

January 25, 2023

## 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

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

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NWCG-Coordinator	<del>Tim Blake</del>		<b>A</b>
OAS	John Vogel		<b>P</b>
OAS Training	Anissa Derrick		<b>P</b>

## IATS AGENDA

**Items submitted prior to meeting prioritized Facilitators: Garcia**

Per/Time	<u>Agenda Item</u>	#RFC/Decision Concurrence /Pending
<b>Gilbert Garcia</b>	<b>Item 1: Past Notes Vote-Poll results</b> Past notes shall be reviewed prior to meeting attendance <i>Note language below: 6.4 Subcommittee Member Duties</i>	<b>No report out</b>
<b>Ody Anderson</b>	<b>Item 2: UATA notified if training plan is added or deleted</b>  Discussed the helpfulness for UATAs to be notified when changes are made by employees for monitoring training plan assignment accuracy. Several concurrences were declared from the group. Need to initiate the request through Louise for adding a new notification message within the IAT system.	<b>RFC 23-01</b>
<b>Vogel/Milone</b>	<b>Item 3: Reduce required hours for A452R</b>  John Vogel described the reasoning for reducing class length. John spoke about key components within the course and frequency of delivery - containing the most current material. In current version, class is not currently meeting the 2 hours as stated. Mentioned OPM-11 has requirements description. PowerPoint is provided to students during class. Group supports the delivery time change. Course length needs to be disclosed to students.	<b>RFC 23-02</b>
<b>Ody Anderson</b>	<b>Item 4: Aviation Academy- Memo</b>  Ody spoke about the background and need for training and experience for personnel to support the interagency trend of aviation position vacancies. Training 1-2 years in length that will produce qualified personnel for IAT and NWCG positions (Aviation Manager (or similar), AOBD, ASGS, among others). Ody submitted to NPS but has received no response. Having trouble getting traction and support at a higher level to move forward. Hiring two designated instructors for the program is necessary.	
<b>Anissa Derrick</b>	<b>Item 5: 2023 Aviation Center Education ACE update</b>  ACEs are back! Anchorage April 10 – 14 (Registration opening soon! Will send out communications once hotel agreement is finalized) Reno May 22 – 26 (Registration open!)  National office agency aviation updates are scheduled on Wednesday from 3:30 – 5:30. This is an opportunity for national offices to share the latest updates with their folks in attendance. This is very popular and requested by attendees. Feel free to contact me with interest: anissa_derrick@ios.doi.gov  Recruiting instructors and trainees for both locations. <u>Please share the link below</u> with those interested and/or who would be a good fit to teach at ACE!  2023 ACE Events Instructor Cadre Interest	

<b>Subgroup Report Outs/Taskings <i>Facilitator: Leshuk</i></b>		
<b>Kessler/Milone 10:25</b>	<p><b>UAS Training Group</b></p> <ul style="list-style-type: none"> <li><b>A450 subgroup update. Proposed deadline:</b> <ul style="list-style-type: none"> <li>2023 <u>New timeline update</u></li> <li>Planned field test/Beta</li> </ul> </li> </ul> <p>Making progress and nearly completed with content and PowerPoints. Beta test delivery scheduled on March 13, in Ventura. Already delivered about 5 times this year which have influenced updates as the revision continues.</p> <ul style="list-style-type: none"> <li><b>Add-on Courses updates</b></li> </ul> <p>Focus and resources are dedicated to completing A-450 first but the A-454 is being updated real time as policy changes happen.</p>	
<b>Leshuk 10:35</b>	<p><b>2023 IAT Guide Revision Subgroup request</b></p> <p>Received 11 requests for change 9 were approved for updates and will be implemented in 2023 version. Looking for about 3 members to assist with review through final publication with a timely turnaround.</p>	
<b>Meeting Closeout <i>Facilitator: Leshuk</i> Next IATS meeting: 02/22/2023</b>		
<b>Leshuk 10:40</b>	<p><b>Action Plan Review Homework Feb meeting</b></p> <p>Group needs to go through action plan log. Review open action items from previous years. Link will be sent for review. Feb meeting intent to review all open items with a firm decision to keep item open or close.</p>	
<b>Leshuk 10:48</b>	<p>Spoke about involvement in NIAC and other committees to bridge gap when changes are being made to aviation positions. Discussion IAFUAS positions – all risk incident base was shared with them and how non-fire UAS quals are handled. Want to be part of their conversations for cohesiveness throughout aviation communities.</p>	
<b>Garcia 10:53</b>	<p><b>Go backs/close out</b></p> <p>Sending via email voting poll on agenda items/meeting notes. Please submit responses promptly.</p>	

**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.*

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## 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.

