



MEETING MINUTES

DATE: 25 Aug 2026

TIME: 1030-1200 Mountain

ATTENDEES:

Primary:

Brian Van Druten — DOI —
Chair — Attended

Russell Benford — NASF —
Vice Chair — Attended

David Callery — FS —
Primary — Attended

Kate Plimpton — DOW —
Primary — Attended

Alternate:

Jennifer Hickman — DOI —
Alternate — Attended

[Vacant] — NASF — Alternate

Courtney Rowe — FS —
Alternate — ABSENT

Tim Bradley — DOW —
Alternate — Attended

Miscellaneous Members

Jess Riesenberg — DOI —
Support Staff — Attended

Jerod DeLay — Command
Management Committee
Liaison — ABSENT

Steven Gaskill — NWCG
Coordinator — Attended

Guest(s): None

Note Taker: Jess Riesenberg — Support Staff

COMMENTS/OPENING REMARKS

July's meeting minutes will be delayed. Expected completion by close of business on 25 Aug 2026.

AGENDA ITEMS

Topic: Resource Advisor Subcommittee (RASC) Webpage Review

Presenter: All

Discussion/Considerations:

Review the webpage: <https://www.nwcg.gov/committee/resource-advisor-subcommittee>

Subgroup Heading:

- These are formalized groups below RASC level. Typically, Units or Boards
- Task teams or working groups won't have a web presence.
 - ARCH working group and Teaching Cadre will not be a group listed here
 - REAC working group and Teaching Cadre will not be a group listed here

Correspondence Heading:

- All Committees and Subcommittees are blank currently
- Information will most likely be under the parent committee vs. the subcommittee
- How can we get items placed here without making it confusing?
 - Link to parent committee section
 - Link to overall memo section
 - Needs to be consistent across all subcommittees in how this is presented



Meeting Information Heading:

- Meeting information will have Meeting Minutes from July 2026 forward
- Determining what will happen to previous meeting minutes and where they will be archived

Is there a venue for how to get the Federal Supplement positions information on webpage?

- Steven will investigate this but is unsure of the outcome.
- Tentative location could be on Homepage with the heading of “Resource Advisor Positions within the Federal Supplement” And a link to the current federal supplement. This link will need to be updated yearly when the new federal supplement comes out.

Update in progress:

- Resource Advisor, Fireline (REAF) Position Task Book (PTB) link is now fixed for the REAF position
 - On main PTB webpage REAF is still being updated

Decision: Check on main PTB webpage to ensure updates have been finalized by next meeting (Sept 22).

Topic: Outstanding Previous Meeting discussions

Presenter: Brian/Steven

Discussion/Considerations:

Where will position(s) sit on the webpage?

- Figuring this out currently and feedback on how to best make things display consistently across all subcommittee groups. Migration is still in process.
 - Could the Position Heading state “Delegated Positions”
- Where will pertinent links be placed on the webpage?

Additional feedback noted regarding the need for consistency and the need for stewards of publications to have those publications readily available on their page. This should help get people/users where they need to be when they go to a subcommittee’s webpage, as well as get them the information they are looking for.

Decision: Steven is working on these in the background

Topic: PMS 313 Update

Presenter: Brian

Discussion/Considerations:

- Separate working group/task team for this?
 - Yes, it would be beneficial to have a working group
 - Who will be brought in as SMEs?
 - At a minimum would want to outreach to a larger number of highly experienced people to get good ideas.
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Resource Advisor Subcommittee

- Larger group of people but make sure it's not too cumbersome where nothing will get done.
- Should each agency be granted a certain number of individuals?
 - No solid consensus on this currently
- Timelines/Goal?
 - Need to know if it will be major edits
 - Most likely >50% of edits needed
 - Desired publication timeline
 - Get Publication involved early and figure out their workload cycle as it correlates with our timeline.
 - Publication can help set timelines based on when they are available to review.
 - Need to include time for parent committee to review, for major edits need Executive Board approval. Executive Board will require at least two months for review (one month to review then another for approval).
- Can we talk about Federal Supplement positions within this publication?
 - In a larger context REAFs will be working with READs, REACs, and ARCHs. All of which are federal supplement positions
 - Can we refer to these because they are positions?
 - Currently they are included as positions within the PMS 313
 - How difficult would it be to not refer to the 4-letter acronym for READ, REAC, and ARCH in the document?
- Should we take out the All-Hazards information?
 - Pros and Cons to taking it out.
 - This is an NWCG publication focused on Wildland Fire
 - Can we make a small reference to the positions for All-Hazards
 - It is DOI All-Hazards and does not include all members of NWCG
- For updating: What should be in this guide? Discussion as follows:
 - Below find what the current PMS 313 states is the purpose for the document:

The Resource Advisor Guide establishes NWCG standards for Resource Advisors to enable interagency consistency among Resource Advisors, who provide professional knowledge and expertise toward the protection of natural, cultural, and other resources on wildland fires and all-hazard incidents. The guide provides detailed information on decision-making, authorities, safety, preparedness, and rehabilitation concerns for Resource Advisors as well as considerations for interacting with all levels of incident management. Additionally, the guide standardizes the forms, plans, and systems used by Resource Advisors for all land management agencies.
 - Reference the REAF standards document (PMS 350-112) and see what needs to be included in the PMS 313 that isn't located in there.
 - Want it to focus on primarily qualifications and have a good description of general workflow.
 - Focused on what products a REAF/READ/REAC/ARCH is expected to deliver while on an assignment. This should be a core part of the document.
 - Who is the audience for the guide and what are their expectations?
 - Some will review it and some won't
 - Currently the PMS 313 feels like an old N-9042 in written form.



Resource Advisor Subcommittee

- Document could be tightened up, as you're never going to have all the answers in one document.
- More places have their own Resource Advisor Field Guide for site specific concerns.
 - PMS 313 is a good overview and having appendices that touch on different resource areas might be good supplement to these guides units are making
- Don't need to make it a bottom-line source for all information
- Support for the overview approach
 - What is the position
 - How can you be successful
 - Diving deeper on what you need to know
 - Commonly used weblinks — Need to check to make sure all links are still active
 - Include here are places where you can find more information without the links.
- Helpful as a form of reference
 - Under broad wildfire unification, try to move away from legacy ties. A guide like this can be more important to have as a form of reference.
 - Speak to the different positions.
 - People are asking about the REAC position and want to know if a PTB is out.
 - People are asking about the difference between REAF, READ, and REAC and about the specific duties?
- Should this be a guide users can take as a trainee and showcase how can I do this job?
 - May have some of that now with the standards document and PTB.

Decision: RASC talk to parent committee for how to move forward with READ, ARCH, and REAC being continually within the PMS 313.

What is in M-280 and what is in PMS 350-112 REAF standards document. Check to see what we might want to reference to for the PMS 313.

Compile outlines of what we want in the PMS 313 by Oct 27 meeting.

Topic: Go Backs/Round Robin

Presenter: All

Discussion/Considerations:

BIA — Nothing to Add

BLM — Nothing to Add

FWS — Nothing to Add

FS — Nothing to Add

NASF — Nothing to Add

NPS — Nothing to Add

Liaisons — Nothing to Add



ACTION ITEMS

- **Steven** — Check on viability of Federal Supplement link being placed on RASC webpage
 - **Steven** — Check with publication to get a rough workload cycle and desired dates for feasible publication review
 - **Brian** — Reach out to Parent Committee on being able to use federal supplement 4-letter acronyms for PMS 313 revision
 - **All** — Compile outlines of what we want in the PMS 313 by the Oct. Meeting.
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DATE, TIME, AND LOCATION OF NEXT MEETING

Date: 22 Sept 2026

Time: 1030 Mountain

Location: Virtual TEAMS — Contact Jess Riesenberg if you need the link

Note Taker: Jess Riesenberg — Support Staff