

Communication, Education, and Prevention Committee (CEPC)

CEPC Conference Call Notes

Logistics

Date: October 14, 2021

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

CEPC Members:

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

Agenda Topics:

COMMITTEE BUSINESS:

- Chair's update – Gwen: Next month's meeting falls on Veterans Day. Do we want to cancel the meeting, or reschedule for some time later in November?
 - Reschedule for November, including 30 minutes in the meeting to finish the strategic plan and SOPs. The thought is we could do all of this within a 2-hour time frame. We'd like Tina to send out a doodle poll.
 - Fire Cause Categories: posted. Should we have an interagency user guide? Should there be an interagency group put together? This group sort of thought that we should just put it out there and then see where the deficiencies are and then "fill the gaps".

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- We really need to look at developing a training calendar and addressing needs, costs, finding facilitators, offering opportunities to others to teach, etc.
 - P-301 will be offered by GBS October 25th. It is virtual, it is full and there is a fee for FS employees (\$150).
 - P-310 and P-101: offered virtually by South Ops in CA in Feb. and March 2022
 - P-401 will be offered fall 2022, virtually, hosted by the Forest Service in the SW
- Strategic plan work has been good; focus on not duplicated NWCG roles and good refresher and what formats. Action items completed some items and created new ones to focus on.
- NWCG Coordinator remarks and news and update – Deb:
 - Deb was not able to join.
- Fire Prevention Education Team Subcommittee update – Fred/Gwen:
 - Meeting was cancelled last month, meeting is next week and big things are managing fire prevention teams next year, Mob guide and if we do a schedule, it will be due. Looking at issue with training and when and how it's offered. Looking at getting requirements to take the course back into P310-1
 - FPETSC meeting last month was cancelled, so nothing to report from that meeting. Next week's meeting is supposed to address FPET scheduling and coordination, training plans for next year, and changing the training requirements for the PETM and PETL positions.
- Wildland Fire Investigation Subcommittee update – Carrie/Jerry:
 - Carrie/Jerry not available for update
- PIO Subcommittee update – Candy:
 - Roll out for position is ready, agencies to figure out how they want to do that interpreted. POF qual now there is a line under required experience satisfactory performance as a PIO technician. Therefore, it sounds like you must have a satisfactory assignment as a technician first. Tech does not require a task book its only certificates. Asked if she needed to create a form for positions that do not have task books so it is up to the agencies to determine what they need since no form exists. We have the ability to change that line to change or remove.
 - Revising task book for PIO3, leadership levels done but not assigned to positions yet. In discussion with leadership committee and IPSC.
 - Waiting on endorsements as well, ordering system you cannot distinguish them and working with NEMSIC Committee Integration Committee, starting with PIO position first and looking and requirement differences. About 45 positions to review.
 - PIO Technician position has been approved and is in the PMS310-1. In the PIOF IPD it now says: "satisfactory assignment as a PIOT." That was not their intent. The intent was take the online courses for PIOT, then you can go out. There is no task book for PIOT.

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DISCUSSION TOPICS

Topic

Fire Restrictions Task Group (Kenny): Tasking has been assigned. Kenny is lead. It is due mid-April 2022

- Tasking group has been officially created and memo. Leading the group will send out initial email and schedule meeting. Deadline of April 2022 to get something committee.
- SW call there was approval for a new website wildfire.gov might be used for multiple postings for interagency and should go live in March 2022.
- Jon Skinner- any news on the website, has no information on this so far.

Strategic Plan and Standard Operating Procedures (Gwen): Folks should be going into the documents and providing updates and feedback. Do we need another focused session?

- We agreed that we should have one last meeting and combine it with the rescheduled November CEPC meeting and just edit as a group.

ACTION ITEMS:

| Category | Action Item | By Whom | Current Update |
|-----------------------------|---|---------------|--|
| Fire Restrictions | <u>Task team assigned</u> | Tina to Kenny | Team has been created. |
| Oversight | Update strategic plan and operating procedures for committee. | All | Completed focused session. Final meeting held to address final comments, Members are also welcome to comment and edit prior to this meeting. |
| 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 subgroup (FPET) page. Front page is mixed up with what we use to look like before subgroup. Need to look at suffix front page possible duplicated or move to FPET page. Bruce Woods will provide a write up about the success of WPSAPS. Post under WPSAPS section. Bruce to provide not updated yet. Nancie Turner (NWCG webmaster) is retiring so we might have to wait on some of these. |
| Website | Check the <u>committee roster</u> for accuracy | All | Ongoing Members should look at by Nov strategy meeting |
| 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. Nothing new, started a skeleton and waiting on Sam still collecting material to go into the course content. |
| **NEW** Oversight | Develop "training plan" for CEPC Courses | All | Develop a task group with members from various subgroups. Minimally CEPC would need to manage P-301, P101. Decide if we need a 200-level course. |

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COMPLETED ACTION ITEMS:

| Category | Action Item | By Whom | Current Update |
|-------------------------------|---|--|--|
| 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 | Completed |
| 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 |
| Website | Outdoor Fire Safety brochure | Gwen Beavans | Completed by USFS – announcement released by Gwen July 2, 2021. |
| Strategic Planning | Answer Doodle Poll about dedicated session for strategic planning somewhere between September and October. | All | Completed – scheduled for October 5-7. |
| 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 |

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| Category | Action Item | By Whom | Current Update |
|---------------------------|--|---|---|
| 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 <u>Rewrite website page for Digital Library introduction and Section 508 compliance in 2020 Virtual Face-to-Face Action Items</u> |
| Digital Library | Internal SOP draft writing | Gwen Beavans and Carrie Bilbao | Completed <u>Draft internal SOP for Digital Library in 2020 Virtual Face-to-Face Action Items</u> |
| NFPET / PETL / PETM | Complete review of all documents: <u>Recommendations WO NFPETs V8 CEPC reviewed 9-30-20.xlsx</u> <u>PETL IDP CEPC reviewed 10-1-20 pre-final.docx</u> <u>PETM IPD 09-30-20 CEPC reviewed.docx</u> | 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 IAFC WUI Conference is scheduled for March 23-25, 2021 in Reno. IAFC is studying the Senate Amendment to H.R. 3684 the INVEST America Act. Related to prevention is Wildland Fire Mitigation & Management Commission Act of 2021 which establishes a commission to study and recommend wildland fire prevention, mitigation, suppression, management, and rehabilitation policies.

Bruce was not on the meeting no update.

NASF West (Angie): Entire West is very busy, PL5, told we need to use resources we have to the best we can. We have all teams dispatched. We have various resources from other states, engaged in statewide response. Does not have time currently to work on committee tasks, will get to them just fire is priority.

Angie was not on the meeting no update.

NASF EAST (FRED): receptive to providing a corner or posting on their blog on their NASF, or a way to coordinate across different committees to have a standing article in NASF newsletter and blog. Will follow up with Deb on this and get a list of NASF committee members and interest in this.

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Getting ready to get into fall fire season, and on everyone's radar following the Western's season this year.

Teresa: Released a few social media handouts and cards for defensive spaces.

Kenny: Busy with standard PD finalized and working with contractor go them through classification and conversion of prevention plans into WPSAPS software.

Gwen: new acting positions for FS, new chief has acknowledged many new actings to get people hired. Ad council side, 2024 with be Smokey's 80th birthday preparing to be ahead of the curve and artwork prepared and to have them sold at the cache and commercial merchandise. FS be outdoor safe campaign will launch social and digital artwork and masking in buildings. Film a new PSA in Long Island and working through that. Trying to switch things up and producing stuff would be ready to roll in Feb which would be great for SW and get on to the fire year rotation. Working on explainer videos for correct burning, campsite information. Working on coloring sheets posters and hired a bunch of people to represent Smokey in different ways.