

# Incident Planning Subcommittee Notes

Notes: 10/13/2020 0900-1000 PST

## Attendees

Present: Chris Buhrig, Heather Gonzalez, Dylan Rader, Ilene Wadkins, Deb Fleming, Colby Jackson, Jim Shultz, Ryan Stone,

Members Absent: Cheryl Bright, Justin Query, Cody Wienk

## Items Worked On

Old Topic

### IPD – Are they all Complete?

- Next Step – (Deb Fleming) regroup for the planning subgroup, need to make comments to the commenter. FOBS have been reached out to, DOCL, PSC2,1 need to review the comments and respond back.
- SITL, DPRO, DMOB need to be complete, Add Mike Mattfeldt to SITL to review. IARR email sent to folks for review on ownership of this position and if it can go to another committee.
- ACPC not started- need to find an Area Command Plans person to help with IPD.

### Electronic Records

- Status – (Deb Fleming) check in for where we sit, FS approval?
- Next Step – review the fire net templet, Feedback this year? Some people were doing both and did not understand, need some other. Dylan will work on conversation with the IMRR group, can be either hard or electronic copy.  
IPD talk about the Electronic File.  
Shultz – do we have a standard set for the electronic doc box. The templet is the standard, also adding the How to document for assistance. Also, backup for the agency and how they get everything to the agency afterwards from FireNet to agency.  
Colby - Other Committees need to add Documentation to their IPD's also.

### S-445

- Information / Next step (Heather Gonzalez) – Collectively there was a PSAT spread sheet to identify the requirements form IPD. The media is being reviewed to identify what is usable and what needs improvement.

## Current Workload

- Incident Position Description – Review spreadsheet on one drive for tracking Incident Position and status. Start IPD and work on developing SME group for review-Need to update- which environment are we working with?
- Continue working with E-Isuite group in testing the new version-is this still valid?
- 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

- Colby – Training tasking, making courses virtually for the future. There is information on what it should look like. There is a living document that spells this out on virtually abilities.
- Heather – Gave updates on S-445 course and timeline for the class.
- Dylan – Discussion of the IMRR group on where and what does the future look like. Could they be a working group under the IPSC? Deb - IMRR Group is more response based set up by NIMO team for discussion and not NWCG work like the IPSC is doing. IPD on PSC3 was all Task book related so they can move on with IPD.
- Chris – Some crossing over on Type 1 and 2 positions when it comes to trainee positions, should really look at the differences of position and should there be some stuff added to the IPD's

## Topics for Next Meeting & Upcoming Meetings/Calls

- Next call November 10th 2020 0900 PST Teams Meeting