

**National Wildfire Coordinating Group
100th Meeting Minutes
October 10-11, 2007**

Action	Decision		Item
		1.	Welcome, Introductions, and Meeting Packet Review
		2.	Agenda: Review and Finalize
	X	3.	99th NWCG Meeting Minutes and Strategic Planning Meeting Minutes: Review and Approval
		4.	Action Items Tracking Table: Review and Update
X	X	5.	Crosswalk Project: Review and Approval of Final Project and Update on Gap Course Development
X	X	6.	SHWT: Minimum Standards of Incident Emergency Medical Services
X	X	7.	FEWT: Automated Electronic Defibrillators (AED's) and Contract EMT Kits
X	X	8.	FEWT: Engine and Tender Typing: Review and Approval of Proposal Setting a Minimum Standard for National Mobilization
X	X	9.	IOSWT: T1/T2 Assessment: Review Interim Report re Transition Issues and Plan for Complex IMT System
X	X	10.	NWCG: Communication Plan
	X	11.	FENWT: RAWS/ROMAN: Presentation and Review of Report re Future Size of RAWS Network and Fate of ROMAN
	X	12.	TWT: NWCG Instructor Qualifications: Discussion on Course Revision and Instructor Qualifications
		13.	NWCG Strategic Plan: WT Actions Plans, Assignments, and Priorities
		14.	NWCG Restructuring Action Plan: Complete WT Action Plans and Crosswalk Strategies, Substructure, and Products
		15.	Joint Meeting with WFLC and FEC
	X	16.	Signing Ceremony of MOU and New NWCG Charter
		17.	Future Meeting Schedule
	X	18.	NWCG Chair and Vice-Chair Positions
X	X	19.	NFAEB and NWCG Memorandums and Meeting Minutes
	X	20.	Local Fire Department Representation on NWCG
	X	21.	NWCG Restructuring Action Plan – Continuation
	X	22.	FEWT: Potable Water Standards
		23.	Round Robin

National Wildfire Coordinating Group
100th Meeting Minutes
October 10-11, 2007

The 100th Meeting of the National Wildfire Coordinating Group was held in Shepherdstown, West Virginia on October 10-11, 2007.

Members Attending: Kirk Rowdabaugh (Chair), NASF, Western States
Susan Conard, USFS – Fire Systems Research
Karyn Wood, US Forest Service
Jim Erickson, Intertribal Timber Council
Mike Long, NASF Eastern States
Tim Murphy, Bureau of Land Management
Mike Wallace, National Park Service
Brian McManus, Fish and Wildlife Service
Lyle Carlile, Bureau of Indian Affairs
Mike Dougherty, U.S. Fire Administration
Jim Smalley, National Fire Protection Association
Bonnie Bradshaw, NWCG Executive Secretary

WT Chairs Attending: Tory Henderson, FS - FEWT Chair
Shari Shetler, BLM - IRMWT Chair

Guests Attending: Judy Crosby, BLM - NWCG PMO
Becky Brooks, FWS

Call-Ins: Paul Scholobolm, BLM - FENWT Chair
Logan Lee, FS, TWT Chair

Meeting started at 8:00 a.m.

1. Welcome, Introductions, and Meeting Packet Review (Kirk Rowdabaugh – Chair and Bonnie Bradshaw – Executive Secretary)

Discussion: Kirk Rowdabaugh welcomed everyone. Meeting packet was briefly explained, as well as new handouts packet.

2. Agenda: Review and Finalize (Kirk Rowdabaugh – Chair)

Distributed and reviewed:

Handout No. 1: 100th NWCG Meeting Agenda

Discussion: Agenda was reviewed, and Tory Henderson requested that the Potable Water Standards be placed on the Bin Item List.

3. 99th NWCG Meeting Minutes and Strategic Planning Meeting Minutes: Review and Approval (Kirk Rowdabaugh – Chair)

Distributed and reviewed:

Handout No. 2: NWCG 99th Meeting Minutes

Handout No. 3: NWCG Strategic Planning Meeting Minutes of 9/5-6/07

Discussion: Minutes were approved as written, with Jim Smalley to supply a short paragraph on Page 14 for the WUIWT discussion.

DECISION: On 99th NWCG Meeting Minutes, agreed to accept the minutes as written, with WUIWT paragraph added by Jim Smalley.

4. Action Items Tracking Table: Review and Update (Bonnie Bradshaw – Executive Secretary)

Distributed and reviewed:

Handout No. 4: NWCG Action Items Tracking Table (Parent Group)

Handout No. 5: NWCG Action Items Tracking Table (Working Teams)

Discussion: The action items were reviewed and updated. Any updates should be sent to the Executive Secretary. The column currently titled “Group/Topic” will be split and another column added for sorting convenience (i.e., Group column and Topic column).

5. Crosswalk Project: Review and Approval of Final Project and Update on

Gap Course Development (Mike Dougherty – U.S. Fire Administration)

Distributed and reviewed:

Handout No. 6: Skills Crosswalk: Wildland Training for Structural Firefighters

Discussion: A PowerPoint presentation was given. The topics covered in the PowerPoint were:

- Goal
- Phase 1 Accomplishments
- Phase 1 Recommendations & Next Steps
- Phase 2 Accomplishments
- Results of IAFC Evaluation
- IAFC Further Recommends
- Comparison Hours Saved
- Alternatives, as presented at 99th Meeting
- Next Steps, as presented at 99th Meeting
- Decisions presented at 99th Meeting
- Alternatives Selected at 99th Meeting
- Next Steps:
 1. Provide the Skills Crosswalk.
 2. Build “skills gap” course for each position.
 3. Plan for maintenance of Skills Crosswalk (on TWT’s radar screen for training changes and parent group’s radar screen if core competencies change).
- Additional NWCG Actions:
 1. Approve implementation of Phase II of the “Crosswalk” Project (contains the course information).
 2. Communicate through the agencies’ fire management programs the use of the “Crosswalk”. (This would be a start. The Communication Plan in the Crosswalk project addresses how this will get out to others.)
 3. Address “Crosswalk” as a methodology to achieve NWCG Certificate in 310-1 (310 is currently being revised).

A question was asked about putting the Crosswalk on the Fire Wise website. No decision was made, but will need to be decided on in the future. Karyn Wood will have Tammy Denney put the Crosswalk on the NWCG website since this is NWCG owned.

ACTION No. 100-01a: On Wildland Training for Structural Firefighters, convey task assignment to NWCG Webmaster to put Skills Crosswalk on the NWCG website.

Lead: Karyn Wood

Due Date: October 25, 2007

ACTION No. 100-01b: On Wildland Training for Structural Firefighters, put Skills Crosswalk on the NWCG website.

Lead: NWCG Webmaster (Tammy Denney)

Due Date: November 1, 2007

DECISION: On Wildland Training for Structural Firefighters' Crosswalk Project, agreed unanimously to approve the implementation of Phase II. It was further agreed that a letter from NWCG should be sent to all agency's fire management programs about the use of the Crosswalk Project. It was further agreed to incorporate the Crosswalk Project into the 310-1 Course.

ACTION No. 100-02: On Wildland Training for Structural Firefighters' Crosswalk Project, compose a NWCG letter to be sent to agency fire management programs about the use of the Crosswalk Project.

**Lead: Mike Dougherty
Due Date: November 1, 2007**

ACTION No. 100-03a: On Wildland Training for Structural Firefighters' Crosswalk Project, convey task assignment to IOSWT to incorporate the Crosswalk Project into the 310-1 Course.

**Lead: Mike Dougherty
Due Date: November 1, 2007**

ACTION No. 100-03b: On Wildland Training for Structural Firefighters' Crosswalk Project, incorporate the Crosswalk Project into the 310-1 Course.

**Lead: Bob Leaverton, IOSWT Chair
Due Date: January 2008**

ACTION No. 100-04: On Wildland Training for Structural Firefighters' Crosswalk Project, work with NIFC External Affairs on non-traditional distribution of the Crosswalk Project.

**Lead: Tim Murphy
Due Date: November 1, 2007**

Mike gave an update on the gap course development. Gap Courses should be completed by October 2008. The Crosswalk Project should be described and incorporated in the Refresher Course. Tim Murphy will notify the TWT that they now own the Crosswalk and are responsible for the Gap Course maintenance schedules.

ACTION No. 100-05: On Wildland Training for Structural Firefighters' Crosswalk Project, convey task assignment to the TWT that they own the Crosswalk Project and are responsible for the Gap Course maintenance schedules.

**Lead: Tim Murphy
Due Date: November 1, 2007**

6. SHWT: Minimum Standards of Incident Emergency Medical Services (EMS): Review and Approval of Minimum Standards (Mike Long – NASF)

Distributed and reviewed:

Handout No. 7: Minimum Standards of Incident Emergency Medical Services

Discussion: Handout was reviewed and approved as presented.

DECISION: On Minimum Standards of Incident Emergency Medical Services, agreed to accept handout as presented, have IOSWT arrange to place it in the 410 Fireline Handbook, have Tim Murphy arrange to place it in the Interagency Standards for Fire & Fire Aviation Operations Handbook (Red Book), and send this out to all agencies under a NWCG Memorandum.

ACTION No. 100-06a: On SHWT: Minimum Standards of Incident Emergency Medical Services, convey task assignment to IOSWT to place minimum standards chart into the 410 Fireline Handbook.

Lead: Karyn Wood

Due Date: January 29, 2008

ACTION No. 100-06b: On SHWT: Minimum Standards of Incident Emergency Medical Services, incorporate the minimum standards chart into the 410 Fireline Handbook.

Lead: Bob Leaverton, IOSWT Chair

Due Date: January 29, 2008

ACTION No. 100-07a: On SHWT: Minimum Standards of Incident Emergency Medical Services, convey task assignment to Federal Fire Policy Directives Task Group to place minimum standards chart into the Interagency Standards for Fire & Fire Aviation Operations (Red Book).

Lead: Tim Murphy

Due Date: January 29, 2008

ACTION No. 100-07b: On SHWT: Minimum Standards of Incident Emergency Medical Services, incorporate the minimum standards chart into the Interagency Standards for Fire & Fire Aviation Operations (Red Book).

Lead: Rick Jensen, DTG Chair

Due Date: January 29, 2008

ACTION No. 100-08: On SHWT: Minimum Standards of Incident Emergency Medical Services, compose a NWCG letter to be sent to all agencies attaching the minimum standards chart.

Lead: Tory Henderson

Due Date: October 30, 2007

7. FEWT: Automated Electronic Defibrillators (AED's) and Contract EMT Kits (Tory Henderson – FS)

Distributed and reviewed:

Handout No. 8: AED's and Contract EMT's Kits Briefing Paper

Handout No. 9: EMT Kits Chart

Discussion: Handouts were reviewed. Group agreed that the kit can be hired without the person (Recommendation B). Tory will be sending this to the SHWT for their comments and is hopeful in finalizing this by December. She is working with the IOSWT on Recommendation C.

DECISION: On Automated Electronic Defibrillators, agreed to accept the briefing paper as a proposal, with a change to Recommendation B. Change would be that the kit can be hired without the person.

ACTION No. 100-09: On FEWT: Automated Electronic Defibrillators (AEDs), continue developing and finalize briefing paper for presentation to NWCG at the January Meeting.

Lead: Tory Henderson

Due Date: January 29, 2008

AGENDA ITEM FOR NEXT MEETING — AEDs – Final Approval on Briefing Paper – Tory Henderson – 15 minutes – January Meeting

8. FEWT: Engine and Tender Typing: Review and Approval of Proposal Setting a Minimum Standard for National Mobilization (Tory Henderson – FS)

Distributed and reviewed:

Handout No. 10: FEWT Memorandum on Proposed Engine and Typing Standards, dated 10/2/07

Handout No. 11: Recommended Engine and WT Typing (table) and Rationale for Typing Changes

Handout No. 12: Current and Proposed Typing Requirements on Engines

Discussion: Handouts were reviewed. Recommendation was made to change the title to “Minimum National Mobilization Standard” on Engine and WT Typing.

DECISION: On FEWT’s Proposed Engine and Typing Standards, agreed to accept the engine and water typing document as written, with changing the title to “Minimum National Mobilization Standards on Engines and Water Tenders.”

NIMS (National Incident Management System) has taken NWCG standards and modified them. Tory will talk with Steve Gage about the NIMS standards, and will draft an NWCG Memorandum requesting NIMS to adopt NWCG standards for wildland engines and water tenders.

ACTION No. 100-10: On FEWT: Minimum National Mobilization Standards on Engines and Water Tenders, discuss standards with Steve Gage, and draft a NWCG Memorandum requesting NIMS to adopt the NWCG standards.

Lead: Tory Henderson and Mike Dougherty

Due Date: October 30, 2007

Handout No. 12 was discussed. The minimum standards for personnel on a Type 3 engine should be changed from 2 to 3. All other changes (noted in blue on the handout) were accepted.

DECISION: On Typing Requirements on Engines, agreed with all changes (noted in blue) on the handout. Further agreed to change the minimum personnel on a Type 3 engine from 2 to 3.

Tory will have this incorporated into the 410 Fireline Handbook.

ACTION No. 100-11: On FEWT: Typing Requirements on Engines, incorporate changes into the 410 Fireline Handbook.

Lead: Tory Henderson

Due Date: December 1, 2007

9. IOSWT: T1/T2 Assessment: Review Interim Report re Transition Issues and Plan for Complex IMT System (Karyn Wood – FS)

Distributed and reviewed:

Handout No. 13: IOSWT Memorandum on Incident Management Team Typing, dated 5/02/07

Discussion: Handout was reviewed. Karyn met with IOWST a few weeks ago, and they are involved in the competency based system at the present time. IOWST feels that complexity of incidents is a big issue. Mike Wallace suggested that this discussion be postponed until the substructure of NWCG is completed. Discussions on the issues (quality of personnel and size of Type 2 Teams) should be ongoing. S-420 (Command and General Staff Course) should be reviewed also on Type 2 Teams.

DECISION: On Incident Management Team Typing, agreed to postpone making a decision on this until the NWCG substructure is completed. Further agreed to keep discussions ongoing, and place topic on the Action Tracking Table.

ACTION No. 100-12: On IOSWT: Incident Management Team Typing, decision will be postponed until the NWCG substructure is completed, but discussions will be ongoing.

Lead: Karyn Wood

Due Date: Ongoing

AGENDA ITEM FOR NEXT MEETING – NIMO – 2007 Review – Karyn – 20 minutes – January Meeting

10. NWCG: Communication Plan (Mike Wallace – NPS)

Discussion: Mike Wallace has spoken to WFEWT (Wildland Fire Education Working Team) about the need for an NWCG Communication Plan that lays out SOP (standard operating procedures) and how we communicate to the field and agencies. This would be the architecture of communication and the mechanism to deliver messages, not the pathway. Plan development should involve input from NIFC's Public Affairs Office. This topic will be discussed in the substructure meetings.

DECISION: On NWCG Communication Plan, agreed that WFEWT should develop a draft Communication Plan, with input from NIFC's Public Affairs Office, by the January NWCG Meeting.

ACTION No. 100-13a: On NWCG Communication Plan, convey task assignment to the WFEWT that they develop a draft Communication Plan, with input from NIFC's Public Affairs Office.

Lead: Mike Wallace, WFEWT Liaison

Due Date: November 1, 2007

ACTION No. 100-13b: On NWCG Communication Plan, develop a draft Communication Plan, with input from NIFC's Public Affairs Office.

Lead: Maureen Brooks, WFEWT Chair

Due Date: January 28, 2008

AGENDA ITEM FOR NEXT MEETING – WFEWT: Review draft of NWCG Communication Plan – Maureen Brooks – 30 minutes – January Meeting

11. FENWT: RAWS/ROMAN: Presentation and Review of Report re Future Size of RAWs Network and Fate of ROMAN (Paul Schlobolm – BLM)

Distributed and reviewed:

Handout No. 14: FENWT Agenda Item Request Form

Handout No. 15: RAWS/ROMAN Study Report, Executive Summary, dated 10/10/07

Handout No. 16: RAWS/ROMAN Study Report, dated 10/10/07

Discussion: Handouts were sent out prior to meeting for review. A PowerPoint presentation (42 slides) was given. Paul stated that ROMAN should be supported.

DECISION: On RAWS/ROMAN, agreed that at the January Meeting, NWCG will make decisions on how to proceed with RAWs Study to determine how the network will look in the future and the fate of ROMAN.

AGENDA ITEM FOR NEXT MEETING – FENWT: RAWS/ROMAN – Make decisions on how to proceed with RAWs study to determine how the network will look like, and the fate of ROMAN – Paul Schlobolm – 1.0 hour (20 minutes for presentation and 40 minutes for two decisions)

12. TWT: NWCG Instructor Qualifications: Discussion on Course Revision and Instructor Qualifications (Logan Lee)

Distributed and reviewed:

Handout No. 17: Instructor Certification

Discussion: Handout was reviewed. Logan stated more editorial work has to be completed

including tightening up the definitions. This is a draft on the approach to instructor certification and qualification for NWCG. The approach is designed to:

1. Provide the flexibility NWCG wants to broaden instructor pool with quality instructors.
2. Provide tracking capability through IQCS.
3. Lead towards probable standards that DHS may impose on emergency managers and responders.
4. Decertification & recertification processes.

The approach will need to be delivered effectively by member agencies, and communicating NWCG intent will be important. NWCG believes the approach is on target and wants TWT to finalize for distribution prior to the holidays.

DECISION: On TWT: NWCG Instructor Qualifications, agreed that approach on the Instructor Certification document is correct, and once final edits are complete, it will be sent out under a NWCG Memorandum.

13. NWCG Strategic Plan: WT Action Plans, Assignments, and Priorities (NWCG Members and Shari Shetler – BLM)

Discussion: Shari Shetler stated that the Strategic Plan should be reviewed and adjusted. Goal 6 – Incident Operations was reviewed (objectives, critical success factors, barriers, and strategies). It was decided to stop reviewing the Strategic Plan and shift to validating the substructure.

Meeting was adjourned at 5:00 a.m.

Thursday, October 11, 2007

Meeting started at 8:05 a.m.

14. NWCG Restructuring Action Plan: Complete WT Action Plans and Crosswalk Strategies, Substructure, and Products (NWCG Members, Judy Crosby – NWCG)

Distributed and reviewed:

Handout No. 18: PMO Packet (Product Types, Convergence Activities, Strategic Plan, Functional Model, Substructure Functions & Groups, Existing Teams/Groups, Strategy/Functions, and Strategy Products)

Handout No. 19: Draft NWCG Restructuring Action Plan

Discussion: Judy Crosby gave the history and where we are now. It was suggested that under parent group, there should be three boxes: Program Management, Operations, and Support & Enabling, but nothing was decided. Kirk suggested that NWCG should look at horizontal teams (sciences and support teams) that are overall help to all teams and then have vertical teams (deals

with issues). Analysis of the working teams (why they were formed and their function) should be made in order to decide how to categorize them.

The Grouping of Teams/Groups and the Organizational Support for Parent Group & Teams spreadsheet were reviewed. Group came up with the following chart that shows the general categories of NWCG:

	Program Management	Incident Management	NWCG
Organization Support	→	→	→
Business Operations	→	→	→
Communications	→ ↓	→ ↓	→ ↓

15. Joint Meeting with WFLC and FEC (NWCG Members)

Discussion: A PowerPoint presentation was made to WFLC (Wildland Fire Leadership Council) and FEC (Fire Executive Council) on Wildland Fire Governance. Speakers during this presentation were:

- a. Kirk Rowdabaugh, NWCG Chair – Introduction, Historic Governance Structure, and Current Governance Structure
- b. Mark Beighley, FEC Chair – Wildland Fire Governance, Changes in Fire Environment and Fire Leadership Governance, and Interagency Wildland Fire Governance Structure
- c. Tim Murphy, NFAEB Chair – NWCG Membership, NWCG/NFAEB Merge, Enterprise Architecture, National Wildland Fire Enterprise Architecture (NWFEA), NWCG Strategic Plan (NWCG Vision, Mission, Guiding Principles, and Goals), Mapping to 10-Year Implementation Strategy, New NWCG Substructure and Operating Guidelines, MOU (Memorandum of Understanding), NWCG Charter, and Where Are We Now Summation, and Next Steps.

A question and answer session was held following the presentation.

16. Signing Ceremony of MOU and New NWCG Charter (NWCG Members)

Handout No. 20: Memorandum of Understanding

Handout No. 21: NWCG Charter

Discussion: The MOU and Charter were signed by the following people:

a. MOU:

Person	Title	Agency
James Caswell	Director	DOI - Bureau of Land Management
Bill Downs	For Jerry Gidner - Director	DOI - Bureau of Indian Affairs
Kenneth Stansell	For Dale Hale - Director	DOI - Fish and Wildlife Service
David Wenk	For Mary Bomar - Director	DOI - National Park Service
Jim Hubbard	For Abigail Kimbell - Chief	US, Forest Service
Charlie Dickinson	For Gregory Cade, Administrator	DHS, U.S. Fire Administration
Kirk Rowdabaugh	President	National Association of State Foresters
James Erickson	For Nolan Colegrove, President	Intertribal Timber Council

b. NWCG Charter:

Person	Title	Agency
Mark Beighley	Chair	Fire Executive Council
Jeff Jahnke	Chair of Fire Committee	National Association of State Foresters
James Erickson	For Nolan Colegrove, President	Intertribal Timber Council

With the signing of the New Charter, NFAEB (National Fire and Aviation Executive Board) will merge with NWCG and no longer be in existence.

DECISION: On NWCG MOU and Charter, both documents were signed on 10/11/07.

17. Future Meeting Schedule (NWCG Members)

Meeting / Dates	Host Agency	Location	Featured WT/AG
Winter: January 29-31, 2008	BLM	Boise, ID	IRMWT
Spring: May 13-15, 2008	BIA	Oklahoma City, OK	WUIWT
Fall: October 2008	NASF	TBA	TBA

Discussion: Dan Smith, NASF Fire Director, agreed to host the Fall October 2008 Meeting in either North Carolina or South Carolina. Location TBA.

18. NWCG Chair and Vice-Chair (Kirk Rowdabaugh – Chair)

Discussion: Kirk stated that no one from the NWCG membership has shown an interest in

assuming the Chair or Vice-Chair positions. New officers should be installed at the January Meeting, and hold these positions for two (2) years. The chair should probably reside in Boise because of the monthly NWCG Meetings. Brian McManus agreed to assume the Chair, provided that the Working Team liaison list is revisited and workload balanced between NWCG members (Brian currently is liaison to five WT/Task Groups). Dan Smith volunteered to be Vice-Chair. Susan Conard will check with Mike Hilbruner to make sure he will still be engaged in NWCG.

DECISION: On NWCG Chair and Vice-Chair Positions, agreed that Brian McManus (FWS) will act as NWCG Chair and Dan Smith (NASF) will act as NWCG Vice-Chair for the next two years, starting at the January NWCG Meeting. Further agreed to review the WT Liaison List to evenly distribute the workload.

Note: Review of the WT Liaison List is currently on the Action Tracking Table. Once the NWCG substructure is completed, the list will be reviewed and new assignments made.

19. NFAEB and NWCG Memorandums and Meeting Minutes (Bonnie Bradshaw – Executive Secretary)

Discussion: Bonnie informed the members that an inquiry was made as to where the NFAEB Memorandums and Meeting Minutes were going to be posted since NFAEB is merging into NWCG. A brief group discussion took place, and it was decided to have the NWCG Webmaster create a category on the website for NFAEB Memorandums, NFAEB Meeting Minutes, NWCG Memorandums, and NWCG Meeting Minutes. Timeframe was discussed, and it was decided to go back five (5) years (2002 forward). Judy and Bonnie will discuss this with Tammy Denney (NWCG Webmaster).

DECISION: On NFAEB and NWCG Memorandums and Meeting Minutes, agreed that the NWCG Webmaster will create separate buttons on the website for NFAEB Memorandums, NFAEB Meeting Minutes, NWCG Memorandums, and NWCG Meeting Minutes. Further agreed that documents on these pages will be from 2002 forward (5 years).

ACTION No. 100-14a: On NFAEB and NWCG Memorandums and Meeting Minutes, meet with and instruct the NWCG Webmaster (Tammy Denney) to create four (4) new buttons on the Website for: NFAEB Memorandums, NFAEB Meeting Minutes, NWCG Memorandums, and NWCG Meeting Minutes.

Lead: Judy Crosby and Bonnie Bradshaw

Due Date: November 1, 2007

ACTION No. 100-14b: On NFAEB and NWCG Memorandums and Meeting Minutes, create four (4) new buttons on the Website for: NFAEB Memorandums, NFAEB Meeting Minutes, NWCG Memorandums, and NWCG Meeting Minutes.

Lead: Tammy Denney (NWCG Webmaster)

Due Date: December 1, 2007

ACTION No. 100-15a: On NFAEB and NWCG Memorandums and Meeting Minutes, send the NWCG Webmaster all NFAEB Memorandums, NFAEB Meeting Minutes, NWCG

Memorandums, and NWCG Meeting Minutes from 2002 forward for posting on the NWCG Website.

Lead: Bonnie Bradshaw

Due Date: January 25, 2008

ACTION No. 100-15b: On NFAEB and NWCG Memorandums and Meeting Minutes, post on the NWCG website all NFAEB Memorandums, NFAEB Meeting Minutes, NWCG Memorandums, and NWCG Meeting Minutes from 2002 forward.

Lead: Tammy Denney (NWCG Webmaster)

Due Date: January 25, 2008

AGENDA ITEM FOR NEXT MEETING – NFAEB and NWCG Memorandums and Meeting Minutes: Update on Posting of Memorandums and Meeting Minutes to the NWCG Website – Bonnie Bradshaw, Executive Secretary – 10 minutes -- January Meeting

20. Local Fire Department Representation on NWCG (Kirk Rowdabaugh – NASF)

Discussion: Kirk stated that the NWCG members should consider having local fire department representation on NWCG. It was agreed to put this topic on the January agenda, and WFLC will be advised.

DECISION: On Local Fire Department Representation, agreed to discuss this topic at the January NWCG Meeting.

AGENDA ITEM FOR NEXT MEETING—Local Fire Department Representation on NWCG: Discussion – Kirk Rowdabaugh – 30 minutes – January Meeting

21. NWCG Restructuring Action Plan – Continuation (NWCG Members)

Distributed and reviewed:

Handout No. 22: NWCG Matrix

Discussion: Handout was reviewed. Judy blended two charts to come up with the matrix. The group discussed in depth the restructuring action plan.

Suggestions made were:

- a) Getting the WT/Task Group Chairs together and asking them: 1) What recurring things are they doing? and 2) How can the strategies be met?
- b) Between now and January, try to identify with clarity what the support functions are with the help of NIFC Communications personnel. Then ask the WT/Task Groups to address the Strategic Plan and try to consolidate. Judy suggested substructure meetings every week. It was agreed that the group would meet every other week for ½ day on Thursdays.

DECISION: On NWCG Substructure Meetings, agreed to meet every other Thursday for ½ day.

22. FEWT: Potable Water Standards (Tory Henderson – FS)

Discussion: Tory has been working with the technical team for the mobile shower contract concerning potable water. Issues raised were reviewed, and changes to the standards made where appropriate. She has not been able to find where the standards are written. At FEWT's meeting last week, the gallon size was reduced and 72 hour cleaning requirement was changed. These are technical fixes on the standards. NWCG agreed to amend the standards.

DECISION: On FEWT: Potable Water Standards, agreed to amending the standards to reflect the gallon size reduction and change in the cleaning requirement.

23. Round Robin (NWCG Members)

Karyn Wood – The Air Tanker Contract should be out on time, but it has been complicated. The primary structural elements for a continued airworthiness program are in the contract. The planes are aging. The maintenance schedule must be in place for the points on the wings, in addition to other maintenance requirements. This is tied to the NIACC Aviation Strategy due in November.

Mike Dougherty – He thanked everyone for getting the Crosswalk Project completed.

Lyle Carlile – He thanked Brian McManus for hosting the meeting. He also thanked Jim Smalley for providing the band and refreshments.

Jim Smalley – He stated that this was his last official meeting as an associate member, and further stated if the National Fire Protection Association can help NWCG in any way, please give him a call. The expertise of the NFPA's technical committees could help NWCG in the future. He thanked Becky Brooks (FWS) for handling all the meeting logistics.

Brian McManus – He thanked Becky Brooks and Jim Smalley for handling the meeting logistics and providing the band and refreshments. He also thanked Shari Shetler and Judy Crosby for all their help during the meeting. He further stated that NCTC (National Conservation Training Center) runs better if the facility is full and being used. Anyone can use NCTC.

Mike Wallace – He will be attending the IFPM Meeting in Washington.

Kirk Rowdabaugh – He stated that there is a lot happening with NASF, and changes are coming. The National Assessment of Priorities is being done, and money will be distributed on how well proposals by State Foresters are completed. This process is very competitive for the money distributed. He further stated that fire is driven by funding and liability. NASF has a lot of work to do with federal partners to clean up the fire liability issue.

Bonnie Bradshaw – She thanked Becky Brooks for all her help with the meeting and logistics.

Dan Smith – He stated that he feels good about the work NWCG is doing. Communication on AMR will be ongoing. He further stated that he is feeling a little overwhelmed about his upcoming role on NWCG with Kirk and Mike leaving.

Meeting was adjourned at 4:45 p.m.