

Communication, Education, and Prevention Committee (CEPC)

CEPC Conference Call Notes

Logistics

Date: July 14, 2022

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

CEPC Members*:

Name	Representation	In Attendance (X)
Chris Barth Candice Stevenson	Public Information Officer Subcommittee	X
Faith Berry	US Fire Administration – Alternate	
Carrie Bilbao	NIFC External Affairs	X
Tina Boehle	National Park Service	X
Maureen Brooks	U.S. Forest Service	X
Kari Cobb	US Fish and Wildlife Service	X
Zach Ellinger	Fire Prevention Education Team Subcommittee	
Deb Fleming & Sarah Lee	NWCG	X
Jerry Hepler	Wildland Fire Investigation Subcommittee	
Doug Hildebrand	National Oceanic and Atmospheric Administration	
Kenny Jaramillo	Bureau of Indian Affairs	X
Angie Lane	National Association of State Foresters (Western)	X
Caron McKee	Administrative support	X
Teresa Neal	US Fire Administration – Primary	
Kent Nelson	National Association of State Foresters (Eastern)	X
Jon Skinner	Bureau of Land Management	X
Bruce Woods	International Association of Fire Chiefs	

Agenda Topics:

COMMITTEE BUSINESS:

- Chair's update – Tina:
 - Welcome to Kent Nelson, new NASF Eastern representative
 - Welcome to Sarah Lee, new NWCG Coordinator (BLM Montana/Dakotas state office)
 - Best wishes to Deb Fleming
 - Thanks to all (especially Kari, Carrie, and Candy) who helped coordinate the first annual National Firefighter Day (July 2)!
 - Kerry Greene from the PIO Subcommittee will be doing the CEPC and subcommittees presentation to the NWCG Executive Board in August
- NWCG Coordinator remarks and news and update – Deb/Sarah:
 - NWCG Executive Board meeting next week
 - Risk Management Committee (RMC) is looking into Days Off (FS / DOI discrepancy)
 - RMC is working on a SOFT & SOF3 positions
- Fire Prevention Education Team Subcommittee update – Maureen: We've had two teams out this week (Plumas and a national forest in Colorado). Region 8 will be ordering a team in the future. Zach is back on duty. Next committee meeting is next Thursday. Committee may reach out and do some marketing on the host unit guide. Per Tina: this might be a good opportunity for Rapid Lesson

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Sharing (RLD) (Lessons Learned Center).

CMAT teams do a story map of their assignments, which are very compelling. This would be a good resource to bring into the Prevention Team, to pull out successes.

- Wildland Fire Investigation Subcommittee update – Deb: FI-110 is going along splendidly (transitioned to online) – story board is together and off and running. X900, X902 (Powerline and Railroads): in an analysis of two courses, the railroad course was already self-paced and already good, so efforts focused on powerline course (X900). X900 will be the first course done under new contract under BPA. SMEs will develop a story board.
- PIO Subcommittee update – Candy Stevenson: Changeover of chairs/Chris Barth is new chair, but Candy will stay on and do notetaking, file management, etc. Subcommittee had 2-day virtual meeting and discussed: training changes that need to happen to support new positions like PIO-T, updates done on PIO-F to PIO-3 position; in light of complexing, looking at possible new positions to meet Type 2 level – maybe branch/unit leaders (would complete smaller version of a task book). For example, may lead digital communications, and just complete that portion of task book. To fill a need for those who are very strong in one area, but not necessarily all; or those who don't want to be a complex PIO. This is still under discussion – no final decisions made yet. For PIO-T, no task book needs to be signed off, and no evaluation needed: just online training. Looking at introducing an S-103 training that would be only online, for the technician position; updating current S-203; updating 403 for complex level. Additional info on PIO positions at:

<https://www.nwcg.gov/positions/piot/position-qualification-requirements>

Inciweb (Tina) – Inciweb will no longer roll out new version in July (due to high fire season); will make sure there is input from stewards of the site.

- Fire Restrictions Task Team – Kenny: Had meeting July 7. Drafted a survey which is going through the group for edits, about 15 questions to ask users, will be a Teams form; will send to this committee for review. Question on whether each member can send out to own contacts? Per Deb: State person could post on a state site, but can't mass mail a survey to feds/state employees in an email. These surveys will hopefully pull together info on how the different GACCs are posting data on restrictions/alerts, etc.
- Training Task Team – Angie: Will be meeting 4th Wednesday of every month. Zach started a spreadsheet of trainings that the team will track with last revision date/what we know about future revision dates, class description, etc. If anyone from this CEPC committee has short training plan examples the team could look at, that would be helpful. Potential upcoming courses will also be captured. This will be kept within CEPC – not external. Deb has a template she will send.

DISCUSSION TOPICS

Topic

- Nominating New Chair and Vice Chair: Tina has been chair for a couple of years; Gwen (now retired) was vice chair. Tina will send email to gather nominations, then CEPC can hold an election in August.
- F2F Meeting
 - WUI Committee / CEPC timelines do not match for meeting up
 - CEPC will meet in Boise (Tina, Jon and Bruce will be on planning committee)

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- Brown bag luncheon links for FPETs on CEPC website (Maureen): Group has not met; will table until next month
- P101 to Wildland Fire Leadership Portal: Maureen talked to Fred; he sent her an email intro to person he's been working with/Fred has continued to work on this, around 4-6 hours/week. Maureen will get in touch with Rick to see if anything she can do to assist.
- Update from USFS: (Maureen) August 9, Smokey's birthday will have a livestream at 1500 EST.

ACTION ITEMS:

Category	Action Item	By Whom	Current Update	Due Date
Oversight	Face-to-face planning	ALL	Planning team - Bruce, Jon, Tina	
Training	P101 Training: Take current P101 and optimize for portal delivery:	Fred, Rick, with help from Faith after June	Tentatively, a product will be ready for review in July 2022,	
Oversight	Update strategic plan and operating procedures for committee.	All	Still needs to be finalized by Tina (tracked changes need to be removed)	
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.	

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COMPLETED ACTION ITEMS:

Category	Action Item	By Whom	Current Update	Due Date
Oversight	Associate the WPSAPS software with the CEPC and establish CEPC as the oversight group for the continued development and maintenance of the WPSAPS software and training course.		Committee approved this at 4/14/22 meeting	
Training	P310 and P410 added as required training to PETL and PETM. Already-certified people will not have to take the training, while non-certified trainees need to take the training.	All	Committee approved this at 3/10/22 meeting.	
Oversight	Develop "training plan" for CEPC Courses	Tina/Angie	Completed – tasking memorandum 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.	
Budget	Finalize committee and subcommittee FY'23 budget proposals and rank for submission to Executive Board.	All	Completed - submitted to Deb for consideration by NWCG	

ORGANIZATIONAL UPDATES

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

Name	Representation	Update
Faith Berry	USFA Alternate	Some summertime prevention social media cards folks can use: <ul style="list-style-type: none"> Prevent Accidental Wildfires Prevent Careless Wildfires And our new healthy landscape video for firefighters and the role they can play: The Role of the Fire Service in Creating Healthy Community Landscapes - YouTube
Carrie Bilbao	NIFC External Affairs	
Tina Boehle	NPS	
Maureen Brooks	USFS	
Kari Cobb	USFWS	
Doug Hildebrand	NOAA	
Kenny Jaramillo	BIA	
Angie Lane	NASF (Western)	
Teresa Neal	USFA Primary	
Kent Nelson	NASF (Eastern)	
Jon Skinner	BLM	
Bruce Woods	IAFC	

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