Data Standards and Terminology Subcommittee Meeting

NWCG Conference Room, NIFC / Virtual

Meeting Information:

Date: June 19, 2018   Time: 1100 – 1300 MT

Conference line: 1-866-508-3445   Passcode: 7124430#

Online Meeting: https://www3.gotomeeting.com/join/464945414

AGENDA:

Item #	Topic	Lead / POC(s)
1.	**Glossary** • Glossary Terms from Guide to Wildland Fire Origin and Cause Determination PMS 412 https://trello.com/c/qwqysxZr • Use of Fire Cause "Categories" in PMS 412 **Fire Cause** • Agency or circumstance which started a fire or set the stage for its occurrence; source of a fire?s ignition. For statistical purposes fires are grouped into broad cause classes. The nine general causes used in the U.S. are lightning, campfire, smoking, debris burning, incendiary, machine use (equipment), railroad, children, and miscellaneous. • Fire Year vs Fire Season (found in NIFC newsletter: https://www.nifc.gov/aboutNIFC/about_documents/newsletter/bi_Spring2018.pdf) • Glossary Request Feedback https://trello.com/c/pBZa7WCU Please refer to this card to see consolidated feedback • New Term: Jackpot Burn - https://trello.com/c/VjPfnrCX • Organizational Data Terms – Ready to Post for Comment https://trello.com/c/l6Mw6TBT • Fire Behavior Terms from FENC/FBS (see table below) • Training Terms: Lead Instructor, Unit Instructor, Coach, Adjunct – Gaps and Differences https://trello.com/c/T1pYQZfR	Deb GaBriella GaBriella Roshelle Lori
2.	**Data Standards** • Merge and Complex Fires Standard • Assigned Data Standards – How do we get groups to move forward on them? • Position Title Max Character Value • Position Code & Position Title Definition and Values	GaBriella

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3.	**Geospatial Data Layer Standards**	Jill
4.	**Data Dictionary**	Roshelle
5.	**Additional Items** ● Publication Currency – has the PMU come up with verbiage to address Sean's concept of currency for Publications? If not, should we come up with something? ● Housekeeping: 1) Verify subcommittee membership; 2) Update Roster on NWCG.gov ● Data Sharing Sensitivity – is it a Standard or Glossary Term?	Roshelle Paul GaBriella
6.	**Review current assignments** ● https://trello.com/b/6hni74Q2/tasks	

Discussion

In attendance: GaBriella, Roshelle, Paul, Tim, Emmy, Jill, Deb and Lori

Glossary

Fire Cause Categories

There are discrepancies between PMS412/NWCG Glossary and the Data Standard. The Data Standard has been in flux since 2010.

History Lesson on Fire Cause Categories

This was the last data standard that the Fire Occurrence Task Group were working on before they became Fire Reporting Subcommittee (FRSC). One dilemma was how to put the format for Data Standards (as found on the Lessons Learned site) out for review. The request was passed to CEPC to work on and there has been some back and "forthing" between FRSC about different ways to look at the levels of the standard. Most recently CEPC has pushed back and not wanted to adopt some of the FRSC recommendations. CEPC has concerns about doing long term trend analysis and the potential ripple effect throughout the community. Part of the challenge comes from agency perspectives versus interagency collaboration.

Now that the Organizational Data Task Group is off Roshelle's plate, this can be added as a new task group. Objective would be to update publications, standards, and glossary all at once.

Guide to Wildland Fire Origin and Cause Determination Glossary

This document was posted on the NWCG website as an addition to the PMS 412 after the glossary was removed from the Guide. Deb began comparing these terms to the NWCG Glossary and found definitions that don't match, and others not in the NWCG Glossary. She wanted to direct Jim Engel to tagged terms in the current NWCG Glossary but found the list to be incomplete. As a result, she is compiling an Excel document of the terms in the PMS 412 Glossary, steward, and identifying conflicts, gaps, and those already in NWCG Glossary. The goal is to get rid of this supplemental glossary and have any needed terms added to the NWCG Glossary. Jim is willing to work with Deb on this project. Nancie, Deb and GaBriella need to have a meeting to discuss the value in tagging the remaining glossary terms – this is tied to the status of the new database.

Fire Year vs Fire Season

The following contains the questions we mused over while trying to decide our course of action:

1. First question is who is using these terms Fire Season versus Fire Year? Fire Season is in the glossary and it is stewarded by FENC. There is a historical precedence to take terms that belonged to FMB related to

policy and assigned to DSTS on behalf of FMB. Maybe need to make a recommendation that this falls to DSTS?

2. When Annual Reports are done how are they using Fire Season? Data sorted two ways – calendar year (Fire Year) and then fiscal year - always just called Calendar and Fiscal. Maybe first definition is under Fire Environment (Calendar Year) - always tied to an official date and funding, fire restrictions, window…while the second definition is under OTC (Fiscal Year) - kind of preparedness, maybe programmatic, not specifically incident based.
3. Is the use pervasive? Let's ask Jesse from a publications perspective.
4. Fire Season is often used in conversations with NMAC – it is not uncommon to say Western Fire Season, which seems to offend folks from other geographic areas. Maybe this is being used to not offend the masses?
5. Have heard it used in discussions with OWF management and back in DC. Suspect it is probably something we will be transitioning to more.
6. Are they meaning this to take the place of Fire Season?
7. Fire Year is used in GIS datasets as a field name. It means the year in which a fire occurred. This could be a case of two definitions for a term with two stewards. (Because it is a data element it will be in the new database.)

Tim will take to the NWCG EB meeting tomorrow and ask if it is worth pursuing. Next step would be to start with querying CEPC --- what are they expecting from a communications perspective? It is also probably worth asking NIFC External Affairs about. We will listen to conversations in the community and determine if it is here to stay as a glossary term and then decide the appropriate steward.

Glossary Request Feedback
We received feedback! Next step is to send WUIMC and IBC the feedback received related to their terms so they can determine their next steps. Remind them to document how they choose to use or disregard said feedback.

Related to the FEMA terms requested by IBC – we are going to add them to our glossary to maintain the one-stop-shop concept we have already implemented with the AWS weather related terms. We are trying to help ourselves by not sending folks to multiple locations to find a definition.

There was additional feedback from FMC that had not been received by the group. It seems most of it pertains to one glossary term needing multiple definitions. This will be addressed in the new dictionary format. Emmy and GaBriella to present at FMB Task Group next month.

Jackpot Burn
Post for review.

Organizational Data Terms
Coordinate with existing term stewards on suggested modifications and archiving. GaBriella will clean up the document to pass along. Need to remember the requirement for data dictionary that includes being able to see the history of decisions and archived terms. Once all the stewards have been notified and come to an agreement all the terms will be posted for review in order to provide context. There will be ripple effects to the applications, but the IROC Business Leads and Project Manager were a part of the Organizational Task Group developing these recommended definitions. There will be a period where some applications are using old versions of the terms. The dictionary will implement a crosswalk, possibly a "Formerly Known As" relationship between the old term and the new term.

Fire Behavior Terms
Place Kindling Point and Available Fuel up for review on web page as recommended for Archive. GaBriella will submit the forms. Paul will speak to Fire Danger Subcommittee about becoming the steward for the 10 terms listed below.

Term	FBS Comments - JL 4/5/2017
Burning Index Meter	Recommend moving to Fire Danger Subcommittee
Moisture of Extinction	
Activity Fuels	
Dead Fuels	
Fuel Moisture Analog	
Fuel Moisture Content	
Fuel Moisture Indicator Stick	
Fuel Size Class	
Ten-hour Timelag Fuel Moisture	
Ten-hour Timelag Fuels	

Training Terms

These terms were identified as having multiple definitions in various locations. The Training Program is the recommended steward. We are passing these terms off to them. It is recommended they look to see what FEMA has available and to work with the GATRs and OTC as it impacts the 310-1. Lori will take back to the Training Program. Is this just the tip of the iceberg? What other training terms need to be in the glossary?

Data Standards

Data Element Standards

Merge and Complex Fires Standard
Pass to DMC to move forward on.

Completing Standards
This will be worked out as the new database is made available to the community and stewards. Remember to breathe and be patient.

Position Title Max Character Value
It is okay to change the max value. Do they need to consider a larger number however, seeing as how the spreadsheet contains position names with more than 45 characters? GaBriella to follow up with Marley.

Geospatial Data Layer Standards

Kathie officially passed her responsibilities related to Geospatial Standards and the DSTS to Jill in May. Several outstanding standards. Jull and Andrew recently worked on Protection Unit Boundaries and it is near completion. They would like to transition to an online request form. Currently reviewing the fields required – example Jurisdictional Unit was historically a required field, though it does not pertain to all, so it may need to become optional. When the GSC has determined the fields they would like on the Geospatial Data Layer Standard Request form they will work with GaBriella and Nancie to get it online.

Data Dictionary

Group has begun some coordination with NFPA. Discovered they are doing this exact type of work – an ontology and graph database. We are realizing that what we are building out and calling the data dictionary really is an ontology – it is an actual thing and there is a structure and a way of managing it.

For Deb, awareness on what is occurring, NFPA focusing on community risk reduction – has a structural fire focus, but they want to make sure they are involved with wildland fire. Maybe some coordination between CEPC, WUIMC and NFPA re: community risk reduction would be beneficial to ensure NFPA comes up with something that works for us. Roshelle will follow up with Matt Hinds and Deb.

Additional Items

Publication Currency

This topic has been sitting in our list of things to discuss but for the longest time we couldn't remember what it was about. The question came up on whether or not the PMU had come up with a description of what "publication currency" means. The PMU does not have something definitive, but they need it and want it and they will eventually have something. In the meantime, Jesse and others are working on guidance related to communications and currency related to memos and length of lifespan.

This became a DSTS topic because we used to have the glossary labeled by year but now we have a new philosophy that it is dynamic and ever-changing. We have taken the sentence "The glossary publication is updated annually which allows committees and organizations time to incorporate changes" and changed it to "A monthly update of the glossary allows committees and organizations responsible for products to incorporate changes on a continual basis". At this point in time the idea of Publication Currency has been covered with this change in description on the About the NWCG Glossary web page.

We need to be mindful about the archives and capturing when did the term change and why – want to make sure it's there. It will be in the new database…I promise.

Housekeeping: DSTS Membership and Roster

The DSTS landing page needs to be updated to reflect Roshelle and GaBriella as the co-Chairs. Roster should be updated to use the following information.

Name	Committee Role	Office Phone	Email	Start Date
Bender, Jesse	*Primary Member*	*208-387-5254*	*jbender@blm.gov*	*?*
Blake, Tim	*Primary Member*	*208-387-5262*	*tblake@blm.gov*	*May, 2011*
Branson, GaBriella	*Co-Chair*	*907-356-5671*	*gabriella.branson@alaska.gov*	*March, 2018*
Fleming, Deb	*Primary Member*	*208-387-5745*	*dlfleming@blm.gov*	*May, 2011*
Glaeser, Lori	*Primary Member*	*208-387-5961*	*lglaeser@blm.gov*	*June, 2018*
Harbo, Emmy	*Advisor*	*208-334-6196*	*emily_harbo@ios.doi.gov*	*January, 2018*
Kuenzi, Jill	*Primary Member*	*208-387-5283*	*jkuenzi@fs.fed.us*	*January, 2018*
Pederson, Roshelle	*Co-Chair*	*208-334-6190*	*kimber_pederson@ios.doi.gov*	*May, 2015*
Schlobohm, Paul	*NWCG Coordinator, Primary Member*	*208-387-5269*	*pschlobo@blm.gov*	*May, 2011*
Turner, Nancie	*Primary Member*	*208-387-5276*	*nturner@blm.gov*	*?*

Data Sharing Sensitivity

Remain with DSIS.

Current Assignments

Used Trello to walk through current and completed tasks. See the Trello Task board for new items.
https://trello.com/b/6hni74Q2

NEXT MEETING:
Date: July 17, 2018
Time: 1100-1300 MT
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Online Meeting: https://www3.gotomeeting.com/join/464945414