

**National Wildfire Coordinating Group (NWCG)
Preparedness Branch
Incident Business Committee Conference Call
July 10, 2019**

Present:

Ben McGrane, AQM
Sarah Fisher, FS
Christine Peters, NPS
Robin White, BIA
Reah Reedy, FWS
Jamie Wade, AQM
Brenda Even, NASF
Tim Blake, NWCG
Meg Geary, Executive Secretary

Data Elements Review – Christine, Dave and Reah

Christine responded to Emily Harbo's email regarding the six data elements for review. Christine returned the elements with minor edits. The process should be complete.

NWCG IBC Performance Package – Robby

Robby was unable to attend the meeting but sent an update on the Package via email. The CTR package is almost fully complete and currently being reviewed by the NWCG Training Committee. The Cost Breakdown module is still being adjusted. Efforts are being made to better integrate the video module, job aid, and 'how to guides' to make it all come together. The contract has been extended by a couple weeks to allow more work to be done. A draft video was sent to the IBC for comment. Robby will report to IBC as more information is known. Tim commented on the great job Robby was doing and the Committee agreed.

Coordination Center Representative – Ben and Tim

A discussion was held on the process to select a Coordination Center Representative for the NWCG-IBC. It was decided a Tier 3 dispatch center manager, with a skill set and knowledge of complex dispatch processes, would best serve the Committee. It was suggested submitting names of nominees to Ben, with a vote by the Committee on the best candidate. It was also suggested the Committee contact Kathy Pipkin with the National Coordination System Committee requesting they make a recommendation. Tim thought this would be a more diplomatic way to proceed.

Action item: Ben will draft a description of skill requirements and responsibilities, and send it to NCSC. The objective is to have the representative position filled by the August conference call.

Fall Meeting Logistics – All

Christine reported both Santi Monica and Grand Teton would be excited to host the NWCG IBC and confirmed meeting space is available in both locations. The decision was agreed by the majority to make Grand Teton Nation Park the location for the fall meeting. The meeting will begin Tuesday, October 29 and conclude Thursday, October 31 by noon. The Committee agreed to ask Anthony Schultz, Assistant State Forester, Fire Management Officer - Wyoming State Forestry Division, to speak at the fall meeting.

Action Item: Christine will confirm meeting room arrangements and send out information on lodging to the Committee.

Round Robin:

- **Ben** – Update on NERV - Waiting for the MOU document between DOI and USFS to be finalized. Over 500 vehicles are resourced with over half in AK; Working on the challenges of receiving confirmation for rentals on nights and weekends; Working with local contacts to assist with this challenge. Detail positions have been filled; the phone lines are being monitored. The reorganization of FS Acquisition is moving forward. Anticipating a more permanent incident support center similar to a dispatch centers structure, to assist regions and local units.
- **Sarah** – Working on the local cooperative agreements issues and audits within the agency. The process is long but will eventually be resolved. The topics fit with the Cost Recovery and Standard Rate Review task groups as well. Attending the S520 steering meeting looking at enrollment. A FSC position is open and I would take recommendations from the Committee. Incident Business Branch Update – Deputy BC to be advertised any day, National Contract Program Manager is currently outreached for 2 weeks for a lateral reassignment, two Contract Specialists currently in place, COR/Inspector position will be filled at some point. The discussion on true overtime is ongoing within the FS. There is an emphasis within the agency to provide stronger direction on appropriate uses.
- **Christine** – none
- **Robin** - none
- **Reah** - none
- **Jamie** – In AK working with Buying Teams and sharing the new guide.
- **Brenda** - none
- **Tim** – NWCG added a few new committees. The Mental Health Subcommittee, which is located under the Risk Management Committee. Also Lead Plane Unit under NIAC and anticipating the addition of Scooper Operation Procedures under Interagency Ariel Supervision Subcommittee.
- **Meg** - All Notes for the NWCG-IBC meetings have been posted to the website.

Next Conference Call Meeting is August 14, 2019