

Communication, Education, and Prevention Committee (CEPC)

CEPC Conference Call Agenda

Logistics

Date: May 13, 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), Jerry Hepler (Wildland Fire Investigation Subcommittee Chair), Doug Hildebrand (NOAA), Kenny Jaramillo (BIA), Terri Jenkins (FWS), Angie Lane (NASF), 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, Carrie Bilbao, Tina Boehle, Deb Fleming, Kenny Jaramillo, Jon Skinner, Candy Stevenson, Fred Turck, Bruce Woods, Sheri Ascherfeld (guest)

Agenda Topics:

COMMITTEE BUSINESS:

- **Chair's update – Tina:** Tina sat in on the agency briefing this morning with Secretary Vilsack and Secretary Haaland. Kick off to western fire season.
- **NWCG Coordinator remarks and news and update – Deb:** Katie Wood now in place for about 3 weeks. Only 6 vacancies on NWCG staff. FPET program plan 2021 updated on CEPC website.
- **Fire Prevention Education Team Subcommittee update – Fred or Gwen:** 105 people + cadre on FPET refresher webinar today. Florida handled logistics; will try to get SMEs from the field to assist FPET Subcommittee; Had call with NICC about coordination – it came up on today's call; one idea – have a phone line available; have person on rotation to do coordination. Material hosting – moving toward FireNet as place to put materials - how to use it for its best utilization. PETM and PETL out for review on NWCG website.
- **Wildland Fire Investigation Subcommittee update – Jerry or Carrie:** Making progress on classes that subcommittee is putting together. Discussed fire investigation page for NIFC website – text under review; potential Flickr album for fire causes. Working with NFPA 921 participation. FI-110 should be up. It went through Executive Board last week. INTM is being sunsetted and INVL is being implemented. Fire Investigation needs to have transition plan on who becomes INVL. FI-310 being revised as is PMS-412 – *Origin and Cause Determination*. Looking at ordering mnemonic for

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investigators with K-9s. Question from Fred – is there anything to digitize the origin sketches?
Carrie will ask at next subcommittee meeting

- **PIO Subcommittee update – Candy:** PIO1 and 2 out for review on NWCG website. Have meeting with Mike Ellsworth (IPSC) after this to talk about PIO3 and PIOT. Will be speaking to IMRR next week about positions.

DISCUSSION TOPICS

Ability to Integrate Fire Restrictions on NIFC.gov - Sheri Ascherfeld - It is possible to integrate fire restriction maps onto NIFC.gov. If Sheri gets links, they can be added as they are available, or we can wait until all maps are available.

Action – Tina - reach out to Data Management Committee (Rochelle Pederson) - Katy O'Hara is coordinator regarding data standards and schemas for fire restriction maps and GIS layers.

#RecreateResponsibly - Gwen - Sam Storms provided update on FPET refresher. Tomorrow wildfire prevention tips will be released by group that includes REI. RecreateResponsibly.org. Gwen shared "Be Outdoor Safe" posters, they are free at the Symbols Cache.

Training Committee - Fred – There's a lot of training going on; Fred has been talking to training folks. Concerned about PMS-901 direction that designates instructor has to have taught every unit; Training Committee will look into this language. Responsibility and process for change will come out from Training Delivery Committee.

Strategic Plan and Operating Principles - Tina send out FindTime poll for timeframe July to September.

Other news and/or updates:

- June call – Tina will be out - Gwen will lead call.
- Carrie – involvement in Data Management Committee - getting data management story out
- [TNC – 2021 Living with Fire Communications Toolkit & Resources for the Wildfire Season](#)

ACTION ITEMS:

| Category | Action Item | By Whom | Current Update |
|--------------------|---|---------|----------------|
| Strategic Planning | Send FindTime poll to group to have dedicated session for strategic planning somewhere between July and September | Tina | |
| Fire Restrictions | Reach out to Data Management Committee (Rochelle Pederson) - Katy O'Hara is coordinator | Tina | |

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| Category | Action Item | By Whom | Current Update |
|-------------------------------|---|--|---|
| | regarding data standards and schemas for fire restriction maps and GIS layers. | | |
| Fire Restrictions | Send links to fire restriction pages / maps that we want linked via NIFC website to Tina. Fred will compile and send to Tina for state pages. | All | |
| Website | Socialize with other committees whether there are any projects underway that would be conflict with fire restrictions clearinghouse – Geospatial Subcommittee, Fire Reporting Group under Data Management Committee, Fire Danger Subcommittee | Fred – for Geospatial Annie – for Fire Danger Subcommittee and Fire Reporting Group | |
| NFPET | Completion of NFPET Leader Handbook | FPET Subcommittee | Priority #1 |
| NFPET | Training hosts and coordinators; work needing to be done | FPET Subcommittee | Priority #4 |
| NFPET | Lay groundwork for changing qualifications and training for PETL and PETM | FPET Subcommittee | Not tasked yet. FPET subcommittee needs to contact IPSC for change request to 310-1 |
| NFPET | NICC coordinator for FPETs – position funding, how to establish | FPET subcommittee vice chair and Gwen Beavans | In progress. Tina emailed Ken Schmid for follow-up 2/17/21 |
| NFPET | IPD clean-up and readying for final review | Fred Turck and Zach Ellinger | In progress |
| Oversight | Update/Create Bylaws and SOP for committee. | Angie/Teresa/Tina | Didn't discuss at last month's meeting; will add on next agenda. Tina will send out a poll for a dedicated session. Bylaws part of plan or kept separate? Look at the rules and regs on NWCG site. Separate document if there is any difference at all, very loose on roles and rotation also. |
| Website | Keep tabs on website (committee and subcommittee) and bring up website needs during meetings | Angie Lane | Ongoing |
| Website | Check the committee roster for accuracy | All | Ongoing |
| Wildfire Restrictions Website | Kenny to follow up with committee after his call regarding how others are approaching not having this website available anymore. | Kenny | 2/11/21 update: Kenny moves forward with his group to take needed action and get up and running. Annie checking on next steps for where we need to go next. Expected by autumn. |
| WPSAPS | Put WPSAPS as prevention course in Learning Portal; reach out to Sam Scranton with process needed | Kenny | |

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COMPLETED ACTION ITEMS:

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|---------------------------|---|---|---|
| NIFC Website | Invite Sheri Ascherfeld to May meeting re: ability to integrate fire restrictions into NIFC website | Tina | Done Note – yes it is possible and Sheri is willing to do this. |
| Digital Library / Website | Add restricted page on digital library page to include all of these SOPs and rewrites for our review. | Nancie Turner | Done |
| Budget | Budget process email to committee and subcommittees | Tina Boehle | Done |
| 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 |
| Digital Library | One Less Spark logo | Fred | 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. |
| Digital Library / Website | Draft a rewriting on the website page for introduction and 508 compliant. | Fred Turck | Done – Annie to send forward to Nancie 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 |
| 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 |
| Website / Budget | 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. | Gwen Beavans | Done – USFS will publish |
| Website | Add “upcoming training” link and post trainings on that page. Keep off of main page. | Fred | Done - 2/23/21 2/17/21 update: WPSAPS video is posted; Fred will work directly with Nancie Turner on sending upcoming WPSAPS trainings to Nancie; Kenny to assist. |
| WPSAPS | Send out review of prevention software completion and promo YouTube video | Tina on behalf of Sam Scranton | Done |

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