

**NATIONAL WILDFIRE COORDINATING GROUP
MAY 1997 MEETING MINUTES
NWCG 69TH MEETING**

The 69th meeting of the National Wildfire Coordinating Group was held in Seattle, Washington May 28 to 30, 1997.

Members attending: Don Artley, NASF, State of Montana, Division of Forestry, Chair
Rick Gale, National Park Service
Roger Erb, Fish and Wildlife Service
Skip Scott, Bureau of Land Management
Mary Jo Lavin, Forest Service
Steve Haglund, Bureau of Indian Affairs
Tom Minnich, U. S. Fire Administration
Jim Hull, NASF, Texas Forest Service
Jim Stumpf, Executive Secretary

Guests Attending: May 28, 1997

John Gebhard, IRMWT
Dave Aldrich, SHWT, Forest Service
Mike Funston, Forest Service, Fire Information Systems
Don Motanic, Intertribal Tribal Timber Council
Jim Smalley, NFPA
Bruce Keene, National Park Service
Denny Trusdale, Forest Service
Dick Adams, Forest Service
Jerry Williams, Forest Service

May 29, 1997:

Mike Funston, Forest Service, Fire Information Systems
John Gebhard, IRMWT
Don Motanic, Intertribal Tribal Timber Council
Dave Aldrich, SHWT, Forest Service

May 30, 1997

Mike Funston, Forest Service, Fire Information Systems
John Gebhard, IRMWT
Don Motanic, Intertribal Tribal Timber Council

SUBJECT: NWCG Minutes.

DISCUSSION: The final minutes were mailed after the 68th NWCG meeting after member review and acceptance. No changes or concerns were expressed over the minutes.

MOTION: Approve the NWCG 68th meeting minutes as sent out November 1996.

SECONDED AND CARRIED.

SUBJECT: Meeting agenda

DISCUSSION: The agenda for the 69th meeting was reviewed and modified to meet the needs of guests and participants in the meeting. Several items submitted after the mailing were added to the agenda. We had the agenda separated into both informational as well as action items for NWCG. Future agendas will have the additional category of deferred items from one meeting to the next.

SUBJECT: Great Lakes Forest Fire Compact project on ICS Qualification and training working team.

DISCUSSION: The Information Resource Management Working Team (IRMWT) provided a status report on this project. The project has received funding and is progressing. The software should be developed for the project within a year. It will provide a common data base for the tracking of qualifications and certification nationally for predominant state use. There are compatibilities built into the system for the federal partners if use is desired by the federal sector. The Great Lakes group has requested that IRMWT and the Training Working Team (TWT) endorse the charter for the state project group. NWCG has no objections to this request.

SUBJECT: National Fire Incident Reporting System.

DISCUSSION: The IRMWT has coordinated their activities with the U. S. Fire Administration (USFA) on the implementation of the system. Both the IRMWT and the USFA have agreed to exchange data. The NWCG consensus is that the IRMWT needs to continue monitoring the system as it is developed. In addition, the IRMWT will be coordinating the NIFSIP and INFERS Projects. The INFERS program will be released January 1, 1998.

SUBJECT: Publication Management System (PMS) Streamlining.

DISCUSSION: The project on modifications to streamline PMS will be continuing. There has been a slight price increase in publications while the committee is developing all phases of the streamlining. PMS needs to become more proactive in placing information on the Internet. Use of electronic transfer of selected documents will aid in the streamlining.

SUBJECT: ICS Training and testing materials on the Internet.

DISCUSSION: PMS recommends I-100 to I-400 training materials, unit tests and answers be posted on the Internet. One of the major distribution items within PMS are these courses. The TWT has objected to placing the ICS Courses with test questions and answers on the Internet because of the potential of the test answers getting too wide spread distribution and diluting the testing of the "I" courses. It is the consensus that other testing material and answers are available and anyone can order the tests with the answers through PMS anyway. The argument on test answer integrity may not be valid.

MOTION: Add the ICS Training modules for distribution on the Internet. PMS needs to determine a means to restrict the availability of the tests and answers. A method of password protection may work to restrict the distribution. PMS needs to coordinate alternatives with the IRMWT. The action should be completed by our October 1997 meeting.

SECONDED AND CARRIED:

SUBJECT: Crew Typing

DISCUSSION: The Incident Operations Standards Working Team (IOSWT) was unable to accomplish work on this project. Additionally, the IOSWT solicited comment from the Geographic Area Coordinating Groups and received five responses that did not provide a consistent recommendation. There are numerous questions the team could not resolve. The IOSWT recommends that a study of all crew qualifications and standards be reviewed. The addition of another type of crew may not be the total solution. There is a need to study all crews from the current Type 1, and Type 2 crews to determine just what may be needed. A Crew Study needs to include all agencies, including the states. There is a need to clarify what the qualifications of Type 1 and 2 crew are.

MOTION: Accept the motion from the IOSWT to do nothing now but an all inclusive crew study should take place. The IOSWT will develop a study plan for NWCG review by our October 1997 meeting.

SECONDED AND CARRIED

SUBJECT: Division Supervisor and Strike Team/Task Force Leader duties.

DISCUSSION: A Task Group of the IOSWT compared the problem of the Large Fire Organization "Sector Boss" position with that of the current Division Supervisor and Strike Team/Task Force Leader positions. The Task Group makes the following findings: The following was identified by the "Sector Boss" job: 1) Assign Line Scout on critical sectors, 2) Inspection and line location in advance of construction, and 3) Explain

the organization. The work group has four recommendations to resolve the perceived problems.

1. Review the Position Task Books for the DIVS/TFLD/STLD and strengthen those weaknesses identified above. This should be the responsibility of the IOSWT.
2. Emphasize the implementation of the segment concept from the Incident Command System Description (120-1). It is suggested that Incident Management Teams visit the use of segments for their applications. This information should be an agency responsibility for implementation.
3. Review the training curriculum to ensure the use of segments is presented and to ensure the concept of delegating the management of personnel and a geographic area is available to potential trainees. This should be accomplished by the TWT.
4. Facilitate wide distribution of information on DIVS/TFLD/STLD and that the use of segments receive a wide distribution of this information.

MOTION: Accept the IOSWT recommendations.

SECONDED AND CARRIED

TOPIC: Position Task Book (PTB) review.

DISCUSSION: A review of performance-based training and the qualification system, ICS 310-1, is scheduled to start in Fiscal Year 1998. The IOSWT will provide the leadership and use subject matter experts in the Command, Operations, Planning, Logistics and Finance/Administration sections to review the existing document and provide updates to the IOSWT. The IOSWT will finalize recommendations to NWCG.

MOTION: Accept IOSWT recommendations for revision of PTB's starting FY 1998.

SECONDED AND CARRIED

TOPIC: Prerequisite for National Type I qualification.

DISCUSSION: An error in a March correspondence from the IOSWT on Type I qualification needs to be clarified. The approved prerequisite from recommendations of the S-520 Steering Committee and the IOSWT should read: "To become Type I qualified a person must successfully complete the appropriate functional position task book and the Type I complexity level AND successfully complete the S-520 course. However, once a person has successfully completed the S-520 course, that person does not need to re-attend S-520 for the purpose of changing functions on a Type I team - such a change will be governed by meeting the requirements of the applicable functional position task book".

MOTION: Accept IOSWT recommendations for Type I qualifications.

SECONDED AND CARRIED.

TOPIC: Modify the selection process for S-620 candidates.

DISCUSSION: The TWT has forwarded a recommendation from the Advanced Incident Management (S-520/620) Steering Committee to change the selection process for Area Command (S-620) candidates. Geographic areas will continue to screen and prioritize candidates and submit nominations to the National Advanced Resource Technology Center (NARTC). NARTC will prepare a nomination package and forward the S-620 candidates to the National MAC Group at the National Interagency Fire Center. The MAC Group will make the final student selections. The rationale for this proposed change considers that since Area Command teams are selected and managed by the National MAC Group they should have the responsibility to manage the potential candidate pool.

MOTION: Accept the TWT recommendation for the selection of training candidates for S-620 Training.

SECONDED AND CARRIED

TOPIC: Geographical Area Coordinating Group (GACG) roles and communication protocol between NWCG and GACG.

DISCUSSION: Three issues have evolved from a recent meeting between the GACGs and NWCG:

1. Training nominations for the S and I course curriculum. The TWT has recommended the GACG be tasked with trainee selection for S-520/620. Additionally, the GACG should determine training to be provided in their area and who should attend the training. Management courses and S-590 trainees should continue to be nominated by agencies.

MOTION: Accept the recommendation of the TWT. The Chair of NWCG will forward this information to the GACGs.

2. Core elements of the GACG Charter. Official correspondence or action for the GACG will be signed by the Chair of NWCG and sent directly to the GACG Chairs. Information sharing minutes originating from the Working Teams will be sent by the WT chairs to the Chairs of the GACG. GACG/NWCG meeting attendance is not a requirement unless the meeting is within or close to GACG. The NWCG meetings are held in different locations throughout the United States and could coincide with a GACG meeting. GACG are always welcome to attend the NWCG meetings.

3. GACG meetings. GACG Chairs should send their meeting schedule to the NWCG Executive Secretary or post the meeting schedules on the Internet so NWCG Members could determine meeting dates and locations and could attend if time and location permitted.

If there is sufficient agenda needs NWCG and the GACGs may meet annually. A

bi-annual meeting should be considered if there are agenda items tied to a meeting. GACG Chairs need to submit items to the NWCG Chair in Fall each year to determine if there is a need to have a meeting.

Working Teams, Advisory Groups, NWCG, GACG Directory will be updated and sent to all group at least once annually.

Working Team nominations will continue to be a NWCG Agency responsibility, not GACG Chair.

MOTION: NWCG Chair will send a letter of response to GACGs on actions indicated above.

3. Great Basin Coordinating Group raised a question about the continuing validity of NWCG/GACG Operational Guidelines dated in 1989. Document of reference is not an official NWCG document and may have some good comments that the GBCG may like to be adopt into their charter. The GACG Charter agreed to in March 1997 will take precedence to previous questions/documents.

MOTION: Chair of NWCG respond to the GBCG on their questions regarding the 1989 correspondence.

All Motions made in reference to the GACG's communication were SECONDED AND CARRIED.

TOPIC: GIS Internet Tools for Use in Landscape Fire Analysis and Protection Assessments.

DISCUSSION: Bjorn Dahl, Jon Skeels, Mike daLuz and others from the Forest Service Intermountain Region and Jerry Shout from IBM presented a prototype program on GIS technology. This technology is mixed with technology from the National Aeronautic Space Administration (NASA) and IBM. The Missoula Technology Development Center (MTDC) and NASA have been working on this project, called Image Navigation for Emergency Response (INFER). This program is a prototype and may have wildland applications for fire suppression tactics and strategies.

TOPIC: NWCG Vice-Chair position.

DISCUSSION: A Vice-Chair to NWCG is needed should the Chair not be able to attend and conduct NWCG business at scheduled meetings. The Vice-Chair and will assist the Chair in other activities throughout the term if needed. Roger Erb, Fish and Wildlife Service (FWS), was nominated to fill this position.

MOTION: Nominate Roger Erb as the NWCG Vice Chair.

SECONDED AND CARRIED

TOPIC: Urban Interface Advisory Group update

DISCUSSION: Tom Minnich, NWCG Liaison, provided the group with the following update on the Advisory Group's activity:

- 1) The *Wildfire News and Notes* is published three times annually and reaches about 15,000 people from all agencies. The Advisory Group needs articles for future publications.
- 2) Three new members have been added to the Advisory Group. The members are from the National Emergency Managers Association, State Fire Marshals, and International Association of Fire Chiefs.
- 3) Several workshops are proposed and planned by the group.
- 4) Several Fire-Wise videos are planned. One deals with fire-wise concepts, one for homeowners and the other for developers. A communication link is maintained between the Urban Advisory Group and the Prevention, Education, Communication Working Team (PECWT).
- 5) Distribution of Wildland/Urban publications is not working well through the Publications Management System (PMS). Some of the problem areas are with the publications designed for homeowners who do not understand the PMS procedures. The U.S. Fire Administration (USFA) is doing some of the distribution from its level, but that is not working well. The Advisory Group will review problems and bring recommendations back to NWCG, at its next meeting.
- 6) Hazard Assessment publication should be formatted and available for distribution later this year.
- 7) Cooperative Approach project is completed. The publications are available through PMS or on Internet.
- 8) Fire-Wise Home Page (<http://www.firewise.org>) will be a continuing project for the advisory group to share information.

TOPIC: Update on the Resource Ordering/Status Project (ROSS).

DISCUSSION: The project, when completed, should decrease the cost over current manual systems and improve operational dispatch efficiencies. The group is in the process of reviewing other systems that are being developed or are in use to evaluate potential uses and their ability to interface.

There are six projects remaining that will be completed by mid-October. The ROSS Project Group is currently seeking input from various WTs for modifications or recommendations to the system. WTs will provide input to ROSS group but changes that are significant and may modify policy will be made through the WT to NWCG.

The ROSS Project will continue into fiscal year 1998. The group has several issues to resolve. These include: 1) Failure to maintain commitment of project personnel. This project is being done with other jobs that people already have. The fear is that the commitment to the project will not continue. 2) Failure in meeting time frames. 3) Inexperience in the analysis process and modeling. 4) Project size and complexity with the wide range of users in the project development. 5) Messaging and moving from one system to another. Not all systems may be compatible. 6) Business issue resolution, funding and focus.

A follow up report will be provided to NWCG in Fall 1997. NWCG needs to be

responsive to the decision points needed within the ROSS Project. IRMWT Liaison will keep NWCG posted on the requirements and project needs of the group. A main decision point will be October 1997.

TOPIC: OSHA/NWCG

DISCUSSION: Considerable correspondence between NWCG and the Occupational Safety and Health Administration (OSHA) has taken place regarding the development of standards for wildland fire fighters. NWCG proposed using the National Fire Protection Association (NFPA) standard development process. Some states are recommending that we use the OSHA process for setting standards.

OSHA, in their response to NWCG, reinforced the OSHA commitment to update its *Fire Brigade Standards* using the OSHA rule making process. The OSHA rule making process starts with a committee (25 people) to determine the content of and need for standards. The first step of the committee is scoping to determine the magnitude of the standards. The second step will be the reformulation of committees to write the standards. OSHA was unable to tell us when the committee will be formed, but the announcement of the committee formation will appear in the Federal Register. Rick Gale will ensure that the Federal Register is monitored so NWCG can be aware when the OSHA Fire Brigade Standards Committee is to be formed. Agencies may want to consider the nomination of agency personnel rather than a single NWCG Representative. All NWCG members agreed to nominate a member to the OSHA Group. NWCG should also nominate a representative to the Committee.

Jim Smalley, NFPA, will follow up and address OSHA on those NFPA standards that exist. NFPA will explain its process and outline those standards that exist within NFPA. This may help OSHA to improve its understanding of existing standards.

TOPIC: NWCG Home Page

DISCUSSION: The Home Page is currently hosted on the FWS computer site at the Fire Center. The page, when completed, will provide an information system that will be available to the general public and employees. We will not include Working Teams, Advisory Groups or NWCG minutes on the Home Page. This is considered work-in-progress and will not be well served by having open access. Names of WT/AG or NWCG Members will not appear on the Home Page. The system will not be interactive, it will only provide the information we currently have available and not provide a discussion forum.

NWCG needs to develop a list of protocols for use of the Web page. IRMWT will develop a list of questions that NWCG needs to respond to prior to July 15. A NWCG conference call will be made August 6, 1997, at 0900 MDT to respond to IRMWT questions.

MOTION: Discuss IRMWT proposals and recommendations during the August 6, 1997 conference call.

SECONDED AND CARRIED

TOPIC: Federal Fire Policy

DISCUSSION: Examine and reconcile the implementation of the Federal Fire Policy among agencies. This policy signals a significant move toward total, balanced fire management programs. Its principles are geared toward fire fighter and public safety, cost efficiency, inter-governmental coordination, and interagency cooperation. Existing and proposed fire policy allows for the full range of fire protection needs and fire use options. The Forest Service recommendations call for the modified wording in Forest Service Manual, coordinate with Interagency partners, and a recommended rewrite of NIFC and MAC Charters. There appears to be some terminology differences among agencies that still need to be resolved before a total interagency policy can be established.

MOTION: Assemble an interagency group within NWCG to provide consistent direction and terminology for the implementation of the Federal Fire Policy. The work group is established to meet in Boise June 11-12, 1997

SECONDED AND CARRIED

TOPIC: Fire shelter specifications

DISCUSSION: The purpose of the wildland fire shelter is to provide limited, last resort protection for the entrapped fire fighter. Fire shelters are not intended to be tactical, risk mitigation equipment for the firefighter. They should not be used to extend the range of the attack zone.

Availability, ergonomics and performance are the criteria and managerial expectations for the shelter. The Safety and Health Working Team endorses a single size shelter that is designed for one but would accommodate two in a dire emergency. The specification development is progressing, but still requires some efforts.

MOTION: Purpose statement submitted for the Fire shelter, as modified, is O.K. Follow-up on completion of specifications will be accomplished by the SHWT at the October Meeting.

SECONDED AND CARRIED.

TOPIC: Pack Test as an alternate to the step test or 1½ mile run.

DISCUSSION: No formal information has been distributed on the Pack Test, but it appears the implementation date of January 1998 is still valid. The Pack Test cannot be used to test physical fitness this year, but agencies that want to experiment with the test this year are welcome. However, the 1½ mile run, or the step test, is required for physical fitness testing for 1997.

TOPIC: Annual fire refresher training for fireline personnel.

DISCUSSION: The Safety and Health, Training, and Incident Operations Standards have recommended requirements for annual minimum of 8 hours training requirement for fireline personnel. There are no current NWCG standards for any annual refresher, however some bureaus and agencies do have an annual safety training requirement. The refresher training will be accomplished prior to fire fighters being placed on the fire line. This will cause a delay in the mobilization of resources from states and from some South West Fire Fighting Crews.

The training would include the following: A mandatory "hands on" fire shelter inspection and deployment practice: The balance of the training time should include presentations pertinent to local safety issues, as well as discussions of portions of the following: Standard Fire Orders, Watchout Situations, Lookouts, Communication Escape Routes, Safety Zones, Common Denominators of Fire Behavior, Standards for Survival, Firefighter Survival Health Hazards of Smoke, Human Factors, the TRI Data Safety Awareness Study and other pertinent safety related topics.

MOTION: Adopt the recommendation of the SHWT that requires agencies to adopt annual fire refresher training before placing personnel on the fire line.

SECONDED AND CARRIED

TOPIC: Finalize FY 1997 budget.

DISCUSSION: The May 12, 1997 copy of the budget was reviewed for potential changes. The first two items (On the Line...\$5,000 and Establish a Working Team...\$2,500) on the second page for PEC are in error and should be deleted. Reduce the Education Initiative for PFFEWT by \$20,000. These funds are not needed. The TWT and IOSWT each had excess funds (\$25,000 and \$6,000 respectively). These funds, \$31,000, should be transferred to the U.S. Fire Administration for work on Urban Interface training. The Wildland Arson Reduction Project should be increased to \$15,000 and the funds transferred to FS, R-6 in Oregon.

We need to have a more efficient means for transferring funds between agencies. The current confusion has resulted in some agencies making deficient financing hoping for the transfer. BLM will review transfer of funds within the NIFC Agreement.

MOTION: Approve the funding changes as discussed. Carry over fund distribution to the October meeting.

SECONDED AND CARRIED

TOPIC: Preliminary budget for FY 1998.

DISCUSSION: Final budget (\$1,002,300) will be available for review at the October meeting. All activities submitted were approved in concept and plans by the Working Teams/Advisory Groups should be made accordingly.

TOPIC: IRMWT Strategy Project and Infrastructure proposal.

DISCUSSION: Both of these topics were handled together as one because of the inter-relations between both. The Strategy Project has three findings and several recommendations that were reviewed for potential approval.

The Infrastructure proposal was presented and laid out the descriptions for the new positions needed for the infrastructure project. The assumption is that NWCG will want to continue with computer applications. Continued applications are applicable to NWCG and other agencies who desire a common interagency electronic system. The proposal does not provide a new layer of oversight, yet these positions or duties with the positions could be additional duties to already existing positions.

There appeared to be considerable confusion and a lack of understanding with the entire project. It was recommended that the IRMWT provide NWCG with additional information for their deliberation.

MOTION: Defer any decision on the Strategy Project and the organization needed until the October meeting. John Gebhard will provide background information that can be reviewed by NWCG members by August 1, 1997.

SECONDED AND CARRIED

TOPIC: Training Working Team course development projects update.

DISCUSSION: A status of the course development being accomplished by the TWT was provided. Following are the training courses being developed by the Fiscal Year:

Fiscal Year 1996

S-371, Helibase Mgr.
Incident Commander
(Multi-Resource)
Air Support Super., J-
375
Air tactical Super., S-
378
Air Operations Director,
S-470

Fiscal Year 1997

Advanced Firefighters, S-
131
Display Processor
Field Observer
Status/Check-in Recorder
Ordering Mgr.
Rec. & Dist. Mgr.
Base/Camp Mgr.
Equip. Mgr.
Tool & Equip Spec.
Incident Comm Mgr.
Comm. Equip/Proced.
Security Mgr.
Fire Bus. Mgmt.
Finance Exercises

Fiscal Year 1998

Situation U.L.
Demob. U. L.
Resource U.L.
Facilities U.L.
Ground Support U.L.
Supply U.L.
Food U.L.
Communications U.L.
Medical U.L.

TOPIC: Department of Defense participation in agency (NWCG) training.

DISCUSSION: The TWT feels there is a concern that needs to be resolved from other agency participation in NWCG training. These applicants are coming from the military and individual tribal units. The TWT will be seeking more information on this concern. This will be carried over to the October 1997 meeting.

TOPIC: Prevention, Education, Communications Working Team Charter update

DISCUSSION: The PECWT has proposed a charter modification to better reflect the actual work being done by the team. This will include a name change. The new name is Wildland Fire Education Working Team.

MOTION: Accept the charter update and name change as submitted with minor changes.

SECONDED AND CARRIED

TOPIC: Communication between states with NWCG and Working Teams

DISCUSSION: Communication between WTs, member organizations and NWCG is at times confusing. Clear communication is critical when states are asked for comments or recommendations. The Chair of National Association of State Foresters (NASF), Fire Committee, Earl Peterson, has agreed to provide this clearing house. He should be treated as a Fire Director and receive correspondence that needs to be distributed for information and/or comment. His address is, NASF, Fire Committee, Earl Peterson, Director, Florida Division of Forestry, 3125 Conner Blvd., Suite A, Tallahassee, FL 32399-1650.

TOPIC: Replacement Working Team Chairs

DISCUSSION: John Roberts, Chair, Fire Equipment Working Team (FEWT) and Bill Wade, Chair of the Incident Operations Standards Working Team have retired. Traditionally, the FEWT Chair has been an added duty for the Forest Service Equipment Specialists position. Alice Forbes, Forest Service, California, is Acting Chair. Defer decision until the October 1997 meeting after the Forest Service incumbent has been named. Roger Vorce, BLM, was nominated as the Chair to replace Bill Wade.

MOTION: Accept recommendations to defer the FEWT Chair and accept the IOSWT Chair. The IOSWT has a vacancy on the Team for an Agency Administrator. Rick Gale would like agency nominations for this position by July 1, 1997.

SECONDED AND CARRIED

TOPIC: Type 5 Incident Commander (ICT5) position.

DISCUSSION: The proposal from the IOSWT submitted includes the adoption of the position, experience and suggestions for training. There will not be a separate PTB, rather the Advanced Firefighter/Squad Boss FFT1 will meet the needs for the ICT5.

MOTION: Accept the IOSWT recommendation.

SECONDED AND CARRIED

TOPIC: FEWT recommendations for Engine Typing.

DISCUSSION: In response to the Federal Fire Policy Review, action item 52d, A Task Group of FEWT provided recommendations for defining various engine types as a national standard. We feel this now needs to go to the agencies for review. FEWT should receive comments and provide another recommendation that includes review recommendations. FEWT should gather any agency comments and return a final document to NWCG for approval at their October 1997 meeting.

MOTION: Accept the recommendation for agency review and inclusion of agency comments into the final document in October 1997.

SECONDED AND CARRIED

TOPIC: Meeting scheduling for NWCG.

DISCUSSION: Generally, we feel that we are not accomplishing what we need to do with 2 meetings. We just do not seem to be proactive enough to meet NWCG obligations. Six months' delay in meetings is probably not meeting the needs of the WTs actions and the Fire Management community at large. This is probably a false savings of funds to meet each six months. Conference calls are a way to resolve one item but will not be efficient to meet multiple tasks that are traditionally on the agenda. We need to use stronger language in the agenda call letter i.e. the "Cut-off" date for input. All WTs need to have their information sent to NWCG to allow review of agenda items prior to the meeting.

MOTION: Meet three times annually. Working Teams need to know they need to meet prior to NWCG so they have 3-4 weeks to meet the cut-off for input. Following are meeting dates established: Conference call - 8/6, 0900, MDT. October 0800 10/7 to 1700 10/8/97, Portland, Oregon. BIA to host. February 3-5, 1998 Texas. Texas Forest Service to host. June 9-11, 1998, East Coast.

SECONDED AND CARRIED

TOPIC: Fire Policy Education Team work on FFP action items 9 and 10.

DISCUSSION: The fire role and use message is action 9. This meets the needs of all agencies within the fire community. Action 10 is the development of a strategic education plan. This plan is programmed for accomplishment in FY 98.

MOTION: Accept the WT recommendations for the actions and the work done by the group.

SECONDED AND CARRIED

TOPIC: Fireline Handbook revision.

DISCUSSION: The IOSWT recommends, that based on Agency input, we do not need to re-write FLH; rather, a revision would be in order. This revision will be available at PMS, 2/98. The plan for the total re-write will commence in FY 99. It is estimated that a total re-write will take about two years to accomplish.

MOTION: Accept the IOSWT recommendation on the revision and re-write date.

SECONDED AND CARRIED

TOPIC: Incident Management System Consortium.

DISCUSSION: We received an invitation to become active members of this group. Does NWCG want to be a member of the consortium or should the IOSWT be tasked with the membership on the Consortium? It is questionable what the benefits in membership would be. We could request that notes be sent to the Chair of the IOSWT. The IOSWT could send a representative to the meetings to maintain a communication link. IOSWT needs to keep abreast with the consortium's activities.

MOTION: The IOSWT should appoint a member from their group to keep current with and report the activities of the Incident Management Consortium.

SECONDED AND CARRIED