



# NATIONAL WILDFIRE COORDINATING GROUP

Memorandum

July 6, 2000

To: NWCG Members, Working Team Chairs

From: Executive Secretary

Subject: 78th Meeting Minutes

Attached are the final minutes from our 78th meeting held in Boise, Idaho, May 23-25, 2000. These reflect the changes submitted on the draft minutes mailed June 8, 2000.

Attachments:

Final Minutes

TWT Minutes, May 23-25, 2000

Wildland Fire Investigation Working Team Charter

Wildland Fire Investigation Working Team Roster

**NATIONAL WILDFIRE COORDINATING GROUP**  
**78th MEETING MINUTES**  
**May 2000**

The 78th meeting of the National Wildfire Coordinating Group was held in Boise, Idaho, May 23-25, 2000.

*Members attending:* Don Artley, Chair, Montana Division of Forestry  
Roger Erb, Vice Chair, Fish and Wildlife Service  
Rick Gale, National Park Service  
Ron Dunton, Bureau of Land Management  
Jim Hull, NASF, Texas Forest Service  
Harry Croft, Forest Service  
Dave Cleaves, Forest Service Research  
Mike Wallace (for Jim Stires), Bureau of Indian Affairs  
Don Motanic, Intertribal Timber Council  
Jim Stumpf, Executive Secretary

*Associate Members:* Jim Smalley, National Fire Protection Association (NFPA)

*Guests attending:* May 23, 2000

Mike DeGrosky, International Association of Wildland Fire  
Gary Morgan, Melbourne, Victoria, Australia  
Murray Dudfield, Wellington, New Zealand  
Barry Mathias, IRM Program Lead  
Al Hyde, Brookings Institute  
Jim Douglas, DOI  
Larry Hamilton, BLM Office of Fire and Aviation

May 24, 2000

Gary Morgan, Melbourne, Victoria, Australia  
Murray Dudfield, Wellington, New Zealand  
Barry Mathias, IRM Program Lead  
Laurie Perrett, Forest Service  
John Gebhard, BLM  
Steve Jenkins, Narrowband Radio Advisory Group  
Mike Barrowcliff, Forest Service  
Mike Funston, IRMWT

May 25, 2000

Tory Majors, Contracting Task Force  
Mike Dimmick, Contracting Task Force

1. **SUBJECT:** Approval of 77th meeting minutes.

**DISCUSSION:** The final 77th meeting minutes were mailed to members after NWCG and Working Team review and acceptance.

**MOTION:** Accept minutes as corrected and mailed.

**SECONDED AND CARRIED.**

2. **SUBJECT:** Comments from the Chair.

**DISCUSSION:** Verified agenda items and made modifications as needed. Discussed and reviewed scheduling for the meeting. Don proposed a new agenda format providing informational items early on the agenda and decision items in the latter part of the meeting.

3. **SUBJECT:** Focus Group report, Brookings Institute.

**DISCUSSION:** The Brookings Institute study, "Where Have all the Firefighters Gone," is approaching conclusion. Al Hyde provided a brief discussion on the status to date and time frames for the project close. The project deals with demographic and other reasons for the apparent reduction of qualified, experienced firefighters, age reduction, and changing personnel (militia and firefighters). Eight Focus Group meetings have been held across the United States, involving a cross section of employees. The most important factors or issues influencing firefighter availability or participation include:

- 1) Organization and management issues (fire related and non-fire related).
- 2) Working relations and cultural issues.
- 3) Compensation and benefits.
- 4) Fire training and advancement.
- 5) Physical fitness requirements.
- 6) Workforce demographics and values.
- 7) Changing approach and perception of fire within land management agencies.

A final report from Brookings Institute will be made for NWCG at the fall meeting in October 2000.

4. **SUBJECT:** Los Alamos Fire.

**DISCUSSION:** Jim Douglas, DOI, discussed possible exception criteria for 30-day moratorium on prescribed fire. There are no specific answers from Secretary Babbitt's office at this time. Rehab and restoration will be the next major process the Secretary's office will go through. There does not appear to be much

disagreement in fire policy, but some implementation issues will be carried forward. We need to proceed to implement the fire policy.

**5. SUBJECT:** International Association of Wildland Fire (IAWF).

**DISCUSSION:** Mike DeGrosky, IAWF, talked about general and specific goals of the IAWF. The Association's mission covers three broad elements:

- 1) Promoting a better understanding of wildland fire.
- 2) Firefighter safety and harmonious interaction between people and their environment.
- 3) Communicating with the entire wildland fire community and providing global linkage.

The IAWF sees their mission closely allied to that of the wildland agencies and to NWCG.

To meet their mission, they work in several ways. They have two publications, *International Journal of Wildland Fire* (peer reviewed technical publication) and *Wildfire Magazine*, which has a new editorial and design staff. Their bi-monthly published magazines need to be self-supporting. The previous staff left some roadblocks in the way of current management that are being worked through. Conferences and symposia are also sponsored by IAWF. Participants at conferences are given problems to solve and develop solutions to other problems. The *Safety Summit* is one of their successful conferences. The next one is planned in Edmundton, Alberta, Canada, in October 2000.

The Association currently has no staff and is being managed by volunteers on the board of directors and staff. They are looking for executive and other staffing. They feel the IAWF could become a professional firefighters' organization in the future. The Association is encouraging organizational and individual membership.

**6. SUBJECT:** Australasian Fire Authorities Council (AFAC)/Fire Control Officers' Group (FCOG).

**DISCUSSION:** Is there a collaboration or closer association between AFAC/FCOG and NWCG? Rural fire management problems are similar throughout the world, including the United States, Canada, New Zealand, and Australia. NIIMS-ICS has been adopted in both New Zealand and Australia, but it is referred to as AIIMS-ICS. The FCOG structure reports to a Forest Management and Coordination Group, which reports to a Standing Committee on Forestry, and to the Minister Council of Forestry. FCOG is predominantly land management with a direct link to government policies and use of fire as a management tool.

AFAC involves urban and rural fire agencies and deals with structural, vegetation and mobile strategic areas. They include sub-groups in both urban and rural areas for the development of recommendations. AFAC has broader focus on urban, rural and

land management, and has developed a funding independence.

It is recommended that NWCG formalize links with FCOG and NFPA, and formalize links to AFAC. It is felt that there are several benefits of this linkage between NWCG/FCOG:

- 1) Study tours for awareness and individual development.
- 2) Sharing knowledge for potential and/or coordinated research.
- 3) Exchanging schemes for informational exchanges in research.
- 4) Sharing standards for fire equipment, personal protective equipment, chemicals, and training.
- 5) There is a current relationship between sub-groups on fire equipment, research and development.
- 6) Educational programs.
- 7) Facilitating international visits and contacts.

In addition, there are numerous common issues between NWCG and FCOG that warrant collaboration:

1. Air quality (smoke management and public education).
2. International standards.
3. Firefighter health, fitness, and safety.
4. Landowner litigation.
5. Interagency fire suppression organizations.
6. Land management policy review and development.
7. Management for enhanced biodiversity.
8. Interface fire protection planning.
9. Performance appraisal and organizational/employee improvement.
10. Information technology developments for resource management, fire behavior modeling, fire threat analysis, and decision support tools.

There is probably a way the NWCG, with signatory authority from the agencies, could enter into an agreement with FCOG. An NWCG sub-group will pursue what the requirements are for a formalized written agreement as the first step. This staff work will be done by the October 2000 NWCG meeting.

**7. SUBJECT:** Fire Weather Working Team (FWWT) recommendations on National Fire Danger Rating System (NFDRS) standards.

**DISCUSSION:** The FWWT has developed recommendations for NFDRS standards update and supporting weather station infrastructure. The FWWT and FDRWT have worked closely on these recommendations. The recommendations will be reviewed before the October meeting. We will also ask the Geographic Area Coordination Groups for their input on completing a weather station network analysis which identifies the network needed to meet wildland fire management requirements.

There are currently no cost requirements for implementation and maintenance of weather station recommendations. This information will be needed before a final decision can be made on the alternatives.

The following issues need to be reviewed by NWCG members prior to the October 2000 meeting. Background information was distributed to all members for review at the May meeting. Decisions and actions will be taken on items 1, 4 and 5 in October.

- 1) Endorse implementation of NFDRS update.
- 1) Establish and publish standards for NFDRS stations which are part of a national or geographical area system. Agencies need to provide comments to FWWT by end of July 2000 for the October NWCG meeting. Need cost figures from FWWT prior to field distribution.
- 2) Complete a weather station network analysis which identifies the network needed to meet wildland fire management requirements.
- 3) Transition to a network characterized by automatic stations with solar radiation sensors which transmit data via the GOES satellite system.
- 4) Establish fire weather station maintenance program.

**8. SUBJECT:** Election of NWCG Chair and Vice Chair.

**DISCUSSION:** The current Chair and Vice Chair terms conclude at the fall meeting. A nominating committee (Ron Dunton and Jim Hull) was formed to recommend a platform for Chair and Vice Chair at the Fall 2000 meeting.

**9. SUBJECT:** National Rural Fire Authority (NRFA), New Zealand's perspective.

**DISCUSSION:** Murray Dudfield, New Zealand, National Rural Fire Officer, presented an overview of his country's wildland fire services. NRFA is under the direction of the New Zealand Fire Service Commission. Regional rural fire authorities have been established throughout the country as a link between rural fire protection and the New Zealand Fire Service. 51% of New Zealand land is pasture and another 24% is forest covered. With a total of 75% of the country covered with vegetation, they have a continuing problem with fire. Commercial forests are not included in the Rural Firefighting Fund for suppression, but other areas of the country contribute as a mechanism for suppression cost. The country is aggressive in suppression cost recovery policy and enforcement. Fire behavior and fire severity research to increase suppression effectiveness and safety of firefighters is a major issue for the country. Land cover changes, large incident management experience, and use of volunteers are also important concerns. Primary wildland fire causes are arson and escaped prescribed burns.

**10. SUBJECT:** Multi-agency firefighting along the rural-urban interface within Australia.

**DISCUSSION:** Gary Morgan, Chief Fire Officer - Fire Management, Victoria, Australia, provided an overview of his country's wildland fire service. The Australian Inter-Agency Incident Management System/Incident Control System is the equivalent of NIIMS/ICS used in the United States for the management of wildland fires. His organization is responsible for national standards for firefighter health and fitness. In Australia the Coroner may investigate fires, but if a firefighter is injured or killed the Coroner has the responsibility to investigate. This has created several interesting challenges for the fire service in Australia.

**11. SUBJECT:** Interagency strategy for the transition to narrowband radio technology.

**DISCUSSION:** John Gebhard, BLM, and Steve Jenkins, RCAG, discussed changes in narrowband radio system incompatibility as a major concern in a wildland fire environment. Many of the fatal and near-miss fires point out communication as a contributing factor. A briefing paper has been sent forward to the Secretary of the Interior outlining the problems wildland agencies see in the mandated implementation. The National Association of State Foresters (NASF) is monitoring the actions of Federal agencies, but currently has not taken a specific position. Initial and extended attack fires, where we work on interagency fires, is going to continue to be a problem which may become exasperated with the change in digital or analog narrowband radio systems. It is BLM's and the RCAG's recommendation that we hold off on purchase of new or replacement fireline radios until all the narrowband radio information is sorted out.

The Advisory Group is continuing to monitor the problem. To date there is very limited manufacturer compliance with narrowband digital radio development. One or two companies have met the requirements for hand-held radios, and there may be some products available by the end of summer 2000. There will be continued field testing during emergency operations during the summer of 2000 so we have a better opportunity to evaluate systems. Recommendations from the RCAG continue to be:

- 1) All interagency fire communications activity, including initial attack, will be performed in the analog wideband mode through the 2000 fire season.
- 2) All emergency radio equipment coming out of the National Incident Radio Support Cache System will be configured in the analog wideband mode.
- 3) All aviation communications (Federal and contracted) will be in the analog wideband mode.
- 4) Any Interior entity that converts its system to digital must keep it in the multi-mode configuration (that means it can accept both digital and/or analog).

NWCG shares the concerns over the required radio conversion, and will follow up with a letter to the Department of the Interior.

**12. SUBJECT:** Leadership profiles, styles and characteristics of National Incident and Area Commanders.

**DISCUSSION:** The National Park Service has conducted a study to determine if there are lessons to be learned from existing and newly retired Incident and Area Commanders to determine if common leadership patterns and characteristics became apparent. The DiSC-Personal Profile System (Carlson Learning System) and Dimensions of Leadership Profile (Carlson Learning System) were the instruments selected for this study.

Some of the conclusions that can be made from the data (44 Type 1 Incident and Area Commanders) see themselves as exhibiting the following behaviors:

- 1) Their emphasis is on shaping the environment by overcoming opposition to accomplish results.
- 2) Their tendencies include getting immediate results, causing action, accepting challenges, and making quick decisions.
- 3) They desire an environment which includes power and authority, prestige and challenge, and the opportunity for individual accomplishments.
- 4) They need others who weigh the pros and cons, calculate risk, use caution, research facts, and deliberate before deciding.
- 5) To be more effective, they need difficult assignments, understanding that they need people, and an occasional shock.
- 6) Their emphasis is on working conscientiously within existing circumstances to ensure quality and accuracy. This includes concentration on key details, being diplomatic with people, and attention to key directives and standards.

Some recommendations or considerations for the use of the data and conclusions, and for possible additional research include:

- 1) If an objective way could be found to differentiate those respondents who are considered to be “more successful” leaders from those considered to be “less successful,” the existing data from respondents could be further analyzed to determine profiles, styles and characteristics for each grouping.
- 2) Additional profiles might be identified to expand the data available for decision making.
- 3) Additional data could be determined from subordinates or supervisors (Agency Administrators) to determine if there is a correlation in behavior patterns observed or exhibited.
- 4) The profiles could be administered to prospective ICs as a means to make comparisons for guidance and counseling of new ICs.
- 5) The profile may be introduced at the S-520 as a training instrument to increase



self-knowledge.

- 6) The profiles could be administered to command and general staff personnel to see if styles or characteristics cluster differently in the different positions and how that might influence team effectiveness.

NWCG will monitor the use of the study and will include this as an emerging issue that may need action at a later date.

**13. SUBJECT:** Working Team Liaison role and tenure.

**DISCUSSION:** Working Team input was solicited and responses from 4 of the 11 teams were received. There was no overwhelming desire to make changes from the current system, which does not provide a specific policy. NWCG will annually review (winter meeting) with WT Chairs and members to see if there are any compelling reasons to make Liaison changes.

**14. SUBJECT:** Information Resource Management Working Team (IRMWT) presentation.

**DISCUSSION:** The IRMWT presented the status and current activities of the Team including their mission, services, membership, recent accomplishments, future goals, organizational relationship, and broad issues, opportunities and priorities. Planned accomplishments for FY 2000 include a Geospatial Task Group, information technology system coordination for ROSS, Fire Planning, IQCS, and EFF pay. They also plan to evaluate Federal Computer Centers to determine the best applications for center use and potential contracts. The IRMWT sees future priorities as: Resource Ordering, Fire Qualifications and Incident Base Automation.

The IRMWT program was interesting, well thought out and to the point. They spoke in clear text, which enabled all members to understand aspects of their presentation. Thanks for a well-presented program.

**15. SUBJECT:** Interagency information technology support strategy.

**DISCUSSION:** Mike Barrowcliff, Forest Service, provided an overview of the National Interagency Support Strategy, including alternative needs for IRM support. There is an expanding workload, and coordination among agencies is needed for support. Even though there is some similarity between agencies, there is a lack of standard roles and definition of duties. No one existing agency support organization can meet the anticipated national interagency support requirements by themselves. The interagency task group is working to develop an implementation plan to provide national interagency support for selected NWCG applications. The task group will provide an update at the fall NWCG meeting.

**16. SUBJECT:** Qualifications (IQCS)/ROSS Interface Business Practice concerns.

**DISCUSSION:** It is recognized that the process for certification and maintaining currency is found in NWCG 310-1. Do we need a system whereby ROSS can allow users to add personnel and their qualifications at the time of mobilization? ROSS will not allow overrides to the system, but the unit needs to be able to override unit authority. We probably do not need to have a system guide management. Management needs to make decisions within the qualifications system. No further information or action is needed by NWCG.

**17. SUBJECT:** WUIWT Charter and successorship.

**DISCUSSION:** Don Smith was brought forward as a proposed Chair for this Working Team. The charter was also reviewed and discussed.

**MOTION:** Accept Don Smith as Chair and accept the charter from WUIWT.

**SECONDED AND CARRIED.**

**18. SUBJECT:** PMSWT Chair.

**DISCUSSION:** Roberta D'Amico, NPS, was sent forward as a potential Chair for this group.

**MOTION:** Accept Roberta D'Amico as Chair.

**SECONDED AND CARRIED.**

**19. SUBJECT:** FWWT Chair replacement.

**DISCUSSION:** Wayne Mitchell, California Department of Forestry and Fire Protection, was proposed as the new Chair.

**MOTION:** Accept Wayne Mitchell as Chair.

**SECONDED AND CARRIED.**

**20. SUBJECT:** FDRWT charter.

**DISCUSSION:** Reviewed and discussed the proposed charter for adoption. Membership needs to be modified. (Dave Cleaves will discuss these modifications with Gary Curcio, FDRWT Chair). Approval will be made as modified.

**MOTION:** Accept the charter as amended. Dave Cleaves will have modifications forwarded to the Executive Secretary for approval action.

**SECONDED AND CARRIED.**

**21. SUBJECT:** Contracting Task Force Report.

**DISCUSSION:** Defined and differentiated Government duties and contract duties. The Task Group discussed some of the issues in using contractors, including cultural barriers (resistance to change), communication and outreach to ensure that all potential contractors are reached, and that contractors sustain ability to meet the needs of the Government. As a result of the group's efforts, three recommendations were presented:

- 1) Standardization of specifications for fire contracts, performance, and qualifications.
- 2) The increase in contract development, use of contractors, and the development of criteria for contractors to meet standards, contract specifications, and performance will impact a variety of the agency's staff in various areas.
- 3) Develop a standard dispatch process for contract resources in relationship to agency and State resources that takes into account urgency (initial vs. extended attack), proximity to the incident, quality of performance and cost effectiveness, as applicable. A booklet similar to Resource Allocation for Contractors will be developed and reviewed at the October 2000 meeting.

Ron Dunton will continue as Liaison with this Task Group.

**22. SUBJECT:** IRMWT succession.

**DISCUSSION:** Shari Shetler is Vice Chair and will assume the Chair at the fall IRMWT meeting.

**MOTION:** Accept recommendation from the IRMWT.

**SECONDED AND CARRIED.**

**23. SUBJECT:** WFIWT Charter (Wildland Fire Investigation Working Team) and Chair.

**DISCUSSION:** We reviewed the charter and a roster of suggested members. The charter follows guidelines from the Business Practices Plan, but some modifications are recommended. The Team needs to develop a strategic plan for budget and workload activities. Harry Croft will be the Liaison for this Working Team. Paul Steensland is recommended as Chair.

**MOTION:** Accept charter recommendation with amendments and accept Paul Steensland as Chair.

**SECONDED AND CARRIED.**

**24. SUBJECT:** SHWT Chair.

**DISCUSSION:** It is recommended by the SHWT and Dave Aldrich that Paul Broyles, NPS, be selected as the Chair of this WT.

**MOTION:** Accept recommendation.

**SECONDED AND CARRIED.**

**25. SUBJECT:** Umbrella document for decisions.

**DISCUSSION:** A revision of a decision document was reviewed and considered. This may be best included in the Business Practices Plan. Comments on the document are to be sent to the Executive Secretary by July 15, 2000, for modification and insertion into the Business Plan. The final approval will be in conjunction with the Business Plan in October 2000.

**26. SUBJECT:** Preliminary budget allocation for FY 2001 based on Working Team strategic goals and budgets.

**DISCUSSION:** All submissions for the 2001 to 2003 budget and strategic goals submitted were approved, with the following exceptions:

- 1) Delete fire shelter work \$75,000, from the FEWT budget. This project will be funded via the Forest Service budget to Missoula Technology Development Center.
- 2) Leadership training and emphasis needs to be included in the TWT goals and budget process. Currently, leadership is shown in a number of existing and proposed courses. Is there a mechanism the WT is using to reflect an analysis of what leadership is covered course by course? NWCG Liaison will meet to discuss the needed emphasis on leadership for the strategic plan with the Chair of the TWT and the training developers at the Fire Center. Staffing at NIFC for developers will remain at two people until the strategy issues are resolved.
- 3) NWCG still needs to have the circuit breakers identified where the National Weather Service may not be performing to meet the needs. This should be shown in the FWWT Strategic Plan.
- 4) SHWT delete fire shelter project. This project will be funded via the Forest Service budget to Missoula Technology Development Center. Need to

add State travel to the SHWT Budget. Jim Hull will follow up with the WT Chair to verify the budget request.

- 5) IRMWT needs to provide a project plan for the Geospatial Information Needs Assessment (INA) proposed in the FY 2001 IRMWT budget. The plan should include the project goal, description of the problem the project solves, describe the outcome, describe the current situation, describe any existing constraints, describe the relative priority of the project, describe the project's duration and relative size, list alternative strategies, discuss resource availability, and discuss funding alternatives to NWCG funding of the project. In addition, provide summary detail on what the \$50,000 would be used for. Defer approval of the INA pending the IRMWT submission of the forgoing required information.
- 6) The GIS Information Needs Assessment and the IRM Strategy Plan need to provide more cost information. There is some concern that this is (Federal employee) salary and travel is already funded; unless the \$50,000 is for a contract, there should not be an approval. Jim Stires will provide follow-up.
- 7) WFIWT budget needs: add \$6,000 to the budget for State travel.
- 8) Increase NWCG State travel to \$16,000 to cover four State meetings (one liaison meeting plus the three NWCG meetings).
- 9) Ron Dunton will check with RCAG to see if there is a need for State travel.

**27. SUBJECT:** NWCG Business Practices Plan review.

**DISCUSSION:** Harry will accept additional comments by July 15. The final draft will be sent to the Executive Secretary for distribution for the fall 2000 meeting.

**28. SUBJECT:** Future meetings.

**DISCUSSION:** The next meeting (79th) will be held October 11-12, 2000, in Luray, Virginia. The FEWT will be making a presentation to NWCG at this meeting on October 11. There will be an executive meeting on October 10 starting at 1300 hours.

The winter 2001 meeting (80th) will be held January 30-31, 2001, in San Antonio, Texas. The FDRWT will be making a presentation on January 30. An executive meeting is planned for January 29 starting at 1300.

The June 2001 meeting (81st) will be at the Grand Canyon, Arizona. On June 5 there will be an executive meeting at 1300 hours. The regular meeting will be June 6-7, 2001.

**29. SUBJECT:** Consider and identify NWCG representative to attend the September 19 FCOG meeting in Adelaide, Australia, September 18-19, 2000.

**DISCUSSION:** Jim Hull is a State representative and is our primary choice; Roger Erb,

FWS, is an addition or alternative.

**30. SUBJECT:** Consider FCOG as Associate Member of NWCG.

**DISCUSSION:** Extend Associate Membership to FCOG.

**MOTION:** Accept FCOG as an Associate Member of NWCG

**SECONDED AND CARRIED.**

## 78th NWCG MEETING SUMMARY AND FOLLOW-UP ACTIONS

Issue	Action	Responsibility	Accomplishment Date	Status
"Where Have all the Firefighters Gone"?	Final report from the Brookings Institute, Al Hyde.	Rick Gale	October 2000	October 2000
Radio Communications	Narrowband radio communication update.	Steve Jenkins	January 2001	
USFA/ICS course curriculum	TWT is on top of the issues and will provide this as an agenda item if the need exists.	Harry Croft	As needed	
FCOG/NWCG agreement	Develop draft of an agreement between FCOG/NWCG.	Ron Dunton	October 2000	
Take action on FWWT May 4, 2000, recommendations	Take action on the following recommendations: 1) Endorse implementation of the NFDRS update. 4) Transition to a network characterized by automation stations with solar radiation sensors which transmit data via the GOES satellite. 5) Establish a weather station maintenance program.	Don Motanic, Liaison	October 2000	
PMS Charter	Submit revised Charter for approval.	Roger Erb	October 2000	
Contract Resource Allocation Handbook	Develop a draft Contract Resource Allocation Handbook for review.	Tory Majors, Contracting Task Group	January 2001	
Incident Base Automation	Develop a complete Business Plan for Incident Base Automation.	IBMWT/IRMW T	October 2000	
NWCG Business Practices Plan	Provide final comments and changes to this plan by July 15. Approve the NWCG Business Practices Plan.	Harry Croft/ Jim Stumpf	October 2000	

Joint GACG/NWCG meeting	Agree on a location and date for joint GACG/NWCG meeting in 2001 or 2002.	NWCG	October 2000	
NWCG Chair/Vice Chair election	Receive the slate from the nominating Committee and elect a Chair and Vice Chair for the next NWCG term.	Ron Dunton/ Jim Hull	October 2000	
Narrowband radio conversion	Draft a letter of support for the gradual narrowband radio conversion process.	John Gebhard	July 30, 2000	
GACG input to FWWT recommendation	Develop a letter for NWCG Chair to solicit input from GACGs on FWWT recommendation number 3.	Don Motanic, Liaison	July 30, 2000	
Set up a master meeting calendar on for NWCG and WTs on website	To better coordinate meetings, the Webmaster will develop a calendar of NWCG and WT Meetings on the website. WT Chairs should provide a meeting calendar to the Webmaster.	Jim Stumpf/ Dottie Miller	September 1, 2000	
Appoint WT Chairs	Send a letter of appointment to all newly appointed WT Chairs.	Executive Secretary/ Don Artley	July 30, 2000	

**EMERGING ISSUES**

NFPA Standards	NFPA is continually developing and modifying standards and guidelines.	Jim Smalley, NFPA, will follow up and try to keep NWCG current.		
Leadership Profiles	Keep current and posted on the NPS Study Leadership Profiles, Styles and Characteristics of National Incident and Area Commanders.	Rick Gale		



IRM activities	Identify roles and clarify, short- and long-term costs, and process for IRM activities, potential projects, priorities and long-term buy-in; where do IRMWT, PMO and NWCG fit into these costs and proposals.	Barry Mathias, IRMWT	October 2000
National Interagency Information Technology support strategy	Provide a follow-up report on National Interagency Information Technology support strategy.	Mike Funston/ Barry Mathias, IRMWT	October 2000
ICS	Review work on potential modifications of the system	Rick Gale	
IAWF collaborations	Keep posted on changes within IAWF.	Don Artley	
Social science studies	Determine what social concepts may be adopted to improve the fire program.	Rick Gale	