

National Wildfire Coordinating Group (NWCG)
Preparedness Branch
Incident Business Committee
Conference Call
January 15, 2020

Present:

Ben McGrane, AQM
Sarah Fisher, FS
Christine Peters, NPS
Dave Burley, BLM
Reah Reedy, FWS
Jamie Wade, AQM
Heather Good, FS
Brenda Even, NASF
Robby Gross, NASF
Tim Blake, NWCG
Amy Lancaster, Dispatch
Meg Geary, Executive Secretary

Guests:

Jacqueline Martin, BIA

Clarification on Memo EB-M-16-015 – INJR/CLMS:

A discussion was held on the Memo EB-M-16-015, which communicates the transition plan for the Compensation Unit Leader and the corresponding positions INJR and CLMS. It was clarified the memo addressed the positions COMP/CLMS/INJR were combined into one task book and this action was noted in the PMS 310.1 2016 edition. No further action is necessary.

AD Pay Plan Exception Coding Criteria Review:

A discussion was held on possible need to modify the exception coding criteria. Currently, there is no plan to modify the exception coding for the upcoming year.

AD Pay Plan Position Review (Aviation) and Releveling – follow up:

The new aviation positions pay criteria were completed by the IBC task group assigned to the project. No releveling changes were made to the other aviation positions currently in place.

Additional topics were addressed regarding the AD-Pay Plans. A discussion was held on the THSP-Cost Apportionment Tech Specialist and whether a more generic title should be used.

Heather made the changes to the 2020 USFS AD Pay Plan with modification to warrant language. DOI will also modify the warrant language in its AD Pay Plan. Heather will share the FS AD Pay Plan with Dave and Christine.

Action Item: A meeting to discuss the leveling process in relation to the new IPDS is scheduled for January 23, at 0900 at NICC. Attendees will be Sarah, Christine, Reah, Dave, Jacqueline, Heather and Anne Benoit from NWCG.

Single Resource Casual Hire Form:

Sarah asked the FS incident businesspeople to review the Single Resource Casual Hire Form and submit their comments by the end of the month.

Action Item: Sarah will give a report to the IBC at next meeting.

FSC Typing – follow up:

A proposal to combine the Type 1 and Type 2 FSC into one position because of the redundancy in duties in the position descriptions. The recommendation from Incident Position and Standards Committee (IPSC) is to submit a request for change. They will review the request and decide.

Action Item: IBC will poll their incident businesspeople and report back at a future meeting to see if a request to combine the types, should be submitted.

FireCode ‘In Support of’ document – follow up:

A discussion was held on the problematic practices of creating duplicate incidents in ROSS and how it is being remedied. The Dispatch community is addressing this concern with a directive memo that identifies the issue and best business practices. It is a work in progress.

COOP Agreement Issues and Memo EB-M-09-004 review:

The 2009 EB-M-09-004 memo regarding supplemental fire department resources and the hiring process was discussed. IBC recognizes the need to update the memo with current information; however, information is needed on standards and rates, which is still on going. Cooperative agreement updates will be discussed at future meetings.

Federal Cost Shares:

A discussion was held on federal cost shares and the different processes each agency uses to settle them. It was suggested information be gathered by each federal agency on current cost share practices.

Action Item: - IBC will canvas their business staff for information on how federal cost shares are being administered.

IBC Performance Package - update RG

The IBC Performance Package is continuing to move forward with a good working relationship with Jeff Hughes, NWCG Training. The Breakdown Module restructuring is evolving. A summary of the IBC comments on the module was sent to Jeff. Jeff said Mark would contact Robby to discuss implementing the changes to the video and likely eliminate the job aid from the module.

The next module, OF-286, is in the beginning stages. A progress chart was developed to outline the creation process, which includes IBC’s review of the modules at each step, and prior to completion. The SMEs and the contractor have met, and a draft script has been created for the OF-286. This will be shared with IBC for review before proceeding to the next step. The next modules scheduled for construction are the OF-288 and Shift Ticket modules.

SIIBM Ch. 80 update:

Sarah and Dave will meet to finalize the updates to the SIIBM. Heather will be taking the lead on the SIIBM update. Jesse will assist with making the changes to the SIIBM on the website. Sirena Sams will update the standard rates in Chapter 80. The method of hire chart will be updated by Jamie and Ivory. The final version should be complete by early spring. A final date will be discussed at the next meeting.

SIIBM - Language Research for Donations:

Jamie shared information on types of donations; conditional and unconditional. Unconditional donations are the most common for fire. Jamie drafted a description of donations using FS and BLM policy but has asked IBC to give feedback on the draft and share any other DOI policies currently being observed.

Action Item: Jamie is requesting feedback by the end of January from IBC on the draft donation document and any specific agency donation policy.

Ch. 20 Hire Chart Update:

Jamie has updated the general clauses and the method of hire chart and is requesting IBC submit items to be added to the method of hire chart, if any, and feedback on general clauses by February 28. Jamie will send out the wage determination to IBC. Jamie will also be working with Ron and Ivory on the VIPR and EERA clauses.

NERV – FS MOU with DOI:

Ben gave an update on the FS MOU with DOI. The FS Grants and Agreements contact has some recommendations for the MOU. A draft will be sent DOI to review. Ben will schedule a meeting with DOI to discuss the document.

NWCG FY21 Funding Requests:

Ben shared a request by NWCG for FY21 projects. IBC has not had a funded project since 2015. Project requests need to be submitted by January 17.

Australia Deployment – Billing Discussion:

A discussion on the billing process between Australia and the U.S. was held.

Round Robin:

- **Ben** – FS contracting reorganization is still progressing. Completion date not confirmed. NERV – Met with Enterprise to review last year's program; Looking at another vendor, still not confirmed.
- **Sarah** – FS - State Business Lead meeting coming up with Allen Wineland to discuss Coop Agreements; GAO audits with CA 17/18 fires continue.
- **Christine** - none
- **Dave** - none
- **Jacqueline** - none
- **Reah** - none
- **Jamie** – Requesting IBC comments on donations by end of January.
- Heather - none
- **Brenda** - none
- **Robby** - State Business Lead list has been updated. Posted on NWCG IBC site.
- **Tim** – none
- **Amy** - none
- **Meg** - none