

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 Garcia 10:00

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

	Anissa Derrick		P
IATS AGENDA			
<i>Items submitted prior to meeting prioritized Facilitators: Garcia</i>			
Presenter/Time	<u>Agenda Item</u>	#RFC/Decision Concurrence/Pending	
Garcia /Cheryl 10:05	Item 1: Past Notes Vote-Poll results Past notes shall be reviewed prior to meeting attendance <i>Note language below: 6.4 Subcommittee Member Duties</i>	Jun meeting notes – APPROVED	
Kessler/Bruck/Derrick 10:10	Item 2: IAT Site Updates (filter feature and conf attendance email) Anissa shared the idea to help with the no shows attendance. Feb-June about 6 students per class have been No Show that is an average 605 students that could have been pulled of waitlist. Currently there is a reminder email 1 weel prior and then 72 hours prior. Training branch as put together a link that confirms registration. Anissa and Cheryl will pull people off roster waitlist. We will beta test on some upcoming webinars. If you don't respond you get put on a waitlist. Supervisor can be added if you want. FS, NPS, USGS, BIA, USBR all support the beta test. IAT Exams you can see the correct answer. Now you get 5 tries to retake the exam without withdrawing.		
Bruck 10:30	Item 3: IATS-RFC-22-04 Lock Class Registration to Organization(s) – (Completed – Pending Discussion) RFC was already approved, Louise provided an overview before the change took place on the website. In regard to the Course offering if you lock them down it will only be students in the org. On the roster it will show either withdraw or waitlist automatically move from the waitlist if in the correct org. Only moves people if its with the registration period. Units might abuse it.		
Bruck 11:00	Item 4: IATS-RFC-22-08 A-454 Add-On Course – Show on add-on aircraft or other. (Completed) Added multi-choice selections to this course for Instructors to select the Add-On class(es) being taught. RFC was already approved. Louise provided a status update. A-454 you can now add using a dropdown menu. You will not longer have to add language into course offering title.n It will automatically appear on the student's transcript. Louise and UAS specialist will work to update past course offerings to show the correct course as applicable to aircraft.		
Younger 11:15	RFC 22-09 – Add on training subgroup RFC to formalize an Interagency UAS subgroup for each UAS platform and get SME's to build more content, to include. A456 – ELOS and BVLOS and A454. UAS associate members were hesitant to bring on a full on working group but would rather put together a group of trusted team		

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	<p>members and then spread it out to other agencies. This group would finalize curriculum but wouldn't put under IATS but tie to the to the A450 group that would then brief IATS.</p> <p>The A450 group are program managers, while the add ons courses would need SME that are more operational. A454 content won't be relevant with A450 group members. There needs to be open communication but not under the same group. Separate would be a wiser path forward. Colin suggesting thoughtful size of the group and content. Create a nimble group with SME's under A450 group reports and then brief IATS.</p> <p>Justin and Liz will share a briefing paper determining objectives to get A456 live and come up with a strategy, to also include a communication plan.</p>	
Kessler 11:45	<p>Item 6: update to OAS/IAT program of work</p> <p>In person meeting data gathered through courses. OAS TB began to analyze courses and navigate broken ones. January will have all courses reviewed to start our revision process. Get back into revising in person classes. A220 Train the Trainer ; Destin FL 1st week of October. A223 Train the trainer/water ditching; Boise in November. A220 Reno in January and A220 Alaska. ACE 2023 Western US and Anchorage TBD. Vice Keely Audio Visual Position re-flying. Vice Kazmier in process of reviewing job closes on 9/9 Anissa will be sending out Aviation Newsletter with all the updates at beginning of September.</p>	
Leshuk 12:00	<p>Item 7: A219/S271 NIAC Memo/Tasking update recap of NIAC meeting 8/11 and next steps</p> <p>NIAC asked IATS/IHOPS to write the tasking both Chairs got it approved. IHOPS has a lot of the tasking. Tori will continue to be involved a will reach out to IATS members to help where applicable..</p>	
Subgroup Report Outs/Taskings <i>Facilitator: Leshuk</i>		
Kessler/Milone 12:15	<p>A450 subgroup update</p> <p>Proposed deadline: Sept 2022</p> <p>In process of final review of A450 September deadline is tight. Cleanup the sharepoint mitigate approved objectives or carry on as a group. October more realistic work on practical exercise portion. Test course sometime this fall.</p>	
Brad Koeckeritz	<p>UAS DOI Status. No status change. OPM 11 will be revised if the Memo gets signed. Blue UAS only purchased as of now.</p>	
Meeting Closeout <i>Facilitator: Leshuk</i> Next IATS meeting: 9/28/22		
Leshuk 12:30	IATS chair report out/ Go backs	

RFC-Request for Change
 AIL-Action Item Log
 Green – Things Completed
 Red – ACTION Items

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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.