

# Incident Planning Subcommittee Notes

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**Agenda: 02/09/2021 0900-1000 PST**

## Attendees

Present: Heather Gonzalez, Dylan Rader, Cody Wienk, Ryan Stone, Ilene Wadkins

Members Absent: Chris Buhrig, Deb Fleming, Cheryl Bright, Colby Jackson, Justin Query, Jim Shultz

## Items Worked On

Old Topic

### IPD's - All

- SCKN – Draft complete and submitted for review.
- ACPC – SME has been briefed and working on IPD good start should have it completed by next meeting.
- More feed back is coming in will need to be addressed. Currently new comments on PSC3, DOCL, and SITL. People who completed the draft will address the comments.

### Tasking 2021

- E-Doc Box – Tasking needed from NWCG
- Group formed and briefed, hosting meetings every other Friday.

Briefing with IMRR was complete, lots of support in moving forward. Survey was created to harvest information needed to move the group forward.

### S-445 Class

- Recommendation of course will be presented for certification.
- Field guide is being recommended for removal.
- Planning on it becoming mandatory training

### Recruitment – Ryan

- Review google form and more discussion on next meeting.

New Topics

- Support showing for Lorrie Benifield in joining Planning subcommittee.
- NIFC FTP site going away soon what is the replacement?

## Current Workload

- Incident Position Description.
- Continue working with E-Isuite group in testing the new version.
- 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

Ilene – E I suite check in form was discussed and can be completed but contract will be coming up again.

Contractor is not sure if they will have time to complete. There needs to be a standard form nationally.  
Heather – Talking to Chris on Transition of chairs, will need to talk to NWCG on expectations for the future.

Ryan – Had about 13 people respond to the SME survey. Information will be available in TEAMS.

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

- Next call March 9<sup>th</sup>, 2021 0900 PST Teams Meeting.