

# Incident Planning Subcommittee Notes

## Meeting Agenda Notes:

### Incident Planning Subcommittee Agenda 2/14/2023

0900-1000 PST

#### Members Present:

Dylan Rader (Chair)  
Robin Jermyn (Vice Chair)  
Dana Carter (USFS)  
Karly DeMars (BLM)  
Tamara Stadel (IAFC) New

Other Attendees: Daniel Michael, Billy Phillips

Membership Updates:

#### Agenda Topic Requests: FireNet MSVoice Lines for DMOB w/ Tara Taylor – rj

- Second MS Voice Line as part Fire Net Incident Account
- Best to assign to Plans Chief, Resource Unit Leader, or ???
- Resource Unit Leader determined best positional account for MS Voice per IPS
- Sent Email back to Tara after 2/14 call: Hi Tara, we were able to discuss this today on our Incident Planning Subcommittee call and the consensus of the group was that if we could get that second MS Voice Line associated with the Resource Unit Leader position account. Reason for this is we saw the need for the phone line to be an initial priority for Check In, then as the incident was established that priority then transfers over to DMOB. The RESL position is best to oversee that, hope this makes sense, if not let me know.

Whoever it is assigned to (as long as it's in Plans) having that second MS Voice Line is going to be a huge help, thank you!

- Hi Dylan & Robin! Another licensing topic! We are looking to expand the MS Voice number to another position beyond the PIO that's currently the only position assigned a number if requested. This would be for a position that needs/uses a 'direct line' number. We are looking to add to one position as we gauge support needs and DMOB was the most common request we saw last year. If this can go in front of the IPS and let us know if there's a business need/interest! Thanks, Tara

#### PSC Job Aid (Billy Phillips)

- Identified need for updated Job Aid type documents for Plans Section
- IMRR could potentially look at developing something (NMAC Guidance)
  - Based on priorities for CIM and Training Modernization Project might be lower priority

#### Update on Current Taskings / Projects

- ICS 211 WF Standard Check-in Form Update – Billy
  - On hold, need to get new Developer / Project Lead assigned by WFIT (Prioritization Form Completed by WFIT)
- EDOC / PMS277 / Record Retention Schedule Updates – Dylan
  - Reviewed Memo to be submitted to NWCG Executive Board with completion of tasking.
- WFIT Prioritization Form to be Completed / Reviewed for DEMOB– Robin
  - Next month's call will have the form completed for review / discussion .

IPD Update: NA

**Sub Committee Related (TOPICS CARRIED OVER)**

- Addition of TNSP, FBAN, LTAN, SOPL to Shared Inbox and Approved Positional Account Requests
- Position Qualification Evaluation for SITL and DOCL: Task Team is recommending the Incident Planning Subcommittee evaluate both SITL and DOCL to ensure the position qualification are accurate. For SITL, the task team felt that with the complexities and changes in the position responsibilities, there is strong rationale for reviewing the required training and experience. ICT4 was removed as a prerequisite for this position in 2015 and the S-346 course was moved from required to other training which supports knowledge and skills, in an effort to increase capacity.
- Discussion on appropriate level of operational qualification(s) needed to be proficient as SITL. Majority of group felt it was worth or taking a look at current IPD and recommending edits with further analysis. Dana Carter will work as POC for the group and complete additional review of topic and present options at next month’s meeting for decision.

**Current Workload**

- Check In and Demobilization Tasking
- Annual Review / Updates to PMS277 / DOI Records Retention Schedule Updates

**Round Robin Updates:**

- Request for Change Submitted to IPSC

**Incident and Position Standards Committee Request For Change**

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<b>WOULD YOU LIKE A RESPONSE</b>	Yes
<b>CONTACT INFORMATION</b>	[REDACTED]
<b>REQUESTING AGENCY, NWCG COMMITTEE, OR GROUP</b>	National Association of State Foresters
<b>HOME UNIT</b>	PA-PAS
<b>CHANGE INFORMATION</b>	
<p>I'd like to propose a change in the prerequisites for the Demob Unit Leader position. After talking to several people about it, I believe the prerequisite position for DMOB should be dropped from RESL to SCKN. There are several reasons for this, primarily because with the technology we're using today, RESL(t)'s and quite honestly both qualified and trainee SCKN's are being expected to do the job. Many teams are only using RESL's as both. The PTB is shared for RESL and DMOB, and you should be able to open both at the same time, just like many other positions.</p> <p>FYI, I selected NASF above, because although it says optional, the field is required and that was the closest option I had. This recommendation has not gone through NASF. I sent the proposal to the EACG Training Working Team; they felt it was reasonable and should be discussed and sent it back for me to submit.</p>	
<b>SUPPORTING DOCUMENTS?</b> Documents will be emailed to the NWCG webmaster.	No

**Taskings or Topics for Next Meeting:**

- WFIT Prioritization Form for ICS221 (Robin Jermyn POC)
- Decision Point for DOCL and SITL review (Dana Carter POC)

**Open Forum: None**