

# Communication, Education, and Prevention Committee (CEPC)

## CEPC Conference Call Notes

### Logistics

**Date:** January 12, 2023

**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	X
Carrie Bilbao	NIFC External Affairs	X
Tina Boehle	National Park Service	X
Maureen Brooks	U.S. Forest Service	
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)	
Sarah Lee	NWCG	X
Caron McKee	Administrative support	X
Kent Nelson	National Association of State Foresters (Eastern)	X
Jon Skinner	Bureau of Land Management	
Shawn Zimmermaker	Fire Investigation Subcommittee	X

### Agenda Topics:

#### COMMITTEE BUSINESS:

- Chair's update – Tina: Passing of Pat McDowell.
- NWCG Coordinator remarks and news and update – Sarah: DOD is now a new primary member to NWCG. The Executive Board recently determined 2023 priorities: Systems Improvement is #1 (IPTM, website, publications, etc.). #2 is continuing with transition to CIMT. #3 is finding ways to better support the committees (for example, will develop a Committee Chair toolbox).

For several positions, taskbooks were revised. Next week is the January meeting, combined with FMB and NMAC. Will present 310-1 changes (adding CIM, PIO3). Scheduled to be out by Jan. 23<sup>rd</sup> along with CIMT taskbooks and position descriptions. Memo on final transition will come out shortly (possibly by next week). Will be shutting down the pathway to Type 2 qualifications – those who are still trainees will transfer to a Complex Incident taskbook. Unit leader/Type 3 training requirements were approved.

PIO Subcommittee update – Chris: Chris is in the process of looking at longer term PIO training needs. PIO3 was created; this removes the PIOF. A big priority is working on S-203 revision. The PIO-C taskbook went to publication.

- Fire Prevention Education Team Subcommittee update – Maureen: not in attendance
- Wildland Fire Investigation Subcommittee update – Shawn: Committee has been semi-dormant over the holiday season. Will have a meeting Feb. 1<sup>st</sup> and will get project updates.
- Fire Restrictions Task Team – Kenny: Survey closed Jan. 6<sup>th</sup> – it got a good distribution and 195 responses (as of 1/11/23). Wide variety of state, federal – very good representation geographically

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too. Team will be taking a look at the results. Data standards will go out for review soon. Will have more info after next week's team call. Will be writing up findings into a report, which will conclude the original taskings of this taskgroup. Moving forward, we'll need to consider whether new task groups need to address future issues related to this.

## DISCUSSION TOPICS

### Topic

- Prioritizing 2024 budget requests (Tina): 2 budget requests so far; Chris is working on a 3<sup>rd</sup> one. Deadline is the 25<sup>th</sup>. Requests we have now are ready to go forward. Tina sent them out over a week ago for review. In Teams files, in folder "Budget Requests." (FY24).  
Fire Investigation project: Research exists, but no housing of materials. For the project, we'd like to develop a repository/library to house material; for copyrighted material, the database would have a link to where people could purchase the material. Would also develop a procedure for getting materials into the library in the future. Budget request involves salary for someone to complete this project. NWCG webmaster can create the library, so things are looking positive. The Fire investigation Subcommittee has a taskgroup assigned to coordinate. **CEPC action: this request will be priority #2.**  
Fire Restrictions Task Team budget request: Initial request is to have contractor build a site and maintain it; following years are for maintenance, upkeep, development of a user guide to make the project sustainable (it will be a living site). First year 1FTE geospatial analyst/part time budget coordinator. Initially will be a website which could eventually move into an app. **CEPC action: this request will be priority #1.**  
PIO Subcommittee request will be priority #3 (not yet submitted; Chris will submit to Tina who will send it to CEPC members for review – still being formed):
- Annual face-to-face meeting 2023 decision point (Kent): Schoodic Institute in Acadia National Park in Maine is available as discussed at our last meeting. <https://schoodicinstitute.org/>. October 9-13 are potential dates. (\*October 9 is a holiday). They usually require a contract including meals, which facilities would be used (CEPC couldn't sign this contract). The Schoodic Institute volunteered to forego the contract; they are interested in hosting us! Facilities are different than a traditional hotel. If we are going with them, we need to try to commit sooner rather than later. Concerns: Due to traveling on a holiday, CEPC discussed possibly waiting until 2024 to visit the Schoodic Institute or holding this meeting the week of Oct. 2 in 2023. **CEPC Decision: Tina will send out a form for CEPC members to cast their votes on this. \*Results of the votes were to save the Schoodic Institute for the week of Oct. 7, 2024; CEPC will need to decide on a location for a meeting for 2023 to be held the week of Oct. 2, 2023.**
- Eclipse messaging dissemination (Maureen): not in attendance. Update from Tina: A question has come up on how to disseminate messages on upcoming eclipses; Tina suggested to Maureen that CEPC members could help to disseminate. Will discuss further in the future.

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- Planning for geographic area call (Tina): At our last face to face meeting, we discussed having a call with geographic area communication/education committees (the call scheduled for Feb. 15<sup>th</sup> at 12:30 MT). CEPC will discuss at our next conference call in February what the purpose of the meeting is; what we hope to get out of the meeting, etc. in order to create the agenda (Tina/Caron will work on a draft beforehand). Topics discussed today include in agenda: Run-down of what we're doing; what geographic areas are working on; where is there crossover, and how can we help each other?

## ACTION ITEMS:

What	Assigned to	Due date
Send 2024 budget requests to NWCG (Priority #1 is Fire Restrictions request; Priority #2 is Fire Investigation request; Priority #3 will be PIO Subcommittee request.	Tina (send to NWCG); Chris (send PIO request to Tina)	
Make a decision about location of next face to face meeting to be held the week of Oct. 2, 2023.	ALL	
Decide on agenda topics for February conference call with geographic area comm/ed committees. Tina/Caron will work on a draft agenda (based on goals for the meeting) for CEPC to discuss before the February conference call.	Tina/Caron/All	
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	Carrie Bilbao	

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share specific topics, such as use of prevention teams during an incident. (1.C.2. of Strategic Plan)		
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	
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	Completed
<b>OTHER ACTION ITEMS</b>		
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
CEPC members review Training Work Plan	All	
Send an email that CEPC members can distribute to their agencies to recruit members for the Smokey Bear 80th committee.	Maureen	Completed – 11/14/2022
Pursue finding a new NASF rep for WPSAPS Business Committee	Kent	

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Make edits to NWCG/NIFC websites as discussed in notes (pages 11 – 14).	Tina/Carrie	
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	
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	
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	

## 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	EA will be working on Fire Year Themes and TPs over the next month
Tina Boehle	NPS	
Maureen Brooks	USFS	
Kari Cobb	USFWS	
Doug Hildebrand	NOAA	
Kenny Jaramillo	BIA	
Angie Lane	NASF (Western)	
Kent Nelson	NASF (Eastern)	
Jon Skinner	BLM	

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