

Communication, Education, and Prevention Committee (CEPC)

CEPC Conference Call Agenda

Logistics

Date: January 13, 2022

Time: 1500 Eastern, 1400 Central, 1300 Mountain, 1200 Pacific

CEPC Members*:

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

*USFS representative is currently unfilled

Agenda Topics:

COMMITTEE BUSINESS:

- Chair's update – Tina:
 - New note-taker – Caron McKee, Fire Comm/Ed Specialist, National Park Service
- NWCG Coordinator remarks and news and update – Deb:
 - Nothing to report
- Fire Prevention Education Team Subcommittee update – Fred/Bruce:
 - Nothing to report
- Wildland Fire Investigation Subcommittee update – Jerry/Carrie:
Jerry:
 - Sent last year's highlights to Tina.
 - A training is scheduled for January 24-28 in South Lake Tahoe; it will be blended, in-person with a virtual option. During that week, they'll focus on 2022 accomplishments.
 - FI 110 training will be going online – will get briefing from Jeff Hendricks, project lead, who is now a consultant but will still be staying on the subcommittee.
 - Seven new members joined the subcommittee last year. One is Joe Fitzberg from PGE (Portland Gas and Electric), who will give a powerline presentation. This will be a good

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chance for the subcommittee to be peer reviewed by power/utility agencies they often come across during investigations.

- Subcommittee is supporting Carrie, who is still moving forward with the NIFC educational page, first responder video, and Flickr fire causes album.
- FI-110 (First Responder Training) – task group in putting it out to bids (online training).
- FI-210 class was rolled out in the learning portal last year with great success. Part of the class portion, the PMS 412 document (currently being updated), will be divided into two: the PMS 412 guide, and a reference document, hopefully to be completed in 2022. Some major things being looked at in the document are clarifying some language, updating references, looking into some of the research on indicators, such as cigarettes. There will be FI-210 classes June 6-10 in Redding, and the week of May 16 in Riverside.
- FI-310 class – rolling out a Beta 2 (late April or early May) which will be all through the learning portal, solidifying comments from last the Beta test (last May). Beta 2 will hopefully be final version and will be rolled out nationally. Will do two classes at once – a Cal Fire and a Scott Fisher BLM hosted class in Reno (likely in late April or early May – should know dates soon). June 6-10 FI 210 in Redding; week of May 16 in Riverside.
- PIO Subcommittee update – Candy:
 - Submitted PIO3 task book in conjunction with revised incident position description; Summary document was sent to CEPC for review; comments are due next week (Jan. 18th, but deadline can be flexible if needed). Schedule meeting with Candy if you have any questions.
 - No field input on this particular document yet, (it went directly to CEPC); but we have field input on previous submissions of changes to current PIO taskbook.
 - Deb initiated conversations with DOI folks in charge of all hazard program. They're using the PIO3 position code, which is why we still use PIOF. They currently use PIA 1 and 2, so we are asking them about using PIA 3, so that we could then use PIO1, 2, and 3. We're waiting to see what DOI says before we start using PIO3 name as official description/task book, before we roll out the position description for comment (with link to position task book (PTB)) – Deb will figure out specifics on how to include PTB for comment.
- Fire Restrictions Task Team update – Kenny:
 - Kenny's update was given by Tina: Kenny reached out to the task team to set up a preliminary first meeting, hopefully this month.

DISCUSSION TOPICS

Topic

- Update on the fire investigation WFSTAR video – Carrie
 - Fire Investigation Subcommittee has been going through documents
 - Carrie has been working on a video on wildfire investigation, mainly for first responders – a refresher video to go with WFSTAR, they are working out modules. First draft of video was reviewed by the subcommittee – got good feedback. Carrie made some edits, will be rolled

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- out in next couple weeks or so with module tools. Carrie will send link to this group. It provides more info on how people can become investigators (coursework to take), why fires are investigated (prevention), human causes.
- Fire prevention page on NIFC website: Carrie is going through 28 pages of text narrowing down what to include on a new web page; people will be able to look up a cause, and learn how to prevent that cause. Should be done in next couple weeks for the Wildfire Investigation Subcommittee meeting end of this month). The idea is that having people learn what causes fires helps to aid in prevention.
 - Flickr page – Carrie is working on adding better photos, of common causes.
 - Committee and subcommittee budget proposals – Finalize proposals and rank for submission to Executive Board
 - CEPC Proposal – Bruce updated/submitted a proposal for P101 class; it is on Teams. All agreed it is ready to move forward. Tina will accept track changes.
 - FPET Subcommittee proposal – Tina will go over this one and send out poll to this group in the next few days to determine which of the two proposals is our priority.
 - Develop “training plan” for CEPC Courses
 - Tina will put out a tasking to the three subcommittees. Angie will work with Tina on crafting a tasking statement.

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ACTION ITEMS:

Category	Action Item	By Whom	Current Update
Fire Restrictions	Task team assigned	Tina to Kenny	Team will have kick-off meeting in late January.
Budget	Finalize Committee and subcommittee budget proposals and rank for submission to Executive Board.	All	Tina will go over FPET Subcommittee proposal and send out poll to this group in the next few days to determine which of the two submitted proposals is our priority. (CEPC or FPET).
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. Angie researched process of doing updates and will meet with Deb on to-do list.
Website	Check the <u>committee roster</u> for accuracy	All	Ongoing
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.
Oversight	Develop "training plan" for CEPC Courses	Tina/Angie	Write tasking statement/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.

COMPLETED ACTION ITEMS:

Category	Action Item	By Whom	Current Update
PETM/PETL	Positive education requirement for PETM and PETL	Zach Ellinger	Completed - submitted via website after vote to move proposal forward by committee on 11/30/21
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.	All	Kenny sent Tina and Sheri Ascherfeld list on 5/27/21. Sheri successfully integrated the

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	Fred will compile and send to Tina for state pages.		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
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 Rewrite website page for Digital Library introduction and Section 508 compliance in 2020 <u>Virtual Face-to-Face Action Items</u>

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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: Recommendations 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): Will proceed with a face-to-face wildland urban interface conference, March 22-24. International Association of Fire Chiefs hasn’t yet named anyone for new commission as part of WIFLC. Texas has been impacted by La Nina, drying out, high fire activity due to high winds, dry fuel – they are ramping up prevention efforts. Lots of people starting to hear about PIOF changes, all seems good.

NASF (Fred/Angie): Angie: website update: since Nancy retired, Angie investigated the process on making updates – she will meet with Deb next week to talk about to-do list. Process is that Deb approves, forwards to Rhonda to make edits. Let Angie know if anything else needs to be added to next week’s meeting with Deb. Tina submitted staff changes; will submit Caron’s name to roster.

NIFC External Affairs (Carrie): NIFC is working on new fire year themes – they will probably be similar types of themes as last year, but will be refreshed (COVID, firefighter/public safety, recreate responsibly, prevention, fuels management, fire activity becoming more extreme/possibly climate change). They will be out around end of February. Carrie is detailed as Deputy Chief for BLM EA for 60 days as Samantha Storms works at HQ. Beth Ipsen will cover Carrie’s position starting next week.

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