Incident Planning Subcommittee Notes

Agenda: 05/11/2021 0900-1000 PST

Attendees

Present: Heather Gonzalez, Dylan Rader, Deb Fleming, Lorri Benefield, Ryan Stone

Members Absent: Chris Buhrig, Ilene Wadkins, Cody Winkel, Justin Query, David Robinson

Items Worked On

IPD's - All
- DMOB – IPD is drafted and will be posted for review
- DPRO – SME Group – Revamp position- Heather will identify lead
- 4 positions under review, ACPC, FOBS, SITL, SCKN

Update on projects
- eDoc Box – Dylan – Completed initial taskings for eDoc box; everything is in the FireNet account for IPS. BMP are located and available for review, track changes are on. Review of document and explanation of layout. FIreNet discussion for channel set up and how that works for teams, this is where collaboration comes to documents. Recommendation for this fire season to use both process at this time, determined by agency administrator.
  - Heather – BMP for FireNet will be attached to all made accounts for fires. This document will be made accessible and posted by NWCG staff. This will be in draft form and feedback link will be set up for 2021 fire season.
  - Posting the file structure to website is needed. Dylan and Deb will work on reorganizing the website.
  - Records retention FS – is at NARA for review; DOI – is working on it (about 6 months maybe complete)
- FireNet SOP covered with eDoc box.
- IMRR – May 20 or June 3

Standard Incident Operations, Business Practices, Forms, User Groups for FireNet
- Check-in form update. IMRR call templet roll out, each IMT will have the information. BMP for the same look for how to check in at each incident.

Committee Meeting vs Working Meeting
- Hold working meeting when specific taskings are due. Table to next month.

E I-suite
- Draft official request for E I-suite to integrate check-in forms. Need to have the request in to FAMIT for conversation in developing the back side of programing. Meeting for discussion with Jim, Clint, Heather, Lorie, Dylan

Current Workload

- Incident Position Description.
- Continue working with E-Isuite group in testing the new version.
- Continue to monitor progress of records retention schedule.

- Continuous improvement of E-Doc box and work to make it better.

Round Robin Updates:

Topics for Next Meeting & Upcoming Meetings/Calls

- Next call May11th 2021 0900 PST Teams Meeting