

**2024**  
**NATIONAL FIRE PREVENTION**  
**EDUCATION TEAM**  
**(NFPET)**  
**PROGRAM PLAN and SCHEDULE**



PREPARED BY:  
**FIRE PREVENTION EDUCATION TEAM SUBCOMMITTEE**  
**COMMUNICATION, EDUCATION, AND PREVENTION COMMITTEE**  
**NATIONAL WILDFIRE COORDINATING GROUP (NWCWG)**

# NATIONAL FIRE PREVENTION EDUCATION TEAM (NFPET) 2024 PROGRAM PLAN

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## **NFPET MISSION**

The mission of National Fire Prevention Education Teams (NFPETs) is to provide unit and agency managers with skilled and mobile personnel which can supplement or enhance ongoing local wildfire prevention activities where hazard or risk is or is expected to be elevated. Teams are highly effective in their ability to reduce unwanted human-caused wildland ignitions and are equipped to rapidly complete on-site prevention assessments and plans, initiate implementation of such plans, and to begin immediate wildfire prevention activities. Ordering NFPETs for normal, routine, or project work should be discouraged.

## **GEOGRAPHIC AREA AND LOCAL FPETs VS NATIONAL FPETs**

Fire Prevention Education Teams (FPETs) is frequently used as a generic term for teams that have the mission described above. Frequently the term FPETs is used to identify teams that work within geographic areas and states. It is common for states to have their own FPETs and activate them within their state when high fire danger exists. FPETs are also mobilized within geographic areas between states or have team members from throughout the area. To order an FPET, a requesting Host Unit should work through the Geographic Area FPET (GA FPET) Coordinator.

The term National Fire Prevention Education Teams (NFPETs) refers to teams that are mobilized throughout the nation via the NFPET Program Plan and Schedule. There are usually two NFPETs available every two weeks throughout the year. NFPET Fire Prevention Education Team Leaders (PETLs) and Public Information Officers (PIOs) have specific experience and qualification requirements. An NFPET PETL has served on a national team in some capacity (PETL-t, Prevention Education Team Member [PETM], PETM-t, PIO, etc.) and has prior PETL experience within their geographic area or state. Additionally, PIOs on an NFPET are either a Type 2, Type 1, or Complex Incident Management.

Team leaders on the national FPET schedule are committed to serving on-site with their team unless specifically identified as virtual or remote in the Delegation of Authority. Team members beyond the core on-site FPET, may work virtually in support of the on-site team.

A team leader must indicate on the scheduling form if they are only available virtually and this will be reflected on the published schedule. The expectation is the national FPET schedule is inherently for PETLs and FPETs that can serve on-site for a Host Unit. This does not preclude virtual PETLs from serving on a national assignment. If the Host Unit agrees, the PETL and entire FPET may serve virtually. Some team assignments such as hosting on-line trainings and national meetings, creating virtual traplines and social media posts, writing and developing strategies, and reviewing documentation may be compatible for a virtual setting.

## **GA FPET COORDINATORS**

National oversight of the FPET activities is provided by the Fire Prevention Education Team Subcommittee (FPETSC), a subcommittee of the NWCG Communication, Education and Prevention Committee (CEPC). The subcommittee will appoint one member to serve as the National FPET Coordinator and another member as an alternate. GA FPET Coordinators and alternates are encouraged to be identified for each geographic area. A list of the active current year's GA FPET Coordinators is included in Appendix A. Each GA FPET Coordinator shall designate and train at least one alternate.

## **NFPET ORGANIZATION**

National FPETs are supervised by a PETL. Team leaders are assisted by two other members and by additional specialists, as needed to complete a team's assigned tasking as effectively and efficiently as possible.

A basic NFPET is composed of three personnel with these minimum qualifications:

- PETL – Prevention Education Team Leader with previous PETL experience and experience on an NFPET as any other position.
- PETM – Prevention Education Team Member; and
- PIOC – Public Information Officer Complex.

Actual team composition may include additional support positions, as determined jointly by the team leader and the Host Unit, on a case-by-case basis, based on the team's anticipated tasking in their Delegation of Authority. Additional support personnel should be ordered through normal dispatch procedures and may include:

- Agency representative
- Additional trainees
- Wildfire prevention specialist
- Administrative support (finance, logistics, etc.)
- Public Information Officer Technician (PIOT)
- Graphic artist
- Videographer
- Social media specialist
- Prevention patrols

The inclusion or addition of PETL and PETM trainees is encouraged. If the use of trainees is authorized by the Host Unit, priority for assignment is to be given to trainees selected by the Host Unit or Host Unit's GA FPET Coordinator. This is suggested to further build the capacity of the Host Unit or the Host Unit geographic area since they are funding the NFPET.

## **NFPET SCHEDULE**

Each geographic area is encouraged to train and develop nationally qualified PETLs and PETMs and participate in the national schedule. GA FPET Coordinators are responsible for the overall organization of teams from their respective geographic areas. Team Leaders are responsible for selecting team members.

Candidates for team assignment must meet all prerequisites of training, experience, and physical requirements. The basic requirements are set forth in the *NWCG Standards for Wildland Fire Position Qualifications*, PMS 310-1 (<https://www.nwcg.gov/publications/310-1>).

### ***Timeline of Actions:***

- By October 15<sup>th</sup>: FPETSC reviews and edits previous year’s NFPET Program Plan and Schedule to update policy, protocols, GA FPET Coordinators’ names and contacts, and schedule dates. The one-pager provided for the National Mobilization Guide is also reviewed and edited at this time.
- By November 15<sup>th</sup>: The FPETSC provides the updated NFPET Program Plan and opens the next season’s schedule to all qualified PETLs. Prior to scheduled availability, PETLs must identify their team members; confirm their availability during the scheduled time. Rostering the team and mobilization is explained in the NFPET Mobilization and Dispatch section of this document.
- By December 15<sup>th</sup>: The FPETSC completes the NFPET Program Plan and Schedule and marks it “final” with the date. The FPET SC provides it to the PETLs, the GA FPET Coordinators, and the chairperson of the NWCG Communication, Education, and Prevention Committee.
- By January 15<sup>th</sup>: The FPETSC submits the updated one-pager about NFPETs to National Interagency Coordination Center (NICC) and the updated GA FPET Coordinators’ Contact List (Appendix A) for inclusion in the National Mobilization Guide.

### **NFPET MOBILIZATION AND DISPATCH**

The GA FPET Coordinator will request the team leader to prepare a roster with the designated members. Information that should be supplied is the name, position, and dispatch identifier for each member of the team. The team is then listed as available locally during the scheduled time. Different geographic areas have varying rules on specifics of rosters: in some areas the Geographic Area Coordination Center will roster the entire team, while other areas the local coordination (dispatch) center rosters the team, and in others the PETL and team members are able to go into Interagency Resource Ordering Capability (IROC) and make themselves available as “local” so they aren't available for another national request.

Requests for a team should be placed through the established ordering channels using the IROC process on an Overhead Group Request form.

If both the primary and secondary NFPETs from the schedule have been assigned and there are additional needs for NFPETs, the National FPET Coordinator will request the GA FPET Coordinator (starting with closest available geographic area to the Host Unit requesting an NFPET), to query their resources for additional NFPETs or at least PETLs.

National Fire Prevention Education Teams that are “up” on the NFPET schedule, will commit to FPET availability during the duration of dates, and are discouraged from taking other fire assignments during that time. FPETs have a 48-hour call status and will remain in the call status for the duration of the 14 days. This means, the FPET could be assigned on the last day of their on-call status, in essence making the team available for a total of four weeks from the first day of their on-call status. The schedule will change on alternate Tuesdays, at 0001 Mountain Time.

Each team leader is responsible for ascertaining the readiness of their team for dispatch and for notifying their dispatch center and the GA FPET Coordinator of any anticipated change and of the availability of their team for mobilization. The GA FPET Coordinators shall keep the Geographic Area Coordination Centers (GACCs) apprised of the availability of their teams. The GA FPET Coordinators should provide

the GACCs with the NFPET schedule, the names, contact information, and dispatch centers of the team leaders from their geographic area.

Team leaders and members may be released or replaced from a team assignment either temporarily or permanently, and an alternate member assigned for any bona fide reason. This should be rare. Bona fide reasons include, but are not limited to, sickness, agency administrator direction, budget constraints, performance/conduct, unit needs, or family emergency.

If a PETL is on the national schedule or is committed to a team on the national schedule, it is their responsibility to assist in finding a qualified replacement. Some examples of allowances for this responsibility are severe illness, serious personal issues, and mid-assignment performance issues.

- Prior to an NFPET dispatch:
  - The GA FPET Coordinator of the PETL that is on call, shall authorize the replacement of a team leader and notify the National FPET Coordinator of the change.
  - A team leader, in consultation with their GA FPET Coordinator (if time permits) shall authorize the replacement of other assigned team members.
  - Vacancies which occur due to such replacements shall be filled by qualified personnel from the IROC master list provided to the National FPET Coordinator.
- During a NFPET's mobilization:
  - The Host Unit's local agency administrator, who signed the Delegation of Authority, shall authorize the release and replacement of a team leader.
  - A team leader, in consultation with the Host Unit's local agency administrator (if time permits), shall authorize the release and/or replacement of other assigned team members.
  - Vacancies which occur due to such releases/replacements shall be filled by qualified personnel via the established ordering process.
  - Teams or team leaders requested to extend beyond 14 days, must use a [Resource Extension Request Form](#) approved by the Host Unit administrator and also the sponsoring unit (For ADs) or home supervisor (for non-ADs), prior to extension.

## **ADDITIONAL GEOGRAPHIC AREA FPET COORDINATOR RESPONSIBILITIES**

Geographic Area FPET Coordinators shall:

- Work continually and closely with all appropriate GACCs:
  - Monitor and facilitate the mobilization and dispatch of FPETs into and from their region through the duration of their deployment.
  - Discourage local and unique rules, requirements, or limitations that conflict with this plan and which have the effect of reducing the number of teams available for mobilization and dispatch teams prior to going out of the geographic area. This follows standard “closest available resource” rules.
  - Discourage the ordering of teams for normal, routine, or project work.
  - Discourage prolonged back-to-back use of successive teams, except in unusual situations.
- Communicate with National FPET Coordinator and GA FPET Coordinator from sending or receiving Host Unit area, whether mobilization is within geographic area or nationally.
- Create and maintain a list of qualified and trainee FPET PETLs and PETMs within their region, irrespective of their agency or affiliation (active or casual hire/AD).
- Maintain qualified PETLs and PETMs within their geographic area by promoting training and assignment opportunities.

**Appendix A**  
**2024 Geographic Area FPET Coordinators and Alternates**

<b>Geographic Area</b>	<b>Geographic Area Coordinator</b>	<b>Alternate</b>
Great Basin	Dennis Fiore Cell: 971-420-7050 <a href="mailto:dennis.fiore@usda.gov">dennis.fiore@usda.gov</a>	Jennifer Hansen Cell: 435-289-8966 <a href="mailto:jehansen@blm.gov">jehansen@blm.gov</a>
Eastern	Raymond Parrish Cell: (414) 323-0859 <a href="mailto:raymond.j.parrish@usda.gov">raymond.j.parrish@usda.gov</a>	
Northern Rockies	Chris Johnson Cell: (406) 529-7751 <a href="mailto:christopher.johnson5@usda.gov">christopher.johnson5@usda.gov</a>	
Northwest and Alaska	Jacob Gear Cell: (541) 589-4669 <a href="mailto:jacob.gear@usda.gov">jacob.gear@usda.gov</a>	Stacy Lacey/Long Cell: (541) 410-5311 <a href="mailto:stacy.lacey@usda.gov">stacy.lacey@usda.gov</a>
California	Joe Labak Cell: (951) 202-0627 <a href="mailto:Joseph.labak@usda.gov">Joseph.labak@usda.gov</a>	Barbara Geringer-Frazier Cell: 202-577-4827 <a href="mailto:Barbara.geringer-frazier@usda.gov">Barbara.geringer-frazier@usda.gov</a>
Rocky Mountain	James White Cell: (970) 420-2726 <a href="mailto:James.a.white@usda.gov">James.a.white@usda.gov</a>	Sam Strain Cell: (224) 622-1492 <a href="mailto:samuel.strain@usda.gov">samuel.strain@usda.gov</a>
Southwest	Matthew Engbring Cell: (928) 326-3753 <a href="mailto:matthew.engbring@usda.gov">matthew.engbring@usda.gov</a>	Francisco Salazar Phone: (505) 842-3897 Cell: (505) 239-2668 <a href="mailto:Francisco.Salazar@usda.gov">Francisco.Salazar@usda.gov</a>
Southern Area	E.J. Bunzendahl Cell: 859-556-2347 <a href="mailto:elizabeth.bunzendahl@usda.gov">elizabeth.bunzendahl@usda.gov</a>	David Berens 601-319-6823 <a href="mailto:David.berens@usda.gov">David.berens@usda.gov</a>
National	Zach Ellinger Cell: 503-798-5499 <a href="mailto:zellinger@blm.gov">zellinger@blm.gov</a>	Stacey Grimes Cell: 503-307-2256 <a href="mailto:stacey.grimes@usda.gov">stacey.grimes@usda.gov</a>



**Appendix  
B  
2024 National Fire Prevention Education Team (NFPET) Schedule**

<b>PERIOD</b>	<b>Primary Team Leader</b>	<b>Secondary Team Leader</b>
<b>Jan 2- Jan 15</b>	Vacant	Vacant
<b>Jan 16 – Jan 29</b>	Mark Wiles	Vacant
<b>Jan 30 – Feb 12</b>	Mark Wiles	Vacant
<b>Feb 13 – Feb 26</b>	Mark Wiles	Vacant
<b>Feb 27 – Mar 11</b>	Mark Wiles	Vacant
<b>Mar 12 – Mar 25</b>	April Phillips	Florida FS
<b>Mar 26 – Apr 8 Eclipse</b>	Stacey Grimes	Florida FS
<b>Apr 9 – Apr 22</b>	Mark Wiles	Clint Mothershead
<b>Apr 23 – May 6</b>	Mary Leathers	Mark Wiles
<b>May 7 – May 20</b>	Mark Thibideau	Vacant
<b>May 21 – June 3</b>	Zach Ellinger	April Phillips
<b>June 4 – June 17</b>	Florida FS	Linda Hecker - Remote
<b>June 18 – July 1</b>	Stacey Grimes	Linda Hecker - Remote
<b>July 2 – July 15</b>	April Phillips	Zach Ellinger

<b>PERIOD</b>	<b>Primary Team Leader</b>	<b>Secondary Team Leader</b>
<b>July 16 – July 29</b>	Evelyn Morgan	Florida FS
<b>July 30 – Aug 12</b>	Florida FS	Linda Hecker - Remote
<b>Aug 13 – Aug 26</b>	April Phillips	Florida FS
<b>Aug 27 – Sep 9</b>	Vacant	Mark Wiles
<b>Sep 10 – Sep 23</b>	Florida FS	Linda Hecker - Remote
<b>Sep 24 – Oct 7</b>	Florida FS	Mark Wiles
<b>Oct 8 – Oct 21</b>	Stacey Grimes	Florida FS
<b>Oct 22 – Nov 4</b>	Mary Leathers	Florida FS
<b>Nov 5 – Nov 18</b>	April Phillips	Linda Hecker - Remote
<b>Nov 19 – Dec 2</b>	Mark Wiles	Jonathan Clanin
<b>Dec 3 – Dec 16</b>	Linda Hecker - Remote	Mark Wiles
<b>Dec 17 – Dec 30</b>	Mark Wiles	Stacey Grimes