

July 26, 2023

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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(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	Kevin Merrill	A
BIA	Branden Spencer		A
BLM, VICE CHAIR	Gilbert Garcia	Matt Shaddle	P
OAS	Travis Touchette		E
NPS	Ody Anderson	Mike O'Leary	A
USFS-NATPM, CHAIR	Tori Leshuk		P
USFS-HOS	Nathan Alexander	Josh Ingle	P
USGS	Lisa Faust		P
FWS-Alaska	Tom Greil		A
USFS-FHP	Jeremiah Henry	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		P
OAS-IAT Webmaster	Louise Bruck		P
OAS- Notes	Cheryl Giffen		P
GUESTS/SME			
NWCG-Coordinator	Carmen Thomason		P

July 26, 2023

OAS-IAT Training sp	Dave Kreutzer		P
OAS-UAS	John Vogle		P
IATS AGENDA <i>Items submitted prior to meeting prioritized Facilitators: Garcia</i>			
Presenter/Time	<u>Agenda Item</u>	#RFC/Decision Concurrence/Pending	
Garcia 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>	April Notes Approved	
Anissa 10:10	Item 2: ACEs Roundup/debrief- Informational – Employee Aviation Safety Training Completion Summary USFS – Total Course Completions 811 DOI – Total Course Completions 777 Other Federal Agencies – Total Course Completions – 6 State – Total Course Completions 138 USFS – Instructor Evaluations Completed – 5 USFS – Instructor Trainees Qualified by Course – 16 DOI – Instructor Trainees Qualified by Course – 14 Locations for ACE 2024 – Oklahoma City – Feb 2024 For the 2 nd ACE OAS Training will send IATS a list for a Poll to help decide on. Some ideas are Denver CO, Ogden UT, San Diego CA and Vancouver WA. Poll will be sent out requesting location data for 2024		
John Vogel 10:15	<ul style="list-style-type: none"> Item 3: A454 Decrease in required hrs. – Decisional – Small UAS Small Drone Add on- class would be classroom portion separate from flight evaluation and pilot proficiency additional flight training later new format does not need 8 hours RFC is asking for it to be 4 hours instead. This will affect the IAT website and IAT Guide. John will work with Louise to update the Course Catalog and guide to make sure the language mirrors each other. Vote will be circulated in a poll- APPROVED 	RFC 23-05	
D. Kreutzer/Kessler 10:30	Item 4: A209 revision SME group brief/BP- Informational Review The A-209 Course Revision Group has identified a skills/knowledge gap between aircrew member qualification and aircraft (RW/FW) manager qualification found in the IAT Guide. Currently some Agencies/Bureaus are filling the skills/knowledge gap by requiring aircrew members to take the S-271 Helicopter Crewmember Training produced by NWCG. The S-Course training is designed specifically for Fire Helicopter Crew Members (HECM) and requires the completion of a position task book (PTB) prior to full qualification in IQCS. NWCG is a performance-based system that requires a combination of training and performance.		

	<p>Proposed Solution: Develop a course for Aircrew members that bridges the skills/knowledge gap between basic aircrew member and manager (helicopter / fixed wing) positions in IAT.</p> <p>Which position will the training be required for?</p> <p>Can we create a new position in the aviation position development path to help close the gap i.e. – Passenger – Special Use (A-100, A-200),</p> <p>Aircrew Member (A-100, A-110, A-200, A-XXX) Helicopter Flight Manager (current plan + A-XXX) Fixed Flight Manger (current plan + A-XXX) Helicopter Manger – Special Use (current plan + A-XXX) Fixed Wing Flight Manager – Special Use (current plan + A-XXX)</p> <p>Requesting the A-209 group to develop a list of skills/knowledge they can clearly articulate are missing in the gap between aircrew member and the manager positions.</p> <p>IATS Memo 23-01 Aircrew Manger pathway gap will be circulated for review to IATS membership and added to next month's agenda as an item.</p>	
<p>Kessler 10:45</p>	<p>Item 5: RFI- Curriculum/Position Analysis -Informational OAS TB would like to clearly define the position descriptions associated with the 12 positions identified in the IAT Guide (only 4 positions are required by OPM-04 for an aviation organization). The position description should include clearly stated duties and responsibilities to further understand their training needs.</p> <p>The anticipated outcome of the project it to have functional position descriptions, clearly stated and documented training plans and a gap analysis showing either training or position gaps in the IAT system. Would like a 3rd party to analyze due to workload for current staff. IAT Training Branch will likely seek a contractor to provide support.</p> <p>IAT TB will circulate an RFI to IATS membership for support prior to solicitation</p>	
<p>Leshuk 11:00</p>	<p>Item 6: NWCG S271 revision update- Per NIAC memo 22-09/IATS memo 22-01- Informational – The NWCG In-person SME meeting happened, and things are moving forward with analysis. They are going to work on position description, course content, PTB. This revision was a product the IATS memo we created and briefed to IHOPs and NIAC. Resulting in a NIAC tasking signed last Aug.</p>	
<p>Subgroup Report Outs/Taskings <i>Facilitator: Leshuk</i></p>		
<p>Kessler/Milone/Younger 11:15</p>	<p>UAS Training Group</p> <ul style="list-style-type: none"> A450 subgroup update. Proposed deadlines: Beta tests the week 3/13 and 3/19 Field test: 5/08, and 6/05. Expected approval date? <p>4 different tests with content. They are compiling feedback from observers and instructor and working on final edits. The roll out</p>	

July 26, 2023

	will be a couple weeks behind. A450 expected approval date for rollout will be around 9/14/23.	
11:30 Garcia/Bruck	2023 IAT Guide Revision Subgroup report out -PAUSED New revision cycle deadline: 1/1/24	
Leshuk	Looking to have an In Person Meeting in Boise date TBD Poll will be sent out looking at specific dates.	
Meeting Closeout <i>Facilitator: Leshuk</i> Next IATS meeting: Next meeting 08/23/2023		

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.