

Attendees:

Scholl
Holiday BIA
Dietz BLM
Tolosona USFS
Pippin FWS
Johnson States
Hall BLM

Introductions

Current Unit Status

NWCG Roster Update (email and public contact information needed to Rawley (NPS/USFS)

- Rawley to compile email and contact information for USFS and NPS Reps (when known hopefully this week) and submit to NWCG

Meeting Logistics - Spring 2020

- Tentative Dates for the week of April 6th in Boise
- Go over workflows and processes.
- Digital collaboration
- Charter
- Develop tasking to IHOPS regarding Appendix G content into a comprehensive Aviation Risk Management Guide

Develop collaboration meeting cycle

- BIA will lead with establishing new call in venue. USFS to establish as contingency.
- Third Thursdays of every month starting at 1000-1130hrs. (This may be adjusted as necessary)

Current Google platform will continue for the foreseeable future.

- Scholl to address concerns with off boarding publication workflows and NWCG processes with unit members before leaving. Effective Date 2.28.2020

Google credentials for access to Unit's hosting platform (to start off).

- All unit members will create and submit google account information to Kyle by 1.09. 2020 to start. BIA, FWS, BLM and OAS. DOI users credentials may not work after their Office 365 transitions
- Kyle will coordinate with members establishing Aliases for gov email for future access to Google shared drive.
- Uses should ensure they have access to shared Google Drive content this week.

Assignment for someone to explore future hosting platform (firenet office 365, Agency office 365, keep google, something else?)

- BLM established as POC investing future digital collaboration and cloud storage options.

Call for publication goals (other than what is promoted for report out below)

- Nothing new offered during the call

Transition Needs

- NWCG introduction call-in meeting with Scholl and unit Chairs.
- Establish call for comment details and process with NWCG
- Finalize IHOW presentation (Scholl to Develop)

BLM is hosting an identical second with Dean Hall for successional planning. Other agencies are welcomed to do the same.

Next Call in Date for January 21st 1000 pacific time

Goal. Finalize IHOW presentation for HAI

Number 888.844.9904

(User 4923503)

(Host 4576460)

Report out Presentation

Unit Roster Changes

- Scholl stepping down from Chair
- Rawley Holiday moving to the Unit Chair role for BIA
- Glen Dietz moving to the Co-Chair role for BLM
- Brian Pippin now representing FWS
- Rob Johnson still representing the State's
- Clay Camblin for NPS
- Kyle Tolosano for USFS

Unit Priorities

- Manage unit's roster changeover and role transitions
 - Establish work process flows
 - Digital storage access and collaboration tools
- Managing the unit's transition to an annual publication
 - Next planned release is 2021
 - **Jan 2020** NSHO Unit convenes
 - **Jan / Feb 2020** CFC period begins
 - **Spring 2020** NSHO Unit meeting
 - **Jan/Nov 2020** Comment response processing and taskings
 - **Nov 2020** CFC period closes
 - **Nov 2020 thru Feb 2021** Tasking Work / final publication preparation
 - **March 2021** Publication Release
 - 2022 Release
 - **Mar 2021** initiate call for comment period
 - **Mar 2021 to Nov 2021** Comment response processing and taskings
 - **Nov 2021** Close comment period
 - **Nov 2021 - Feb 2022** Final Editing
 - **Mar 2022** Publication Release
- Initiate 2020 call for comment process
 - Look to NWCG to host comment process
- Unit Charter Revision
 - Last Revised 2013
 - Expand Chair participation ability
 - Declare intent to move to an annual publication

Publication Goals

- Removal of appendices to streamline document (removal of redundant information) and enhance publication management
 - User instruction information moved to external forms package
- Removal of appendix G (Risk Management)
 - Dated information
 - Only reference tools
 - Information would be better suited to an external aviation interagency risk management guide that other aviation programs could utilize. Will develop

Other Business

- NWCG IPD work for helicopter positions
- Flight helmet inspection and refurbishment direction
- Update or clarify Flight Manager (DOI only) role in IAT and its inclusion in NSHO (Chapt 2) as the proper reference for agency resource helicopter qualification
 - Promote more clearly that Non NWCG helicopter manager positions follows IAT standards with proper external reference