



National Wildfire Coordinating Group Training Delivery Committee

Meeting Minutes

DATE: October 27, 2022

ATTENDEES:

Arnberger, Jeff, Liaison, N
Bell, Julie, Guest, Y
Benoit, Annie, Primary Member, N
Black, Mike, Liaison, N
Buhrig, Chris, Primary Member, Y
Burkhammer, Erin, Primary Member, Y
Cota, Heath, Co-Chair, N
Dinkel, Anna, Primary Member, N
Dukart, David, Primary Member, Y
Dutchick, Peter, Co-Chair, Y
Flanagan, Sean, Primary Member, N
Frost-Madrid, Karin, Primary Member, N
Gividen, Rick, Guest, N
Guzman, Frank, Liaison, N
Jacks, Randy, Primary Member, Y
Jackson, Colby, Guest, Y
Kufta, Karen, Guest, Y
Lee, Sarah, Advisor, N
Neha, Valdis, Guest, N
O'Hara, Katy, NWCG Coordinator, N
Palmgren, Glenn, Primary Member, N
Patterson, Stephen, Primary Member, N
Reichert, Heather, Notetaker, Y
Scott, Cara, Guest, Y
Sexton, Richard, Primary Member, N
Skraba, Amy, Primary Member, Y
Skudlarek, Mark, Primary Member, N
Trauernicht, Nathan, Primary Member, N
Thomas Dillon, Guest, Y
Wegner, Melissa, Primary Member, Y
Williamson, Kerri, Primary Member, Y

I. TDC Update on Current Actions:

- NWCG Updates

Colby Jackson

S390: During COVID a lot of work was done to make the content distance-learning compatible, currently working to incorporate that work into the updated version. Hoping to wrap up in May, when NWCG is shifting over to a larger curriculum design contract.



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S490: Similar status to S390. Working with Rick Mowry on accessing the course files and developing a course of action (may need FireNet assistance)

S190: Spanish version is now available on the S190 course page. S190 OLT effort is moving along, should be wrapped up this month and will be looking at certification.

RX301/RX341: Updated version is being tested in GB in Dec.

RX310: Blended version is being revisited, incorporating updates in certified version, still has an instructor-led portion

S230: Testing at WFAP in Jan.

S359: Kicked off in last 2 weeks. Depending on what the SMEs recommend, the best case will be a test course by next training season.

S212: Revision effort ongoing, will review FS content in Dec. to determine how it flows into S212, there may be a distance learning component.

FAL1/FAL2: Looking at position requirements right now, SMEs may recommend required training.

Next gen PTB: AAR in Dec on format (not content)

Hiring 2 instruction systems specialists/instructional designers, a BIA training specialist, an assistant training program manager, and a systems improvement contract (CON) program manager.

- OWF/WFLP Governance Board Updates Rick Gividen

No report this month

- Educational Technologies Subcommittee Jon McLaughlin/Heather Reichert

Heather has been working with Totara Direct Services and eClass for Learning on documentation for the Application and Selection Process, which will use a quiz in conjunction with the seminar activity to provide an editing trainer/coordinator with a ranked or prioritized list of students to aid in the selection process.

Totara Direct Services/eClass will be providing continuing education for ETs (target audience is GAs that are using the seminar activity) on the topic of seminar notifications. Will include an intro to the seminar activity and how to manage and customize the notifications to a specific course.

- National Delivery Team Update Pete Dutchick/Cara Scott



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NDT 3 is wrapping up its deliveries this week and switching to assisting others/GAs with their deliveries. Working on a southeastern delivery of S491 that starts next week.

Outreaching for delivery team 4, which is starting in January, focused on aviation courses.

Reach out to Cara with requests for delivery assistance.

NDTs will provide dates/sign-up process.

Delivery Team Page:

<https://wildlandfirelearningportal.net/course/view.php?id=1588§ion=0>

Amy Skraba – It's important to compare the NDT schedules with regional schedules, to make sure that there's no interference. The more in advance we can have the schedules posted, the better this will be for the GAs.

- PMS 901 Request for Change Process Updates Pete Dutchick/Katy O'Hara

POCs for request for change form is close to being finalized, with the goal being that every agency will have a POC or representative on TDC to vet any requests that come in.

- PMS 901/Virtual Instructor-led Learning Integration Pete Dutchick
 - All-in-one document for PMS-901 was confirmed, to include description of VILT and distance learning
 - VILT info on NWCG website will be reviewed by folks from NWCG by Jan/Feb, TDC will then review and determine where it belongs in the 901

- Leadership Course Shells in Development Pete Dutchick

(L380, L381, L481)

Several L-course course coordinators are working together to develop and review shells, adding content for both supplemental leadership resources and support resources, including comprehensive health and wellbeing, Dept. of Labor info, cancer care, etc.

Dutch will present this topic to the Leadership Committee in early to mid-Nov. to gather their input on the project.

Reach out to Dutch/Heather in the meantime for access to a course shell.

- TDC Internal Business Process Introduction - Successional Planning Pete Dutchick

Dutch and Heath will be around for another year but looking to train folks to eventually take over.



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II. Lightning Round:

AK: Collecting noms in WFLP

PNW: Used seminar direct enrollment in the LP for noms, testing the new application and selection process with ranked quiz, adding another training specialist to PNWTC.

NR: Vice Gibson plus another training specialist in fire hire round 1, will be adding more continuing education and workshops to schedule, including type 3 plans workshop, first course of the season next week.

GB: Hired Ian Webb and Joel Welch as training specialists, kicked off training season with 1st RAWs course in early Oct, D-311 is this week, I300 and I400, RX310, and some aviation courses will be virtual, considering to put on one instructor-led S482, will have spots for outside-GA students.

NOPS/SOPS: R5 most folks are busy preparing for reference checks for fire hire, first class will be in Jan., flying details for north, south, and central CA training specialists.

EA: Moving forward ESF4 next month with 19 students, combining some courses with southern area, nom process is all over the board working due to working with the compacts.

RM: Noms in the portal, a few hiccups, but has been well received, only a few virtual courses.

Next meeting will be Thursday, Dec. 8th due to holidays.

Links to pertinent material for review:

[Virtual Delivery of NWCG Training Courses | NWCG](#)

[NWCG Standards for Course Delivery, PMS 901-1 | NWCG](#)

Request For Change Agency Points of Contact: FS-Chris Buhrig, BIA-Mike Black, BLM-Randy Jacks, NASF Glenn Palmgren, NPS-Tom Dillon