

# Incident Planning Subcommittee

Agenda: 06/09/2020 0900-1000 PST

## Attendees

Present: Chris Buhrig (Primary), Heather Gonzalez (Primary), Justin Query (Primary), Dylan Rader (Primary), Colby Jackson (Training Liaison) Ryan Stone (Support Staff), Jim Schultz (Liaison)

Members Absent: Ilene Wadkins (Primary), Deb Fleming (NWCG Coordinator), Cheryl (Primary), Bright Lori Glaeser (NWCG), Cody Weink (Primary)

## Items Worked On

### Old Topics

- IPD – where are we sitting on completing more of them, what is the timeline on completing ones assigned?
  - FOBS – Review is complete, comments have been sent back. IDP is posted.
  - SCKN – Draft complete waiting for feedback.
  - SITL – Stone is working should be completed end of the week.
  - HRSP – reviewed, submitted to Annie (will transition to ICSC and new HRSP Unit)
  - PSC1 & 2 – Ilene-update, Ryan will follow up with Ilene on what is needed.
- How do folks feel if we made task book expiration the same as currency- example move from 3 years to 5? (Chris)

This would be for the task book, that have assignments in already would extend to 5 years. This would take place at a national level, through IQCS. There are two options for change, 4-year term, or it will be attached to the currencies of the position.

  - Concern would be how it is delivered to every agency, to the boots on the ground?
  - Task book that have multiple positions with different currencies.
- Electronic Records – Who is the lead on this? (We still have not heard anything back yet for approval) Feedback? (Are we still looking for feedback from IMT this season)? What is the next step?
- Electronic Doc Box – Will use the current version on FfireNet. No approval yet from above our Subcommittee.
  - One more season pushing the use on the incident
  - Survey unknown about being available, feedback is still needed.
  - Need a public spot for the non-profile can submit information like (DIVS Single resource bosses)
- **\*REVISIT THIS NEXT MEETING**
- S-445 discussion – Evaluation of both classes? What does this look like to move forward?
  - There are two different classes that have been developed. Need to know if we use one or the other or blend what was developed already.
  - Heather will write a description on what the committee would like to see, she will send it to Colby.

### New Topics

Upcoming fire season plan for subcommittee? Continue meetings as much as possible and when we can.

## Current Workload

- Incident Position Description – Continue working on completing Incident Position Descriptions. Work on developing SME group for review as needed. Chris – update spread sheet, file in order, and add people needed.

- Continue working with E-Isuite group in testing the new version – Ilene still is working with them.
- Continue to monitor progress of records retention schedule.
- Request feedback from users of the E-Doc box and work to make it better.

#### Round Robin Updates

- Jim – Executive board developing committee on the delivery of NWCG courses and provides feedback. Wildland fire learning portal was established also.
- Colby – Will check with Deb on other items that will be brought forward.
- Chris – Will continue with Teams and same invite. Working in invites for new people to the subcommittee.

#### Topics for Next Meeting & Upcoming Meetings/Calls

- Next call July 14th 2020 0900 PST Teams Meeting