

Attendees:

Eric Scholl	USFS
Rawley Holiday	BIA
GlennDietz	BLM
Kyle Tolosano	USFS
Rob Johnson	States
Clayton Camblin	NPS
Dean Hall	BLM (backup)

Not in attendance:

Brian Pippin	FWS
Cannon Mix	OAS

Introductions

Current Unit Status

Finalize IHOW Presentation

- Group agrees that PowerPoint Presentation provided by Scholl looks good.
- Rawley looking for input from any members who have ideas for additional information to add to the ppt.
- Scholl to add new info to ppt: NWCG need to conform NSHO Forms Packages to 508 compliance.

NSHO/IHOPs Coordination & Correspondence

- Dan Boyle, (States Rep, IHOPs Chair), is the primary contact for NSHO-IHOPs coordination/communication.
- NWCG IHOPs webpage is a valuable resource for current info such as subcommittee members, contact info, subcommittee work, etc...

NSHO New Members Conference Call – Wednesday, 01/22/2020, 0900 Pacific Time

- Attendees: Holiday, Scholl, Camblin, Tolosano & Dietz
- Discuss NSHO Unit normal operating procedures, workflows and processes.
- Answer questions new members may have.

NSHO/NWCG 1/16/2020 Conference Call update

- NSHO Forms Packages need to be converted to be 508 compliant. Will be a laborious/time-consuming task.
- NWCG important contacts:
 - Tim Blake, NWCG Branch Director, Coordinator for all NWCG Committees, Subcommittees and Units.
 - Jessica “Jesse” Bender, NWCG Publication Manager.

IPD Updates

- NSHO has not received an official tasking from IHOPs yet, may be coming at some point.
- Scholl recommends to remain engaged to be aware of coming IPD tasking.

Call For Comment (CFC)

- NWCG advised that our CFC data collection process is up to us. NWCG doesn't have any standard data collection tool at this time.
- NWCG has been amenable to posting a link on their website to whatever survey tool we develop.
- Scholl: Survey Monkey is clunky, recommend using Google Forms Survey Tool which has worked well in the past. Group agrees, Google Survey Tool is best option.
- CFC process for activation: communicate with IHOPs & NWCG regarding CFC start/end dates, survey tool being used & where it can be posted for universal access.
- Option for those who can't, or don't want to use the survey tool: individual may relay their input to their agency NSHO Representative, who will then input this data into the survey tool.
- Scholl offered to create our CFC Google Forms Survey by 1/25/2020. Thanks Eric!!

Meeting Logistics - Spring 2020

- Planned 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
- Invite Tim Blake, Jesse Bender & any other relevant NWCG members to attend if they are able.

Develop Conference Call meeting cycle

- R. Holiday (BIA) has established new conference call line.
- Third Thursdays of every month at 1000-1130 Pacific Time. (This may be adjusted as necessary)
- Conference Call recorder(s) will be identified prior to call. Call summaries will be posted to NSHO Google Drive/NSHO Unit/2019-2021 NSHO All Content/2020 Call Summaries folder.

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

Transition Needs

- NSHO call-in meeting with Scholl, unit Chairs & new members.
- Establish call for comment details and process with NWCG
- Finalize IHOW presentation (Scholl to Develop)

Next NSHO Conference Call: February 20, 1000 hrs Pacific time

Number 866-809-3611

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