

**National Wildfire Coordinating Group
96th Meeting Minutes
May 9-11, 2006**

Action	Decision	Item
		1. Welcome, Introductions, and Meeting Packet Review
		2. Agenda: Review and Finalize
	X	3. 95th NWCG Meeting Minutes and Strategy Meeting Minutes: Review and Approval
X	X	4. Action Item List: Review
X	X	5. NWCG 2007 WT/AG Budget Requests: Review of Subcommittee Recommendations
X	X	6. RNAG
X	X	7. AWFT: Review Implementation Plan for Fire Training; and Crosswalk Project
		8. NIOSH Meeting
X	X	9. Strategic Planning Session
	X	10. NWCG Working Team Liaisons: Review and Decision on New Liaisons to Replace Retired NWCG Members
		11. Meeting with NWCG Working Team Chairs and GACG Chairs
		12. TWT: Conversion to a Competency Based System
		13. FENWT: Revised Charter
X	X	14. Strategic Plan
		15. Letter to Kelly Hawk with Award
X	X	16. SHWT: AED Update
		17. IBPWT: Alternative Hiring Authorities - Review of IBPWT's Draft Letter to OPM
X		18. DHS Credential System: Discussion of New System
		19. All Risk Issues: ROSS, Qualifications, Law Enforcement, and Capabilities to Support
X		20. Third Party Certification of Qualifications: Update on Progress
		21. Meeting Schedule
X	X	22. ICC: Follow-Up
		23. PMO: Update
	X	24. NWFEA Project: Update and Decision on Repository Tool Recommendation
		25. TWT: Training and NIMO
X	X	26. TWT: Competency Based System (Continuation)
X	X	27. FENWT: Draft Charter (Continuation)

Action	Decision	Item	
		28.	Fire Research: Strategy Update
X		29.	MOU (Memorandum of Understanding): Review of Draft Comments
X	X	30.	Lessons Learned Center: Review of Program Charter
X	X	31.	NIMO: Implementation Team Recognition
		32.	Meeting Review: Review Decisions and Action Items, and Next Meeting Agenda Items
		33.	Round Robin

National Wildfire Coordinating Group
96th Meeting Minutes
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The 96th Meeting of the National Wildfire Coordinating Group was held in Boise, Idaho, on May 9-11, 2006.

Members Attending:

Kirk Rowdabaugh (Chair), NASF, Western States
Mike Hilbruner, (Vice-Chair), USFS – Fire Systems Research
Tory Henderson, USDA Forest Service (Acting)
Don Motanic, Intertribal Timber Council
Mike Long, NASF Eastern States
Tim Murphy, Bureau of Land Management (Acting)
Mike Wallace, National Park Service (Acting)
Rod Bloms, Fish and Wildlife Service (Acting)
Lyle Carlile, Bureau of Indian Affairs
Hugh Wood, U.S. Fire Administration
Jim Smalley, National Fire Protection Association
Bonnie Bradshaw, NWCG Executive Secretary

Guests Attending:

Kelly Hawk, BLM
Mike Dougherty, U.S. Fire Administration
Shari Shetler, BLM
Logan Lee, TWT
Paul Schlobolm, FENWT
Gene Madden, SHWT
Hallie Locklear, IBPWT
Kim Christensen, FS
Judy Crosby, BLM
Frank Peters, DOI
Don Artley, NASF
Allen Deitz, PMSWT
Bob Leaverton, IOSWT
Pam McAlpin, GACG Chairs AG
Alan Dozier, WUIWT
Tim Sexton, FUWT
Linda Langner, SSTG
Vince Mazzier, IOSWT
Robin Hanford, WFEWT
Sheldon Wimmer, Great Basin, GACG Chair
Ray Quintanar, California, GACG Chair
Tom Maloney, Northern Rockies, GACG Chair
Tom Corbin, Northern Rockies
Darrell Ausborn, Rocky Mountain, GACG Chair
Brad Cella, Alaska, GACG Chair
Charlie Keller, Pacific Northwest, GACG Chair (Acting)

Joe Ferguson, Southern Area, GACG Chair (Acting)

Call-Ins:

Brian Lauber, State of Arizona

Tom Kuntz, IAFC

1. Welcome, Introductions, and Meeting Packet Review (Kirk Rowdabaugh and Bonnie Bradshaw)

Discussion: Kirk Rowdabaugh welcomed everyone to the meeting. Rod Bloms and Don Motanic introduced themselves. Bonnie Bradshaw covered the documents contained in the Meeting Folder. NWFEA handouts were given for NWCG review before Thursday.

2. Agenda: Review and Finalize (Kirk Rowdabaugh)

Distributed and reviewed:

Handout No. 1: 96th NWCG Meeting Agenda (5 pages)

Edits: Minor edits were made.

3. 95th NWCG Meeting Minutes and Strategy Meeting Minutes: Review and Approval (Kirk Rowdabaugh)

Distributed and reviewed:

Handout No. 2: NWCG 95th Meeting Minutes, January 24-26, 2006 (20 pages)

Handout No. 3: Strategic Planning Meeting Minutes, February 28 - March 2, 2006 (14 pages)

Discussion: The NWCG members liked the new Minutes format, as well as the color coding (red for Action Items and yellow for Agenda Items for Next Meeting). Jim Erickson's suggestions were briefly discussed. Format shown above will be used for listing the handouts, however, the decisions and action items will stay in the format used in the 95th Minutes for convenience to put information into the Action Items and Decisions Tables.

Edits to 95th Meeting Minutes (Orlando): Minor changes were made, and the minutes approved.

DECISION: On NWCG 95th Meeting Minutes, agreed that Minutes are approved, with minor changes made.

DECISION: On NWCG Strategy Meeting Minutes, agreed that they are an internal document of NWCG and do not need to be approved.

4. Action Item List: Review (Bonnie Bradshaw)

Distributed and reviewed:

Handout No. 4: NWCG Action Item, Decisions, and Meeting Tracking Table (Excel Spreadsheet) (6 pages)

Discussion: Bonnie explained the new Tracking Table, which includes Action Items, Decisions, and Meeting Topics. Since it is an Excel document, the capability of sorting and finding information will be invaluable, besides being a historical record. Bonnie recommended that the

Action Items be numbered so that no item falls between the cracks or gets lost. This was discussed briefly, and it was decided to number the Action Items with the meeting number, a dash, and then 01, 02, etc. It was further agreed that if a WT is tasked with an assignment, two action items will be listed with an (A) and a (B) after the number -- (A) for the NWCG Liaison and (B) for the WT.

DECISION: On Action Item Tracking Table, agreed to number the Action Items with the meeting number, a dash, and then 01, 02, etc. (Example: 96-01) It was further agreed that if a WT is tasked with an assignment, two action items will be listed with an (a) and a (b) after the number -- (A) for the NWCG Liaison and (B) for the WT. The WTs will have a separate sheet on the Action Table.

The NWCG Member Handbook was discussed. This was an action item for the Executive Secretary to complete, providing all NWCG members with a new handbook (93rd Meeting - May of 2005). The handbook should contain the NWCG Charter; Charter Protocol; MOU; Strategic Plan; WT/AG Charters; Lists of NWCG Members, WT Chairs, and GACG Chairs; Host List; Featured WT List; and Meeting Minutes. Bonnie will discuss the order and items with Kirk.

ACTION No. 96-01: On NWCG Member Handbook, discuss contents and order with Kirk Rowdabaugh.

Lead: Bonnie Bradshaw

Due Date: June 30, 2006

AGENDA ITEM FOR NEXT MEETING: NWCG Member Handbook - Review New Handbook - Executive Secretary - October - 15 minutes

5. NWCG 2007 WT/AG Budget Requests: Review of Subcommittee Recommendations (Lyle Carlile)

Distributed and reviewed:

Handout No. 5: Budget Subcommittee Review (1 page)

Handout No. 6: NWCG FY2007-2009 Budget Requests (4 pages)

Discussion: The Working Teams did a good job of prioritizing their projects. The final Proposed Budget will be sent to NWCG to review prior to the October Meeting. After the Joint Meeting tomorrow, some adjustments may have to be made as the Strategic Plan will have an impact on the budget. A suggestion was made that the Working Team Chairs attend the January Meeting to discuss their budgets.

DECISION: On 2007 WT/AG Budgets, agreed that Budget will be finalized at October Meeting.

ACTION No. 96-02: On NWCG 2007 Budget Requests, Subcommittee will get their recommendations to NWCG Members for their review.

Lead: Lyle Carlile

Due Date: July 1, 2006

AGENDA ITEM FOR NEXT MEETING: Budgets: Review Final Proposed 2007 Budget - Lyle Carlile - October - 30 minutes

AGENDA ITEM FOR FUTURE MEETING: Budgets: Review with WTs - NWCG Members - January 2007 for 1/2 day. Conference call is an option.

ACTION No. 96-03: On Travel Costs, research Operating Handbook for NWCG Memo on travel costs and supply information to Budget Subcommittee.

Lead: Bonnie Bradshaw

Due Date: May 25, 2006

6. RNAG (Lyle Carlile)

Discussion: In their 94th Meeting (October 2005), NWCG proposed to have this group under NFAEB. NFAEB has chartered this group. As of today, RNAG is officially sunsetted from NWCG.

DECISION: On RNAG, agreed that RNAG is officially sunsetted as an NWCG Advisory Group.

ACTION No. 96-04: On RNAG, research Chair Certificate and prepare a Certificate for Steve Jenkins and deliver to Lyle Carlile.

Lead: Bonnie Bradshaw

Due Date: May 17, 2006

7. AWFT: Review Implementation Plan for Fire Training (Kelly Hawk, Brian Lauber - State of Arizona (called in), and Tom Kuntz - IAFC (called in); Crosswalk Project: Update and Decision to Accept Crosswalk Plan (Mike Dougherty)

Distributed and reviewed:

Handout No. 7: Advancing Wildland Fire Training for Fire Departments Implementation Plan, May 2006 (28 pages)

Handout No. 8: Memorandum to NWCG from Dougherty on Training Equivalency/Crosswalk Report (1 page)

Handout No. 9: U.S. Fire Administration Training Equivalencies Crosswalk Project, dated November 2005 (70 pages)

Handout No. 10: Appendix J: Crosswalk Matrices with State Input (62 pages)

Discussion: Kelly briefly covered goals, the focus, and foundations of the Implementation Plan. The only positions selected for the training, delivery, and equivalency alternative are Firefighter 1, Firefighter 2, Engine Boss, and Strike Team Leader Engine.

Mike Dougherty explained that the Crosswalk document will not get wide distribution, but will be used by NWCG and others. Input was received from the TWT and SHWT on both the AWFT and Crosswalk documents and incorporated into the documents.

Kelly and Mike are looking for NWCG's concurrence on the reports.

DECISION: On Training Equivalencies Crosswalk Project, agreed to accept the Recommendations Report of November 2005 as presented. Further agreed that U. S. Fire Administration will contract for verification of the utility and report back to NWCG.

DECISION: On Advancing Wildland Fire Training for Fire Departments Implementation Plan, agreed to accept final draft as presented. Implementation Plan will be in two versions -- one with pictures included and without the pictures. Further agreed that the NWCG logo can be placed on the document. NASF will report on progress annually.

ACTION No. 96-05: On Advancing Wildland Fire Training for Fire Departments Implementation Plan, provide Executive Secretary with final Implementation, which will be sent out to the NWCG members.

Lead: Kelly Hawk and Bonnie Bradshaw

Due Date: May 17, 2006

AGENDA ITEM FOR FUTURE MEETING: *Training Equivalencies Crosswalk Project: Status on contract for verification of the utility - Mike Dougherty - January 2007*

AGENDA ITEM FOR FUTURE MEETING: *Training Equivalencies Crosswalk Project: Annual Update on Progress (NASF) May 2007. Tickle for annual update every May.*

8. NIOSH Meeting (Mike Long)

Discussion: Meeting was in Washington. NIOSH is overwhelmed with firefighter fatalities and is looking at the value of reviews. They gathered data at the meeting, but did not make a decision. New definition is overwhelming. They are committed to do a full review and are being pulled by the Firefighters Union to move forward. Most firefighting agencies do not use the NIOSH Report because they have no wildland firefighting knowledge.

9. Strategic Planning Session (Shari Shetler)

Distributed and reviewed:

Handout No. 11: NWCG Strategic Plan - Draft, dated April 4, 2006 (5 pages)

Discussion: The Strategic Planning Session was held the entire afternoon on Tuesday. Topics covered were:

1. Finalize Guiding Principles
2. Prioritize Strategies
3. Select Strategies to Pursue
4. Action Plans
5. Objectives for Tomorrow

DECISION: On Strategic Plan, agreed that Action Plans will be approved in the October Meeting. Further agreed to schedule 1/2 day in the October Meeting to review these with

WT/AG and GACG Chairs.

DECISION: On NWCG Budget Cycle, agreed to the following new timelines:
September 15th - WT/AG Action Plans and Accomplishment Reports due.
October Meeting - WT/AG Action Plans and Accomplishment Reports reviewed.
January Meeting - WT/AG present their 3 year budget.
May Meeting - Budget will be approved.

ACTION No. 96-06: On Action Plan, develop a template for WT/AG to use, incorporating the budget form currently used for budget submission.

Lead: Shari Shetler and Tory Henderson

Due Date: May 10, 2006

AGENDA ITEM FOR NEXT MEETING: *Strategic Plan: Review Action Plans with WT/AG and GACG Chairs - NWCG Members - October - 1/2 day*

10. NWCG Working Team Liaisons: Review and Decision on New Liaisons to Replace Retired NWCG Members (Kirk Rowdabaugh)

Distributed and reviewed:

Handout No. 12: NWCG Working Team Liaisons List (1 page)

Discussion: Since NPS, FWS, and FS have Acting Members at the present time on NWCG, the agencies currently assigned to the WT/AG will stay the same, and this topic will be reviewed again in October.

DECISION: On NWCG Liaisons to WT/AG, agreed to keep the agencies currently listed as liaisons, with review again at the October Meeting.

AGENDA ITEM FOR NEXT MEETING: *NWCG WT/AG Liaisons: Review - NWCG Members - October - 10 minutes*

Wednesday, May 10, 2006**11. Meeting with NWCG Working Team Chairs and GACG Chairs (Shari Shetler and NWCG Members)**

Note: Meeting minutes were recorded on a separate document and are attached to these minutes.

12. TWT: Conversion to a Competency Based System (Logan Lee)

Distributed and reviewed:

Handout No. 13: Conversion of the NWCG Curriculum to a Competency-Based System, dated March 2006 (1 page)

Handout No. 14: Competency Based Position Taskbook - Task Force/Strike Team Leader, Draft

of May 4, 2006 (11 pages)

Handout No. 15: PowerPoint Presentation Printout on Conversion to a Competency Based System (4 pages)

Discussion: TWT has been drawn into the All Hazard environment, which has lead them into changing their curriculum. PowerPoint presentation was given. Performance based task books could not be translated into a competency based system. Rationale was presented on conversion to a competency based system. Task books have been translated into core competencies. Assessment is being made now as to who is affected by revising the curriculum schedule. TWT believes that the tradeoff is worthwhile.

Refer Topic – Will be discussed later on in the meeting (Decision will be made and possible funding strategies discussed). See No. 26 Below.

13. FENWT: Revised Charter (Paul Schlobolm)

Distributed and reviewed:

Handout No. 16: Fire Environment Working Team Charter (Revised) (5 pages)

Handout No. 17: Fire Environment Working Team Operating Principles, dated March 2006 (17 pages)

Discussion: The Operating Principles are for review only, but Paul would like approval on the Charter.

Refer Topic - Will be discussed later on in the meeting. See No. 27 Below.

AGENDA ITEM FOR NEXT MEETING: FENWT: Operating Principles Review - Paul Scholbolm - October - 30 minutes

Thursday, May 11, 2006

14. Strategic Plan (Shari Shetler)

Discussion: Shari covered the updated Action Plan format, what direction needs to be given to the Action Plan groups, assigned leads to the Action Plan, what she will be sending to Bonnie to get out to the group (NWCG letter from the Chair; revised Mission, Vision, Principles, Goals, etc.; Goal Strategy Template; Budget Template; sample of Action Plan; Action Plan Development assignments; and flipchart notes).

ACTION No. 96-07: On NWCG Strategic Plan, draft memo for Chair's signature giving direction to Action Plan Groups.

Lead: Shari Shetler

Due Date: May 19, 2006

ACTION No. 96-08: On NWCG Strategic Plan, send updated charts, timeline, notes to Executive Secretary, and Action Plan Template.

Lead: Shari Shetler
Due Date: May 30, 2006

DECISION: On NWCG Budget, agreed that Working Team Chairs will have their budget to NWCG secretary by December 1 annually.

Alan Dozier is the contact to a technical writer to help draft the Strategic Plan document.

AGENDA ITEM FOR NEXT MEETING: *Strategic Plan: Prioritize Action Plans and discussion with WTs re NWCG structure and where they fit - NWCG Members - October - 1 1/2 days*

All aspects of NWCG were discussed, and new committees and assignments were made (see Decision for details).

ACTION No. 96-09A: On NWCG Organization, develop a matrix to identify what exactly NWCG currently has in its framework, identifying that is and is not in the scope.

Lead: Judy Crosby and Shari Shetler
Due Date: September 13, 2005

DECISION: On NWCG Organization, agreed on the following committees and leads:
Budget Subcommittee: Lyle Carlile, Tim Wallace, and Tory Henderson
Business Committee: Kirk Rowdabaugh, Mike Hilbruner, and Hugh Wood
Conflict Resolution Model (Communication Process): Kirk Rowdabaugh, Mike Hilbruner, and Hugh Wood
Support System: Judy Crosby - lead
SME and Federal Subcommittee: Tim Murphy - lead
Communication Plan: Tasked to WFEWT (Mike Wallace is Liaison to that group)
Full-Time Staffing: Federal Subcommittee (Tim Murphy - lead)

ACTION No. 96-09B: On NWCG Communication Plan, convey task assignment to WFEWT.

Lead: Mike Wallace
Due Date: TBD

15. Letter to Kelly Hawk with Award (Tim Murphy and Kirk Rowdabaugh)

Discussion: Kelly was presented an award and NWCG letter for all her work on the Fire Departments Implementation Plan.

16. SHWT: AED Update (Gene Madden)

Distributed and reviewed:

Handout No. 18: SHWT Memorandum to NWCG re Automated External Defibrillators, dated May 9, 2006 (1 page)

Discussion: SHWT recommendation was to phase in the AEDs into the cache system. Every unit does a self-check, and is very low maintenance. Battery replacement ranges from \$35.00 to \$200.00. Level of care, medical standards, and worksite need to be defined.

DECISION: On AEDs, agreed to table this topic until the SHWT completes their task on defining the level care and medical standards.

ACTION No. 96-10: On SHWT, come up with definition of worksite.

Lead: Gene Madden

Due Date: January Meeting.

AGENDA ITEM FOR FUTURE MEETING: SHWT: Standard of Care, Medical Standards, and Definition of Worksite - Gene Madden - January 2007

17. IBPWT: Alternative Hiring Authorities – Review of IBPWT’s Draft Letter to OPM (Hallie Locklear)

Distributed and reviewed:

Handout No. 19: Report of Findings, Interagency Incident Hiring Alternatives (11 pages)

Discussion: Spreadsheet will be cleaned up, and a cover letter will be written to the agencies.

18. DHS Credential System: Discussion of New System (Tim Murphy)

Discussion: Credential Project is being developed. Steve Gauge is the representative. How equivalency is determined should be reviewed by NFAEB.

ACTION No. 96-11: On DHS Credential System, talk with Steve Gauge on this topic and report back to NFAEB with findings.

Lead: Tory Henderson

Due Date: May 17, 2006

19. All Risk Issues: ROSS, Qualifications, Law Enforcement, and Capabilities to Support (Mike Wallace and Kim Christensen)

Distributed and reviewed:

Handout No. 20: NPS Memorandum to Associate Director, Visitor and Resource Protection, dated May 8, 2006 (4 pages)

Discussion: Memorandum is a follow-up to November 22, 2005 Meeting. Four key issues were addressed. ROSS will be revised to make it a successful tool for All-Hazard. IQCS Project Manager is assessing the potential cost associated with a system revision. NPS and IOSWT are looking into possible shortfalls. The main concern is equipment that is not currently in ROSS, but would deal with All Hazard.

20. Third Party Certification of Qualifications: Update on Progress (Tory Henderson)

Discussion: Logan and Tory have not been able to meet on this. The report was received, and she will get it out to members. Changes listed on the report are being implemented. Tory and Logan will review to see whether instructor qualifications are being met.

ACTION No. 96-12: On Third Party Certification of Qualifications, send report to NWCG members.

Lead: Tory Henderson
Due Date: May 30, 2006

21. Meeting Schedule

<i>Meeting / Dates</i>	<i>Host Agency</i>	<i>Location</i>	<i>Featured WT/AG</i>
Fall – October 17-19, 2006	ITC & BIA Jim Erickson	Coeur d’Alene, Idaho	Fire Use WT
Winter – January 23-25, 2007	Western States Kirk Rowdabaugh	Phoenix, Arizona	Safety & Health WT
Spring - May 8 -10, 2007	NPS	TBA	TBD After Fall Mtg.
Fall - TBD	TBD	Boise	TBD

22. ICC: Follow-Up (Tory Henderson)

Distributed and reviewed:

Handout No. 21: ICC Follow-Up Email, dated 4/14/06, and two USDA Forest Service Briefing Papers, dated 4/21/06 (4 pages)

Discussion: ICC is requesting membership and participation in NWCG activities.

DECISION: On ICC Membership to NWCG, agreed that ICC will not become a member of NWCG, but can be used as a SME on the Working Teams if requested by the WT Chair(s).

ACTION No. 96-13: On ICC Membership to NWCG, respond to Marc Rounsaville's email on membership.

Lead: Tory Henderson
Due Date: May 30, 2006

23. PMO: Update (Judy Crosby)

Discussion: NWCG Website has been brought up-to-date by FS Webmaster. A spot cash award will be given to Tammy Denny (FS Webmaster). The NWCG Executive Secretary position will be decided on at the NFAEB Meeting on May 17, 2006. It will be decided whether the position will be a contract, FTE or a 50/50 split.

24. NWFEA Project: Update and Decision on Repository Tool Recommendation (Judy Crosby and Frank Peters)

Distributed and reviewed:

Handout No. 22: NWFEA Project Status Report, dated May 1, 2006 (3 pages)

Handout No. 23: NWFEA Memorandum to NWCG re Repository Selection Recommendation (6 pages)

Handout No. 24: NWFEA Chart (2 pages)

Discussion: DOI Repository was selected and contracts are being set up. Website is on line, with a FAQ section. Feedback is requested. The glossary is being developed. BTT consists of the Chairs of the WTs. Repository is a big data base. DOI is currently revamping their repository. Final approval will be requested once all the SLAs are in place.

NWFEA will help NWCG with decision making as it will let them see everything in wildland fire.

DECISION: On NWFEA Project, agreed to have NWFEA proceed to get SLAs in place.

AGENDA ITEM FOR NEXT MEETING: NWFEA: Update - Frank Peters and Judy Crosby - October - 30 minutes

25. TWT: Training and NIMO (Logan Lee)

Distributed and reviewed:

Handout No. 25: TWT Memorandum to NWCG on Training and Financial Accountability, dated May 11, 2006 (3 pages)

Handout No. 26: TWT two Memorandums to NWCG on NIMO (3 pages total)

Discussion: The handouts were reviewed and briefly discussed.

26. TWT: Competency Based System (Continuation) (NWCG Members) See No. 12 Above.

Discussion: Decision needed to approve or not approve this.

DECISION: On Competency Based System, agreed to the Competency Based System conversion. Further agreed to table the funding issue until the October Meeting.

ACTION No. 96-14A: On Competency Based System, convey task assignment to the IOSWT and TWT to draft a package outlining the conversion.

Lead: Mike Wallace (IOSWT Liaison) and Tim Murphy (TWT Liaison)

Due Date: May 30, 2006

ACTION No. 96-14B: On Competency Based System, draft a package outlining the conversion.

Lead: IOSWT and TWT

Due Date: June 11, 2006 - Draft out for Comments to NWCG; October 17, 2006 - Memo out to field.

AGENDA ITEM FOR NEXT MEETING: TWT and IOSWT: Competency Based System - Review of Memo and Package Outlining Conversion and Funding Issue - October - 30 minutes

27. FENWT: Draft Charter (Continuation) (NWCG Members) See No. 13 Above.

Discussion: More detail can be done in Operating Plan or in subgroup charter.

DECISION: On FENWT Draft Charter, agreed not signing draft Charter at this time until changes have been made.

ACTION No. 96-15: On FENWT Charter, revise Charter with Paul Schlobohm to ensure consistency with NWCG Charter protocol. After revision is made, send draft Charter out for review. Finalize Charter for NWCG Chair signature after comments received.

Lead: Tory Henderson

Due Date: May 30, 2006 - New draft sent out. July 1, 2006 - Final for NWCG Chair signature.

28. Fire Research: Strategy Update (Mike Hilbruner)

Discussion: The FS Fire and Fuels R & D Portfolios were reviewed (3 Goals).

29. MOU (Memorandum of Understanding): Review of Draft Comments (Tory Henderson)

Distributed and reviewed:

Handout No. 27: 2006 NWCG Updated Travel Process (1 page)

Handout No. 28: MOU - Draft (7 pages)

Discussion: Mike Dougherty made handwritten changes to reflect Department of Homeland Security instead of FEMA. Changes were reviewed. The purpose of the MOU is to show why we work together as a body.

ACTION No. 96-16: On MOU, make changes and send out to members for review

Lead: Tory Henderson

Due Date: May 30, 2006 (Final finished)

30. Lessons Learned Center: Review of Program Charter (Mike Wallace)

Distributed and reviewed:

Handout No. 29: Lessons Learned Center Charter, dated 8/15/03 (2 pages)

Handout No. 30: LLC Road Map, dated 4/27/06 (4 pages)

Discussion: Decision on Charter will be made at the October Meeting when Paula Nasiatka is in attendance. Questions that were asked: (1) Who are the users? (2) What are the priorities on the list? (3) What roles can be played at minimal cost? and (4) What skills are provided that are not provided by others? An update was requested to show the program support that facilitates the Road Map.

DECISION: On LLC, agreed to defer decision on signing Charter until October Meeting.

ACTION No. 96-17A: On Lessons Learned Center, convey task assignment to Paula Nasiatka to show the program support that facilitates the Road Map, and answer the questions asked in the May Meeting.

Lead: Mike Wallace

Due Date: June 30, 2006

ACTION No. 96-17B: On Lessons Learned Center, provide information to show the program support that facilitates the Road Map, and answer the questions asked in the May Meeting.

Lead: Paula Nasiatka

Due Date: October 17, 2006

AGENDA ITEM FOR NEXT MEETING: LLC - Review Information on Program Support that Facilitates the Road Map and the Answers to Questions Asked at the May Meeting - Paula Nasiatka - October - 30 minutes

31. NIMO: Implementation Team Recognition (Mike Wallace)

Discussion: NWCG needs to recognize the members of the NIMO Implementation Task with a letter and certificate.

DECISION: On NIMO, agreed that the Implementation Task Group should be recognized with letters and certificates.

ACTION No. 96-18: On NIMO, draft recognition letter to Implementation Task Group members and send to Bonnie to put on NWCG letterhead for Kirk's signature.

Lead: Mike Wallace

Due Date: June 15, 2006

ACTION No. 96-19: On NIMO, make recognition letters and certificates and letters for Implementation Task Group members and mail them out.

Lead: Bonnie Bradshaw

Due Date: June 30, 2006

32. Meeting Review: Review Decisions and Action Items, and Next Meeting Agenda Items (Bonnie Bradshaw)

The Agenda for the Fall Meeting was reviewed.

33. Round Robin (NWCG Members)

Tim Murphy: Logan informed on tasking.

Rod Bloms: Enjoyed the meeting. The new FWS Fire Director has not been announced yet.

Mike Long, Lyle Carlile, and Mike Wallace: Nothing to add.

Don Motanic: The ITC Annual Symposium is in Fairbanks in June, and NWCG is invited.

Tory Henderson: July 1st is the end of her detail.

Jim Smalley: National WUI Fire Education Conference - Backyards and Beyond will be held in Denver at the Doubletree (Stapleton) on November 2-4. 400 workbooks are being sent out this month for this conference.

Hugh Wood: He is working with Dale Dague on the National Mobilization Project on the structural side.

Judy Crosby: Reiterated that the PMO works for NWCG. There is some disconnects with a few of the projects and some confusion on the NWFEA Project. The PMO will work to correct this.

Mike Hilbruner: Expressed appreciation to Don Motanic and Rod Bloms for filling in for this meeting. Meeting went well.

Bonnie Bradshaw: The GACC members enjoyed seeing how NWCG works. Table Tents were helpful at the meeting.