



Incident and Position Standards Committee

Meeting Notes – March 11, 2020

	Topic	Action Item	Presenter	Notes	Action/Decision
1	Action Log & RFCs		Tommy Hayes / Michelle Woods	<ul style="list-style-type: none"> Accepted January 2020 CC Notes. Reviewed and updated Open Action Log items and RFCs in Trello. 	
2	Subcommittee Updates		Deb Fleming Deb Fleming Deb Fleming Deb Fleming	<ul style="list-style-type: none"> IOSC – <ul style="list-style-type: none"> STAM IPD has been posted for review. Reviewed and accepted stewardship of 18 watch out diagrams. Working on NWCG Glossary recommendations. Assisting with S-130 and S-131 revisions. Drafted tasking for Task Team to develop Operation Section Chief operating standards. IPSC – Had a meeting on March 10th. Focused on IPD development. ILSC – Cancelled last meeting. Will have a meeting later this month. Focused on IPD development. ICSC – Focused on IPD development. Should have drafts ready to go very soon. PNB – Meeting scheduled for next Thursday. No new requests so nothing new to report. 	
3	Revision of Course Coordinator's Guide Tasking	2019-09	Jesse Bender	<ul style="list-style-type: none"> Received the draft tasking in our handouts. Discussed the need to update and then keep current the <i>Course Coordinator's Guide</i>, PMS 907. IPSC will send out a tasking memorandum. Send draft of PMS 907 to IPSC by August 2020. Task team is identified as Rebecca Sorenson and Clay Stevens. Either Melissa or another GATR will make sure there is some representation from that group. 	Draft to IPSC August 2020.
4	IRPG – Emotional First Aide Update		Ben Oakleaf	<ul style="list-style-type: none"> Item closed. 	
5	S-190 Certification		Jeff Hughes	<ul style="list-style-type: none"> Certified and released January 2020. 	

6	Establishment of C&G Task Team	2018-07	Mike Ellsworth	<ul style="list-style-type: none"> • Mike Ellsworth is going to take this on and bring something back to the group at the next face to face. Will speak with individual committee members to confirm the viability of continuing with this Task Team at this time. 	
7	Requests for Change (RFC)	2019-06a	Mike Black	<ul style="list-style-type: none"> • Reviewed and updated the committee on the new RFC process via the NWCG website. 	
8	Overview of Subcommittee IPDs	2019-06b	Annie Benoit	<ul style="list-style-type: none"> • Received an update on the subcommittees progress on the development of IPDs. Subcommittees are approximately 40% complete. Rather than getting approval from parent committees prior to posting to the website for review and comment, Annie recommends getting them posted and then letting IPSC know, in an effort to save time. Committee agreed. 	
9	Establishment of Operations Section Chief Task Team		Ben Oakleaf / Deb Fleming	<ul style="list-style-type: none"> • Discussed the need for the Operations Section Chief Task Team. Deb and Ben will review update the draft tasking memo. 	
10	Recap of “All Chairs” Meeting		Deb Fleming	<ul style="list-style-type: none"> • Very successful meeting that took place February 11 & 12. Two guest speakers presented; Carol Barkers and Dr. Blake Leath. Most of the committee and subcommittee brief outs were on IPDs. May change the format in the future. 	
11	“Face to Face” Meeting Update		Stew Richter	<ul style="list-style-type: none"> • The March 31 – April 2, 2020 “Face to Face” meeting in Boise is cancelled. The meeting will now take place virtually or via teleconference. A request for agenda items will be sent out to all members. A Doodle Poll will be sent out for a fall “Face to Face” meeting. 	
12	Round Robin / Wrap Up		All		

Next Conference Call**Date:** May 13, 2020**Time:** 0900 MST**Face-to-Face IPSC Meeting Schedule****Date:** Fall of 2020**Location:****Host:**

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	Y
Will Briggs, BLM	N	Patty Correia, Advisor, IQS, NASF	Y
Marlene Eno-Hendren, BLM	Y	Melissa Wegner, Associate, GATR, USFS	Y
Stew Richter, USFS	Y	Jason Steinmetz, Liaison, DOI, OEM	Y
VACANT, USFS	Y	Jay Winfield, Advisor, National Training Center, USFS	N
Kevin Conn, FWS	N	Jeff Hughes, NWCG Training, BLM	N
Mike Ellsworth, FWS	Y	Jeff Hice, FEMA	Y
Garth Fisher, BIA	Y	Chris Buhrig, IPSC, USFS	N
VACANT, BIA	Y	Ben Oakleaf, IOSC, BLM	N
Jim Shultz, NPS	Y	Chris Buhrig, IPSC Chair, USFA	N
Mike Minton, NPS	Y	Chris Alford, ILSC Chair, NPS	N
Jeff Soule, USFA	Y	Shane Greer, ICSC Chair, FS	N
Dave Celino, NASF	Y		
Paul Hannemann, NASF	Y	Steve Shaw, BLM	N
Greg Smith, NASF	Y	Jesse Bender, BLM	Y
Norm McDonald, NASF	Y		
Craig Daugherty, IAFC	Y		

Guests: Annie Benoit