

September 28, 2022

IATS Conference Call Agenda Notes

(4th WEDNESDAY of every MONTH)

TIME: 10:00 AM 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	P
OAS	Woody Kessler (interim)		P
NPS	Ody Anderson	Mike O'leary	E/E
USFS-NATPM, CHAIR	Tori Leshuk		E
USFS-HOS	Nathan Alexander	Josh Ingle	P/A
USGS	Lisa Faust		A
FWS-Alaska	Tom Greil		A
USFS-FHP	Vacant	Scott Sontag	A
BSEE	Andrew Wareham	Michael Jordan	P/P
BOR	Natalie Adams	Dave Rosser	P
OSMRE	Lukus Monette	Dave Rosser	E/A
ASSOCIATE			
OAS-UAS	Colin Milone		P
USFS-UAS	Liz Younger	Justin Baxter	E/P
OAS-OAS TB Chief	Woody Kessler		
OAS-IAT Webmaster	Louise Bruck		P
OAS- Notes	Cheryl Giffen		P
GUESTS/SME			

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NWCG-Coordinator	Tim Blake		A
NPS-NAO	Glenn Kessler		P
OAS Training Sp	Dave Kreutzer		P

IATS AGENDA
Items submitted prior to meeting prioritized Facilitators: Garcia

Presenter/Time	<u>Agenda Item</u>	#RFC/Decision Concurrence/Pending
Gilbert Garcia 10:05	<p>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></p>	Aug meeting notes- Approved
Glenn Kessler 10:15	<p>Item 2: Create an IAT training plan for NPS All-Hazards/Resource Helicopter Crewmember. <i>Informational only will wait on vote until October IATS meeting for further review if this is appropriate for other Agencies/Bureaus.</i></p> <p>Create an All-Hazard Helicopter Crewmember Training Plan for NPS in IAT. Louise discussed training plans, mentioned she could set one up in IAT for Park Service. Per Louise, any bureau can have special training plan set up for them. Bigger picture is an IAT training plan for NPS All-hazards/Resource Helicopter Crewmember needed for other agencies or just all DOI. Discuss bigger picture at the Oct meeting. Need for non-fire task book (The current "Task Book/Task Sheet for Helicopter Crewmembers" available in IAT drop-down list should suffice for this). Next meeting discussing plan would need to be dialed if moving forward for EAS. Dave mentioned work on A-209 course. SME group working on early stages of analysis. They are also looking at an advanced crewmember course and dividing the A-209 course into two different courses. One, more manager relevant and one, crewmember relevant. Looking very similar to what Glenn is looking for here. Potential RFC coming from Dave creating said course. Still working on, so stay tuned. Question: How does the recently created <u>NPS: Helicopter External Load Refresher</u> course play into Glenn Kessler's request? Response: Needed to teach external load training outside of A-219. Question: Is another course/plan needed here or can S-271 be tailored for of a more non fire audience?</p>	RFC 22-10
Dave Kreutzer 10:45	<p>Item 3: Change the course length for the A-225 IAT instructor Update</p> <p>Change the course length for the A-225 IAT Instructor update from 2 hours to 3 hours, vote on it. Created poll to y or nay to increase course from two to three hours.</p>	RFC 22-11

Subgroup Report Outs/Taskings Facilitator: Leshuk-Garcia

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Kessler/Milone 11:00	UAS Training Group <ul style="list-style-type: none">• A450 subgroup update. Proposed deadline: <i>Oct,2022</i>• Add-on Courses updates A-450 Crawling to the finish line. Units transferred into IAT format, Academic content. Moving forward. Field day content in process. PMS Content curriculum A-454 SME Focus on course content. Colin Milone and Justin Baxter will move forward with their own SME's.	
Meeting Closeout <i>Facilitator: Garcia</i> Next IATS meeting: 10/26/2022		
Garcia 11:15	Go backs/close out	

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 2022 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.