

10/22/2008

## NRCC CENTER MANAGER'S MEETING 2008

### ATTENDEES: (Individuals in Red attended via conference call)

BDC - Larry Elder  
BRC - Kelly McKee  
BZC - Gaylen Yeates  
CDC - Sally Estes, Julia Figgins  
DDC - **Judy Heintz**  
GDC - **Gail Thurston**  
GVC - Julie Lombardo  
HDC - **Steve Webb & Rosanna Finley**  
KDC - Frank Waterman  
KIC - Carol Bienhold, Kara Stringer  
LEC - Jay McAllister, **Shannon Bonney**  
MCC - **Gloria Gunther**  
MDC - Nancy Gibson, Larry Bush, Chris Accetturo  
NDC - Andy Randall  
PDC - Maria Helterline

NRCC - Kathy Elzig, Kim Thomas, Gary Boyd, Ray Nelson, Angle Becker, Pam Jolly, Alyssa Stewart, Tim Murphy

### Welcome to All & Thanks for Participation – Kathy

#### **Additional agenda items**

- Mentioned FS going to new travel service – discussed no change with corporate card?
  - Kathy – Talked w/ Jane Haker – affects emergency travel – Jane bumped it up – RO wasn't aware of this issue – went to WO – they said it is business as usual – no change through end of calendar year. Including TA issue – no change through end of calendar year (ref TA for every individual – ADs ect...)
  - Nancy mentioned ABQ does not know what they are going to do w/ that after Dec. 31st
- Issue of accepting of trainees w/ qualified person w/in GACC
- All documentation disappears after 14 days in ROSS – archived after 14 days? Group discussed not consistent between orders/incidents – Issue may be discussed with dispatch steering committee tomorrow
- Andy mentioned CA “futuring” the order – changing travel to future and then canceling order

- FS reorganization – rumors on the street – would like to see Fire represented w/ Fire or Dispatch liaison – if this Zone reorganization goes into effect. Ref “RoadMap” which is right now R1 only – Leadership Realignment

**Tim Murphy – Contracting – (Available on PowerPoint)**

- Why all the change? Two reasons from Audit – no setting rates up front, must competitive source – Also, no standard rate allowed across the board
- Water Tender Contracts
- Buses
- Fallers – new solicitation this year – dropped type 2 fallers
- Grey Water Tenders – last year first year – hosted by BLM
- Mechanics w/ service trucks – 17 vendors – issues nationally, NR may not win the battle
- Resoliciting Mobile Laundry in 2009
- Refrigeration units
- Tents & Canopies – soliciting nationally – broken down by types based on square footage
- Trailers (communications, clerical support, GIS)
- 2007 NRCG entered into MOUs for inspection and verification of qualifications of Water Handling personnel – saved time & money. WO office of general counsel doesn’t like what we are doing – improper augmentation of government funds – R1 OGC supports us – NRCG board agrees with R1 OGC
- 2000 – MOUs w/ training providers – WCT, Task Books, Training – currently 38 MOU holders providing those services – moratorium on providers right now as sufficient numbers are presently available. Summit on Jan 27<sup>th</sup> in Bob Marshall room with those providers.
- Review of Water Handling numbers in chart form – PPT
- Contention between local fire departments vs contractors – possibly due to slow season
- Contract Engine numbers reviewed – bulk of activity came from CA needs
- Best Value Water Handling 2008 Summary – chart
- Best Value Equipment History Summary – 2007-2008
- Each of 14 Dispatch centers 2008 summary charts for Best Value Equipment
- Congressional inquiry – Are we saving any money using Best Value vs Standard Rate – Summary Savings Chart by Equipment Type
- 2008 Issues –
  - Driving Time - Max 16 hr work day,
  - Per DOT: can only drive 11 hrs; w/ 2 drivers only 14 hours
  - Kathy – what is your idea for clarification for drive time? (Reviewed & stated the above - Group wrote down to disseminate)
  - Mt. Workers Comp. – 170 Compliance Checks – 14 Non- Compliant – Sharing of Workers comp w/ other states - 8 States Extraterritorial Agreements. – NR border states included
  - See PowerPoint for other Misc. examples

- Overhead giving field promotions to contractors – working w/ ops & team personnel to eliminate, as they are then working out of scope of contract
- Sally – Question – contractors being asked to work double shifts in CA?
- Tim – Discussed meeting w/ CAL Fire & options presented – thinks after discussions Cal Fire followed NR agreement
- Carol – Question – Are vendors getting anything in writing when they are not meeting the Best Value needs of agreement? Especially when it is re-occurring with same vendor? Tim – Response – need performance evaluation that will go into file – also discussed other local options, including LE? . Carol – pointed out that this is where ROSS documentation issue is again reoccurring – documentation of the not met requirements gone when to go print later. Kathy – pointed out that this is where we, as dispatchers, need to be doing those performance evaluations so that contracting has something in writing to act on. Larry – Does contractor have any way to refute what a dispatcher would say? Tim – contracting does not see anything in ROSS – contracting needs an email or something in writing (example – sending them home if they can't meet date/time – really gets peoples attention) Newspaper example – also taken into account. Per Larry's question – contracting being required now to go into a new contractor performance system. NRCG website has form that is being utilized. Will merge all performance evals from every dispatch at end of year to enter into this new form/system. Contractor can use this new CPS system to respond or protest. Julia – Is there an opportunity while on the incident to look into performance history of contractor to see history? Tim – short answer is “No” but hold that thought for further discussion later. Sally – as we receive performance evals from vendors, keep feeding to?? Tim – send to Kathy. Julie – vendor with multiple regional agreements? Tim – OGC made national ruling that one piece of equipment can only be on one FS agreement. However, can not dictate to vendor where they can put in for that agreement. Kathy - Will there be some kind of a cross check-in place so there is not double entry of same piece of equipment? Tim – cross check for equipment has been VIN number. (EaTIS) Right now cross check is verbal for VIPR. Nancy – Clarified earlier statement of one piece of equipment per agreement only applies to National Contracts – can have local agreements.
- Due to switch from EaTIS to VIPR – FS will not be taking on a whole lot of new solicitations – passed out NR solicitation roadmap
- Zones will do preseason Incident Blanket Purchase Agreements (I-BPAs), formerly called EERAs.
- Judy – on above – do we have to handwrite them since there is no EERA program anymore? Tim – no electronic program – form still valid – VIPR will fix
- VIPR – New Improved EaTIS – (Virtual Incident Procurement – 2009)
  - Problem with EaTIS – could not support all of these agreements
  - FS put out a contract to replace EaTIS about a year or two ago
  - VIPR – new system. We can no longer access EaTIS
  - Beginning in Jan '09 – R8 will begin using VIPR
  - For 2009 – no personnel component or performance evaluation component
  - New Generation Fire Shelter not required for contractor till 12/09

- NWCG FEWT Engine & Tender Typing Changes – 2010
- Julia – typing of tenders addressed?
  - Tim – Kevin Erickson at meeting in BOI discussing typing for heavy equipment this week.
  - Ray – doesn't necessarily match up with ROSS catalog typing.
  - Carol – are emails from Susan (NRCC) on hold now?
  - Ray – Yes, discussed the varying typing language between contracting and ROSS – addressed naming convention in reference to this issue.
  - Nancy – addressed the changing of classification in ref to time constraints on workload of dispatch centers.
  - Chris – recommended spending time amending reports instead of re-classification
- Kathy – mentioned NRCC fortunate w/ VIPR that we are on the front end and have been working with contracting programs already – not all GACCs are on board yet; however, just wait...
- Tim – Contracting folks go to VIPR in Jan – plan is then to train contractors and agency folks
- Kathy – EaTIS was a good tool for dispatch folks; in VIPR – dispatch has no access – only contract folks & vendor/contractor – VIPR will generate a dispatch priority list – agreements to be hard copy mailed by 6/1/09.
- Sally – will that list have individual names? Tim – planning to generate an excel spreadsheet to show indiv quals to get us through '09
- Chris – address modification sheet issue during this process – some did not even know to bring it with them to inspections
- Nancy – DPL vs Resource List – where is that determination being made? Kathy – rests with CO – discussed history. Carol provided example of port-a-potties. Kathy advised vendor does not have a valid argument ref cost alone – Nancy mentioned proximity to fire – not calculated in. Kathy – advised revisions are likely now that other geographic areas coming on board with all of these new changes and challenges. Sally – good to request clarification on local BPA or agreements for local resources vs using one on the National Solicitation for needs beyond IA. Kathy advised keeping in mind grievance options for Vendors, so have your written justifications for the decisions made.
  
- **Kathy – Utilization of different terminologies – Basically three means to acquire contractor/vendor equipment or goods & services:**
  - **Solicitation and awarded agreements (engines, tenders, buses, etc)**
    - **Priority Lists**
    - **Resource Lists**
  - **Pre-season agreements (I-BPAs)– Zones (done in April, May)**
  - **At Incident – Incident Specific EERAs**
- **Common Terminology:**

- **Best Value – means competitively solicited and awarded (first 2 noted under first bullet above)**
- **Will add language to mobe guide**

### **Ray Nelson – Contracting – Data Entry**

- Discussed Dispatch Priority Lists and associated challenges – NW has consolidated putting in all of the contract information at the GACC level; links it in ROSS to that Resource Item. Once done – shows up under “Agreements” tab in ROSS – shows who is available and in priority order. Able to select vendors from “Agreements” tab in ROSS. Proposes we do that here – that the GACC enters. Group support for Ray’s proposal.
- Julia - two problems – 1) not timely release of resource in ROSS; 2) local card stock information not reflected in ROSS
- Nancy – doesn’t whoever puts in the contract have to manage the passwords for vendor self-status? Group discussion – unless shared? Host center will do.
- Sally – Clarified that this was only for the “Best Value” resources – those national solicitations – not local agreements
- Nancy – cautioned would want to make sure that NRCC doesn’t do anything that would impede the local management of the resource item
- Julia – is there an opportunity to write into the new solicitations that the vendors are responsible for entering their own availability status? Nancy & Carol – both expressed caution for this as everyone may not be able to meet this requirement
- Ray advised working on this proposal still in ROSS with Julie P. – have not been able to make it all work yet – but anticipate being able to replicate
- MDC and KIC volunteered to be test centers; if needed
- Chris – brought up recurring issue of obtaining current, accurate availability of local government resources before going Best Value – Group Discussion
- Sally – Discussed overall success of centers & GACC of utilizing priority lists this last season – Group agreement
- Ray re-emphasized two issues of getting this to work – correct nomenclature in resource item standard and the second issue of maintaining proper sequence of order underneath “Agreements” tab
- **Ray – to close out – GACC will begin making plans to implement this proposal**
- **Naming convention will include GACC Best Value number**
- Gaylen advised that zone BV number is valuable in dispatch procedures
- Julie offered GVC as test group – fewer resources than MDC, but more than NDC for a manageable test group
- **Kathy – Clarified that only the National Solicitations will be entered in the above manner; all other local agreements will remain the responsibility of local dispatch center**

### **Kathy – When does vendor’s time start?**

- isn’t spelled out in solicitation now

- Commonly understood that when a vendor passes inspection, time is then started with travel from their point of hire to the inspection site
- Nancy suggested guidance be issued from the business folks on this issue – example provided of when a vendor shows up for inspection the night before to begin travel early the next day to the advantage of the government
  - **Kathy - Business committee should weigh in on – and with CO and dispatchers input – come up with the proper guidance on this issue**

10/23/08

### **Kathy – Good Morning & Welcome Back**

#### **AGENDA ITEMS:**

- **Dispatch Study** – What are the impacts and how will we address their recommendations? “Futuring” for our NR dispatch organization
  - Kathy – What are your thoughts?
  - Sally – some good recommendations – concerned if it is going in the correct direction
  - Kathy – Streamlining some of our processes re contracting & business practices could be one implementation. Some of the admin duties that were dumped upon re-organization of FS are now being addressed with possible addition of personnel
  - Kathy – likes issues the study brought up – not sure if there is anything we can do to now to implement recommendations from the study. Will discuss further at the National Coordinators Meeting with key players from the study
  - Sally – advised it seems that the IA dispatch office has taken on an administrative role w/ all of ADs, contractors & business aspects of dispatching
  - Gaylen – will be using this document to support requests for additional staffing & structure of local dispatch office
  - Group Discussion of the possibility of ABQ dispatch center of ADs that was mentioned in the study
  - Carol – expressed concern about reduction of staff, especially in seasonal positions due to budget
  - Sally – Center received support from FireOrg on the issue of staffing.
  - Summary – Tremendous amount of work went into study – enough momentum behind it that perhaps it will not stagnate. Group involved in putting this together were sworn to secrecy.
- **IFPM/401 update**
  - Kathy -Aside from the extension letters that came out; no changes for Dispatchers

- Sally – official letter from FS w/ extension to April 1, 2010 – must have all documentation in for review so that they will be able to do the review for each person before October 2010
  - Kathy – handout – pointed out FS has FSFPM – FS intends to put specifics in 5109.17 (see handout)
  - Carol – FNF reviewed IFPM recently – Dispatchers remained under IFPM; Group Discussion on how the determination of complexity will now be made at the “Unit” level – which leaves it open to differing interpretation – not consistent across the board
  - Sally – Clarification on credits – all upper level courses required or can they still be a combo of upper and lower ?
  - Steve - Will accept lower level credits – just had all of his approved by ABQ HCM
  - Sally – advised there is another list out with more NWCG courses that may be approved (not approved as of yet)
  - Kathy cautioned about planning on NWCG courses counting for credits –
  - Carol – mentioned that Sharon Allen-Brick recommended it was important to get everyone’s agency, grade and complexity level into IQCS to make sure the reports that they run are accurate
  - Kathy – clarified that this also applied to DOI
  - Julie – office has been given conflicting info – not sure how to proceed at this point. Did have individuals rated out as to needs before local personnel office went away. Concerned about possibility ABQ will disagree with those individual ratings. No contact now that Jeff Scussel retired either.
  - Kathy – advised that Jeff’s R1 position is being advertised and that IFPM oversight is still a component of that position
  - **Kathy – Key is to be aware of needs and show intent on individual’s training and development plans**
  - Andy – have they changed any of the forestry curriculums to reflect these IFPM/-401 requirements for the up-and-comers?
- **Weight limitations, per NMG 13.8**
    - Sally – one of my units wants this bumped up – his opinion is that in this day and age, a 65 lbs limit doesn’t work Sally supports his recommendation – would like to see some mechanism to move that up – also sent issue to business & ops committee
    - Gary – sent up a general comment – needs to be specific and itemized out for the committees to analyze and consider.
    - Carol – even Helicopter Manager now has to take a laptop
    - Kim – the new generation shelters are also heavier
    - Kathy – have spoken with other folks who are content with the 65 lbs weight; feel it is adequate. Also is used when utilizing charter aircraft, which is rare anymore.
    - Gary – also this hasn’t been enforced in every instance in the past

- Sally – will take this information back and revisit with individual who wanted it bumped up
- **WildCad status**
  - Gaylen – emailed out to all center managers update on latest version of WildCad
  - Site License nationally for FS and BLM – possibility of organizing Users Group for NR – WO BLM and FS have requested contract extensions for another two years Jun 2009 – mid June 2011. Per Chuck Womack FS license on hold for now – they are exploring the “black box” that would share info with all other intel programs that are being used. With WildCad being one of the spokes to the hub, may have to build another supporting platform for all of these to be linked. Would look the same, but different mechanics in the background. With that said, there is opportunity for FS units to come on board since funding is available for this year. Would need a center to express interest and submit request to WO for funding. Rich Wilson is current WildCad rep for this area. Travis Collier will be taking that role on as a rep for the NR
  - Carol – do dispatch offices want to do that independently – or do we want to do that as a GACC?
  - Gaylen – propose each center that is interested in coming on line with WildCad identify one individual to be a contact and they will coordinate with our rep to obtain the funding
  - Sally – what is the likely hood that if we buy into the WildCad of the day that it will remain same as WildCad of the future? Resistance coming from units to invest time & money into something that may not be supported in the future
  - Gaylen – may or may not be WildCad – no answer for time being; there is opportunity now and concerns should also be taken into consideration
  - Kara – experience with WildCad in the past, and expect that updates will be very similar to ROSS updates, as environment is similar
  - Carol – State of MT really supports WildCad due to their cost reporting and data draw requirements
  - Kathy – hear from using offices that WildCad is a good tool – agree with Kara that they will likely just tweak it and not do a complete overhaul
  - Sally – expressed concern about up front time & energy associated with a program that could potentially not be utilized in the future
  - Gaylen – can communicate back through National WildCad users group and allow them to champion the WildCad “starting point” concept for a national cad system
  - Gaylen – Point of Contact for Each Center for WildCad
    - Billings – Laura
    - BRC –
    - CDC – Sally & Gary
    - DDC –
    - GVC – Julie



- GDC – Gail & Travis
    - HLN – Steve & Kim
    - KIC – Carol & Kara
    - KDC – Frank & Vinnie
    - LEC – Jay & Shannon
    - NDC – Andy
    - MCC – Gloria
    - MDC – Chris & Nancy
  - Nancy looking into possibility of utilizing MSO 911 Cad system – inquired about files necessary to set up WildCad
  - Gaylen – Would like to identify at Dispatcher’s Workshop the Super Users in NR to provide a WILDCAD presentation to the group.
  - Carol – concerned about utilization of different cad systems and ability for other individuals to be able to come in and help
- **ROSS access for IMTs in the NR**
- Kathy – push from the IMTs for ROSS access when they are on an incident; encountering different policies depending on where they are – Let’s talk about it
  - Carol – They can make a mess of it quickly – provided example of one individual breaking the limitations in first day
  - Kathy – must access as all or nothing?
  - Julie – IMT role in ROSS allows reports viewing, but no printing
  - Gail – IMTs want ability to print, view etc... have to have a role that limits access to prevent issues that disrupt dispatch operations
  - Nancy – can work well as long as individual with the role is proficient at ROSS – provided example of when it worked well. They want access to print, mostly for their own accountability needs
  - Gary – does anyone out there have a template or agreement for ROSS operating rules for a team? Group – negative – all verbal during in-briefing
  - Carol – Team also interested in seeing status of pre-orders
  - Nancy – also want to be able to create pre-orders
  - Sally – is this something that Julie P. could take to the ROSS change board – for another access role?
  - Steve – R3 center managers were supporting putting support dispatchers with the team – still worked for expanded – seemed to work well
  - Kathy – Teams need & want access – providing someone with those skills benefits both IMT and dispatch.
  - Kara – specific agreement with team at takeover had assisted this
  - Kathy – define up front the role of that individual and the parameters of their ROSS access
  - Carol – lots of ORDMS, etc who do not work with ROSS on a regular basis – can cause problems as they are not up on latest updates

- Kathy – What about Dispatch supv selecting a person (EDSD) to go out to ICP to work ROSS with the team; would still be assigned to the dispatch organization
  - Shannon – thinks it would be beneficial in the long run
  - Nancy – not sure if it is something we can guarantee all the time due to shortage of qualified individuals; Good idea though
  - Kathy – Is it SOP now to have this access discussion during the Team inbriefing? Group – differed, some have one-on-one discussing with ORDM and Center Manager
  - Nancy supported Gary’s proposal for a written template or agreement
  - **Kathy – Dispatch Steering committee to address both long term and short term solutions – Long Term: role for IMT access being put up to change board for print capability and to redefine role to exclude new request entry ability. Will explore short term solution options as well.**
- **Expanded dispatch organizations – Consolidation Issues**
    - Kathy – Larry did consolidation work in ’07 for BDC and LEC expanded dispatch org needs?
    - Larry – Worked well; however, good to have a local individual come from that zone or center to provide guidance on local knowledge and policy
    - Carol – how do you do your source list? Whose base of resources should you use?
    - **Kathy – important to have those discussions right up front and agree how you are going to break it out**
    - Nancy – confusing for the Teams too – Teams would like to be able to go direct to the closest dispatch; however, can become unmanageable quickly
    - **Kathy – will need to continue to talk it out and communicate as much as possible**
- **Excellence in dispatching ’08 nominations and timeframes**
    - Kathy – Ties in well with Steering Committee tasking
    - Kim – Steering Committee conference call discussed this – would **request nominations be sent to Kim directly by Nov 21<sup>st</sup>**. Will utilize two of the steering committee members to review the nominations and make a recommendation for Kathy to take up to the National Coordinators Meeting
    - Kathy – anyone can turn in a nomination – not just those within the Dispatch community. Kathy will send out to multiple mailing lists so as to give opportunity to all to nominate an individual
    - Kathy will take our NR nomination to National Cords in December, we’ll also have recognition for NR dispatcher at our spring ’09 dispatcher meeting
    - Sally – would like some kind of acknowledgement upon receipt of nomination by GACC. Kim will accomplish that task.

- **NR Dispatch steering committee tasks and priorities - Kim**
  - Will post minutes from yesterday's conference call on website
  - Thanks to Wendy for all of the efforts on the new website – NRCC – Dispatch – First one on top right column: NR Dispatch Steering Committee. Web Site includes not only the notes but a task tracking feature as well as the status of each assigned task and a form for submission of new tasks.
  - Tasks from last Workshop
    - IMT stress workshop – Kim has talked to Theron Miller who will be submitting a formal request for survey to begin the process of funding. Two part process – 1<sup>st</sup> part – pilot with survey to all of dispatch community – 2<sup>nd</sup> part – coming up with coping methods. Task is still open – assigned to Kim. Will continue to provide updates
    - Task to have M-480 class – Wendy is working on that – several issues: dispatcher meeting has a packed schedule already – difficult to add in another 7 hour course – decided it is not an issue for now since in '09 it is being offered in NR – also few Dispatch individuals need it – is only a FS need, not interagency
      - Andy – suggests all talk to their fire managers and all involved with the MAC group – more individuals can benefit from this training in addition to dispatchers
      - Kim – maybe it needs to be promoted from the Steering committee to the training committee to identify a larger target audience
      - **Kim – closing this issue out with follow up to training**
    - Third Task – Tony is the lead – resolving issue of guest profiles on computers – HDC ran into this issue – IT wanted to deny FS guest profiles –
      - Julia – Laurie J. is taking the lead going around to each of the regions and getting the profiles established. CDC was pro-active in doing this – it is a long process
      - Rosanna – little over a year ago she was stuck in this process – finally got the profiles, also there is supposed to come with the profiles a tracking spreadsheet – they never got it
      - Sally – would like this information disseminated so folks can begin the process due to the time involved
  - Kim – Dispatcher's Workshop
    - How to break out the roles – will get w/ Carol & Kara – also want ideas from group for topics, guest speaker, etc...
    - Carol suggested personality typing session from local source
    - Gaylen – WildCad demonstration
    - Sally – make sure IC rep knows date/time
    - Kim – would like gifts & items for Grab Bag

- Carol – scheduled for March 11<sup>th</sup> – 13<sup>th</sup> in Whitefish at Grouse Mountain Lodge – reservations will need to be made right after first of the year – will guarantee fed govt per diem
  - Julie – have we firmed up start date?
  - Kim – We are Wednesday at 0800
  - Julie – will need to narrow agenda to two and a half days. Travel times may be an issue
  - Sally – mentioned taking advantage of govt facilities and amenities already available to us instead of traveling around
  - Carol – advised we still have time now and could switch to MSO
  - **Kathy – advised since we are nearly into Nov – keep it this way for 2009 – revisit for 2010 at this coming spring’s meeting**
  - Nancy added that March is busy time for Training Center – could possibly use another facility (example of Ruby’s not charging for conference room)
  - Gaylen – one agency facility in Belgrade also
  - Sally – have one in our area
  - Gary – Training group is working on a list identifying govt facilities in the NR
  - Kathy – who is on Training committee from the dispatch group? Rosanna was, needs to pass the hat. At spring meeting we will talk about the dispatch reps to all of the different committees
  - Andy – Kitty is also on training committee
  - Sally confirmed meeting attendance of approx 60 individuals for purpose of finding facilities
  - Paul Fieldhouse – questioned him about the spring training meeting schedule – looking like all day on Tuesday now, but committee chair puts agenda together –
  - Kathy – will plan on Weds morning through Friday noon for the ’09 spring Dispatcher workshop
  - Julie – Dispatch Steering committee will be doing the agenda – possibility of altering agenda to accommodate those who need to travel earlier; also look at holding longer days Wed. & Thurs?
  - Kim – will post comments from last workshop on new website
- Kim – charter says we will annually review – committee has no changes – will send out for review with due date back in
- Kim – six committee members – committee is interagency – currently no rep from BIA – are open to addition of other members – able to remain the way we are for another year – will ask for two new members in 2010
- Kim – New Tasks acquired from this meeting:
  - NR ROSS Rules/Protocols (IMT roles)
  - Documentation/Storage issue in ROSS
- **Kathy – trainees within GACC**
  - Sally – within GACC was an issue – provided one specific example – did get a few out – do need to do a better job of getting them out with a qualified individual

- Kathy – SOP within NR is that if there is an opportunity the teams are usually all over it
- Kathy – during inbriefing with the teams, is that brought up with the agency administrator? Group acknowledged yes
- Nancy – observed that AD trainees are not necessarily approved though
- Nancy – perhaps prompting IMTs when order placed to request trainees
- Kathy – IMTs have a concern with having trainee orders filled but the fully qualified orders not filled; will bring to the nat. cord meeting the need to identify a way to bring along trainees
- Andy – Up to host agency if they will pay for a trainee on that incident
- Kathy – Mark Hepler is our rep to the ops committee meeting to be held in mid December. Needs to be brought up again.
- Kim – Air Attack ADs don't want the liability of signing off tasks for agency personnel; however, they are not signing off the full task book – may be an issue one hears from the ADs – be aware of this concern and ready to explain to them that since they are only signing off on individual tasks and not the whole task book that there isn't a liability issue.
- Kim – if we came up with a list of all critical Trainees available in neighboring units – could be part of the in briefing to let IC/Team know these individuals are available to them. Nancy & Carol advised this was already done on a local unit level
- Sally – In blue pages of Incident Business Management Handbook reference procedures for hosting ADs who live within that dispatch zone
- Kathy – need to come to majority agreement as to how we will take care of NR ADs needed and available for NR incident needs
- **Kathy – for change to occur it must be driven from the bottom up – FMOs and other managers need to be aware of and understand the potential safety and other operational impacts and concerns of the ever-increasing administrative responsibilities falling to the dispatchers**
- Kathy – In our Dispatchers Report – released from WO level and trickling down – we need to take action and bring up these issues and the recommendations to FMOs, staff officers, managers, etc utilizing the report to validate these concerns that have been voiced over the years.
- **Kathy** – touch base with your zone reps prior to NRCG meeting in Bismarck regarding issues that are pertinent to dispatch such as contracting, EaTIS going away and VIPR, AD workload, etc.
- **Kathy - National Coordinators meeting** – Gary & Kathy will be attending – a big topic will be the private contracting issue and standardizing what needs to be in ROSS vs. filled by agreement. Also – having acceptance of Trainee in special needs section when filling a fully qualified order.
- **Issues/changes/kudos to take to other meetings this winter**
  - Carol - Intel – option of showing private ownership on reports so they are not lumped into MT-KIC. Nancy – advised Carol to talk with Colleen – it is already possible to accomplish this on the reports

- **Carol – message from Colleen – do not do Final 209s until Fire Use Fire is called out – offices are already required to put them into FireStat before called out due to Regional Forester needs. NR is only GACC that does Final 209s after a Fire Use Fire is called out – would like to see NR join rest of GACCs and allow completion of the Final 209s before the fire is officially called out.**
- **Kara – believes it is spelled out really well in Sit Reporting Guide already**
- Julie – would like to whomever takes Colleen’s job upon her retirement track the acreages broken out by protection and ownership on the sit report and see how accurate they are with the end of the year numbers from the final fire reports. (To check accuracy of new sit reporting.)
- Andy raised issue of higher up individuals wanting numbers from SIT report to match FireStat
- Sally – SIT report used to be a tool for back and forth between the GACCs – now WO is using it in a different manner than original intent.
- Kathy – is designed as an overall snapshot in time for activity and resources commitment – also is used as a planning tool
- Nancy – SIT is just a swag – if it weren’t we wouldn’t have to keep cuff records
- Carol – expressed that KIC puts quite a bit of time into maintaining accuracy of SIT report numbers – cited Red Eagle Fire importance due to tort claim
- Carol – requested that any dissemination from NRCC not be sent directly to managers, etc without Centers or Center Managers seeing them first (Ref SIT reporting graphs of missed reports)
- Kathy – understands centers concerns – does think it is important that the SIT report is done due to all the interagency offices and WO level folks looking at it
- Julie – advised that courtesy calls in the past were helpful as a reminder to complete the sit reports when offices are busy

**Meeting Adjourned at 1215 Hours**