

Fire Prevention Education Team (FPET) Subcommittee

Meeting Minutes: 01/18/2024

Attendees:

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

Also in attendance: Todd Chlanda

Old Business

- Prevention team member email list (Stacey’s task) – The list has been created and an initial message has been sent out regarding interest in 2024 eclipse event assignments. Stacey has received minimal bounce back replies (notice of unsuccessful email transmission) and has removed incorrect email addresses from list. Some committee members are aware of qualified team members who did not receive the initial message. Send any individuals names/contact info to Stacey to be added to the email list.
- 2024 Prevention Team rotation schedule (Stacey & Zach’s task) – Have received responses from five PETLs for 2024 assignment. Committee members held discussion regarding reasons for potential hesitation from field to sign up for the national rotation. Upcoming webinars could be a good venue to discuss rotation schedule commitments and flexibility strategies to encourage participation.
- Position Description (PD) updates (Gwen & Stacey’s task) – An initial comparison between the current incident position description, and analysis documents from the field to compile a summary of changes – which has been sent to the sub-committee members for review. Stacey and Gwen still need to meet with Kary O’Hara to get more direction on what should be included in the write up to submit for the Incident Performance and Training Modernization (IPTM) review. Action items for PD development: Mark, Stacey, and Gwen will meet before the end of next week to review the PD analysis summary. Stacey will contact Katy O’Hara to get more information and to confirm a deadline to submit changes prior to IPTM review.

New Business

- Schedule webinars – Committee members selected dates for upcoming annual and quarterly training webinars. The first quarterly training webinar will be February 8th at 1100 Pacific/1400 Eastern time. The topic will be “2023 Lessons Learned” and it will be an hour in duration. Gwen volunteered to be one of the presenters – committee needs to outreach for one or two more. The annual prevention team webinar will be on March 7th at 1000 Pacific/1200 Eastern time. The topic of this webinar has yet to be determined. Zach recommended that committee

members should check last year's topic list to save some time on brainstorming ideas. Will revisit this agenda item at next month's meeting.

Other Business

- Communication, Education, and Prevention Committee (CEPC) updates – Mark sat in on the last CEPC meeting and encouraged any interested committee members to attend the CEPC monthly meeting. All sub-committee members under CEPC are welcome to attend.
 - The request for individuals to sign up for the Prevention Team national rotation is out and was advertised at CEPC.
 - Discussed Smokey Bear's 80th birthday coming up later this year.
 - Amanda Scott is the new CEPC liaison for FPETSC.
 - 2025 funding requests have been sent to sub-committees. Requests for funding are due Jan. 26. Zach will send a copy of last year's FPETSC funding request to work off. FPETSC will put in a funding request for P-310 & P-410 training course revisions. Mark will coordinate with chairperson of the Public Information Officer Sub Committee
 - CEPC in-person meeting is scheduled for February 21-22. FPETSC members have invite.

- Round robin discussion
 - Andy – No report.
 - Jeff – No report.
 - Gwen –With the expiration of Bipartisan Infrastructure Legislation funding for firefighter retention bonuses, the Forest Service has made a commitment to continue funding the bonuses for firefighters.
 - Zach – No report.
 - Mark – No report.

Next Call & Agenda Items

February 15th, 2024