

Communication, Education, and Prevention Committee (CEPC)

CEPC Conference Call Agenda

Logistics

Date: July 8, 2021

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

CEPC Members:

Name	Representation	In Attendance (X)
Gwen Beavans	US Forest Service	
Faith Berry	US Fire Administration – Alternate	
Carrie Bilbao	NIFC External Affairs	X
Tina Boehle	National Park Service	X
Deb Fleming	NWCG	X
Jerry Hepler	Wildland Fire Investigation Subcommittee	X
Doug Hildebrand	National Oceanic and Atmospheric Administration	X
Kenny Jaramillo	Bureau of Indian Affairs	X
Terri Jenkins	US Fish and Wildlife Service	
Angie Lane	National Association of State Foresters (Western)	
Teresa Neal	US Fire Administration – Primary	
Jon Skinner	Bureau of Land Management	
Candy Stevenson	Public Information Officer Subcommittee	
Erika Stone	Administrative Support	
Fred Turck	National Association of State Foresters (Eastern)	X
Bruce Woods	International Association of Fire Chiefs	X

Agenda Topics:

COMMITTEE BUSINESS:

- Chair's update – Tina:
 - Terri Jenkins update: Due to Terri's situation, CEPC will need representation from the US Fish and Wildlife Service. Currently the Chair is seeking interested qualified candidate to fill Terri's seat on the Committee.
 - Strategic Plan meeting – October 5-7, 9:00-11:00 MT
 - Meeting call-in number: Next month there is a possibility that this will be available to CEPC members.

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- Introducing Doug Hildebrand – did round robin of introductions
- NWCG Coordinator remarks and news and update – Deb: Huge staffing vacancy issues. Have been on a lot of interview panels, across the board. Working with Jerry, Candy, Fred and Zach to update references, making sure webpages are up to date. Validating “leadership levels” for various subcommittees.
- Fire Prevention Education Team Subcommittee update – Fred: Lot of early movement of teams, Gwen is on FPET assignment. This has brought a lot of things to light – had had good rotation and structure, but have discovered need to go deeper than 2 teams on the bubble – e.g. getting out as single resources. Need to get to qualifications of PETM and PETL wrapped up and in line with what subcommittee feels is needed. No course requirement; all you need is I-100 and I-700 – need to address that and take it on pretty soon.
- Wildland Fire Investigation Subcommittee update – Jerry: CEPC met Shaun Zimmermaker last meeting as vice chair of subcommittee; comes from long line of NWCG participants in northern California. PMS-412 revision is main thing going on; John Bird was leading task group – when he resigned, Shaun stepped forward to lead – hopefully button up by spring 2022. First week of November subcommittee meeting in Reno – second week will be FI-310 Beta 2. First full week of June, ran 3 FI-210 classes through the learning portal.
- PIO Subcommittee update – Tina: PIOs out on assignment, only had a couple participants at last meeting, so deferred agenda.

DISCUSSION TOPICS

Topic

Data standards and Fire Restriction Maps: Task team is being formed to address data standards and fire restriction maps. Fred confirmed that this will not be in conflict with any other committee’s work regarding fire restrictions. Kenny stressed the need to have a USFS representative on the Task Team.

Leader Handbook: No follow up /report from the sub-committee regarding the Leader Handbook.

Outdoor Fire Safety brochure from USFS: The 50-year-old Outdoor Fire Safety Brochure has been updated, gone through the USDA Approval process and is now available for sale through the symbols cache.

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Other news and/or updates: Please review and provide feedback regarding the NIFC Fire Prevention page by July 30, 2021, to Carrie Bilbao.

ACTION ITEMS:

Category	Action Item	By Whom	Current Update
Website	Outdoor Fire Safety brochure	Gwen Beavans	Completed by USFS – announcement released by Gwen July 2, 2021. Does this need to be posted/linked from CEPC web page?
Website	Review fire Prevention NIFC page and provide suggested edits to Carrie. OK to have explanations about difference of NWCG and NIFC and same resources on each page since some people don't got to each site.	ALL	Due by July 30.
Strategic Planning	Answer Doodle Poll about dedicated session for strategic planning somewhere between September and October.	All	Still awaiting responses from a couple people.
Fire Restrictions	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.	Tina	Tina, Kenny, Faith, Carrie, and Vaughn Cork (WA DNR) met with Emmy Harbo in late June. Forming task team for this effort – needs tasking and verification that the right people are on the task team.
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	Kenny sent Tina and Sheri Ascherfeld list on 5/27/21. Sheri successfully integrated the Southwest fire prevention map into the NIFC website test environment. Sheri would like to have GACCs post fire restriction map products for the GACC on their own websites and then NIFC would link to the GACC page. Needs further follow-up to connect to GACCs about this request
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 (P-410 and P-310 as required courses).	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	Tina, Gwen, Fred and Zach to meet to discuss options that were discussed in call with NICC. Meeting set for 6-17-21.
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.

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			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	Specific parts of FPET SC that are on the front page need to be moved to the sub group (FPET). Bruce Woods will provide a write up about the success of WPSAPS. Post under WPSAPS section.
Website	Check the committee roster for accuracy	All	Ongoing F&W Representative?
WPSAPS	Put WPSAPS as prevention course in Learning Portal; reach out to Sam Scranton with process needed	Kenny	Needs to be created in Wildland Fire Learning Portal. Fred had been putting course content into the portal.

COMPLETED ACTION ITEMS:

Category	Action Item	By Whom	Current Update
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	No conflicts. Task completed
NFPET	IPD clean-up and readying for final review	Fred Turck and Zach Ellinger	Completed
Wildfire Restrictions Website	Kenny to follow up with committee after his call regarding how others are approaching not having this website available anymore.	Kenny	Completed
NIFC Website	Invite Sheri Ascherfeld to May meeting re: ability to integrate fire restrictions into NIFC website	Tina	Completed 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	Completed
Budget	Budget process email to committee and subcommittees	Tina Boehle	Completed
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	Completed
Digital Library	One Less Spark logo	Fred	Completed
Digital Library	Get more reviewers for documents, left open for now.	Bruce Woods, Angie Lane, Zack Ellinger, and Carrie Bilbao	Completed 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	Completed – Annie to send forward to Nancie

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			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	Completed 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	Completed
Website	Add “upcoming training” link and post trainings on that page. Keep off of main page.	Fred	Completed - 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	Completed

ORGANIZATIONAL UPDATES

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

IAFC (Bruce): The non-federal WFLC members have joined together to share their Fire Year 2021 message, acknowledging recent new challenges in addition to existing challenges faced by all involved in wildland fire management activities and implementation of the National Cohesive Wildland Fire Management Strategy. This message is complementary to those that have been shared by the federal partners of the WFLC.

<https://www.iafc.org/blogs/blog/iafc/2021/06/02/message-from-non-federal-members-of-the-wildland-fire-leadership-council>

NASF (Fred and Angie):

Fred: Sent link to workshop in September, Tina to distribute to committee. WPSAPS – had great use of it in Durango, CO; did a lot of planning with San Juan folks on using WPSAPS as a tool. Things quiet in the East; sending resources West, gives people good experience. Has been asked to join Smoke Committee.

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Angie: Involved in our statewide fire situation. Won't be able to attend today. Nothing to report from NASF-West. PNW and California actively fighting fire with the rest of the western states, and Idaho now has a few large fires in the Panhandle that will be problematic. Nothing new from Western States Fire Managers. Love the Outdoor Activity Brochure and the website, and have shared widely with Western States Fire Managers.