



MEETING MINUTES

DATE: 28 April 2025

TIME: 1400-1530 Mountain

ATTENDEES:

Brian Van Druten – FWS – Chair	Justin Proffer – BLM – Associate	Lisa Andreano – California State Parks Liaison
Linn Gassaway – NPS – Vice Chair	Hannah Robinson – BLM – Associate	
Jess Riesenberg – BLM- Primary	Tim Kramer – FWS – Associate	Laura Harger – BOR – Liaison
Jennifer Hickman – BIA – Primary		
Russel Benford – NASF – Primary		
David Callery – FS – Primary	Jen Gibson – NPS – Associate	Dave Schultz – NWCG Coordinator
	Rebecca Lloyd – FS – Associate	

COMMENTS/OPENING REMARKS

Linn Gassaway will be retiring at the end of May 2024 and will work with NPS to find a replacement for the Primary/Vice Chair position.

Need to get caught up on minutes. Chair asked for review of January through March minutes. February and March minutes approved by Primaries with caveat that modifications could still be made.

New meeting time going forward is the Third Tuesday of each month, 930-1100 Pacific/1230-1400 Eastern

AGENDA ITEMS

Topic: IPTM & M280 Course Development

Presenter: Jess Riesenberg

Discussion/Considerations:

- Jess is now the lead SME for M280 course development
- There were 6 workshops for the SMEs to develop the initial course for the contactors
- Need a few more test courses with feedback
 - Dave Schultz: that the test course is far more involved than originally thought, with reviewers, etc.; direction is to do one test course and then do a field review if more feedback is necessary
 - Test block scheduled, want to schedule another in Sept/Oct, would help to get position certified by 2026, need agency to volunteer run test course
 - Field review in Sept/Oct



- August 5-29th for test course, Subcommittee will review Sept/Oct
- Optional field day needs to have a one-pager to be utilized if any agency wants to do a 2-day M-280 course
- Training Design Plan - Still on good timeline, 5/16-5/30 for Subcommittee to review Training Design Plan

Decision: N/A

Topic: SC SOPs

Presenter: Brian Van Druten

Discussion/Considerations:

- Discuss number of associate members, from 4 to 3 associate members
 - Discussion of difference between Associate Member and Alternate Member
- Discussed modifications to the SOPs

Decision:

- Primaries decided to stay at a maximum of 4 Associate Members with the understanding that 4 is not required
 - Cleaned up Subgroup section
 - Removed Advisors
 - Update Liasons list and Meeting Schedule section to reflect new meeting day and time
 - Remove ParaArchaeologist/ARPA from Federal Supplement by 2026, FS will dig into this
 - Changes approved by Primaries
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Topic: Updating PMS 313

Presenter: Brian Van Druten

Discussion/Considerations:

- Start now but slowly

Decision: Work slowly on newest version loaded on Teams

Topic: READ Learning Library

Presenter: Brian Van Druten

Discussion/Considerations:

- Continue vetting of videos on the RELL for acceptability

Decision: Need criterion for what is acceptable.



National Wildfire Coordinating Group

Resource Advisor Subcommittee

Topic: Heavy Equipment Resource Advisor

Presenter: Brian Van Druten

Discussion/Considerations:

- Whether to pursue this as a future fireline position

Decision: Jess Riesenbergsent email “NWCG is not looking to add new positions unless they are related to safety” and hasn’t heard back

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ATE, TIME, AND LOCATION OF NEXT MEETING

Date: May 20, 2025

Time: 12:30 PST

Location: Virtual TEAMS