

Public Information Officer Subcommittee

Meeting Minutes: 2/27/2025

Attendees:

Kerry Greene (USFS – Chair), Catherine Koele (NASF – Vice Chair), Candice Stevenson (NPS – Rep.), Lessa Peter (BIA – Rep.), Lisa Wilkolak (BLM – Rep.), Sean Collins (IAFC – Rep.), Chris Barth (USFS – Rep.)

Also in Attendance:

Angie Lane (WA-DNR – CEPC Liaison), Steph Bishop (Advisor), Nick Terrell (BLM – Admin), Katy O’Hara (NWCG Coordinator), Brian Harrison (NWCG Training Specialist)

Committee Business:

- November 2024, and January 2025 meeting notes were approved.
- Communication, Education, and Prevention Committee (CEPC) update –
 - January meeting was cancelled. The February meeting was productive and the strategic plan was finalized. Next objective is reviewing the operating plan, building a table to capture the committee and subcommittees accomplishments to improve record keeping. There are no new budget requests for NWCG as they are focusing on current projects underway. Next annual meeting is October 2025.
- NWCG update –
 - This is Katy O’Hara’s last meeting as the NWCG Coordinator overseeing PIOSC.
 - Toni Suminski will be the new point of contact for IPTM Business.
 - Sarah Lee is the main point of contact for all other PIOSC business, and Dave Shultz is an alternate contact.
 - March 5th deadline to submit edits to the TDP for S-203.
 - December EB Meeting sideboards outlined the curriculum development processes defined for steward committee, parent committee, TDC, and IPSC.
 - Modality change in the PARR, day in the life unit, content is to be put in online training modules. This is independent of S-203.
- Updates from All-NWCG meeting last week –
 - The incoming NWCG Executive Board Chair is Erik Litzenberg (IAFC) replacing the outgoing Chair Aitor Bidaburu.
 - IPTM will not be affected with BIL funding going away, it has always been heavily supported by BIL and will continue regardless of BIL.
 - NWCG structures and processes are going to be looked at (committee purpose and scope, refocus, staff, and support).
 - There is also a discussion to address firefighter fatigue.
- Agency updates –
 - BLM – No updates.
 - BIA –
 - NPS – S-203 course will unlikely occur due to travel freeze.
 - IAFC – No updates.

- USFS – No updates.
 - NASF – No update.
- Incident Management Response Roundtable (IMRR) update –
 - IMRR meeting paused in all function areas.
- IPTM Updates -
 - One year ago, IPTM analyzed 10 out of 112 positions.
 - Today there are 26 positions in the process with 12 more on the horizon.
 - There are six courses currently under revision and one new course.
 - Each position is reviewed by a steward committee. The steward committee selects Subject Matter Experts (SMEs)
 - Decisions that initiate significant changes are escalated to the parent committee.
 - New course
 - Change of delivery
 - Change of in course hours
 - Training moved from recommended to required or vice versa
 - Change of course position prerequisites
 - Change in name of position
 - Replacing a FEMA course with a NWCG course
 - The parent committee ensures agency alignment with IPS and TDP.
 - Once alignment is confirmed, the parent committee conducts agency vetting. Once consensus is reached the IPTM package is moved forward. If consensus is not reached the changes can be pursued outside IPTM.
- Agency Breakout-Forest Service –
 - Baseline NWCG – if the Forest Service wants additional requirements, they can be added if your agency deems them appropriate.
 - NIMSIC is a resource for recruiting new committee members.
 - NIMSIC chair brought up erosion of trust believing NWCG is not communicating about creating efficiencies and conversations that are happening. There was a suggestion to come up with a checklist – i.e. what committees do we need to work with if making a change to get buy-in if making a significant change.
 - Next connect call is April 3rd and next annual meeting is in person in Boise in 2026.

New Business:

- Incident Performance and Training Modernization (IPTM) position review updates –
 - Hopefully the PIOSC members have been through the S-203 training design plan and added comments. Main review point is to review what they have proposed to be cut out. What things can be covered in trainings on the job training to keep the training under 30 hours.
 - OLT or the stand alone unit still counts towards the 30 hour cap.
 - Looking to vote to move forward with keeping it below 30 hours (does not include break) and changing
- NIFC External Affairs can support and produce Day in the Life video
- Yearly review of Position Description and Qualification Requirements Sheets as per PIOSC SOP.

Old Business:

- PIOSC organization within the NWCG committee org. chart.
 - *Last meeting discussion points: Selected preferred option of establishing a liaison between PIOSC and Incident Command Subcommittee (ICSC) to improve commo. Chris is drafting White Paper. Request an ICSC chair/rep to sit in on our meeting.*
 - Topic deferred to next meeting.
 - Relationship with ICSC needs to be strengthened but further discussion needed, March meeting topic.
- National Lead PIO Teams Channel.
 - *Last meeting discussion points: PIOSC to schedule/host a meeting for PIO team leads in spring 2025.*
 - With potential change in fire response (resources responding) this year we need to have a discussion with team leads, meeting to be scheduled.
- IMT Meetings (Item ties into next item “IMT roster maintenance”)
 - *Last meeting discussion points: Assigned PIOSC members “GACC Liaison” roles to improve information exchange with regional PIO personnel and PIOSC (Lessa – AK/SW, Chris NW/RM/NR, Kerry CA, Jenner GB, Candice SA, Catherine EA).*
 - Chris supporting NW IMT meetings – April 15-17 in Spokane, WA (PIOSC/NIMO liaison)
 - Document any regional meeting/discussion in notes.
 - Lisa: Great Basin was cancelled
- IMT Roster Maintenance (PIO Toolbox in FireNet)
 - *Last meeting discussion points: Chris has rosters in Teams > PIO Toolbox > General > Files > Key contacts (not public) > 2025. Working to update – call out to PIOSC to add and validate info.*
 - File is located [here](#). IMT rosters beginning to come in. Spreadsheet is being updated. Please validate.
 - There have been a few GA’s (SW, others) added to toolbox folder
 - If you have access to rosters please add to toolbox

- Chris working with NIFC EA on identifying points of contact.
- PIOSC representation on the Incident Management Team Course Steering Committee (IMTCSC).
 - *Last meeting discussion points: Next IMTCSC is 2/4/25. S-320 will have Charlie delivery session. Chris will attend S-420 delivery in Redmond.*
 - IMTCSC meeting in Boise (3/4-3/6) has been postponed. Regular monthly meeting will be on 3/4. NWCG EB will be reviewing proposal for Charlie delivery of S-320 and intermediate course. IMTCSC will meet in person following decision – pending EB decision.
 - Chris is attending S-420 in Redmond this week.
 - EB made decision yesterday on S-320 course, will move forward with intermediate course (420). Charlie delivery on 320 unsure.
- InciWeb Working Group.
 - *Last meeting discussion points: Developers continue working on offseason updates.*
- **Pending Action Item:** “What Kind of PIO am I?” Document – Jenner has received working files and is creating the updated document. The question was posed to the PIOSC of whether to keep PIO1/2 qualifications on the list. Decision to keep these qualifications because the positions are still used in some geographic areas. Jenner will send the completed document to the PIOSC for review when completed.
- **Pending Action Item:** Update to PIO Social Media Guidance – The draft document is complete, and Candice and Catherine are working on 508 compliances.

Other Information:

- Catherine participated on the FPETSC Annual Webinar. They were supportive of a PIO3 as main FPET qualifications. They were also excited about the “what kind of PIO” am I graphic.

Next Call: March 27th, 2025 – 1330 ET, 1230 CT, 1130, MT, 1030 PT.