



Incident Command Subcommittee

Meeting Agenda: July 1, 2020 (1400-1500 MT)

Present: Deb Fleming (NWCG Coordinator), Bob Gear (IAFC), Jon King (FWS), Mike Minton (IPSC Liaison), Carlos Nosie Jr. (BIA), Les Rogers (NASF), Brad Sawyer (BLM), Annie Bennoit (NWCG Sup. Training Specialist), Amy Ham (Support)

Absent: Shane Greer (FS), Brian Harrison (Training Liaison), Ken Paul (Associate), Rick Young (NPS)

	Topic	Action Item #	Presenter	Notes	Action/Decision
1	Roll Call		All		
2	Approval of Minutes		Ham	<ul style="list-style-type: none"> Review notes from 6/3/20 	
3	IPD Status		All	<ul style="list-style-type: none"> ICT1, ICT2, ICT3, ICT4, ICT5 and LOFR have been posted and are available for review. AREP-Carlos has some information on utilization by the BIA and will discuss with Shane. ACDR-Rick sent Annie his draft, who is merging the 2 documents and then they will discuss. Question on how long positions are posted for review and when that period ends. After receive feedback usually takes 3-4 months to finish. Moving IPDs to approved status signals to NWCG that the committee won't be making a lot of changes from there on out. Can utilize it as a foundation for training at that point. Also changes how receive feedback. 	
4	HRSP		Fleming/ Ham	<ul style="list-style-type: none"> Met with Susie Manezes and Sherry Neal who are co-leading the National HRSP group, which is an interagency group. Agreed to stand up a Human Resources Unit under the ICSC. A draft mission/objectives statement has been created which they will review/modify. A roster and NWCG webpage will be created and they will begin tasks associated with the process. They have a lot of information on the NIFC website which will be moved over to the NWCG webpage this fall. 	

				<ul style="list-style-type: none"> • After get mission/objectives draft, it will be run through the ICSC and IPSC to get concurrence before posted. 	
5	Incident Commanders		Ham	<ul style="list-style-type: none"> • Preseason workload-should this be added to IPD for IC's? • Discussion on if IPD is the correct place for this especially since the taskbook comes from the IPD and it's not part of the taskbook. • Team selection is reflected in taskbook. A lot of the rest of it the responsibilities could be added as "may" statements, but not absolutes. • IPDs should capture duties and responsibilities so it would technically be fine to add preseason workload statements. • It was agreed upon to add preseason workload as "may" statements for ICT3, ICT2, and ICT1. Bob will draft statement to share that can be utilized for ICT3, ICT2, and ICT1 IPDs. 	
6	NWCG Glossary Terms	2020-04	Fleming	<ul style="list-style-type: none"> • IPSC is in process of reviewing and assigning their NWCG terms down to the subcommittees as appropriate. The list we have were the proposed terms to give the ICSC stewardship of. • They'd be assigned to the subcommittee to review and propose changes. • Recommending joint stewardship for a couple of terms in the list. • It was agreed stewardship of these terms will be shifted to the ICSC. • Review terms prior to next meeting and will have further discussion on process for updating. 	<u>Decision:</u> Stewardship of identified terms will be shifted to ICSC.

Next Conference Call

Date: Wednesday August 5, 2020

Time: 1400-1500 MST

Will be in Microsoft Teams