



Incident and Position Standards Committee

Meeting Notes – August 12, 2020

| | Topic | Action Item | Presenter | Notes | Action/Decision |
|---|----------------------------|-------------|--|---|-----------------|
| 1 | Action Log & RFCs | | Tommy Hayes / Michelle Woods | <ul style="list-style-type: none"> Accepted July 2020 CC Notes. Reviewed and updated Open Action Log items and RFCs in Trello. | |
| 2 | Subcommittee Updates | | Deb Fleming Chris Buhrig Deb Fleming Shane Greer Jason Steinmetz | <p>IOSC</p> <ul style="list-style-type: none"> Responding to feedback/questions (one recently on flagging colors and standardization). All IPDs are approved or under review. <p>IPS</p> <ul style="list-style-type: none"> Working on IPDs. S445 Task Group is going well. Will have a document for IPSC review by November 1st. <p>ILSC</p> <ul style="list-style-type: none"> Focused on IPDs. <p>ICSC</p> <ul style="list-style-type: none"> Working on IPDs. The Incident Human Resource Specialist Unit is now under the stewardship of ICSC. NWCG webpage has been established including a mission statement and objectives. Further content will be added in the fall. Waiting for feedback from BIA on the Agency Representative (AREP) IPD. Voted against the requirement for a physical fitness test and the addition of COVID19 duties in the Liaison Officer (LOFR) IPD. Voted to add additional verbiage to the ICT1/2/3 IPDs reference preseason duties. <p>PNB</p> <ul style="list-style-type: none"> N/A | |
| 3 | PMS 310-1 Revision Process | | Jesse Bender & Nancie Turner | <ul style="list-style-type: none"> The new web-based version of PMS 310-1 will include a summary of all changes annually. Will go live on October 1st. Nancie presented a mock-up of the PMS 310-1, Summary Pages. A summary of changes will be on each Position page and will be available by year. They will include a history of all current and archived positions. | |

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| | | | | <ul style="list-style-type: none"> • A summary of 2020 changes will be presented to the Executive Board at their August meeting. | |
| 4 | PMS 210, Wildland Fire Incident Management Field Guide Revision | 2019-10 | Jim Shultz | <ul style="list-style-type: none"> • Will discuss at September meeting. | |
| 5 | Update S-373 Curriculum | IPSC RFC 2020-03 | Tommy Hayes | <ul style="list-style-type: none"> • IPSC approved this RFC. Tommy and Deb will draft memo to NIAC. Memo will include recommendation for NIAC to work with training to implement changes. | |
| 6 | Required Experience (SRB) for the UASL Positions | IPSC RFC 2020-04 | Tommy Hayes | <ul style="list-style-type: none"> • IPSC members need more time to vet with respective agencies. Will seek a position from members at September meeting. | |
| 7 | PMS 200, Type 2 Crew Standard | IPSC RFC 2020-07 | Stew Richter | <ul style="list-style-type: none"> • IPSC members denied this RFC. Stew will draft response memo from IPSC Chair to Forest Service point of contact. | |
| 8 | Currency for ICT3 or RXB2 | IPSC RFC 2020-08 | Stew Richter | <ul style="list-style-type: none"> • IPSC members denied this RFC. Stew will notify the Forest Service point of contact. • Stew will also share the RFC with the Fuels Management Committee. | |
| 9 | Development and Implementation of Fillable Electronic Position Task Books | IPSC RFC 2020-09 | Tommy Hayes | <ul style="list-style-type: none"> • IPSC members agreed that electronic Position Task Books (PTBs) should be developed, however the capacity to implement does not exist at this time. Recommended that IPDs and PTB revisions be completed short term and electronic PTBs becomes a long-term goal to accompany the updated PTBs. Will need to establish a comprehensive implementation plan. • Melissa Wegner will notify the GATRs. | |
| 10 | S130 Field Exercise Unit and the Work Capacity Test (WCT) | | Mike Ellsworth | <ul style="list-style-type: none"> • This task is complete. | |
| 11 | NWCG Tasking Memo TM-19-002 & Proposed IPSC Substructure Changes | 2020-03 | Deb Fleming | <ul style="list-style-type: none"> • IPSC members approved the ILSC, IOSC and IPS recommended changes as annotated in the “IPSC Structure & Related Curriculum Subgroups” document. Deb will work with webmaster to implement changes. • More time is required for S-520/S-620 Course Steering Committees. Will discuss further this fall. | |

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| 12 | NWCG Glossary Terms | 2019-11 | Deb Fleming & Mike Black | <ul style="list-style-type: none"> • IOSC approved the removal of recommended glossary terms. • Once IOSC removal of terms is complete, Deb and Mike will move forward with additional Glossary term steward changes. • Still working on ICS Glossary terms and transferring them to NIMSIC. They will not be removed from the Glossary at this time. • IPSC members approved the definition changes to “Job Aids” and “Recommended Training” (changing to Other Training Which Supports...). | |
| 13 | Request to Certify S-620 Area Command Course Objective and Revise Position Task Books | 2020-06 | Tommy Hayes | <ul style="list-style-type: none"> • Stew Richer, Jeff Hughes and Deb Fleming will work this open action item with Steering Committee Chair. Need to review current and proposed objects. Will update IPSC on progress. | |
| 16 | Fall Virtual Meeting | | Tommy Hayes | <ul style="list-style-type: none"> • The fall virtual meeting will take place in Teams, September 29th – October 1st, 2020 from 0900 – 1200 hours MDT. | |
| 17 | Round Robin / Wrap Up | | All | | |

Next Conference Call**Date:** September 9, 2020**Time:** 0900 MST**Virtual IPSC Meeting Schedule****Date:** September 29th – October 1st, 2020**Location:** Teams**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 | N | Brad Gibbs, Liaison, NIAC, BLM | N |
| Michelle Woods (Logistics), USFS | Y | Marley Marshall, Advisor, IQCS, BLM | N |
| Will Briggs, BLM | Y | 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 | N |
| Heath Cota, USFS | Y | Jay Winfield, Advisor, National Training Centers, USFS | Y |
| Kevin Conn, FWS | N | Jeff Hughes, NWCG Training, BLM | Y |
| Mike Ellsworth, FWS | Y | Jeff Hice, FEMA, EMI | Y |
| Jim Shultz, NPS | Y | Ben Oakleaf, IOSC, BLM | N |
| Mike Minton, NPS | N | Chris Buhrig, IPSC Chair, USFS | Y |
| Jeff Soule, USFA | N | Chris Alford, ILSC Chair, NPS | N |
| Dave Celino, NASF | N | Shane Greer, ICSC Chair, USFS | Y |
| Greg Smith, NASF | Y | | |
| Norm McDonald, NASF | N | | |
| Craig Daugherty, IAFC | Y | | |

Guests: Annie Benoit, Mike Mattfeldt, Jesse Bender and Nancie Turner