

Fire Prevention Education Team (FPET) Subcommittee

Meeting Minutes: 05/15/2025

Attendees:

- () 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
- (x) 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
- (x) Gwen Beavans – AD Employee – Associate Member
- () Sarah Lee – Bureau of Land Management – NWCG Coordinator
- (x) Todd Chlanda – National Association of State Foresters
- (x) Darci Drinkwater – Admin. Support

Old Business

- Challenge Coin – Discussed designs for a challenge coin to recognize the efforts of the Fire Prevention Education Teams (FPETs).
 - Several design options were presented (attached with the meeting agenda and displayed on screen).
 - Concerns were raised regarding the inclusion of using Smokey Bear due to licensing requirements and the broader scope of FPET work beyond Smokey Bear messaging.
 - Must remain respectful of the military origins of challenge coins.
<https://www.defense.gov/News/Feature-Stories/Story/article/2567302/the-challenge-coin-tradition-do-you-know-how-it-started/>
 - Concerns raised regarding funding and procurement of the coins, particularly considering budget constraints within some agencies.
 - Suggested to use different imagery other than large trees to represent wildfire prevention across diverse geographical regions was discussed.
 - Agreed to proceed with creating a challenge coin. Strong preference was expressed for incorporating the “three E’s and A” design on one side and the FPET logo on the other side. Exploration of alternative imagery to represent diverse landscapes was advised. Grimes volunteered to work with a graphic designer to create mock-up designs incorporating feedback that will be shared with the subcommittee for review and approval.
- Incident Performance and Training Modernization (IPTM) – Update was given on the IPTM projects which are currently on hold due to budgetary constraints and reduced capacity at NWCG.
 - Concerns were raised regarding outdated and unteachable training materials.
 - It was highlighted that the availability of subject matter experts to support the updates are readily available.
- FPET Digital Library – Discussed challenges with transition to Drupal, 508 compliance, and personnel changes within NWCG and the webmaster position.
 - Grimes and Drinkwater will coordinate communication with the new webmaster to highlight the best process moving forward.

New Business

- Darci Drinkwater was welcomed as the new Admin. Support.
- Briefing Paper to request FireNet Sites for each NFPET assignment – Discussed challenges of using existing file-sharing platforms (FireNet, Google Drive, Pinot, and Teams) for incident-related documents due to access limitations, security concerns (PII), and agency restrictions. A previous request for dedicated FireNet sites for incidents was denied due to lack of a formal briefing paper.
 - FPET assignments range from 12-14 incidents per year which should not be a substantial workload for FireNet to support.
 - Grimes volunteered to draft a briefing paper requesting dedicated FireNet sites per incident for secure document management. This paper will be circulated for review and input. Once approved, it will be submitted to CEPC.

Other Business

- NWCG Update – None

Decisions/Action Items

- Challenge Coin – Agreed to proceed with creating a challenge coin. Strong preference was expressed for incorporating the “three E’s and A” design on one side and the FPET logo on the other side. Exploration of alternative imagery to represent diverse landscapes was advised. Grimes volunteered to work with a graphic designer to create mock-up designs incorporating feedback that will be shared with the subcommittee for review and approval.
- Grimes and Drinkwater will coordinate communication with the new webmaster to highlight the best process to move forward.
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Next Call & Agenda Items

June 18, 11:00 PT – Changed to Wednesday due to Thursday being the Juneteenth Holiday.