

## IATS Conference Call March Minutes

(4<sup>th</sup> WEDNESDAY of every MONTH)

**TIME: 1000 MOUNTAIN TIME**

Interagency Aviation Training Subcommittee (**IATS**)  
**NWCG/NIAC**

## IATS MS TEAMS Meeting

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IATS SHAREPOINT / TEAMS  
**(Notes/RFC/Docs):**

### Roll call- Facilitator Bradley 10:05

AGENCY	ATTENDEES	ALTERNATE (Approved)	ROLL CALL <i>Present, Excused, Absent</i>
<b>PRIMARY</b>			
USFS-RASM	Sean Aidukas	Jennifer Martynuik	<b>A</b>
BIA	Branden Spencer		<b>P</b>
<b>BLM, VICE CHAIR</b>	Mike Bradley	Kirk Rothwell	<b>P</b>
OAS			
NPS	Glenn Kessler	Ody Anderson	<b>P</b>
<b>USFS-NATPM, CHAIR</b>	Tori Leshuk		<b>P</b>
USFS-HOS	Nathan Alexander	Josh Ingle	<b>P</b>
USGS	Bill Christiansen	Lisa Faust	<b>P</b>
FWS FWS-Alaska	Tom Greil		
USFS-FHP	Vacant	Scott Sontag	<b>P</b>
BSEE	Andrew Wareham	Michael Jordan	<b>P/P</b>
BOR	Natalie Adams	Dave Rosser	<b>P</b>
OSMRE	Lukus Monette	Dave Rosser	<b>P</b>
<b>ASSOCIATE</b>			
OAS-UAS	Colin Milone		<b>A</b>
OAS-OAS TB Chief	Woody Kessler		<b>P</b>
OAS-IAT Webmaster	Louise Bruck		<b>P</b>

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OAS- Notes	Cheryl Giffen		P
<b>GUESTS/SME</b>			
NWCG-Coordinator	Tim Blake		A
USFS -UAO	Justin Vernon		P
BLM-FMO	Brandon Peterson		P

<b>IATS AGENDA</b>		
<i>Items submitted prior to meeting prioritized Facilitators: Bradley</i>		
Presenter/Time	<u>Agenda Item</u>	#RFC/Decision Concurrence/Pending
<b>Bradley 10:07</b>	<p><b>Item 1: Standing Safety Moment</b> One minute for aviation safety for the good of the whole identify any any Immediate hazards/concerns – IAT Aesthetics normalization from deviation to risk. Get back in line and revert back to denormalization. Heads up for rationalization that leads to normalization or risk.</p>	<b>NA</b>
<b>Cheryl 10:10</b>	<p><b>Item 2: Past Notes Vote</b> Past notes shall be reviewed prior to meeting attendance <i>Note language below: 6.4 Subcommittee Member Duties</i></p>	<b>Feb meeting notes</b>
<b>Vernon 10:20</b>	<p><b>Item 3:</b> Ability to limit sign up for virtual classes to local unit only or provide mechanism/tools for lead instructor/course coordinator to vet student enrollment – Tools we have as instructors in IAT no good way to tell what unit they are located at. He would like to be able to vet student enrollment. You can update the class when offering and add the unit under the sponsor field. Instructors can add anyone they want. Roster page listing 3 levels of the unit taking out the phone # column Louise will work on it. It would take about 40 hours to get fixed in the system. Woody and Louise have been going to DOI talent weekly. We are not quite sure on DOI talent but it's being heavily researched.</p>	<b>RFC 22-4 Concurrence</b>
<b>Peterson 10:30</b>	<p><b>Item 4:</b> Prioritize students for IAT webinars and training events. Webinars are difficult to get in. Folks are taking positions off their training plans so is there a way to work around it and therefore not showing they are out of compliance Is there an option to have the question is this training a priority in for your job? During preseason Feb-May offer a couple more options a month for those webinars. Universal issue. OAS does certify trainers, getting more qualified instructors to produce more product. We need all people in time. Ultimate solution more instructors to get certified. Woody to create an email or training bulletin telling future instructors or qualified instructors and having supervisors UATA's anyone outside of OAS trainers on how to put on a webinar and that instructors outside of OAS trainers can put on upper level courses via webinar if</p>	<b>RFC 22-5 Concurrence</b>

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	needed. Registration times on IAT Website webinars will be updated from midnight to a 12pm Mountain.	
<b>Leshuk 10:45</b>	<b>Item 5:</b> IATS Intent Document DRAFT update – the intent document we have is from 2016 is archaic Tori is still updating. She will be adding a roster rotation. If you are a voting member of IATS you will be rotating into a chair/vice chair. Tori will update document and send out.	
<b>Bradley 11:00</b>	<b>Item 6:</b> Flight helmet Inspector approvals/tracking – How to inspect who’s qualified to instruct. Is there a way to track students for the Gentex helmets within IAT? Ex. In USFS Region 2 Nate has 37 people qualified for Gentex, Heli tack keeps track on regional spreadsheet IAT doesn’t have a vetting system. Students can upload certificate in profile. Agree that IAT platform may not be the right mechanism to track flight helmet instructors.	
<b>W. Kessler 11:30</b>	<b>Item 7:</b> 2023 ACE location discussion – 2 physical DOI EAS asking for in person ACES, potentially a third ACE Fall 2022 BIA – has requested we follow San Diego Aviation Conference so either Oct- Nov or Nov – Dec will the bureaus be able to support attendance? We will be sending survey out. San Diego, Atlanta, Alaska	
<b>W. Kessler 11:50</b>	<b>Item 8:</b> A-219 Instructors – waiting on review for A219 Subgroup memo. Recommendations are hardest part. Relatable to the effort no return on investment not using IAT System. Woody will hold onto the conversation to see if the paper addresses and then Woody will bring back to OAS training staff to discuss and provide feedback.	

<b>Subgroup Report Outs/Taskings <i>Facilitator: Bradley</i></b>		
<b>Leshuk/Alexander 11:54</b>	A219 Subgroup update Timeline, whitepaper review etc <i>Proposed deadline: 3/23/22</i> <i>A219 memo was sent out 3/23 with Reply back by COB 4/5/22. Once that is completed this will be routed to IHOPs and then briefed to NIAC.</i>	
<b>Kessler/Milone 12:05</b>	A450 subgroup update Proposed deadline: Spring 2022 No report out	
<b>Natalie Adams 12:15</b>	IAT Guide 2022-revision – Natalie solicited for assistance on NWCG Crosswalk. Agreed the NWCG crosswalk should be tackled in a face to face workshop fall meeting. Change in process for evaluations (Louise). Mike Bradley offered to help. <i>Proposed deadline: ?</i>	
<b>Test link for voting</b>	<b><u><a href="https://forms.office.com/g/Uibe6VzFUR">https://forms.office.com/g/Uibe6VzFUR</a></u></b>	
<b>Meeting Closeout <i>Facilitator: Leshuk</i></b>		

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Next IATS meeting: April 4/27/22		
Leshuk 12:25	IATS chair report out/ Go backs – Tori is outreaching to subcommittees and out to parent committee NIAC	

**RFC**-Request for Change

**AIL**-Action Item Log

**Green – Things Completed**

**Red – ACTION Items**

**Purple – Shout outs and gratitude**

**Quorum:** A minimum of two-thirds of the NWCG primary members constitutes a quorum. A quorum is required to make decisions and/or direct actions. 13 Primary IATS Members = 9 for Quorum (8.7)

**However, the 2016 IATS Letter of Intent states:**

*6.4 Subcommittee Member Duties:*

*Be available to vote for your respective bureau/agency/state on issues as needed to forward business conducted by the IATS. If not available to vote, IATS consensus is accepted.*

## **Minutes, Notes, Records**

Meeting leaders should ensure that notes/minutes are taken during each meeting. Minutes must include:

Date, time, and location

Names of attendees

Main topics of discussion

Decisions made

Action items assigned.

Meeting minutes, agendas and attached documentation are considered records. NWCG records management procedures must be followed for appropriate creation, maintenance, and disposition of electronic and hardcopy meeting records.

Additionally, completed minutes must be emailed to the respective Coordinator for posting to the NWCG website.