

**IATS Conference Call Agenda****(4<sup>th</sup> WEDNESDAY of every MONTH)****TIME: 1000 MOUNTAIN TIME****Interagency Aviation Training Subcommittee  
(IATS)  
NWCG/NIAC****IATS MS TEAMS Meeting****Join on your computer or mobile app****Click here to join the meeting****Learn More | Meeting options****IATS SHAREPOINT / TEAMS  
(Notes/RFC/Docs):****Roll call- Facilitator Bradley 10:05**

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

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GUESTS/SME			
NWCG-Coordinator	Tim Blake		A
BLM- AK HOS	Gilbert Garcia		A
IATS AGENDA			
Items submitted prior to meeting prioritized Facilitators: Bradley			
Presenter/Time	Agenda Item	#RFC/Decision Concurrence/Pending	
Bradley or other 10:07	Item 1: Standing Safety Moment One minute for aviation safety for the good of the whole identify any any Immediate hazards/concerns – Train like we fight the more you can simulate the real A219, A312 it validates the training.	NA	
Bradley/Cheryl 10:10	Item 2: Past Notes Vote-Poll results Past notes shall be reviewed prior to meeting attendance Note language below: 6.4 Subcommittee Member Duties	Apr meeting notes still need to Approved	
G. Garcia 10:15	Item 3: REVISIT: IAT Guide and available IAT training plans Line between A-courses and RT372 in the IAT guide other ways, Custom training plan, The guide just has the standard training plan. Mike will get with Louise to discuss training plans. Glenn has offered to help Mike.	RFC 22-06 –	
W. Kessler 10:25	Item 4: OAS Training Branch Priorities and Program of Work 2022/23 – June Agenda		
W. Kessler 10:35	Item 5: Bureau/Agency Instructors shortage/course offerings messaging – June Agenda		
Leshuk 10:45	Item 6: Chair Rotation- Intent document- Appendix A – Chair Intent doc has been updated moving forward replace 2016 version putting in IATS Share Point.		
Subgroup Report Outs/Taskings Facilitator: Bradley			
Leshuk 11:30	A219 Subgroup update Timeline, whitepaper review etc Proposed Draft deadline: 3/23/22 Proposed IATS review deadline: 4/5/22; Briefed IHOPS 5/18; Brief NIAC TBD IHOPS got briefed with whitepaper and they had nothing else to add. IAT219 – S271 there curriculum has been affected so everyone has to approve. NIAC will be briefed in the June or July meeting		

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<b>Kessler/Milone 11:45</b>	A450 subgroup update Proposed deadline: Sept 2022 Meeting 5/26 making recommendation to overhaul units. In person June to meet and bust it out. Alignment projects have been started. Requesting patience from people. So far 14 classes this season not that far off from the mark.	
<b>Natalie Adams 12:00</b>	IAT Guide 2022-revision <i>Proposed deadline for IATS member review 5/18</i> <i>Guide/approval letter sent to FS for review 5/18</i> The guide has been sent to FS for Approval letter. Tori will keep pinging them and see if she can get it moving faster.	
<b>Meeting Closeout <i>Facilitator: Leshuk</i></b> <b>Next IATS meeting: 622/22</b>		
<b>Leshuk 12:15</b>	<b>IATS chair report out/ Go backs</b> <b>Thank you for joining. Holding back OAS Agenda items they will be in June meeting.</b>	

**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.

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