

## Fire Prevention Education Team (FPET) Subcommittee

Meeting Minutes: 10/17/2024

### Attendees:

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

Also in Attendance: Todd Chlanda

### Old Business

- Learning Environment Webinar – At the August 2024 meeting the FPETSC proposed an October webinar session. Due to national fire activity this was not feasible. Members are planning an early November date.
  - **Action Item:** Jeff will confirm with the presenter and get back with the group to schedule a webinar date for early November.
- Incident Performance and Training Modernization (IPTM) Subject Matter Experts (SMEs) and Diversifying Membership of FPETSC:
  - Due to the direction in the August 2024 NWCG Executive Board memo, the IPTM position reviews for Fire Prevention Education Team Member (PETM), and Fire Prevention Education Team Leader (PETL) were pushed back. At the earliest, these position reviews will kick off in the fall of 2025. Katy O’Hara explained that the guidance in the memo is to prioritize position reviews which do not have required training associated. The PETM and PETL positions will have required training.
  - The FPETSC is still encouraged to progress on outreach and recruitment of Subject Matter Experts for their position reviews.
  - The Public Information Officer Sub Committee (also chartered under CEPC) has recently reviewed and vetted their SME group for their position reviews currently under way. Nick is also the Admin Support for this subcommittee and will reach out to them to obtain any process documents that could help the FPETSC in their SME selection process.

### New Business

- Review and update the National Fire Prevention and Education Team Program Plan and Rotation Schedule – It is the season for updates to the *Interagency Standards for Fire and Fire Aviation Operations* (Red Book) and the *Interagency Standards for Resource Mobilization*. With minimal attendance this meeting, no discussion was held on development of the 2025 team rotation schedule or updates to the program plan. Will push this topic to the November meeting.

- Round Robin Discussion:
  - Stacey – Currently there is no needs for FPET teams nationally. Stacey will meet with Zach following this meeting to gain situational awareness.
  - Andy & Todd (NASF) – Florida is very engaged in hurricane response. Could still put together an FPET team if there is a national need.

## Other Business

- Communication, Education, and Prevention Committee (CEPC) Tasking: What level of PIO qualification should be required for Fire Prevention Team qualification?
  - **Decision Point:** FPETSC members will discuss this tasking at the next meeting where a decision quorum can be met.
- NWCG Update (Katy O’Hara):
  - **Action Item:** FPETSC members are encouraged to check the FPETSC webpage on the NWCG website for errors and omissions, specifically on the subcommittee roster. Put in a request for change to update if needed. This needs to be completed by the end of November.
  - The NWCG Executive Board will be increasing communication and involvement with parent committees.
  - Omaira Falcon has been hired back into the NWCG Webmaster position.
  - Fiscal Year 2026 budget request process is open.
  - Katy will set up a meeting for FPETSC leadership with the NWCG Publications Manager and the NWCG Communications Lead to discuss strategies for 508 compliance review, approval and posting of new graphics into the FPET Library, due to Forest Service Graphics Artist Gwen Hensley retiring at the end of December.
  - Angie Lane (WA-DNR) will take over as the CEPC Chairperson next month.

## Next Call & Agenda Items

Nov. 21, 2024. 1000 PT, 1100 MT, 1200 CT, 1300 ET.