

Fire Prevention Education Team (FPET) Subcommittee

Meeting Minutes: 11/29/2023

Attendees:

- (X) Mark Thibideau – Forest Service – Chairperson
- () Zach Ellinger – Bureau of Land Management – Primary Member / Program Manager
- () Jeff Moyer – Bureau of Indian Affairs – Primary Member
- () Maureen Brooks – Forest Service – CEPC Liaison
- (X) Stacey Grimes – Forest Service – Co-Chairperson
- () Andy Nesmith – National Association of State Foresters – Primary Member
- () Kate Roesch – National Park Service – Primary Member
- (X) Gwen Beavans – AD Employee – Associate Member
- (X) Katy O’Hara – National Park Service – NWCG Coordinator
- (X) Nick Terrell – Bureau of Land Management – Admin. Support

Also in attendance: Todd Chlanda

Old Business

- Microsoft Teams channel development (Stacey’s task) – Unable to make progress on action item since last meeting – Teams channel had been created but not shared with other FPETSC members for testing. Stacey will circle back and make sure that the channel is active and share with other members to test functionality.
- Prevention team member email list (Mark & Stacey task) – Stacey will test list to make sure all addresses are valid – email list contains contact information for FPET leaders and team members but not public information officer (PIO) contacts. The hope is that the PETLs will pass information on to their PIO contacts. Previous tests of email list (made by Zach) were met with much “reply all” responses asking to be removed from the list. Committee members discussed using the “BCC” transmission option to prevent “reply all” responses that create unwanted email inbox clutter.
- 2024 eclipse event flier – Committee members discussed situational awareness of potential requests for prevention team ordering leading up to the April 2024 eclipse event. Based on current intelligence, FPETSC is expecting two team (or 20 total FPET personnel) mobilizations for the event – state of Arkansas is planning to request two teams. This mobilization activity would be an impact on the team rotation schedule early in the fire season. Mark will make a follow up inquiry with regional prevention team coordinators for more situational awareness regarding requests for teams for April 24 eclipse event.
- Training webinar – Planning for training webinar had been suspended due to pending test of FPET email list. The first training webinar had planned for November 2023 – will bump that to January 2024.
- AD team leader position description (Gwen & Stacey’s task) – The committee discussed timing of PETL & PETM position description re-writes. NWCG has the two positions on an Incident Performance and Training Modernization (IPTM) call order for revision in summer of 2024 (call out for SMEs possibly in May/June 2024). The committee feels that the discrepancy in pay is significant enough to warrant a re-write prior to the IPTM revision. Stacey and Gwen will collaborate with Katy at NWCG to obtain resources and information for incident position description update for PETL & PETM.

New Business

- Microsoft form for 2024 team rotation schedule – Per Mark, the form is updated and ready to go for next year team member availability.
- Mark has heard rumor of some regions potentially going direct with prevention team leaders to request teams – there might be a need to re-affirm proper team ordering processes. Mark and Zach will reach out to the regional coordinators and have conversations to dissuade team ordering outside of proper channels.

Other Business

- NWCG coordinator update
 - Katy O'Hara checked in as the new NWCG Coordinator with oversight of CEPC and its sub-committees.
 - The 2024 NWCG annual meeting (Feb. 20 – 21) is open to committee/sub-committee chairpersons (or designees). Should serve as a good networking opportunity for the FPETSC to approach other committee members with potential project collaboration.
 - Recommended inviting Toni Suminski – IPTM Project Manager – to an FPETSC meeting to give high level summary of IPTM process.
 - Recommended collaboration with Incident Workforce Development Group (IWDG) to discuss impacts of Complex Incident Management (CIM) and how its implementation would impact FPET processes and positions.
 - Update on PIOSC business (relates to FPETSC business):
 - PIO3 and PIOT incident positions are planned for IPTM process in April 2024 – would most likely result in a new S-203 course.
 - The PIOSC has an upcoming meeting where they will be drafting a memo regarding the field impacts of CIM. The memo will be routed through CEPC and the NWCG Executive Board, and land with the IWDG. Katy recommends that the FPETSC compile feedback to be added to this memo and she would facilitate delivery to the IWDG.
- Round robin discussion
 - Todd – Recommends routing any messages (eclipse team ordering, rotation schedule, etc.) for the Southern Area through Andy.
 - Gwen – Will work with Stacey on PD action item. Will be teaching M-410 in January. Maureen Brooks is retiring at the end of December.
 - Mark – It's the holiday season; take some time off with family and rest up!

Next Call

January 18th, 2023