

Incident Business Committee Meeting

May 13, 2015

Present:

Tim Blake, Branch Coordinator
Dave Burley, BLM
Lisa Street, BIA
Sarah Fisher, FS
Jamie Parker, FS
Dan O'Brien, GACC
Tandy Bolling, Executive Secretary

Others Attending Meeting:

Nelda St. Clair
Cindy Wolf
Sean Peterson
Becky
Rochelle Pedersen

OF-288

Cindy will have GSA remove BLM from bottom of form and replace with DOI.

IBC approves final pdf version of form with this correction. The estimated timeframe for printing the revised OF-288 is August 2015.

Complex Discussion

Rochelle Pedersen and Sean Peterson called in for the discussion on the draft memo Managing Complex within ICS-209 and IRWIN Programs.

Action: Sarah will draft a sentence to add to the memo about coordinating with incident business and agency administrators when creating FireCodes.

National Incident Business Workshop

From the call last week, IBC will not have a joint workshop with dispatch.

The IBC leads will go to their respective agencies to see how receptive they are to a national workshop, estimated number of attendance and who would be willing to sponsor it. Tim will find out how NWCG hosts the All Chair Meeting.

Action Item: IBC will have answers by next meeting and if it's a go, will formulate task group.

CISM

IBC is working on adding language to the new master agreement that agencies will not cross bill for CISM support for non-fire incidents.

Nelda St Clair and Kristel Johnson will work with ASC and NIFC BLM to establish BPAs for use of trauma clinicians. They will also work with HR to make sure there are no conflicts with the EAP contract by soliciting for these services.

e-ISuite & Enterprise Management

Each agency will need to determine how they will accomplish agency personnel obtaining correct NAP accounts for E-ISuite and send a memo to the field.

Jamie will research how and who grants permissions with e-ISuite.

IDIP-AD Issue

On May 21st, Sarah and Dave will attend the IDIP meeting in Salt Lake City.

IBC Website:

Jamie, Sarah and Dave will work with Tammy Denney to ensure all appropriate documents are transferred from the old website to the new one.

Update on Action Items from April Meeting

Completed items:

- ✓ Lisa is the new BIA rep on the IBC.
- ✓ AD Pay Plan and type 3 position memo is completed and with Ron for signature and distribution.
- ✓ Tim drafted sentence for SOP and it is included in the 2015 version.
- ✓ Dave is working on the survey for advanced cost training.

Review Action Item Log

- Long Term AD Strategy/Leveling - The request is in with contracting. Mary Ann will create a draft matrix for the leveling by October 1st and IBC will use for the 2016 AD Pay Plan. She will still be under contract until April 2016, if there are any adjustments to be made.

Round Robin

Tim

- Nothing to report

Dave

- Is having a meeting next week with his state leads.

Jamie

- Nothing to report

Sarah

- Nothing to report

Lisa

- Nothing to report

Dan

- Nothing to report

Next conference call is June 9th from 1:00 p.m. - 3:00 p.m.

The Fire Planning and Fuels Management Conference Room in the Jack Wilson Building is reserved for those at NIFC.