



## MEETING MINUTES

**DATE:** August 2, 2023

1000 MST – MS Teams

### ATTENDEES:

Shane Greer, Committee Chair  
Jon King, Committee Vice Chair  
Bea Day, Member  
Carlos Nosie, Member  
Brad Sawyer, Member  
Ken Paul, Associate Member  
Norm McDonald, Liaison  
Sarah Lee, NWCWG Program Manager  
Robin Jermyn, Support Staff

### NOT IN ATTENDANCE:

Bob Gear, Member  
Les Rogers, Member  
Rick Young, Member

### COMMENTS

NA

### AGENDA ITEMS

**Topic:** Incident Commander, Complex (ICCI) Pathway(s)

**Presenter:** Shane Greer/Robin Jermyn

#### Discussion/Considerations:

- Need to provide recommendation(s) regarding the pathway(s) to becoming a qualified ICCI.
- Need to look separately at whether a pathway from a qualified complex C&G position could transition over to ICCI without obtaining the ICT3 qualification, and what the pathway moving forward should be from ICT3 to ICCI. Both required training and experience should be reviewed, and recommendations made.
- A form has been developed, to request feedback from ICAC and potentially the larger IC IMRR community regarding both of these pathways.
- Robin will finalize the form, but request Norm to house it through his state account, so it may be disseminated outside of the federal agencies as needed, without violating the paper reduction act.
- This form is scheduled to go out to ICAC by end of this week (8/4/2023). The form will close on 9/15/2023. Bea will assemble an ICAC GA reps meeting to discuss responses and provide consolidated recommendations to ICSC for consideration and decision at the October 4, 2023 meeting.



**Decision:**

No decision made today. Group is in support of plan to solicit feedback from ICAC and IC IMRR groups to assist with framing up recommendations moving forward.

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## AGENDA ITEMS

**Topic:** Liaison Officer Request for Change

**Presenter:** Shane Greer

**Discussion/Considerations:**

- The LOFR IMRR Lead has submitted a request for change to have the LOFR position be officially recognized as Command staff and be included as a complex qualification (LOFR-C). The group also feels that training opportunities are currently lacking because courses like S-420 and S-520 are not required, or even recommended for the position. Increased access to these courses is welcomed by the LOFR community. The LOFR position does not receive the same AD pay rate as other command and general staff positions.
- We want to be careful that as recommendations or changes to the position requirements are made that we consider downstream effects. If too many new requirements are added, it may limit or even reduce the pool of qualified and available LOFRs within the system. Recommended training and experience, instead of required, may be a way to successfully improve opportunities for this position, without negative impacts to the qualified pool.
- Recommendation was made and supported to dissect this request into 3 steps:
  1. Review the Position Description as it is currently written, and if valid, coordinate with IBC through Sarah Lee to review the pay rate for the position in the fall of 2023. If additions/changes are made, they would be to the LOFR position as it is today, not LOFR-C, to provide additional justification for an equal pay rate to that of other command staff positions.
  2. Identify how current LOFRs would transition to LOFR-Cs. Would this be a field evaluation? Or something different?
  3. Identify training and experience requirements for new PD for the LOFR-C position moving forward and provide recommendations up to IPSC.

**Decision:**

- Robin/Shane will coordinate with Tammy Randall-Parker to have LOFR group review existing PD. Then will follow-up with Sarah Lee to discuss with IBC.
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**Topic:** IPTM – ICT5 Position

**Presenter:** Sarah Lee

**Discussion/Considerations:**

- NWCWG is in first year of a large contract to look at all the positions and associated PDs, PTBs, etc. The ICT5 position is stewarded by ISCS and is scheduled slated for fall of 2023 to begin the IPTM process.
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National Wildfire Coordinating Group

# Incident Command Subcommittee

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- Sarah will provide a more in depth IPTM process overview during next months meeting, but wanted to get this on the committee's radar, as we will need to drum up SMEs to be involved in the process this fall. SME's will be required to travel for 1 full week meeting that will be held in Boise in person.

## DATE, TIME, AND LOCATION OF NEXT MEETING

Date: September 6, 2023

Time: 1000 MST

Location: MS Teams