

Incident and Position Standards Committee Meeting Notes – December 8, 2021

	Торіс	Action Item	Presenter	Notes	Action/Decision
1	Action Log & RFCs		Jim Shultz / Michelle Woods	 Accepted November 2021 CC Notes. Reviewed and updated Open Action Log items and RFCs in Trello. 	
			Patrick Morgan Heather Gonzalez	 Acquired a new subcommittee member from the hot shot community. Working on Crew Boss IPD and standards, acquiring additional information from SMEs and others outside of the subcommittee. Working on completion of business processes. Will finalize by the January meeting. IRPG is complete and will be placed on the website on time. May take some time to receive paper versions due to the contract. Discussed the SME process utilized by IOSC. IPSC will discuss the process moving forward. IPS S-445 Task Team is working through the NWCG Training 	
	Subsamui44aa			 Revision Checklist. Will schedule a meeting with Jesse to work through portions of the checklist. Will then work with GATRs to determine who will host the test course. Reviewing feedback again on the E-Doc project before input into a final document. December 14 meeting scheduled to finalize document and work toward completing the project. Focused on the completion of the business processes and looking for an effective way to recruit members for IPS. 	
2	Subcommittee Updates		Chris Alford	 ILSC Per Jim, the Task Team continues their review of and work on the Security Unit Leader IPD and objectives. Working business processes. Subcommittee needs a boost of new members. 	
			Shane Greer	ICSC • Nothing new to report.	
			Mike Black	PNB ■ No new position requests.	

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		Rob Allen	 S-520/S-620 Recently completed a delivery at NAFRI. Delivery was well received. Participants happy to be back at in-person training. Another delivery is scheduled. 	
NWCG Training Program Update		Annie Benoit	 Annie and Katie Wood have been conducting a series of short briefings to various units/organizations reference NWCG System Improvements. Have also been garnering support for SMEs for several positions. Will be "onboarding" two new FS Training Specialists in January 2022. The new Wildland Fire Mental Health video to be released any day. Provided an overview of current course updates. 	
Fire Danger Curriculum Management Unit	RFC 2021- 07	Jim Shultz	 IPSC voted on the development of three (3) new courses, S-191, S-291 and S-391 and the update/modification of S-491 & S-591. Mike Ellsworth will work with FDCMU to outline and identify specific courses by position and submit a new RFC. 	IPSC approved the RFC. Draft memo.
GISS Position Updates	RFC 2021- 08	Jim Shultz & Will Briggs	 IPSC voted on the below. Update the IPD and PTB. Transition the GISS Introductory Course to on-line S-341, Geographic Information System (GIS) Specialist for Incident Management. This will be required training for the position. Transition the GISS Refresher to officially become RT-341. Becomes required annual training in 2023 for GISS and GISS- T positions. Transition the existing S-341 ILT curriculum to officially become S-441, Geographic Information System (GIS) Specialist for Incident Management, Advanced. Skip will prepare appropriate documents for approval by IPSC next week including the January implementation in PMS 310-1 and the NWCG Catalog. 	IPSC approved the RFC. Draft memo. Jim, Patty, Marley, and Skip will meet to ensure clarity of implementation.
PMS 310-1 Front Matter RPL & RFC Process		Mike Black & Jim Shultz	 Reviewed and made further changes to draft verbiage that will update the NWCG website. Will move RPL verbiage up under "Required Experience". Mike and Jim will update "Required Experience" verbiage. 	Approved by IPSC.
Review Draft PMS 310-1 January 2022 Summary Memo		Mike Black	 Reviewed and finalized the PMS 310-1 January 2022 Summary memo. Thank you Mike Black, Mike Froelich and others for completing work on the January 2022 PMS 310-1. 	Jim will reach out to Jesse to set January 2022 implementation date.

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	PMS 310-1 No Publication Date Update		Mike Ellsworth	Work continues on the matrix and verbiage for the "Two Bucket Approach". Will present at the January IPSC meeting.	
	Currency Path Forward	2020-05	Jim Shultz	 Finalizing Job Aid instructions, will review and discuss at the January IPSC meeting. Requested that IPSC members run a position through the matrix and provide feedback at the next meeting. 	
	Continuing Education Program	2021-02	Jim Shultz & Dave Celino	 Will schedule a presentation by the Fire Danger Subcommittee on what continuing education would look like for FBAN and LTAN at the January or February IPSC meeting. 	
	Addition of IMET to PMS 310-1	IPSC RFC 2021-10	Jim Shultz	 Jim will reach out to POCs for further information regarding the RFC. Will discuss at the January IPSC meeting and determine then if IPSC will accept this RFC or not. 	
	March Face to Face Meeting Update		Jim Shultz & Sabra Arnold	 Discussed holding a Spring IPSC Face to Face Meeting at the National Emergency Training Center in Emmitsburg, Maryland in either March or April 2022. Will send out a Doodle Poll Survey to determine the best date. 	
	Bin Items		All	Confirm NWCG/EDG Glossary Term Stewards at January IPSC meeting.	Email sent out to IPSC and subcommittees.
l I	Round Robin / Wrap Up		All		

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Next Conference Call Date: January 12, 2022

Time:

Face to Face/Virtual IPSC Meeting Schedule

Date:

Location:

Host:

Meeting payment schedule rotates as follows:

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

IPSC Members	Y/N	Associates	Y/N
Jim Shultz (Chair), NPS	Y	Deb Fleming, NWCG Coordinator, BLM	Y
Mike Black, (Vice Chair) BIA	Y	Michael Froelich, 310-1 Steward, NASF	Y
Michelle Woods (Support), USFS	Y	Brad Gibbs, Liaison, NIAC, BLM	N
Will Briggs, BLM	Y	Marley Marshall, Advisor, IQCS, BLM	Y
Marlene Eno-Hendren, BLM	Y	Kevin Misenheimer, Advisor, DOI, OEM	N
Stew Richter, USFS	N	Patty Correia, Advisor, IQS, NASF	Y
Heath Cota, USFS	Y	Russ Flick, Advisor, FEMA, EMI	Y
Mike Ellsworth, FWS	Y	Chris Buhrig, Associate, GATR, USFS	N
Dave Robinson, NPS	N	Annie Benoit, NWCG Training, BLM	Y
Jeff Soule, USFA	Y	Patrick Morgan, IOSC, USFS	Y
Dave Celino, NASF (Eastern)	Y	Heather Gonzalez, IPS Chair, USFS	Y
Greg Smith, NASF (Southern)	N	Chris Alford, ILSC Chair, NPS	N
Norm McDonald, NASF (Western)	N	Shane Greer, ICSC Chair, USFS	Y
Craig Daugherty, IAFC	Y		

Guests: Mark Skudlarek and Skip Edel.

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