

# Public Information Officer Subcommittee

---

## Meeting Minutes: 1/26/2023

### Attendees:

Chris Barth (BLM), Candice Stevenson (NPS), Catherine Koele (NASF), Brian Harris (USFS), Adrienne Freeman (USFS), and Kerry Greene (USFS), Robyn Broyles (BIA), Sean Collins (IAFC)

### Also in Attendance:

Sarah Lee, NWCG Liaison

Tina Boehle, CEPC Liaison

### Committee Business:

1. Approve minutes from the last meeting
  - Approved
  - Moving forward, committee will approve minutes through email
2. Budget Request
  - PIOSC submitted a budget request that was a continuation of what was submitted in 2022 for a GS-11 detailer to work on training updates.
3. PIO Positions: January 2023 updates to PMS 310-1
  - Public Information Officer Complex (PIOC)
    - Required training: add ICS-400 and S-420 or L-481 or O-305.
    - Required experience: add PIO3 and PIOC PTB *or* OSCC and PIOC PTB *or* LSCC and PIOC PTB *or* SOFC and PIOC PTB *or* PSCC and PIOC PTB.
    - These positions maintain currency for PIOC: add PIO3
    - PIOC maintains currency for these positions: add PIO3
    - The Incident Business Committee (IBC) is evaluating the position description for PIOC for updating AD pay rates
  - Public Information Officer Type 2 (PIO2)
    - Changes:
      - a. These positions maintain currency for PIO2: add PIO3, remove PIOF.
      - b. PIO2 maintains currency for these positions: add PIO3, remove PIOF.
    - A lot of questions came up on the PIO IMRR call about the PIO2 position and trainees. Some questions regarded AD payrates.
    - It has not been decided when or whether the qualification of PIO2 will go away. FEMA does not support PIO2 position as currently proposed.
    - The qualification pathway for this position is discontinued per NWCG on January, 2023. Responders with an active position task book will transition to the PIOC task book.

- a. PIOSC will seek guidance on how training officers and trainers account for differences between PIO2 and PIOC position task books.
  - b. Currently, it is proposed that the PIO2 task book will provide supporting documentation for the PIOC
- Public Information Officer Type 3 (PIO3)
  - O-305 is not required currently for PIO3, but is included as an option
  - This requirement or equivalent will be added when NWCG adds this requirement to all type 3 positions.
  - There are similar questions and issues as with the PIO2 regarding the PIOF task book transition to PIO3.
- Public Information Officer (PIOF)
  - Position archived
  - Current PIOFs will become PIO3s
  - PIOF trainees will need to transition to the PIO3 task book
- Public Information Officer Technician (PIOT)
  - Changes: These positions maintain currency for PIOT: add PIO3, remove PIOF.
- 4. CIM qualifications
  - Comments on proposed IPSC pathway for Type 3 Command and General Staff positions and unit leaders to attain CIM competency are due by 2/7/2023.
  - PIOSC would make a recommendation that for PIOC you have to be a PIO3 and have Unit Lead experience.
  - PIO2s who don't want to become a lead (PIOC) can crosswalk to the Unit Lead positions.
- 5. MAC Group Information Officer (MCIF)
  - MCIF is listed in the Federal Wildland Fire Qualifications Supplement (January 2023)
  - Currently, Michelle Fidler is the only person in IROC listed as a MCIF. She has worked in this capacity, but only for her NIMO IC who was functioning as the MAC Coordinator at the time.
  - PIOSC will find out the process to retire this or may recommend archiving the position.
  - Options:
    - remove MCIF from Supplement for 2024 update
    - Address the Agency-Specific Requirements in accordance with IPSC 2022-17
    - Go through National Training Officers Group to Remove
- 6. CEPC Update
  - Budget requests were discussed this month
  - Plan to have an in-person meeting in 2024

## 7. NWCG Update

- Systems Improvement – It is starting to look like the PIOT and/or PIO3 may be in the group of quals that are tentatively planned to start this time next year. PIOSC will need to identify about five subject matter experts from diverse agencies and geographic areas to conduct the work. They don't need to be subcommittee members and in some cases it can better if they were not members. The PIOSC will review and approve final products. This will include updating incident position descriptions, position task books, and all associated training and developing a position standards document. NWCG will have much better information as we get closer to kick-off for these positions on the estimated number of hours a week and how many months it has been taking similar complexity level position's subject matter experts and the number of experts required. Winter/spring of 2024 is a best guess for this work to begin, but something to start prepping now.

## 8. Training Development

- PIOT: Create an online, self-taught course from outline created during our annual 2022 meeting.
- PIO3: We developed an outline for the updated S-203/303. We considered increasing this course to 40 hours to include needed updated topics.
- PIOC: consider any position specific training and revisit S-403. We want to keep this under 40 hours.
- Branch lead positions: We need to develop a position description, position task book, and any specific training for these positions.
  - Must be PIO3 before you can open a branch lead task book.
  - Must have at least one branch lead specialty before opening a PIOC task book.
  - We would need to coordinate with FEMA for these positions functioning in all-hazard response.

## 9. New Business

- We are still missing a USFWS representative
- Kari Cobb is representing USFWS on CEPC

## 10. Action Items

- Candice will re-organize PIOSC files
- Chris, followed by Candice as a backup will coordinate with Brian Reublinger and other NWCG coordinators for InciWeb updates or changes.
- Adrienne, Kerry and Sean will:
  - Review PIOT Required Training. Assess need for position specific training
  - Review PIO3 Required Training. Lead S-203 revision efforts
  - Review PIOC Required Training. Assess need for position specific training
  - Assess PIO2 PTB -> PIOC PTB issues
  - Assess PIOF PTB -> PIO3 PTB issues

- Generate PIOC Talking Points for in progress PIO2 trainees, iterate what the additional/differential tasks, add existing training to lists of add training, check links on NWCG pages
- Generate PIO3 Talking Points for in progress PIOF trainees, iterate what the additional/differential tasks, add existing training to lists of add training, check links on NWCG pages
- Catherine will survey PIOTs from 2022
- Chris will reach out to the Incident Business Committee to assess pay plan for PIO3
- All members: contact National Training Officers of two or more agencies to elevate retiring MCIF position in IROC and if you have thoughts on the CIM transition document, send them to Chris.