



# National Wildfire Coordinating Group

## Fire Use Subcommittee Notes

1/20/2022 10:00-11:00 AK Time

### Attendees

- ☒ Casey Boespflug – BLM
- ☒ Josh O'Connor – USFWS
- ☒ Mike Ward – USFS
- ☐ Tom Garcia – NPS
- ☐ Darryl Jones – State Forestry
- ☐ Chad Bladow – TNC
- ☐ Shaniko Cowie – USFS
- ☐ Shawn Denowh – USFS
- ☒ Dan Dyer – BIA
- ☐ Deb Fleming – NWCG
- ☒ Chuck McHugh – USFS
- ☐ Tim Theisen – BLM
- ☒ Others – Todd Rankin & Heather Heward
- ☐ Mike VanHemelryck
- ☒ Eamon Engber – NPS

- 1) RXB1/RXB2 Tasking-Discuss at end of meeting
  - a) Annie, Lori, Jeff, Deb, Mark, Heather, Mike and Casey discussed another way to get information and RXB input due to limited SME availability. Heather is going to meet with Burn Bosses on site as a group to gather information needed. Then follow up with current SMEs identified as needed. SMEs started working with Lori Glaeser
  - b) Task order extended to March 2022
  - c) SME's assigned from FUSC
    - i) Chris Otto BLM, Lann Moore BLM, Richard Sinkovitz NPS, Richard Gustafson BIA, Shaniko Cowie USFS, Brad Donahue, Darrel Clairmont-Continue process until March 2022
  - d) **Action Item: Available FUSC members will be on a call with Annie, Heather, next Monday 1/24 at 1200 MST.**
- 2) Expect an email out to modules to update NWCG Module website list.
  - a) **Action Item: Annie will follow up with NWCG (Deb) to make sure email is produced and sent out. COMPLETED and posted to the NWCG website**
  - b) **REMOVE FROM FUTURE AGENDAS**
  - c) WFM should send to the GACC, forwarded by GACC to NMAC, copying NWCG and FUSC.
    - i) GACC is usually the hold up to get information processed up to NMAC and NWCG.
    - ii) Work with Jesse to work on possibly automating the process once we have a better understanding of what the process should be.



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- 3) RT-300 Southern Area Burn Boss Refresher in Chattanooga, TN
  - i) **Cancelled to reschedule June 2022, working title "Interagency Prescribed Fire Professional Development Training Event. June 2022 Chattanooga, TN"**
  - ii) **Virtual RT300 available on WFLP (4 sessions). Mike Ward with more information.**
  - iii) **ACTION ITEM: Mike Ward will send along the future name of this training/event.**
- 4) RT-300 Video
  - a) Send proposal for funding
    - i) **Action Items: Casey submitted funding proposal to FMC and proposal was approved,**
    - ii) **Action Items: Solicit agencies for RT-300 topics.**
      - (1) **Topic Ideas: Prescription Parameters development video.**
      - (2) **Ask for feedback from Virtual Prescribed Fire Plan Writing workshop to determine what feedback on topics they may have.**
    - iii) **<https://www.nwcg.gov/budget-guidance>**
- 5) IFTDSS Burn Planning user needs reviewers. **Move to Action Items**
  - ~~a) Casey has asked if the program needs additional reviewers, but last response has been "not at this time."~~
  - ~~i) Action Item: Have not heard back from IFTDSS. Mike will provide what the ask is for IFTDSS SME/reviewers. Remove from agenda and move to bin items.~~
- 6) PMS 484 and 484-1, question came up as to adding a fillable signature packet.
  - a) At this time the members on the call don't feel this is a needed change but may explore developing instructions for developing a package that can easily be signed digitally.
    - i) Should we just develop instructions to include with the 484-1 document on how to create a digital signature ready PDF from the word document.
    - ii) If we do feel we need to revise the 484-1 (Burn Plan Template) to include instructions for digital signatures we should review the whole document and make any other changes that might be necessary.
    - iii) Jesse posted changes and updated document to reflect updates to electronic signature page <https://www.nwcg.gov/publications/484-1>
    - iv) **Action Items: Official communication has come from NWCG. Reach out to Deb and Jesse; do we need to include additional instructions on converting to PDF and what type of Adobe license is needed for signatures.**
    - v) **Action Item: Provide any feedback on the instructions if they need to be updated for discussion with Deb and Jesse.**
- 7) Address corrections identified in PMS 424-1
  - a) Need to update 424-1 spreadsheet to fix misspellings, column width/text type for usability.
  - b) Are there other programs that we could transition the complexity analysis to, excel is clunky and doesn't allow spell checking.
  - c) Will reach out to Deb and Jesse to identify the process to fix and update.



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- d) **ACTION ITEM:** Review the document to find spelling issues/column width adjustments, font adjustments. Want to ensure we stay within 508 compliance.

## 8) Action Items/Bin Items

- a) Participation verification process. NPS may have a new representative in the coming months. Eamon covering for Tom Garcia for now. Darryl Jones may be transitioning with another state forestry representative.
  - b) Action Items: Need to review the charter to determine the roles and representation.
  - c) IFTDSS Burn Planning module may need reviewers. -FMC will have more information at a later date.
- 9) Next call is February 17<sup>th</sup>, 1200 MST (1000 AK time)