



Incident and Position Standards Committee

Meeting Notes – January 8, 2020

	Topic	Action Item	Presenter	Notes	Action/Decision
1	Action Log		Tommy Hayes / Michelle Woods	<ul style="list-style-type: none"> Accepted December 2019 CC Notes. Reviewed and updated Open Action Log items in Trello. 	
2	Subcommittee Updates		Ben Oakleaf Chris Buhrig Stew Richter Shane Greer Jason Steinmetz	<ul style="list-style-type: none"> IOSC – Business as usual. <ul style="list-style-type: none"> Membership updates to replace vacancies discussed, a robust subcommittee at present. Worked with Jesse Bender to place link on the NWCG site for IRPG changes. All working and good. Discussed Emotional First Aid. Mental Health Subcommittee should have the lead / facilitate for NWCG. IPSC – Met in Dec 2019. <ul style="list-style-type: none"> Working on IPDs. ILSC – First meeting was in Nov 2019. <ul style="list-style-type: none"> Selected Chair / Vice Chair. Workload on the horizon is tackling IPDs for Logistics positions. Calls are on the last Wednesday of each month. ICSC – Meeting today. <ul style="list-style-type: none"> Distributed IPDs among their subcommittee members and three (3) are already drafted for internal review. PNB – No new requests so nothing new to report. 	Action: Ben Oakleaf informally sent a message to discuss Emotional First Aid / Mental Health for the IRPG with Risk Management Chair. Bodie Ronk responded and stated that he would put it on next weeks agenda.
3	NWCG FY21 Funding Request		Tommy Hayes	<ul style="list-style-type: none"> No requests were received. They were due to IPSC by Jan 9th. 	
4	HEQB Tasking	2019-07 (NWCG Tasking Memo TM-19-005)	Ben Oakleaf	<ul style="list-style-type: none"> Discussed IOSC HEQB span of control findings memo. Prepare IPSC cover memo for NWCG Executive Board. Get topic on NWCG Agenda for next week. 	Action: Ben Oakleaf will attend NWCG Meeting & Tommy will call in.
5	NWCG Training Course Completion Certificate, PMS 921-1	2019-01	Paul Hannemann	<ul style="list-style-type: none"> Certificate was approved in Oct 2019. GATR group discussed in Nov 2019 and approves of the certificate. Can / will implement on Oct 1st 2020 or when the Cache runs out. Will no longer print old certificates. Jesse Bender let us know how much of the old certificate stock is on hand in Cache. 	Decision: Implement on 1 Oct 2020.

6	Issue Paper Revisions S-110 and S-130		Jeff Hughes	<ul style="list-style-type: none"> • Determined that there was no need for an Issue Paper at this time. • Clarified that “YES” FFT2 is still the target audience for S-130. • S-130 may continue to be required for non-operations positions in the future even though they are not the primary target audience; will need to look at each position individually. • The Incident position descriptions and the training design plans will help to determine what S-110 should look like in the future and which positions it should be targeted at. 	
7	Course Certification Process		Jeff Hughes	<ul style="list-style-type: none"> • Discussed the NWCG Certification Workflow document. • Jeff Hughes to update document per IPSC member comments, then work with Nancie to get it posted on nwcg.gov. 	
8	S-190 Certification		Jeff Hughes	<ul style="list-style-type: none"> • S-190 Summary of Changes document approved by IPSC. • Jeff Hughes will modify document to add SME data then distribute. • Jeff Hughes will present the summary to the Executive Board next week, seeking final certification. 	
9	RFC 2019-04 [FIRB]		Mike Ellsworth / William Briggs	<ul style="list-style-type: none"> • RFC was sent back to FMC and IPSC asked them to articulate the “why”. • Refinement is required by FMC prior to further action. 	Action: Take off agenda. Update monthly during Open Action Log review.
10	Round Robin / Wrap Up		All	<ul style="list-style-type: none"> • Next “Face to Face” meeting will take place in Boise the week of March 31 – April 2, 2020; hosted by USFS, POC is Stew Richter. 	

Next Conference Call**Date:** 12 February 2020**Time:** 0900 MST**Face-to-Face IPSC Meeting Schedule****Date:** 31 March – 2 April 2020**Location:** Boise**Host:** USFS, POC is Stew Richter

Meeting payment schedule rotates as follows:

- NPS
- States
- USFS
- BIA
- BLM
- FWS

IPSC Members	Y/N	Associates	Y/N
Tommy Hayes (Chair), BLM	Y	Deb Fleming, NWCG Coordinator, BLM	Y
Mike Black, (Vice Chair) BIA	Y	Brad Gibbs, Liaison, NIAC, BLM	N
Michelle Woods (Logistics), BLM	Y	Marley Marshall, Advisor, IQCS, BLM	N
Will Briggs, BLM	Y	Patty Correia, Advisor, IQS, NASF	Y
Marlene Eno-Hendren	Y	Melissa Wegner, Associate, GATR, USFS	Y
Stew Richter, USFS	Y	Jason Steinmetz, Liaison, DOI, OEM	Y
VACANT, USFS	N	Jay Winfield, Advisor, National Training Center, USFS	N
Mike Ellsworth, FWS	Y	Jeff Hughes, NWCG Training, BLM	Y
Kevin Conn, FWS	N	Chris Buhrig, IPSC, USFS	N
Garth Fisher, BIA	N	Ben Oakleaf, IOSC, BLM	Y
VACANT, BIA	N	Chris Buhrig, IPSC Chair, USFA	N
Jim Shultz, NPS	Y	Chris Alford, ILSC Chair, NPS	N
Mike Minton, NPS	N	Shane Greer, ICSC Chair, FS	N
Jeff Soule, USFA	Y		
Dave Celino, NASF	N		
Paul Hannemann, NASF	Y	Steve Shaw, BLM	N
Greg Smith, NASF	N	Jesse Bender, BLM	Y
Norm McDonald, NASF	Y		
Craig Daugherty, IAFC	Y		

Guests: