

**National Wildfire Coordinating Group
99th Meeting Minutes
May 8-10, 2007**

Action	Decision	Item	
		1.	Welcome, Introductions, and Meeting Packet Review
		2.	Agenda: Review and Revise
	X	3.	98th NWCG Meeting Minutes: Review and Approval
		4.	Action Item List: Review
	X	5.	Incident Qualification Certification System (IQCS) PeopleSoft License
X	X	6.	Fire Equipment Working Team (FEWT): Engine & Tender Typing
X	X	7.	Fire Equipment Working Team (FEWT): National Fire & Protection Association (NFPA) Membership on Committees
X	X	8.	NWCG Charter
X	X	9.	NWCG Calendar
X		10.	NWCG Operating Procedures
X		11.	NWCG 100 th Meeting / Celebration
		12.	Featured Working Team: Wildland Fire Education Working Team (WFEWT)
X	X	13.	Safety & Health Working Team (SHWT): Automated External Defibrillators (AEDs)
X	X	14.	Safety & Health Working Team (SHWT): Minimum Standards of Incident Emergency Medical Services (EMS)
		15.	NWCG Annual Fireline Safety Refresher Training Strategic Plan 2006-2010
X	X	16.	Crosswalk Project Update and Concurrence with Proposal
		17.	NWCG Strategic Action Plan Pre-Work Discussions
		18.	Proposed Interagency Fire Governance Structure – NWCG Restructure
X		19.	NWCG Budget and Strategic Action Plan Review
		20.	Bin Items
		21.	Meeting Review: Review Decisions and Action Items, and Next Meeting Agenda Items
	X	22.	Meeting Schedule
		23.	Round Robin

National Wildfire Coordinating Group
99th Meeting Minutes
May 8-10, 2007

The 99th Meeting of the National Wildfire Coordinating Group was held in Teton Village, Wyoming on May 8-10, 2007.

Members Attending: Kirk Rowdabaugh (Chair), NASF Western States
Lyle Carlile, Bureau of Indian Affairs
Jim Erickson, Intertribal Timber Council
Mike Long, NASF Eastern States
Brian McManus, Fish and Wildlife Service
Tim Murphy, Bureau of Land Management
Dan Smith, National Association of State Foresters
Mike Wallace, National Park Service
Hugh Wood, U.S. Fire Administration
Karyn Wood, Forest Service
Lisa Street, NWCG Executive Secretary

WT Chairs Attending: Tory Henderson, FEWT
Shari Shetler, IRMWT
John Gould, SHWT (Acting)
Robin Hanford, WFEWT (Acting)

Guests Attending: Judy Crosby, NWCG PMO
Mike Dougherty, U.S. Fire Administration

TUESDAY, MAY 8, 2007

Meeting commenced at 8:00 a.m.

1. Welcome, Introductions, and Meeting Packet Review (Kirk Rowdabaugh and Lisa Street)

Discussion: Kirk Rowdabaugh welcomed everyone to the meeting.

2. Agenda: Review and Finalize (Kirk Rowdabaugh)

Distributed and reviewed:

Handout No. 1: 98th NWCG Meeting Agenda

Discussion: Minor edits were made. Bin items were added: NWCG Working Team (WT) briefing updates for Wildland Urban Interface Working Team (WUIWT), Training Working Team (TWT), and Fire Environment Working Team (FENWT).

3. 98th NWCG Meeting Minutes and Strategy Meeting Minutes: Review and Approval (Kirk Rowdabaugh)

Distributed and reviewed:

Handout No. 2: NWCG 98th Meeting Minutes, January 23-25, 2007

Discussion: Minutes were mailed out to all members by the Executive Secretary. A motion was moved by Erickson to approve the 98th Meeting Minutes, seconded by Karyn Wood. NWCG 98th Meeting Minutes were approved unanimously.

DECISION: On NWCG 98th Meeting Minutes, minutes were approved by unanimous decision.

4. Action Item List: Review (Lisa Street)

Distributed and reviewed:

Handout No. 3: NWCG Action Item, Decisions, and Meeting Tracking Table

Discussion: Action Item List was mailed out to all members by the Executive Secretary. Executive Secretary will continue with current minute documentation format and action item tracking table will be updated as necessary.

5. Incident Qualification Certification System (IQCS) PeopleSoft License (Lyle Carlile)

Distributed and reviewed:

Handout No. 4: NWCG Agenda Request Form

Handout No. 5: IQCS PeopleSoft License Briefing Paper

Discussion: Detailed information was provided in the briefing paper. The number of records fluctuates in the spring as people are hired. Wallace has been involved in the tracking of these numbers with the National Fire and Aviation Executive Board (NFAEB). NWCG may consider providing direction to the field in regards to managing active/inactive records; and which records may be archived to free up active employee file space. Wallace continues to work on securing funding from Department of Interior (DOI) Law Enforcement (LE) to provide funding for their share of the active files. Two issues: funding from DOI and managing the active files within the 65,000 record limit. NWCG will handle the management of files. NFAEB will handle funding from DOI LE.

BLM has ownership and will contact the IQCS change management system to alert the field of the need of updating records.

DECISION: On the IQCS PeopleSoft License, no additional fire money will be provided for IQCS next year. NFAEB (Wallace) will continue to secure funding from DOI LE. This will be reverted back to the BLM Operations and Maintenance (O&M) group via Murphy to provide direction to the field (done).

6. Fire Equipment Working Team (FEWT): Engine & Tender Typing (Tory Henderson)

Distributed and reviewed:

Handout No. 6: NWCG Agenda Request Form

Discussion: A group has been formed to determine which items will be formally competed through the contracting process. Consequently, the engine tender typing needs to be updated. FEWT task group solicited comments on typing and have a draft proposal based on comments received and issue identification. FEWT can submit as a final draft to NWCG for release of final comment in time for October meeting. Retyping has a much larger impact on the States vs. the federal partners. Henderson will solicit response from FEWT members next week and provide formal report. Mike Long (backup Kirk Rowdabaugh) will discuss this issue at the NASF Fire Committee meeting in June. Need comments back by mid-September in time for NWCG 100th meeting in October. Need to set a minimum standard for national mobilization. NASF will have comments back by the first of July.

DECISION: For the FEWT Engine and Tender Typing, based on the formal proposal presented at the NWCG meeting in October, a final decision will be made.

ACTION No. 99-01B: On FEWT Engine and Tender Typing, a formal engine typing proposal that sets a minimum standard for national mobilization will be drafted for release to the field from NWCG.

Lead: Tory Henderson

Due Date: 5/22/07

AGENDA ITEM FOR NEXT MEETING: For FEWT Engine and Tender Typing Decision – (Tory Henderson) October 2007 meeting - 30 minutes.

7. Fire Equipment Working Team (FEWT): National Fire and Protection Association (NFPA) 1977 Committee Membership (Tory Henderson)

Distributed and reviewed:

Handout No. 7: NWCG Agenda Request Form

Discussion: NWCG letter to NFPA regarding wildland firefighter respirator issue was not presented to the 1977 Committee. Once the issue was forced, it was taken out of context. Response was derogatory towards NWCG. NFPA has decided to develop a separate standard. It has been suggested that federal members serve on their technical committee for NFPA 1977. Committee makeup varies and voting power has never been on federal side, mostly private industry and other non-federal entities. In the past, where there has been federal membership, but has been very minor in relation to the size of these committees. Users (on the ground firefighters) and consumers; enforcing (NWCG or WFLC level).

If federal agencies do not actively participate on this committee, a standard will be created that may or may not meet current federal needs and have complete science/research approval. MTDC is a member of the committee, and will continue to submit research findings to NFPA regardless if they adopt the recommended science-based standards. NWCG needs to identify federal members to serve on this committee for a period of three years. Ken Huff (BLM) has been suggested as a member to represent users; Leslie Anderson and Dave Anderson currently serve on the committee. Henderson recommends at a minimum at least one member from each federal agency and several state members that are currently users (firefighters). FWS committed one person. Each agency will need to send a formal letter to NFPA recommending federal representation.

State representatives will have issues with travel costs. Henderson will check with Missoula on securing travel funds for these members. Rowdabaugh will secure a state representative.

DECISION: For NFPA 1977 Committee Membership, each federal agency fire director and NASF will nominate a representative to serve on the NFPA 1977 Committee; formal letters from each agency requesting membership on the 1977 Committee will be sent to NFPA.

ACTION No. 99-02: On NFPA 1977 Committee Membership, nominees will be identified and names sent to Tory Henderson.

Lead: NWCG Members

Due Date: 5/30/07

ACTION No. 99-02B: For NFPA 1977 Committee Membership, a template letter will be drafted for federal agency use to send to NFPA.

Lead: Tory Henderson

Due Date: 5/20/07

8. NWCG Charter (Tim Murphy)

Distributed and reviewed:

Handout 8: NWCG Agenda Request Form

Handout 9: NWCG Charter DRAFT v.3

Handout 10: NWCG MOU

Discussion: Draft charter takes into account the new governance structure of merging NWCG and NFAEB. New charter membership does not include NFPA. Signatures will consist of NWCG Chair, NASF Fire Director, and FEC. NWCG MOU has been revised to reflect the changes in the Charter. The MOU is necessary to pay for State travel and accept funding from USFA, among other authority requirements; and may evolve into an Interagency Agreement. Henderson will research the state requirements to see if States will need to sign the MOU/IA to receive state travel funds.

NWCG Charter, MOU, and Operating Procedures are closely aligned and will reflect the same wording for consistency. Ideally, all official documents will be ready for approval and signature at the October meeting.

NWCG needs a national definition of membership; this may depend upon how WFLC proceeds with their definition of membership and how NASF handles delegation of authority to their National Fire Director. NWCG may accept the appointment of a non-federal member under compliance with FACA. Murphy will contact Mark Beighley for specific member definitions (i.e., *a national member*). Charter needs to state ownership language as reflected in NWCG By-Laws and Operating Principles and NWCG Strategic Plan.

NWCG Chair will continue to serve a two-year term. Election of officer language will be included in the By-Laws and Operating Principles. New officers will be elected at the 101st meeting. Responsibilities Section: Specifics for Vice Chair, Executive Secretary, and Members will be moved to Operating Principles. A two-thirds (2/3) quorum for conducting business will be required. Approvals will be determined after discussions with FEC on 5/11/07.

DECISION: For NWCG Charter, specific language will match NWCG By-Laws and Operating Principles, and NWCG Strategic Plan. Language in all three documents will be in compliance.

DECISION: For NWCG Elections, new officers will be elected at the 101st Meeting, January 2008 in Boise, Idaho.

ACTION No. 99-03: For the NWCG Charter, a revised draft based on discussion and edits at the 99th Meeting, will be mailed to NWCG members.

Lead: Tim Murphy

Due Date: 5/16/07

AGENDA ITEM FOR NEXT MEETING: For the NWCG Charter and MOU/Interagency Agreement Approval - October 2007 meeting - 30 minutes.

9. NWCG Calendar (Brian McManus)

Distributed and reviewed:

Handout 11: NWCG Agenda Request Form

Discussion: In the past, NWCG Working Teams provided their meeting calendars to the NWCG Executive Secretary and/or NWCG Webmaster for posting on the NWCG website. Some WTs have kept their calendars updated and some have not. This is a very useful tool and will be included in the new governance substructure as a standard in the Operating Plan. In the very least, liaisons will remind the Chairs to submit their calendars to the Executive Secretary.

DECISION: On the NWCG Calendar, all WT Chairs will submit WT meeting dates and updated rosters to the Executive Secretary for posting to the NWCG web on a quarterly basis.

ACTION No. 99-04: For the NWCG Calendar, a formal memo requesting calendar and roster updates will be sent to WT Chairs.

Lead: Lisa Street

Due Date: 5/20/07

10. NWCG Operating Procedures (Brian McManus)

Distributed and reviewed:

Handout 12: NWCG Agenda Request Form

Handout 13: NWCG Operating Principles 4/27/07 DRAFT

Discussion: A brief update on where we are with the NWCG Operating Principles, Guidelines and Procedures document was provided. A final version (working draft) should be ready for review by or before the 100th Meeting in October 2007, and ready for signature by 101st Meeting in January 2008. The goal is for the NFAEB organization to be incorporated into NWCG by October 11, 2007; and a new and improved NWCG is functional, with the Charter and MOU/IA signed. A formal Transition Plan needs to be in place that incorporates NWCG with NFAEB, including working teams and task groups. A formal communication plan needs to be developed that informs the field of changes including structure, budget, etc.

It was determined that another working session was necessary in order to be ready for 100th Meeting and transition to new organization. The date will be determined by early June.

Refer Topic – Will be discussed later on in the meeting after Strategic Action Plan discussions.

DECISION: For the NWCG Operating Procedures, a working draft will be available for the special planning session meeting in September.

ACTION No. 99-05: For the NWCG Operating Procedures, edits will be made to the working document and sent out to NWCG members for comments

Lead: Brian McManus and Judy Crosby

Due Date: 7/01/07

ACTION No. 99-06: For the NWCG Operating Procedures, comments on the working document will be sent to Judy Crosby.

Lead: NWCG Members

Due Date: 8/01/07

AGENDA ITEM FOR NEXT MEETING: For the NWCG Operating Procedures - October 2007 meeting - 30 minutes.

11. NWCG 100th Meeting (Brian McManus)

Discussion: McManus discussed the facilities at NCTC. McManus and Street will send out logistics info to all members.

ACTION No. 99-07: For NWCG 100th Meeting, logistic information will be compiled and sent to NWCG members so that they may include in their invitations to past members.

Lead: Becky Brooks (FWS) and Lisa Street

Due Date: 6/1/07

12. Featured Working Team – Wildland Fire Education Working Team (WFEWT) (Robin Hanford)

Distributed and reviewed:

Handout 14: NWCG Communicator's Guide (Notebook)

Handout 15: WFEWT Briefing Material Packet

Discussion: Hanford provided the historical background, membership, working principles, and current projects of the working team. WFEWT consists of 10 members: 5 federal and 3 state, 1 Intertribal Timber Council (ITC), and 1 from The Nature Conservancy (TNC).

Current membership:

- Chair – Maureen Brooks, FS
- Bernie Andersen, NASF – SE
- Roberta D'Amico, NPS
- Leslie Fitzwater, NASF – NE
- Rick Gibson, NASF – W
- Robin Hanford, TNC
- Catherine J. Hibbard, FWS
- John Owens, BLM
- Patrick McDowell, BIA
- Germaine White, ITC

WFEWT operating principles may be found on their NWCG website.

WFEWT Vision: All people understand and overwhelmingly support the role of fire in ecosystems.

WFEWT Mission: To provide leadership in the development, implementation, and continuity of national level wildland fire education programs.

WFEWT Mission Goals:

- The team has all the resources it needs to function in an effective manner.
- The public is aware of the role of fire in ecosystems.
- Fire prevention and education teams are fully integrated into the fire organization.
- Team products and services are timely, effective and used.
- Develop and implement a comprehensive system to measure the effectiveness of our mission's accomplishment.

The NWCG Communicator's Guide was designed by WFEWT to address key elements of effective communication: who says what to whom, when, where, and why. A well-planned communications program is unique because messages are specifically linked to ecosystems, local communities, agency/organization missions, methods and media used, and messenger credibility.

WFEWT is at the end of their 5-year Strategic Plan and will be developing a new/updated Strategic Plan that ties into NWCG Strategic Plan at their next meeting in May 2007. Prevention Team materials will be housed on the Lessons Learned Center (LLC) servers, and accessible from the NWCG website via a link. Detailed discussions on how information is distributed and presented on the NWCG website vs. alternative websites will be covered in NWCG Operating Procedures session. WFEWT will be working on NWCG Strategic Plan Goal 3 – Education Campaign. Quite a few questions came up regarding NWCG direction to Working Teams, and Working Teams identifying needs for presentation before NWCG.

WFEWT has questions about how they fit in to new NWCG Strategic Plan and goals; and how NWCG priorities fit into Working Team priorities and vice versa. There may be a role for WFEWT to help communicate NWCG's new organization and messages. It was suggested that the NWCG survey results be re-evaluated to identify communication needs. There should be a clear line of authority from NWCG to working teams. WFEWT has determined that their primary audience is NWCG and internal audiences. The new NWCG organization should have better control over interagency communication and how information is disseminated.

NWCG members thanked Hanford for the briefing and for WFEWT's continued contributions to NWCG.

13. Safety and Health Working Team (SHWT) – Automated External Defibrillators (AEDs) (John Gould)

Distributed and reviewed:

Handout 16: SHWT 1/23/07 Memo – Automated External Defibrillators (AEDs)

Handout 17: FEWT 4/30/07 Memo to NWCG – Automated External Defibrillators (AEDs)

Discussion: SHWT has determined that AEDs are a necessity, and given OSHA regulations, it is timely to address this issue and provide AEDs on incidents. FEWT has developed several

options to provide AEDs on incidents. AED programs have to be sponsored by local licensed physicians; which make it problematic for AEDs to be incorporated into caches and kits. FEWT has identified two avenues: 1. AEDs may be included as a minimum requirement of EMT contract; 2. AEDs included under a national contract that allows contractors to supply these directly to incidents (to medical unit leader); or 3. Be provided by a local unit. FEWT recommends AEDs not be included in first aid kits, and that they should be a stand alone item. The crux is in implementing a program in a very small structured organization (caches), and the impacts on logistical support, maintenance, and liability. Incidents could potentially have 3-4 ways to secure AEDs onsite. If 500-person kits are contracted 100%, then AEDs could be incorporated.

DECISION: For Automated External Defibrillators (AEDs), it was agreed that 250+ incidents will have AEDs. FEWT will provide the mechanism for achieving this.

ACTION No. 99-08B: For Automated External Defibrillators (AEDs), an implementation report will be presented at the NWCG 100th meeting.

Lead: Tory Henderson

Due Date: 10/10/07

AGENDA ITEM FOR NEXT MEETING: For AED Implementation - FEWT (Tory Henderson) - October 2007 meeting - 30 minutes.

14. Safety and Health Working Team (SHWT) – Minimum Standards of Incident Emergency Medical Services (EMS) (John Gould)

Distributed and reviewed:

Handout 18: NWCG 2/27/07 Memo Feedback Requested – Recommended Minimum Standards of Incident Emergency Medical Services (Included Spreadsheet attachment 2/2/07)

Handout 19: SHWT 1/23/07 Memo to NWCG – Recommended Minimum Standards of Incident Emergency Medical Services (EMS)

Handout 20: Spreadsheet – Minimum Standards of Incident Emergency Medical Services – May 8, 2007

Discussion: Based on the 2/27/07 NWCG call for feedback memo, the information collected is reflected on May 8, 2007 Spreadsheet: The recommended levels of EMS Guidelines are the minimum levels of expected EMS resources at all US wildland fires. NWCG members noted that the NWCG standard should recommend EMS based on number of personnel on an incident rather than incident type. NMAC has also discussed this issue. Type 1 Teams carry the Medical Unit so this was considered by the SHWT. SHWT received comments from FEWT and IBPWT. There were concerns that States have not had a chance to respond. Gould noted that there are three state representatives on the working team, and he will send comments received to members.

Recommended Edits:

- Levels (4 columns): 1 – IA; 2 -EA less than 250; 3 - EA 250-500; 4 EA more than 500.

- First Responder/Basic FA needs to be clarified for the field.
- These are recommended levels not required. “Expected” will be taken out of the wording. These are the **minimum** standards.
- Wording: “possibly” (under Type 3 Organization) will be changed to “recommended.”
- Each box needs to be filled.
- Table ends after Emergency Transport – rows after this are working (foot) notes only and will not be included in the final table.

Distribution will include a formal memo from NWCG, EMSG website, safety alert, ICACs, and then published as part of 410-1. Mike Long will present final version at 100th Meeting for adoption by January 2008 and implementation for FY08 Fire Season.

Decision: On Minimum Standards of EMS, agreed on accepting standards as presented and further agreed that chart will be reformatted before presentation.

ACTION No. 99-09: For Minimum Standards of EMS, final minimum standards will be presented to NWCG for approval at 100th Meeting.

Lead: Mike Long

Due Date: 10/10/2007

AGENDA ITEM FOR NEXT MEETING: For Minimum Standards of EMS Decision (Mike Long) - October 2007 meeting - 15 minutes.

15. NWCG Annual Fireline Safety Refresher Training Strategic Plan 2006-2010 (John Gould)

Distributed and reviewed:

Handout 21: NWCG Annual Fireline Safety Refresher Training Strategic Plan 2006-2010

The Fireline Safety Refresher Task Group (FSRTG) chartered under NWCG has developed a Strategic Plan for NWCG review.

16. Crosswalk Project Update and Concurrence with Proposal (Mike Dougherty)

Distributed and reviewed:

Handout 22: NWCG Agenda Request Form

Handout 23: IAFC Crosswalk Research Report

Handout 24: IAFC Crosswalk Format

Handout 25: Wildland Firefighting Training Equivalency Crosswalk Report

Discussion: A PowerPoint presentation briefing was given. Dougherty will work on determining cost figures for each alternative. NWCG needs to recognize that structural firefighters have the necessary training through gap courses that meet current wildland firefighter requirements. It is the intent that if structural firefighters complete gap courses, meet the qualifications, and are red-carded, they will not be turned away from any incident. DHS has

enough funding to get process to Phase 2: gap courses posted on web (alternative 2). S-130 and S-190 are the only web-based courses available on-line at this point. For units without internet access, the gap course work would be available on a CD. Ready reserve representatives for each agency should meet with Dougherty to discuss funding to get us to Phase 3.

NWCG members recognized and thanked Dougherty for his continued work with the Crosswalk -- it has been a long process.

DECISION: For Crosswalk Project:

- **Is the NWCG parent group in agreement with methodology, process and distribution?**

Answer: Yes

- **Who owns the Crosswalk?**

- **Name on materials**

Answer: NWCG

- **Which of the alternatives should be implemented?**

- **Maintenance of selected alternatives**

Answer: Conceptually agree with alternative 3, need to provide funding figures to NASF members in time for the NASF Fire Directors meeting in June 2007.

Proceed to Phase 2.

ACTION No. 99-10: For Crosswalk Project, review Wildland Firefighting Training Equivalency Crosswalk Report and provide comments back to Mike Dougherty.

Lead: NWCG Members

Due Date: 5/25/07

AGENDA ITEM FOR NEXT MEETING: For Crosswalk Project - Final distribution and funding strategies for final product (Mike Dougherty) - October 2007 meeting - 15 minutes.

17. NWCG Strategic Action Plan Pre-Work Discussions (Shari Shetler – Facilitator)

Discussion: Sequencing of the restructuring process:

1. Charter
2. MOU and/or Interagency Agreement
3. Strategic Plan.

Form follows function.

Meeting adjourned at 5:45 p.m.

Wednesday, May 9, 2007

Meeting commenced at 8:00 a.m.

18. NWCG Restructure (Judy Crosby)

Distributed and reviewed:

Handout 26: NWCG Substructure Strawman – 4/30/07

Handout 27: Wildland Fire Interagency Teams/Groups

Handout 28: NWCG Substructure Strawman PowerPoint Presentation – 5/9/07

PowerPoint Presentation – NWCG Substructure Strawman – 5/9/07

Discussion: This is a continuation from previous discussions of the proposed Interagency Wildland Fire Governance Structure; the future structure of NWCG will enable better coordination between the NWCG parent group and working teams. Working Teams will also be able to be more interconnected since many of their current projects overlap. Full briefing information contained in handouts.

19. NWCG Budget and Strategic Action Plan Review (Shari Shetler – Facilitator)

Distributed and reviewed:

Handout 29: NWCG Strategic Action Plan Updates

Handout 30: NWCG FY08-10 Budget Spreadsheet

Discussion: Wallace and Shetler have updated the NWCG Strategic Action Plan to include necessary components given the new governance structure and inclusion of NFAEB. Changes were made to:

- NWCG Mission
- NWCG Goals –
 - Communications
 - Three additional goals were added:
 - Fire Policy – Fire policy is developed, interpreted, established, and implemented through a collaborative, interdisciplinary effort.
 - Program Implementation – Interagency wildland fire programs and systems are developed and implemented in a consistent and collaborative process.
 - Incident Operations – The response to and management of wildland fire incidents is seamless, cost effective, timely and efficient.

No changes were made to:

- NWCG Vision
- NWCG Guiding Principles

Groups were broken out to develop objectives, critical success factors, barriers, and strategies for the three new goals: Fire Policy, Program Implementation, and Incident Operations. Edits/additions were made to master Strategic Plan document and are not included in these meeting minutes.

Meeting adjourned at 5:00 p.m.

Thursday, May 10, 2007

Meeting commenced at 8:00 a.m.

19. NWCG Budget and Strategic Action Plan Review - Continuation (Shari Shetler – Facilitator)

Discussion: Members continued to work on strategy prioritization given the outcome of the amended Strategic Action Plan: new goals and resulting critical success factors, barriers and strategies. Documentation captured in NWCG Strategy Prioritization spreadsheet.

The FY08-10 budget spreadsheets were reviewed.

Modifications:

Separate goal/strategy columns

Goal descriptions and strategy descriptions will be included

Increase font size

Increase page size to legal.

ACTION No. 99-11: For the NWCG Strategic Action Plan, action plans for the three new goals need to be accomplished and submitted to Shari Shetler.

Lead: NWCG Members (as identified in the NWCG Strategy Prioritization)

Due Date: 8/17/07

20. Bin Items

Discussion: Several Working Teams submitted documents for general review and information.

WUIWT - (Jim Erickson)

Distributed and reviewed:

Handout 31: WUIWT brochure

Handout 32: Firewise 2006 Executive Summary

The WUIWT announced the 2007 series of workshops entitled “Assessing Wildfire Hazards in the Home Ignition Zone” – the complete revision of the now eliminated P-110 course. The series of two day workshops includes fire behavior in the interface, ignition hazards, mitigation, and how the principles of Firewise Communities can be maximized to reduce the risk of life to residents and fire fighters, and prevent the interface disasters of the past. The series will continue

with 4 additional workshops in 2008 and one final national offering at the third national Firewise Conference: Backyards & Beyond in Tampa FL, November 6-8, 2008.

The Firewise Communities/USA Recognition Program is growing each year and is now at 250+ communities with a 90%+ retention rate, indicating that the local mitigation is on-going in every community. Communities in the recognition program are required to document a \$2 per capita contribution toward mitigation and community activities. Thus far, the contributions over the first five years of the program total more than \$12 million (non-federal).

TWT -

Distributed and reviewed:

Handout 33: TWT 5/4/07 Memo to NWCG – Progress Report

FENWT -

Distributed and reviewed:

Handout 33: FENWT 5/4/07 Memo to NWCG Chair – Support for FCAMMS

21. Meeting Review: Review Decisions, Action Items, and Next Meeting Agenda Items

Discussion: These topics will be added to the October 2007 agenda:

- IRMWT Host WT Briefing – 1 hour on the first day (Information)
- NWCG Charter (Decision) – 30 minutes
- NWCG MOU / IA (Decision) – 30 minutes
- NWCG Operating Guide (Decision) – 30 minutes
- NWCG Strategic Plan – ½ day
- NWCG Substructure

22. Meeting Schedule

<i>Meeting / Dates</i>	<i>Host Agency</i>	<i>Location</i>	<i>Featured WT</i>
Fall – October 10-11, 2007	F&WS Brian McManus	NCTC Shepherdstown, West Virginia	IRMWT
Winter – January 29-31, 2008	BLM Tim Murphy	Boise, Idaho	WUIWT
Spring – May 13-15, 2008	BIA Lyle Carlile	Oklahoma City, Oklahoma	TBD
Fall – October 2008	TBD	TBD	TBD

DECISION: On NWCG Meeting Schedule, the featured Working Team for the 102nd Meeting May 13-15, 2008 will be determined once the new governance structure is in place.

DECISION: On NWCG Meeting Schedule, a special 2-day Strategic Planning Session will be held September 5-6, 2007 in Boise, Idaho. Murphy (BLM) will host. Agenda items will include: Strategic Action Plan, Charter, MOU / IA, and Operating Plan.

AGENDA ITEM FOR NEXT MEETING: PMO/NWFEA Briefing - May 2008 - 2 hour.

AGENDA ITEM FOR NEXT MEETING: Discussion of the Proposed Interagency Fire Governance Structure with WT Chairs; including potential update of charters and strategic plans to conform to the new structure (e.g., NWCG and NFAEB). WT Chairs will extend invitation to their members to participate in discussions – January 2008 – ½ day.

23. Round Robin (NWCG Members)

Kirk Rowdabaugh: Thanks to Wallace for hosting the meeting and Teton NP for the tour.

Lyle Carlile: Glad to finish process; FYI IBPWT discussed re-engineering business practices which is timely for the parent group discussion, should see more in the future.

Mike Long: Has some young foresters, do they still need to be division sup qualified to become a fire behavior specialist? It is something to think about.

Tim Murphy: Thanks to NPS and Wallace for hosting and to Shari for facilitating the strategic planning session.

Judy Crosby: PMO and/or NWCG Chair oversight of Executive Secretary will be determined as the position is filled with the Forest Service.

DECISION: NFAEB Chair Tim Murphy will provide oversight to the new Executive Secretary (Bonnie Bradshaw) until NWCG elections occur in January 2008.

Meeting adjourned at 12:30 p.m.

* Reminder from the NWCG 96th Meeting –

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.