

June 22, 2022

IATS Conference Call Notes

(4th 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>
PRIMARY			
USFS-RASM	Sean Aidukas	Jennifer Martynuik	A/A
BIA	Branden Spencer		P
BLM, VICE CHAIR	Mike Bradley	Kirk Rothwell	P/A
OAS	Woody Kessler (interim)		P
NPS	Glenn Kessler	Ody Anderson	P/P
USFS-NATPM, CHAIR	Tori Leshuk		P
USFS-HOS	Nathan Alexander	Josh Ingle	P/A
USGS	Dan Morgan	Lisa Faust	E
FWS FWS-Alaska	Tom Greil		P
USFS-FHP	Crystal Tischler (acting)	Scott Sontag	P/P
BSEE	Andrew Wareham	Michael Jordan	P/P
BOR	Natalie Adams	Dave Rosser	P/E
OSMRE	Lukus Monette	Dave Rosser	A
ASSOCIATE			
OAS-UAS	Colin Milone		A
USFS-UAS	Justin Baxter	Liz Younger	A/P
OAS-OAS TB Chief	Woody Kessler		P
OAS-IAT Webmaster	Louise Bruck		P
OAS- Notes	Cheryl Giffen		P

GUESTS/SME			
NWCG- Coordinator	Tim Blake		A
	Gil Garcia		P
IATS AGENDA <i>Items submitted prior to meeting prioritized Facilitators: Bradley</i>			
Presenter/Time	<u>Agenda Item</u>	#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 – Fatigue managemenet empahsize follow rest quality rest. Be cautious on fatigue.	NA	
Bradley/Cheryl 10:10	Item 2: Past Notes Vote-Poll results Past notes shall be reviewed prior to meeting attendance <i>Note language below: 6.4 Subcommittee Member Duties</i>	Apr/May meeting notes – APPROVED and have been sent to NIAC	
W. Kessler 10:15	Item 3: OAS Training Branch Priorities and Program of Work 2022/23 – OAS TB lines of business OAS Proper have ISO certified QMS process. OAS flowchart 1/3 training delivery. On demand training classroom, webinar, policy, funding, curriculum, course offering, open registration. Do we have enough? Is it worth the travel? Grab training materials, conduct the course, closeout the course.		
W. Kessler 10:25	Item 4: Bureau/Agency Instructors shortage/course offerings messaging – Instructor certification flowchart Several instructors who have not instructed in the last 3 years Course development all courses done by September In person courses are next Development team, input team IAT Helpdesk ACE will be Spring 23 and Winter 23 Revise courses virtually Hammered A-303, A-305 and A-307 Plenty of instructors not enough participation How to get people to host or put on a webinar? What can others do to push for help? 587 Instructors in IAT 307 USFS Instructors 226 DOI Instructors		

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Subgroup Report Outs/Taskings <i>Facilitator: Bradley</i>		
Leshuk 11:30	A219 Subgroup update Timeline, whitepaper review etc. <i>Proposed Draft deadline: 3/23/22 Proposed IATS review deadline: 4/5/22; Briefed IHOPS 5/18; Brief NIAC 6/9 – IHOPS, NIAC everyone wants to playball. Comprehensive, tasked with another task group. IHOP, NIAC and Tori will draft a task list. Tori is starting the process.</i>	
Kessler/Milone 11:45	A450 subgroup update Proposed deadline: Sept 2022 Making progress 12 units outlined. Small groups of 2-3 people. Large group reviewing instructor guide in the near future. Alpha test materials in person in Boise in the future. UAS IAT Training system buying in the whole system not just a library or record tracker. Working group, A courses fall back. No easy fix hyperaware. Build a model for reference in the deep end once 450 is done and tested.	
Natalie Adams 12:00	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> IAT Guide FS 6/14 guide approval letter. Pending final format Woody EAS Approval.	
Meeting Closeout <i>Facilitator: Leshuk</i> Next IATS meeting: tentative 8/24/22		
Leshuk 12:15	IATS chair report out/ Go backs – Gill Garcia is new Cochair – Mike Bradley retiring at the end of the month. Liz Younger new UAS Training Rep. Glenn Kessler last meeting	

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:

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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.