IATS August Conference Call Notes	IATS MS TEAMS Meeting
(4th WEDNESDAY of every MONTH) **TIME: 1000 MOUNTAIN TIME** **Interagency Aviation Training Subcommittee (IATS)** **NWCG/NIAC**	**Join on your computer or mobile app** Click here to join the meeting Learn More | Meeting options **IATS SHAREPOINT / TEAMS** **(Notes/RFC/Docs):**

Roll call- Facilitator Shaddle 10:00

AGENCY	ATTENDEES	ALTERNATE (Approved)	ROLL CALL *Present, Excused, Absent*
PRIMARY			
USFS-RASM	Kevin Merrill	Sarah Culhane	**E/P**
BIA	Brandon Spencer		**A**
BLM, CHAIR	Matt Shaddle	Michael O'Brien	**P/A**
OAS	Travis Touchette		**E**
NPS	Brian Sutton	Mike O'Leary	**P/A**
USFS-NATPM	Tori Leshuk		**P**
USFS-HOS	Nathan Alexander	Colbey Richmond	**A/A**
USGS	Lisa Faust		**P**
FWS-Alaska	Tom Greil		**P**
USFS-FHP	Jeremiah Henry	Scott Sontag	**P/P**
BSEE	Andrew Wareham	Michael Jordan	**P/P**
BOEM	Rick Knowles		**A**
BOR, VICE CHAIR	Dave Rosser	Meyer Jay	**E/P**
OSMRE	Lukus Monette		**P**
ASSOCIATE			
OAS-UAS	Colin Milone		**A**
USFS-UAS	Liz Younger	Justin Baxter	**P/P**
OAS-OAS TB Chief	Woody Kessler		**P**
OAS-IAT Webmaster	Louise Bruck		**P**
OAS- Notes	Cheryl Giffen		**P**
GUESTS/SME			
NWCG-Coordinator	Dave Schultz		**A**

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Soliel - Contractor	Elizabeth Scotland		**A**
Soliel - Contractor	Lamar Jenkins		**A**

IATS AGENDA *Items submitted prior to meeting prioritized Facilitators: Shaddle*		

Presenter/Time	**Agenda Item**	**#RFC/Decision** <mark>C</mark>oncurrence/<mark>P</mark>ending
Shaddle 10:05	**Item 1: Past Notes Vote-Poll results** Past notes shall be reviewed prior to meeting attendance. *Note language below: 6.2 Primary Member* **July notes yet to be approved and posted. Final votes/comments due NLT COB 8/30/24**	
Shaddle 10:10	**Item 2: S-271 / A-219, Field Day Requirements and Comp –** • IATS issued recommendation to NIAC to require field exercise to be completed as part of S-271 to ensure proper A-219 competencies. • NWCG Executive Board recently issued decision that field exercise would be optional. • NWCG Training Staff has been building the course to include live helicopter exercises and will need to significantly modify. • Group sees the value in S-271 including live helicopter operations, to ensure A-219 competencies and reduce duplication of courses between resource and fire training • Matt, Woody, and Tori will draft a memo for NIAC reaffirming previous recommendations.	**Discussion**
Kessler 10:40	**Item 3: OAS/IAT Updates** • Soliel Position Description and Curriculum Analysis – Has been put on pause pending PD finalization. • October IATS In-Person meeting - each bureau and Forest Service needs to come up with their final description agreeance at the October meeting. IATS member bureau vetted it. Contract time and money EAS briefing and in person 90% ready. • **A-450 Beta Version Update** – A-450 Beta complete, signed, and accepted course material are now available on the IAT Site. • **RFC 23-06** Implementation update, A-454 Platform Specific Trainer Qualifications – Qualifications on hold for new system IATs System (Tortora). January is the targeted timeline for Tortora. • **A-209 Development** – A-209 Briefing paper - SME's identified a gap between Aircraft Crewmember and Manager Heli/Fixed. New A course developed curriculum analysis will likely highlight gap. New content developed. Test and reviewed in the spring. Updating the A-209 may require new course number, TBD. • **OAS ACE** – Denver dates 3/24/25 – 3/28/25 Everything is on the IAT website, and the announcement has been made, plus registration is open. • **IAT hosted by IBC** – Fed Talent Tortora System. Testing demos, Forest Service funding mechanisms, setup process configuration process, data migration, small group to test it.	**Information**

	DOI Talent, AG Learn, Irwin, Fleet Pilot record system Jan-Feb but maybe May.	

Shaddle 11:15	**Item 4: October In-Person IATS Meeting**
	• Boise, ID - October 29-31, 2024 (10/28 and 11/1 Travel Days)
	• Primary goal – IAT PD Finalization
	• Needs:
	    ○ Additional Agenda Items – Submit to Shaddle
	    ○ Estimated Attendees – Anissa will send out a poll	

Subgroup Report Outs/Taskings *Facilitator: Shaddle*		
Alexander	**IAT Guide Crosswalks Review/Update - Pending**	
N/A	**Soliel Contract Report Out – Place Holder – Covered in Item #3**	
Meeting Closeout *Facilitator: Shaddle* **Next IATS meeting:** **Next meeting September 25, 2024**		

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. 14 Primary IATS Members = 9 for Quorum (9.3)

2024 IATS SOPs states:

6.2 Primary Member
Consensus decision making does not require unanimous or unqualified agreement. However, to achieve consensus, all decision-making members must be willing to support the decision. Even when consensus is achieved, a member with a dissenting position may have his or her position documented for the record.

6.5 Alternate Member
An alternate member performs the primary member or associate member duties in absence of the assigned member. This includes voting if authorized to do so by the primary member. Primary members are responsible for ensuring alternate members are fully briefed and prepared to complete duties in their absence.

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.

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Additionally, completed minutes must be emailed to the respective Coordinator for posting to the NWCG website.