

# Communication, Education, and Prevention Committee (CEPC)

## CEPC Conference Call Notes

### Logistics

**Date:** December 8, 2022

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

### CEPC Members\*:

Name	Representation	In Attendance (X)
Jodie Barram	International Association of Fire Chiefs	X
Chris Barth	Public Information Officer Subcommittee	X
Faith Berry	US Fire Administration	
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	
Doug Hildebrand	National Oceanic and Atmospheric Administration	
Kenny Jaramillo	Bureau of Indian Affairs	X
Angie Lane	National Association of State Foresters (Western)	X
Sarah Lee	NWCG	X
Caron McKee	Administrative support	X
Kent Nelson	National Association of State Foresters (Eastern)	X
Jon Skinner	Bureau of Land Management	X
Shawn Zimmermaker	Fire Investigation Subcommittee	X

### Agenda Topics

#### COMMITTEE BUSINESS:

- Chair's update – Tina: Introduced new International Association of Fire Chiefs (IAFC) representative Jodie Barram; reminder to get budget requests in by end of year.
- NWCG Coordinator remarks and news and update – Sarah: Sarah is working on the CEPC website updates (will take effect in January). New NWCG position (Systems Improvement Project Manager) has been announced – is currently open; let Sarah know if you have any questions or know someone who might be interested.
- Fire Prevention Education Team Subcommittee update – Maureen: The FPET SC held an after action meeting for Team Leads on 11/17 (they confirmed the expectation is that team leads should be on site). There were 19 team assignments in 2022. The schedule for 2023 is now being developed. The FPETSC meets on 12/15 and will be finalizing the 2023 Program Plan, the FPET Team Leaders Guide, and the FPET Host Unit Guide. Preparing submission for the 2023 Mobilization Guide. P-310 training is taking place in Tennessee (hosted by the State of TN); Maureen emailed out info on this – people can still sign up by contacting Robin, even though the class shows as closed on the site.
- Wildland Fire Investigation Subcommittee update – Shawn: Shawn is now chair and Scott Fisher, BLM, is vice-chair. Subcommittee is still working on updating FI-110 and 310 as well as updating PMS-412 Guidebook (this is nearing its initial review). Once complete, subcommittee will move on to updating 210 coursework. Updating PMS-412 again will be longer term future project – will be updated to more of a manual along with a pocket guide for field use.

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- PIO Subcommittee update – Chris: PIO Subcommittee is working via email on budget items; won't be meeting in December. PIO-3 was approved (memo has come out on this). Hearing positive feedback about the PIO-T implementation this year. Upcoming priorities for 2023: will be looking at S-203/pulling out info for 103; looking at position-specific trainings related to CIMT etc.
- Fire Restrictions Task Team – Kenny: Fire restrictions survey was released; as of 12/8/22 already about 120 survey responses! Closing date is January 6<sup>th</sup> (if needed can be sent out again; but that likely won't be necessary based on great response so far). Working on data standards with the Geospatial subcommittee. Looking at fire restrictions data standards possibly going out Dec. 30 for a 30-day review. Team will meet again Jan. 19<sup>th</sup> to go over survey results and will summarize responses. Putting together a funding proposal to bring in a business administrator to help with restrictions site.
- Training Task Team – Angie: <https://doimspp.sharepoint.com/:f:/r/sites/NWCG-CEPC/Shared%20Documents/General/Communication,%20Education,%20and%20Prevention%20Training%20Work%20Plan?csf=1&web=1&e=UC2ygM>  
CEPC members can all take a look to see if any updates are needed. **Action Item: If you have any edits, send to Angie.** Not much changed on background/purpose. Regarding training, under Learning Portal, added that we're not limited to online or in person (such as hybrid, pods, etc.). Dates for updating the plan were edited; related to needed course updates. Costs: these were discussed; these depend on whether contractors hired or not, and many other things, so an estimated cost range is needed.

## DISCUSSION TOPICS

### Topic

- Training Plan (Angie): (see above)
- 2023 F2F Meeting (Kent): In October, we discussed having the face-to-face meeting in Maine next year. There are facilities available the week of October 9-13 at the Schoodic Institute at Acadia National Park. 1.5 hours away from Bangor airport. The conference room holds 10-15 people (and has video conferencing capability), and there is cabin-style lodging. Each cabin holds about 3 people, and meals are provided. Rates should be under our per diem rate, though Kent doesn't yet have exact rates. We probably need to get a contract signed within a few weeks, to make sure the space is held (they're currently holding 6 cabins for us). Kent will check on their cancellation policy. Sarah will look into whether there are any NWCG restrictions on this type of meeting, but likely the only issue to be aware of is that agencies must pay for travel. **Action Item: CEPC will discuss this again after the holidays.**
- Budget requests (Tina): Window is open now (through last week of January) to submit 2024 budget requests; NWCG will review these starting in late January.
- Planning for geographic area call (Tina): Tina set up a call for Feb. 15<sup>th</sup> 2023; invite has been sent out.
- DoD participation needed on CEPC? (Tina): Per Sarah, as they come on board, they could give us names of who they'd like to add. CEPC can also follow up in the future.
- Follow-ups from 2022 F2F meeting: Historic documents: Maureen compared what she has to Pat McDowell's documents (BIA) – this is complete. Look into NWCG doing a link to capture comments after each training course (as an evaluation), plus periodic post-assessments: this is in the works.

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## ACTION ITEMS:

What	Assigned to	Due date
ACTION ITEMS RELATED TO STRATEGIC PLAN		
Action Item: Reach out to the Fire Environment committee through the main committee to the Continuing Education and Fire Danger subcommittees. May need some training topics to integrate. (Strategy A of Strategic Plan).	Committee chair (Tina)	
Do scoping/look at titles of trainings to see which ones have a prevention component, then contact committee chairs. (Strategic Plan, A.1.2.). Sarah found the following: For FY23 FBSC has an approved project for "Fire Behavior Learning Module Development & Maintenance" that may have CEPC ties.	Part 1 is Completed (Sarah)	
Reach out to the Fire Reporting and Data Management subcommittees regarding possible Interagency User Guide for causes. (Statistics and current status of cross-walked statistics). (1.B.1 of Strategic Plan).	Jon Skinner	
Track meetings where CEPC members have presented, other similar opportunities, for success stories. Send to Caron to document. (1.C.2 of strategic plan)	All	
CMS meeting in New Mexico in January (this occurs every other year), with state fire chiefs, fire managers, fire supervisors/NASF Fire Committee meets at the same time. This would be a good group to connect with/present to. Faith will ask about this, see if they'd consider a presentation from CEPC. (1.C.2 of Strategic Plan).	Faith	
Reach out to the Incident Commanders Advisory Council under NMAC; see about getting on agenda for one of their meetings to share specific topics, such as use of prevention teams during an incident. (1.C.2. of Strategic Plan)	Carrie Bilbao	
Promote CEPCs availability to assist with course development via the CEPC website. Could talk about this in the video. (2.A.1 of Strategic Plan)	Tina	
Ask Sarah if NWCG could look into doing a link to capture comments after each training course (as an evaluation), plus periodic post-assessments? (2.B.1 of Strategic Plan)	Tina	*This is in the works; not sure of completion date. (Per Sarah)
Look further into possible use of a social sciences model: The Cohesive Strategy looked at how to break sequence of events (human actions) that starts wildfire; used a social sciences model. (Strategy C of Strategic Plan).	Jon	
Continue reviewing literature for additional documents/studies that could be posted on our website under CEPC Research – if you find anything, send to all CEPC members to suggest posting. (2.D.1 of Strategic Plan).	All	
Joint Fire Sciences – find out their next submission cycle so if we think of good research we can submit it to them. *Note – Tina found that 2022 submissions closed on October 14, 2021. There is no info yet for 2023 on their website. (2.D.1 of Strategic Plan).		
Tina will look to see if she has any historic CEPC documents from 2019/2020. (4.A.3 of Strategic Plan), and Maureen will look for documents from even earlier.	Tina/Maureen	Maureen has completed

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OTHER ACTION ITEMS		
Promote Prevention Team storymaps on our website, after they are created.	Zach/Maureen	
(Maybe): U.S. Fire Administration is working on fire service personnel lesson plans to engage better with children in their community. CEPC could work with the committee on this/make sure it's a collaborative effort; offer cross-links for the curriculum piece.	Faith	
Angie will send draft Training Work Plan to Tina to send out to CEPC to review. Deadline is December 1st.	Angie/Tina	Completed
Review Training Work Plan Angie sent to all.	All	
Send an email that CEPC members can distribute to their agencies to recruit members for the Smokey Bear 80th committee.	Maureen	Completed
Pursue finding a new NASF rep for WPSAPS Business Committee	Kent	Kent sent an email; it is being forwarded and Kent will follow up.
Make edits to NWCG/NIFC websites as discussed in notes (pages 11 – 14).	Tina/Carrie	Ongoing.
For geographic areas that have Communication/Education/Prevention groups, pursue holding a virtual group meeting with all the groups and CEPC. Maureen is compiling list of groups and chair contact info; then Tina will contact the chairs about a possible meeting.	Maureen/Tina	Scheduled for 2/15/2023
Look at the list of CEPC Research documents on the NWCG CEPC website and get back to the group with any suggested changes.	ALL	
Help the FPET subcommittee recruit new members (especially need someone from USFWS). Ask Kari Cobb and Chris Wilcox.	Tina	Sarah emailed Shane McDonald; they are going to reach out. Sarah will forward the email to Kari who can also follow up.
Make edits to CEPC Operating Principles and Procedures as shown in notes below (pages 16 – 18)	Tina	
Ask Sarah whether we can share the link to the Fire Restrictions survey (when ready) on CEPC website, or will this violate OMB standards?	Kenny	Completed (won't need to post after all based on high response rate so far)
Get list to Emily for mailing of Fire Restrictions survey, and also list of CEPC members to get access to view survey results.	Kenny/Tina	Completed
Complete video	Candy/all	
Add info on WPSAPS training to website when known	Kenny	
Discuss 2023 face-to-face meeting; secure contract if it is to be held at the Schoodic Institute.	All	

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## ORGANIZATIONAL UPDATES

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

Name	Representation	Update
Faith Berry	USFA	
Carrie Bilbao	NIFC External Affairs	All agencies working on end of year stats and accomplishments. Will start preparing for NWFFD for July 2023 (first meeting Jan 18) and ways to promote appreciation of our wildland firefighters (will have Canadian representation next year) - may think about tying in fire prevention messaging to help our firefighters. Looking at National Fire Year themes for 2023. BLM Fire podcast recording this week with Court Gossard, BLM fire investigator and former military law enforcement officer, to talk about fire investigation and trespass (will air Dec 14).
Tina Boehle	NPS	
Maureen Brooks	USFS	<p>Sheryl Page and Maureen Brooks presented a session at the Cohesive Strategy workshop in November on Reducing Human Caused Ignitions – and obtaining regional perspectives on working toward that goal. We will be drafting a report from the session which will summarize the responses by CS region and propose a national call to action.</p> <p>National Wildfire Prevention Program Manager position will be advertised DEMO – beginning January 9 – GS401-13 – open to the public</p> <p>2023/2024 Eclipse Planning Group is continuing work on providing resources to the field for this event. Currently working on developing social media graphics which will be available in the Toolkit on Smokeybear.com</p> <p>FPET SC – Held an after action meeting for Team Leads on 11/17. There were 19 team assignments in 2022. The schedule for 2023 is now being developed. The FPETSC meets on 12/15 and will be finalizing the 2023 Program Plan, the FPET Team Leaders Guide, and the FPET Host Unit Guide. Preparing submission for the 2023 Mobilization Guide.</p>
Kari Cobb	USFWS	
Doug Hildebrand	NOAA	
Kenny Jaramillo	BIA	
Angie Lane	NASF (Western)	
Kent Nelson	NASF (Eastern)	
Jon Skinner	BLM	