

National Wildfire Coordinating Group (NWCG) Preparedness
Branch
Incident Business Committee
January 18, 2023

Present:

Dave Burley, Chair
Kelin Crill, FWS
Jamie Wade, FS
Kellie Shaw, AQM
Tony Beard, BLM
Jennifer Hebbeler, BIA
Julie Bennett, NPS
Amy Lancaster, Dispatch
Meg Geary, Executive Secretary

Guests:

Kelly Jaramillo, FS

Greening Fire Program – Kelly Jaramillo:

Kelly Jaramillo, FS, gave a presentation on the Greening Fire Program. The Program is chartered under the Fire and Aviation Washington Office and Forest Service but serves the interagency community as a whole. The Program is in response to the Executive Order 14057, *Executive Order on Catalyzing Clean Energy Industries and Jobs Through Federal Sustainability*. A few of the top goals and objective are to reduce waste, conserve energy and fuel consumption, reduce the carbon emissions and save money. Below is a link for more information on the Greening Fire Program.

<https://www.fs.usda.gov/managing-land/fire/sustainable-ops>

The *2022 Interagency Standards for Fire and Fire Aviation Operations* (Red Book) was revised and includes the full sustainable operational needs. The Program would like to find a place in the *NWCG Standards for Interagency Incident Business Management, SIIBM*. It was suggested using a tracking mechanism to gather data on the cost and savings, to see how this Program is working and to reflect the cost of the program relative to the savings it generates. If it is added to the SIIBM, a section in Chapter 20 Acquisitions would be a good location.

NWCG IBC SOP Final Review:

The NWCG IBC SOP was updated and reviewed. The final SOP document was sent to the committee members. It will be added to the February agenda for final approval.

Action Item: The SOP will be added to the February agenda for final approval.

SIIBM – Update and Review:

The virtual versus remote terminology and the 24-hour standby language were discussed. DOI and USDA FS Human Resources will need to approve language modifications in the appendixes. The SIIBM has been updated in draft form and will be discussed at the February meeting after interagency HR concurrence.

Action Item: Kelin will share the suggested language change with DOI HR at NIFC and Jamie and Heather will work with FS HR for endorsement. The draft SIIBM will be added to the February meeting agenda.

CIM PTB:

The CIM position task books have been approved and published to the NWCG website. Julie will gather the IPD for the new CIM positions and head up the leveling processes.

UAS Update:

Dave will meet with the Justin Jager and the UAS committee on January 26 to discuss the use of the Unmanned Aircraft System (UAS) Incident Replacement Guidance and its effectiveness in the 2022 fire season.

Electronic File Structure and Naming Convention:

Dave asked Bonita (Bonnie) Johnson to take the lead again for the electronic file structure task group. The task group will work on the naming convention for COMP and COST. Julie has drafted the tasking memo and Dave will move forward with issuing the memo.

Shift Ticket OF-297 SMEs and Task Group:

The SMEs selected for the Shift Ticket OF-297 review are Brenda Pysher, USFS, Kayla Davin, BLM-WY, Tim Flannery, Kansas State, Veronica Klukas, FWS and Susan Vincent, BLM-AK. Dave will reach out to Brenda Even to lead the task group and proceed with drafting the tasking memo.

TIME/PROC IDP/PTB:

Dave received some names of SMEs for a task group to review and update the TIME and PROC PTB. No IBC lead has been identified. Dave will work on drafting a tasking memo for the group and confirm the SMEs and the IBC lead at the next IBC meeting.

S-260 Online Training - Review:

The S260 course will be taught this spring training season by some agencies. An after-action review of the course will be shared with IBC. The topic will be added to the April agenda.

Hazard Pay Memo to READ/REAF:

IBC issued Memorandum 23-01 in response to the Resource Advisory Subcommittee request. No further action is being taken.

NWCG IBC Performance Package Update:

The IBC met January 18 at 1000 to discuss the package and address the script template. There has been no update on the contract or the timeline. Dave Frey is the point of contact for NWCG Training. The updated scripts review will be added to the March agenda.

AD and 30-day Assignment and Extended TDY Update:

Tony Beard is preparing a draft letter to the solicitor. It has not been determined which solicitor needs to be notified. This is a work in progress. Tony and Kelin will work together on this issue.

Action and Decision Log Update:

Meg will update the log and meet with Dave to share the info. Dave will be the holder of the log and the executive secretary will update after each meeting.

ROUND ROBIN:

Dave – Nothing to report.

Jamie – FS detail ending.

Julie – Working on Cost Share Reports.

Tony – Nothing to report

Jennifer – Nothing to report

Kelin – Nothing to report

Kelly S. – Buying Team AAR coming up; will give an update at the next meeting.

Amy – Buying Team Extension form and IROC will need to be added to next month's agenda.

Meg – Nothing to report.

Next Meeting
TBD
TEAMS