



Incident and Position Standards Committee

Meeting Notes – July 12, 2023

	Topic	Action Item	Presenter	Notes	Action/Decision
1	Action Log & RFCs		Marlene Eno-Hendren/ Monica Ramirez	<ul style="list-style-type: none"> Accepted June 2023 CC Notes. Reviewed and updated Open Action Log items and Requests for Change (RFCs) in Trello. 	
2	Subcommittee Updates		Keith Mitchell	IOSC <ul style="list-style-type: none"> Working with NWCG Coordinator to issue a request for updates to the Incident Response Pocket Guide (IRPG). Continue to work with NWCG Training on updates to training curriculum and final approval of CRWB IPTM position. 	
			Sarah Lee	IPS <ul style="list-style-type: none"> Working with FireNet on the documentation records structure. Finalizing subject matter experts (SMEs) for the Status/Check-In position. In person kickoff for analysis will be the week of August 21st in Boise. Continue to work with the e-ISuite group on program request for changes. 	
			Travis Bailey	ILSC <ul style="list-style-type: none"> No active taskings. 	
			Shane Greer	ICSC <ul style="list-style-type: none"> No updates this month. 	
			Sarah Lee	PNB <ul style="list-style-type: none"> No current requests for change. Next meeting is scheduled for September. 	
			Todd Abel	S-520/S-620 <ul style="list-style-type: none"> No updates this month. 	
3	PMS 310-1 Update		Michael Froelich	<ul style="list-style-type: none"> Archiving the Service and Support Branch Director positions and finalizing the Safety Officer Field package in preparation for the January update. Waiting to hear further status of the DMOB, READ, REAF, ARCH, and Lead READ positions. Final vote for any PMS 310-1 January updates will be at the September IPSC meeting. 	

4	NWCG Training Program Update		Annie Benoit	<ul style="list-style-type: none"> Staffing updates <ul style="list-style-type: none"> Working through the hiring process for the USFS Audio/Visual Specialist. Offers were made to four Training Specialists. Instructional Design position will be advertised soon. Three Audio/Visual positions remain vacant. Shared the FI-110 issue paper for creating a self-directed online course. Needs approval from IPSC and Training Delivery Committee. Statement of work for the basic and advanced IMT courses are with the contracting officer. Slated to have FAL3 training material back by the first part October. Exploring potential test course options for the November/December timeframe. Test course for Medical Unit Leader is occurring in Arizona this week. Contractor and SMEs analysis meeting for the Helicopter Crewmember position is occurring this week in Boise. Working to finalize RX-300 package in order to have available to the field by October. Will maintain RX-301/341 as an available option for delivery until March 2024. 	
5	Operation Branch Director - IOSC	2023-01	Keith Mitchell	<ul style="list-style-type: none"> Support for the Operations Branch Director pathway resulted in consensus of support for option 2, with USFS having a separate policy for Option 5. Next steps include reviewing the fitness level and the position task book. Marlene will look into options for additional support to IOSC for work on the position task book. 	
6	Type 1 Field Evaluation		Marlene Eno-Hendren	<ul style="list-style-type: none"> Support for Type 1 trainees to utilize the field evaluation remains at six agencies in support and one agency does not support. IPSC will bring this to the Executive Board for discussion at their July 18th meeting. 	
7	IMT Course Steering Committee	2023-03	Marlene Eno-Hendren	<ul style="list-style-type: none"> USFS provided the two names that will serve as primary members on committee. Working to fill a few additional liaison positions for the roster. The kickoff meeting will be planned for early October, a poll will be emailed to IPSC primary members with date & time options. 	
8	IPSC Business Practices		Marlene Eno-Hendren	<ul style="list-style-type: none"> Reviewed the addition of the Liaisons to Subcommittees, Steering Committees, or other Entities information. Will utilize the Committee Roles Table in the IPSC SharePoint site to maintain current liaison information. 	

				<ul style="list-style-type: none"> Reviewed the RFC Administration section and updates of currently assigned responsibilities. Will review document again at the Fall IPSC meeting for further edits. 	
9	NASF IPSC Chair		Dave Celino/Sarah Saarloos	<ul style="list-style-type: none"> Michael Froelich will serve as the next IPSC chair. 	
10	Development of 3 Chainsaw Instructor Course	RFC 2023-06	Marlene Eno-Hendren	<ul style="list-style-type: none"> Reviewed the RFC information for the development of three chainsaw instructional courses. Additional supporting information will be coming to IPSC. Mike Black will be the assigned IPSC liaison. 	IPSC accepts the RFC
11	Fall IPSC Meeting		Marlene Eno-Hendren	<ul style="list-style-type: none"> Michael Froelich is preparing logistical information for the meeting in Frankfort, KY, which is scheduled for October 24th - 26th. 	
	Bin Items		All	<ul style="list-style-type: none"> N/A 	
	Round Robin/Wrap Up			<ul style="list-style-type: none"> Dave Celino – Prescribed Fire Science and Management Workshop will be held in August. Registration is open for anyone who would like to attend at the following link, https://www.northeasternwildfire.net/resilient-landscapes/2023-nw-regional-prescribed-fire-workshop/ SabraRenee Arnold – Field Delivery of the L-449 NIMS ICS Train the Trainer course will be hosted next week in Connecticut. Additional course will be hosted in California in August. Reach out to Sabra if there is interest in attending the training. Sarah Lee – Acting for Katie Wood through July 20th. NWCG Deputy Program Manager position recently closed. NWCG Coordinator position is currently open through July 24th. Three BLM Writer Editor details are open and one USFS detail advertisement has been extended. The Communications Lead position is moving through the hiring panel. Mike Black – Interior Fire Executive Council (IFEC) approved BIL funding for Wildland Fire Apprentice Program (WFAP) and 0499 Fire Intern positions. 	

Next Conference Call**Date:** August 9, 2023**Time:** 0900 MST**Face to Face/Virtual IPSC Meeting Schedule****Date:** October 24 - 26, 2023**Location:** Frankfort, KY**Host:** States

Meeting payment schedule rotates as follows:

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

IPSC Members	Y/N	Associates	Y/N
Marlene Eno-Hendren (Chair), BLM	Y	Sarah Lee, NWCG Coordinator, BLM	Y
Mike Ellsworth (Vice Chair) FWS	N	Michael Froelich, 310-1 Steward, NASF	Y
Monica Ramirez (Support), USFS	Y	Marley Marshall, Advisor, IQCS, BLM	Y
Larae Guillory, BLM	Y	Brent Ruggles, Advisor, DOI, OEM	Y
Joe Sean Kennedy, USFS	Y	Patty Correia, Advisor, IQS, NASF	Y
Heath Cota, USFS	Y	Russ Flick, Advisor, FEMA, EMI	N
Mike Black, BIA	Y	Steve Griffin, Liaison, NIMSIC, USFS	Y
Russ Babiak, NPS	Y	Amy Skraba, Liaison, GATR, BLM	Y
Dave Celino, NASF (Eastern)	Y	Annie Benoit, Liaison, NWCG Training, BLM	Y
Greg Smith, NASF (Southern)	N	Keith Mitchell, IOSC, USFS	Y
Sarah Saarloos, NASF (Western)	Y	Dylan Rader, IPS Chair, USFS	N
Craig Daugherty, IAFC	N	Travis Bailey, ILSC Chair, NPS	Y
Aaron Lowe, IAFC	N	Shane Greer, ICSC Chair, USFS	Y
		Gina Papke, PNB Chair, USFS	Y
		Todd Abel, S-520/S-620 Committee Chair	N

Guests: SabraRenee Arnold, Mark Skudlarek, Sara Sink, Chelsea Mckinney