

Fire Prevention Education Team (FPET) Subcommittee

Meeting Minutes: 09/18/2025

Attendees:

- () Mark Thibideau — Forest Service — Chairperson
- () Zach Ellinger — Bureau of Land Management — Primary Member / Program Manager
- (x) Jeff Moyer — Bureau of Indian Affairs — Primary Member
- () Melissa Jenkins — 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
- () 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

- FireNet briefing Paper – requesting FireNet sites for each National Fire Prevention & Education Team (NFPET) assignment.
 - Drafting SOPs for FireNet operations.
 - Team Leader, Public Information Officer (PIO), and one team member would be responsible for the management of the FireNet files.
 - Once the assignment is completed, they will be responsible for downloading the files and providing them to the host unit. Some files would be uploaded to FireNet.
 - Recreate the FireNet briefing paper.
- Challenge coin — Grimes sent design files to Ellinger for potential modifications to the background color to make the fire emblem stand out.

New Business

- Program Deployments — Grimes updated the FPET schedule and will have that ready to go into the program guide by October 15.
 - Open the schedule to team leaders to select available dates through FireNet by November 15. Everything should be submitted by December 15.
- P-310 class scheduled for May 4-8 at the training center in Florida.
 - Currently we have 15-20 attending but would like to open it up.
 - Classes are hosted every two to three years.
- Southern Area Prevention Workshop —
 - Melanie Banton will be doing a section on the difference between a fire PIO and a prevention PIO.

Other Business

- NWCG Update — None

Decisions/Action Items

- Drinkwater sent NWCG SOP template to Grimes.
- Grimes recreating the FireNet Briefing Paper.
- Grimes updates to the program guide by October 15.
- Grimes remind team leaders and geographical coordinators to utilize the FPET Tracking Spreadsheet for all FPET Teams deployed.
- Grimes will send the schedule by November 1.

Next Call & Agenda Items

October 16, 11:00 PT