

Fire Prevention Education Team (FPET) Subcommittee

Meeting Minutes: 11/21/2024

Attendees:

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

Old Business

- Learning Environment Webinar – FPETSC discussed pushing webinar session to January. Jeff will coordinate with identified presenter to plan a date for January 2025.
- Incident Performance and Training Modernization (IPTM) position review –
 - The FPETSC has not yet received a list of Subject Matter Expert (SME) applicants from the NWCG website form. Katy will work on getting list pulled and pass to Mark and Stacey. Even though the Fire Prevention Education Team Member (PETM), and Fire Prevention Education Team Leader (PETL) reviews were postponed, SME vetting and selection should still progress.
 - Katy floated the option to conduct the position review during August/September of 2025. Many position steward committees/subcommittees are not in favor of conducting their position reviews during this peak fire season time. It may prove advantageous for the FPETSC to be open to this option if possible.
 - **Action Item:** Notify Katy by December if an Aug/Sept. 2025 IPTM review would be possible for PETL and PETM positions.

New Business

- Review and update the National Fire Prevention and Education Team Program Plan and 2025 Rotation Schedule – Stacey has drafted a 2025 rotation schedule and will work with Zach to send out to the field for input. Mark, Zach, and Mandy will work on the FPET Program Plan for 2025. Zach intends to transition the National FPET Coordinator role with Mandy Scott. A date has not been yet selected for this transition.
- Public Information Officer qualification requirement for National FPET teams –
 - **Decision:** The FPETSC decided unanimously to require Public Information Officer Type 3 (PIO3) as the minimum mobilization standard for a National FPET Team.
 - Further discussion of this agenda item led to a pending Incident Business Committee (IBC) memo regarding updates to *NWCG Standards for Interagency Incident Business Management*, PMS 902 that will outline direction on incident ordering based on complexity, not individual highest qualification level.
- Fire Prevention Team 2024 Season After Action Review (AAR) and Annual Webinar –
 - Members discussed scheduling dates for the FPET end of year AAR with the regional

- FPET coordinators. Stacey will send a meeting invite for January 23rd – AAR meeting will coincide with the regularly scheduled FPETSC meeting.
- The Annual FPET Webinar will be scheduled for February 27th from 10-12 Pacific time. Stacey will send a “save the date” calendar invite to PETLs and trainees, PETMs and trainees, PIOs, Regional FPET Coordinators, and FPETSC.

Other Business

- CEPC update – No update this meeting.
- NWCG Update –
 - The NWCG annual meeting will be virtual this year to increase access for all committee and subcommittee chairpersons. It is scheduled for the afternoon of February 18th, 2025. There will be virtual breakout rooms by agency so agency Executive Board members will have a chance to interact with their agency counterparts within the NWCG committee network.
 - The December Executive Board meeting is coming up where IPTM process and decision space issues should get resolved. The FPETSC members voiced their frustrations with having position reviews postponed.

Next Call & Agenda Items

Combined session (monthly meeting and Regional Coordinators AAR) Jan. 23rd 1100-1300 MT