

National Wildfire Coordinating Group (NWCG)
Preparedness Branch
Incident Business Committee Conference Call
May 8, 2019

Present:

Ben McGrane, AQM
Sarah Fisher, FS
Christine Peters, NPS
Dave Burley, BLM
Robin White, BIA
Reah Reedy, FWS
Jamie Wade, AQM
Brenda Even, NASF
Robby Gross, NASF
Meg Geary, Executive Secretary

IBC Performance Package – Robby

Robby gave a report to the IBC on the progress of the CTR and Analyzing Breakdown Costs Modules. The contractor made the recommended changes to the CTR Module with final touches completed this week. The Analyzing Breakdown Costs Module is ready for review with an expected completed review by May 10 or at least by the first of next week. The two modules are anticipated to be finalized before the end of the contract due date, which is the end of June 2019.

Robby shared his thoughts on the next modules to be placed under contract. Robby asked that the Committee give comment and make the selection fairly soon for the contractor to begin work. The next modules are listed below in the order of preference.

- Comp for injury and illness
- Equipment shift ticket
- Fuel/oil Issue
- Emergency equipment Use invoice
- Incident time report

Sarah shared the Committee's appreciation to Robby for his efforts and his hard work in the project. Not all IBC members have been able to thoroughly review the modules. IBC asked Robby to convey to the contractor a need for flexibility if alterations were deemed necessary. IBC approved the selection of modules in the que for creation. Robby said he would be in contact with Mark Cantrell next week to confirm the order. Ben asked IBC to submit a list of SMEs to Robby and him by the end of this month.

Action Item: IBC submit SME list to Robby and Ben by the end of this month.

Action Items from April Meeting

The SIIBM review or 2019 will be added to the June conference call along with an update on April items to be completed. The FS Pay Plan is waiting for signatures and will be released soon.

Round Robin:

- **Ben** - NERV moving forward with national rollout May 1.
- **Sarah** - Forwarded IPDs to IBC for review with comments back by May 17. Dave, Christine, Robin and Reah will need to schedule a meeting with Anne and Mike to review the IPDs and discuss what additional info is required to make a determination on pay.
- **Christine** - none
- **Dave** – Schedule a meeting with Christine and Reah to discuss data elements this week. Will be in contact with Emily to confirm the process.
- **Robin** - none
- **Reah** - none
- **Jamie** - none
- **Brenda** - none
- **Robby** - none

Next Conference Call Meeting is June 12, 2019