

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

**Present:**

Ben McGrane, AQM  
Sarah Fisher, FS  
Christine Peters, NPS  
Dave Burley, BLM  
Robin White, BIA  
Jamie Wade, AQM  
Heather Good, FS  
Brenda Even, NASF  
Robby Gross, NASF  
Tim Blake, NWCG  
Jeff Arnberger, Operations  
Amy Lancaster, Dispatch

**NWCG MEMO REVIEW:**

NWCG requested comment from IBC on four memos under the Committee's direction. A discussion was held on expiration dates and what other memos should be reviewed. The topic will be added to the December agenda to review all memos under IBC direction that are older than five years. Deb Fleming, NWCG, will be invited to participate.

**Action Item:** The NWCG Memo topic will be added to the December agenda with an invite to Deb Fleming to participate.

**SIIBM REVIEW AND UPDATE:**

IBC has requested comments, from the field, on the SIIBM with a deadline of December 1. All comments should be forwarded to Heather who will establish a spreadsheet for discussion at the December meeting.

**Action Item:** The review and updating of SIIBM will be added to the December agenda. Field comments should be forwarded to Heather before the December 8 -10 meeting.

**IBC PERFORMANCE PACKAGE – UPDATE:**

Robby shared an update on the status of the IBC Performance Package and will submit a request to Heather to add the links of the finish modules to SIIBM. Robby will draft a proposal for future modules in response to the NWCG FY 22 funding request and share it with the group at the December meeting. Comments and suggestions from the Committee are welcome.

**NWCG FY22 FUNDING:**

A discussion was held on possible projects to submit to NWCG for FY 22 funding. Robby will submit a draft of the proposal at the December meeting to discuss and formalize.

**Action Item:** The topic NWCG FY 22 Funding will be added to the December meeting.

## **NWCG GLOSSARY REVIEW – FINAL COMMENTS:**

The NWCG Glossary was discussed and additional comments should be forwarded to Ben. Ben will submit final comments to NWCG by the end of the month.

## **December 8-10 Meeting:**

The dates for the face to face December meeting were confirmed as Tuesday, December 8 through Thursday December 10, 2020. The meeting will begin at 0900 and run until 1500 each day, with a one-hour lunch break at noon and the possibility of going until 1600 as needed. Due to Covid19, the venue will be on TEAMS.

## **Round Robin:**

- **Ben** – Nothing to report.
- **Sarah** – Nothing to report.
- **Dave** – Nothing to report.
- **Robin** – Nothing to report.
- **Reah**- Nothing to report.
- **Brenda** – Nothing to report.
- **Robby** – Nothing to report.
- **Tim** – Nothing to report.
- **Jeff** - Nothing to report.
- **Meg** – Final October minutes will be posted on NWCG today.

**Next Meeting is December 8 – 10, 2020**

**TEAMS**