

# Incident Planning Subcommittee Agenda

Agenda: 11/08/2021 0900-1000 PST

## Attendees

Present: Heather Gonzalez, Ryan Stone, Dylan Rader, Chris Buhrig, Ilene Wadkins, Deb Fleming, Chris Buhrig

Guest: Fred Noach, David Burley, Chris Buzo, William Coates, Allison (Jera) Cochran, David Bishop, Christopher Fry, Barbara Geringer-Frazier, Heather Good, Greg White, Michael Ostrander, William Phillips, Sean Triplet, Tyler Prall, Rose Long

Members Absent: David Robinson, Justin Query

## Items worked on

### National Check-In Form –

- Introductions –
- Leaders Intent – Deb
- Tasking Overview – Heather
  - Reviewing the tasking and where the IPS is at.
- IMRR – Billy Phillips
  - Provided the background on why this was started and some of the challenges they navigated through.
- Presentations – This was samples from geographic areas on what was used in collaboration throughout the fire season.
  - Northern Rockies – Billy Phillips
  - Rocky Mountain – Rose Long
  - Southwest – Ruth Kohler
  - Great Basin – Dylan Rader
  - South/North Ops – Greg White
  - Northwest – Chris Buhrig
  - Southern – Allison (Jera) Cochran
  - Eastern – Ryan Stone
- Sub Committees –
  - 1<sup>st</sup> Committee – Working on user interface / Data
  - 2<sup>nd</sup> Committee – Working on content of form
    - Next meeting on December 13 at 1200 MST
- Content and Delivery Meetings tentatively planned for Monday, 12/13/2021. Volunteers for the committee's meetings
  - Tamara Stadel
  - Christopher Fry
  - Rose Long
  - Barbara Geringer-Frazier – Content
  - Michael Ostrander – Technical resource
  - John Thornburg - Both committees
  - Allison (Jera) Cochran – Both committees

Chris Buhrig will find a NW rep.

### **Update on projects**

- **E Doc –**
  - Waiting on feed-back and will see if there is a need for a meeting.
  
- **S-445 update –**
  - Verifying NWCG checklist on 11/9/2021 prior to hosting a test course
  - Lives in the Learning Portal
  
- **DPRO –**
  - Having difficulty on SME group to meet to complete the IPD.
  - Discussion to Keep position as is or convert it to Incident Planning Technician like some of the other sections have done for entry level positions.
  - Tabled for further discussion.

**Meeting was adjourned** – committee members had other meetings to join.

### **Current Workload**

- Incident Position Description.
- Continue working with E-I suite 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 November 12, 2021 0900 PST Teams Meeting