20 pre-final.docx PETM IPD 09-30-20 CEPC reviewed.docx 	All	Done
Budget	Budget process email to committee and subcommittees	Tina Boehle	Done
WPSAPS	Send out review of prevention software completion and promo YouTube video	Tina on behalf of Sam Scranton	Done
Digital Library	Get more reviewers for documents, left open for now.	Bruce Woods, Angie Lane, Zack Ellinger, and Carrie Bilbao	Done Review documents from 10/2020 – 09/2021. New reviewers will be selected on same schedule as leadership.

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ORGANIZATIONAL UPDATES

To be submitted in writing – can be covered if there is enough time

BIA (Kenny):

BLM (Jon):

FWS (Terri):

IAFC (Bruce):

NASF (Fred and Angie): No new report for Western States.

NIFC External Affairs (Carrie): New NIFC website is in review phase, should premiere around the end of February. Getting ready for 2021 fire season - working on Season Themes, briefing papers for new administration, updating program talking points and 2020 stats. EA staff members will participate in PIO breakout sessions for IMT meetings. Will host a PIO Webinar June 6.

NOAA (Doug):

NPS (Tina): No update.

USDA FS (Gwen): The national community wildfire mitigation program manager position is open and closes Feb. 18th. This is a 301 12/13. Tina shared the vacancy announcement. Please share this opportunity. We continue to work on editing the Outdoor fire Safety brochure and moving that through the approval process within the Forest Service. Guidance regarding the repeal of the 711 and 711a laws referencing a criminal offense for using Smokey Bear and Woodsy Owl's images was explained in the Prevention and Mitigation Post that was sent out to CEPC members. The Forest Service still has laws that make it a civil offense to utilize his image and slogan and we will continue to diligently go after use infringements.

P-101 was offered in the SW region and there were over 60 participants.

P-301 will be offered also by the SW region, but it was postponed until the week of March 3, 2021. This fire prevention planning course will also be offered the week of March 23rd. Participation has been capped to around 25 participants in each course.

The National Agriculture Library and the Forest Service are working on renewing the MOU that officially designates the NAL as the collector of Smokey Bear non-record material and items. This will increase the cataloging and conservation of these historic items.

USFA (Teresa):