



# National Wildfire Coordinating Group Training Delivery Committee

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## Meeting Minutes

**DATE:** January 7, 2021

### **ATTENDEES:**

Arnberger, Jeff, Liaison, Y  
Buhrig, Chris, Primary Member, Y  
Cota, Heath, Co-Chair, Y  
Dalrymple, Daren, Primary Member, Y  
Dillon, Tom, Primary Member, N  
Dinkel, Anna, Primary Member, N  
Dutchick, Peter, Co-Chair, Y  
Fisher, Garth, Liaison, Y  
Flanagan, Sean, Primary Member, N  
Frost-Madrid, Karin, Primary Member, Y  
Gividen, Rick, Guest, Y  
Goodson, Esther, Guest, Y  
Guzman, Frank, Liaison, N  
Hall, Darlene, Primary Member, Y  
Hughes, Jeff, Primary Member, Y  
Jacks, Randy, Guest, Y  
Leshuk, Victoria, Guest, Y  
O'Hara, Kathryn, NWCG Coordinator, Y  
Palmgren, Glenn, Primary Member, Y  
Patterson, Stephen, Primary Member, N  
Prosperi, Alexia, Guest, Y  
Sexton, Richard, Primary Member, Y  
Skraba, Amy, Primary Member, Y  
Snyder, Wade, Guest, Y  
Sorensen, Rebecca, Primary Member, Y  
Wegner, Melissa, Primary Member, Y  
Wilson, Christopher, Guest, Y

### **I. TDC Operations Updates**

- **NWCG update** **Jeff Arnberger**

All Trello Cards have been updated.

200-level courses moved to WFLP NWCG Certified Course library, available for virtual instructor led training (VILT), 300 and 400-level courses in library January 21<sup>st</sup>

RT-130 available in library for VILT, WFSTAR will have same materials plus full catalog of modules, with more to be added in coming months.



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(Wade Snyder requested that syllabus from course in WFLP is added WFSTAR to make it easily replicated for all WFSTAR users.)

ICS-300/400 getting started

M-581 on track

- **OWF Update** **Rick Gividen**

Reports of difficulty finding course content on WFLP. Direct users to Learning Portal Tips block on homepage, “2 clicks and a phrase” (find learning>courses>library)

Contractors are tracking user help questions and will adjust Learning Portal Tips block accordingly.

Additional Editing Trainer Workshops (Feb. 1-5 and Feb. 22-26) added to WFLP 1/8. ETW participants should have need to edit within 60 days, asking for accountability from TDC to ensure need for training. Encourage or require folks participate in introductory “What’s in it for me?” sessions first. (TDC members request bi-weekly ETWs until need subsides. 60-day requirement for ETWs may not be practical for instructors who don’t work in training full-time.)

Darlene Hall/EA: Recommend introductory and advanced level ETWs (Rick scheduled additional quiz and question bank sessions for Feb. 16-19).

Chris Buhrig/NW: Master completion list for ETWs will be helpful (Rick: GA can ask participants to provide copy of certificates, will task our contractor to make an online report available within the WFLP for GATRs to see at-a-glance).

## **II. GA Training Delivery Support** **Peter Dutchick**

### **Updates from GAs on needs for equipment, supplies, support:**

EA: Working with a staff of 2, needs assistance developing/building course materials. Looking for a list of people who can help.

NW: Will know what help the NW needs in a couple of weeks. Familiarizing with new material that’s been created, ensuring content meets NWCG standards.

CA: Figuring out needs and current capacity.



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AK: Unsure what Alaska needs right now. Sharing lessons learned and good communication between GAs will help.

NR: Lessons learned will be shared at next week's GATR meeting

Jeff Arnberger/NWCG: Communicate needs with all partners at GA level before elevating to national level for quicker assistance.

### III. Leadership Course Delivery

Heath Cota

**Courses are slated for in-person, GAs coordinating with vendors, any GA updates?**

RM: Offering back-to-back 380/381 beginning of Feb, going with low numbers (in compliance with county health guidance-current threat level), L-481 March, L-380 April  
Lots of cancellations after sending out selections, direct communications with forest and district leadership has helped.

NR: Meeting with DRF for guidance on in-person (likely cancellation due to county restrictions).

GB: Likely cancellation following meeting on 1/11

AK: In-person training unlikely in AK, due to state and DOD health mandates

NW: Moving ahead with in-person vendor and agency classes for March and April, low class sizes

CA: Everything on schedule for 1<sup>st</sup> deliveries N Ops and S Ops

EA: Still on track

SW: L-course offerings TBD based on noms, course location, state restrictions

SA: No L courses offered at Tennessee/Kentucky Academy this year

Heath Cota: Send numbers of students impacted by cancellations, keep committee apprised. National supervisors briefed, seeking clear guidance. Any national decision on L courses will come down to BLM/FS stance on position training requirements.

Jeff Arnberger/NWCG: Discussing options for short term solution, but no waiver has been granted



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### IV. Lighting Round

EA: Offering courses in the summer to compensate, needs help making courses fully virtual in the portal

SA: TN/KY Academy happening now, RX-301/341 (VILT) Jan. 19-23, RX-310 w/U of I 1/25-2/5, M-581 w/SW last week of Feb., pushing for virtual S-420 in spring

SW: Using NAFRI shell for M-581, adding a supplemental questionnaire for noms has helped in understanding students, have final prioritized list for PTP, cancelled S-330, number of nominees is low compared to brick & mortar, have lost some instructors, some students are unwilling to do VILT, in-person L-380 unlikely

RM: Working with zone reps to enroll them in ETWs, RX-410 moved to last week of Feb., moving ahead on RX-310 w/U of I, M-581 moving ahead w/RM, GB, and AK

NR: Record number of noms, including lots of out-of-GA, not everyone will get in, delivering remote education (RED) office hours, MEDL next week

GB: M-410 and ICS-300/400 this week, going well, RX-310 late Jan., moving ahead w/combined M-581, no additional support needed, meeting Monday on L classes

NW: Scheduled courses moving ahead, working well with U of I/Heather Heward, working on M-581, fully staffed at PNWTC, interested in Workforce Development Specialist collaboration between GAs

AK: Primarily planning, each course will look a bit different in format, platform, etc. Most folks delivering 200-level and below are seasonal, will need ETWs when they return to pay status.

CA: Scrambling, have postponed classes while working on a clear vision for virtual delivery, meeting with cadre to establish expectations, need to collaborate with other GAs

NWCG: Updates were pushed to NWCG website, but working on getting it published

OWF: 2 ETWs added for Feb., open for self-enrollment, quiz and question banks session will be added for Feb. 16-19

Peter Dutchick: Will continue bi-weekly meeting schedule