

National Wildfire Coordinating Group (NWCG)
Preparedness Branch
Incident Business Committee
Conference Call
February 12, 2020

Present:

Ben McGrane, AQM
Sarah Fisher, FS
Christine Peters, NPS
Dave Burley, BLM (attended NWCG MEETING 2/11)
Reah Reedy, FWS
Jamie Wade, AQM
Heather Good, FS
Brenda Even, NASF
Robby Gross, NASF
Amy Lancaster, Dispatch
Meg Geary, Executive Secretary

Guests:

Jacqueline Martin, BIA
Jesse Bender, NWCG

ICPI position and required S262:

A question on the S262 course and ICPI position came through the request link on NWCG. A discussion was held on required and recommended courses for finance positions in NWCG and possibly modifying the link to allow NWCG to respond directly to the person at the time of the submitted question. Currently, the link does not provide for a response directly to the questioner.

Single Casual Hire Form (attachment):

A discussion was held on the Single Casual Hire Form. Sarah shared comments from FS businesspeople on possible changes to the form. A draft SCHF was distributed to IBC, with the suggested modifications. It was suggested IBC review the form and determine whether to modify it. Jesse Bender, NWCG, reviewed the process on updated PMS forms. If there are other Finance forms to update, Jesse suggested bundling them to assist in the process. When edits have been completed for the SCHF and any other business form, it can be submitted to Jesses at NWCG.

Active Task: IBC will review the draft SCHF and report back at the May meeting.

SIIBM Changes and Updates:

The updates to the SIIBM and the publish date were discussed. Heather said the Chapter 20 review was complete but asked about the donation language and its placement in the SIIBM. This will be determined prior to submitting it for publication. Serena will have the standard rates by the end of the month. Dave will reach out to Robby for the Cost Breakdown template. A discussion was held on clarifying the language for compensable travel and the dispatch role in travel arrangement for persons resourced on an incident. Amy solicited the dispatch community for comment on this issue and received 20 responses. The language on compensable travel and

dispatch's role in travel arrangement will be part of the May agenda. The IBC edits and or recommended changes if any, will be sent to Jesses as soon as possible.

Active Task: Robby will draft the Cost Breakdown template and share at the March meeting.

IBC Performance Package update:

Robby gave an update on the IBC Performance Package. The project is moving forward. All three module groups have been meeting on a regular basis with the contractor. The OF288/OF286 scripts are ready for review by IBC. A February meeting has been scheduled for IBC to review scripts as a group. Christine will lead the review meeting scheduled February 20, from 1000 – 1200.

Active task: IBC will meet February 20, from 1000 – 1200 to review the draft scripts.

Status of FS AD Pay Plan:

The FS AD Pay Plan is still in progress. Sarah will let IBC know when complete.

Round Robin:

- **Ben** – DOI and FS working on the MOU and completion is soon.
- **Sarah** – see above status of FS AD Pay Plan.
- **Christine**- none
- **Jacqueline** - none
- **Reah** - none
- **Jamie** – Reminder comments on General Clauses and EERA template by the end of February.
- **Heather** - none
- **Brenda** - none
- **Robby** – Confirmed May meeting dates as May 19 and 20.
- **Amy** – IROC – ROSS will go dark 3/5; RO on card stock until IROC is live.
- **Meg** - none

Next Conference Call Meeting is March 11, 2020