



FFAST Meeting June 12, 2008

Attendees:

Larry Sutton - USFS
Michelle Ryerson – BLM
Al King – NPS
Rod Bloms – FWS
Marie Bates - BLM
Barb Sivey – Medical Standards Program
Michelle Moore – Medical Standards Program

Interagency Budget Discussions

The FFAST met with the following interagency budget personnel: Jeff Scott, NPS; Sarah Fisher, FWS; Cheryl Molis, FS; Al Borup and Lou Ballard representing NWCG.

The main purpose of the meeting was to hold discussions with the agency budget reps and develop a common understanding on how the FFAST and Medical Standards budgets and agreements are supposed to work for next fiscal year and under the new NWCG structure organization.

The group agreed there are two parts of the Medical Standards funding process; gathering costs for medical standards program management, and funding for the CHS contract. Lisa McDevitt recommended that the agencies update their costs for FY-09 identifying new costs or costs that went down, and amend the DOI and FS budgets accordingly. This process will involve drafting an agreement to pre-identify the split for the agencies for operating costs which will show how the money is shared.

Al and Lou representing NWCG provided information on the status of the governance structure. The agency reps are currently gathering information and identifying all the interagency programs and projects that are funded by NWCG. Once all entities are identified they will develop a plan to manage, prioritize, and fund the new structure. There will be a budget advisory group created to oversee the new NWCG structure. This group will bring in budget folks from all the agencies. The new governance function will not be fully implemented until the end of FY-09 at the earliest. In the meantime the FFAST was instructed to do business as usual for preparing budget information for FY-09.

Concerns were expressed about not knowing what the exams are going to cost for FY-09, this makes it difficult to project what overall program costs will be.

Action Item: 1) Send 09 costs to FFAST members(Michelle); 2) Send budget folks most updated spreadsheet of costs breakouts (FFAST).

Medical Standards Program (MSP)

MSP Customer Service Representatives (CSRs) Funding:

The CSR's will be rolled into the CHS contract but billed separately. There was some discussion about how specifically this would work, since agencies pay the full costs of the exams incurred by their people.

Barb distributed a handout on the scope of work for the CSR positions and discussed the roles and responsibilities of the CSRs. There has been some confusion on who to contact for medical standards questions. The CSRs are to be contacted for all medical standards questions except for exam scheduling issues and coordinating fax transmissions. Those issues would require you to contact CHS. The CSRs serve as a port of information gathering and trouble shooting providing all IMSP customers efficient and consistent resolution to issues. The FFAST discussed a need to provide a document for users to read that better outlines what the CSRs are used for and when you would contact CSRs or CHS.

Action Item: Create a document that outlines what the CSRs do and when you would need to contact them or CHS (Barb).

Action Item: Create a 1-800 toll free number for customers to contact CSRs (Kevin)

Non-Clearance Notification Letter to SHRO

Michelle passed out the draft document for FFAST review. Comments and changes were discussed.

Action Item: Revise draft Non-Clearance Letter to SHRO for FFAST approval, finalize and then post on the web.

Review MSP Log:

The FFAST and MSP reviewed and updated the MSP log.

FFAST

Medical Condition Changes

There were discussions about confusion on the process and what contacts are to be made when someone's medical condition changes.

Action Item: The FFAST or designated rep will contact the IMSP Program Lead who will make contact with CHS on the changes. Michelle will develop a write up explaining the process.

FireFit

Michelle gave the group an update on FireFit. There are new members on the committee. They have added an exercise physiologist to the program who will be validating information on the FireFit website and providing subject matter advice, etc. A fitness assessment will be added to the website among other new items in the coming months. FireFit "Footnotes" articles will now be submitted to IAWF's Magazine, "Wildfire". Website improvements are on-going.

Review FFAST Action Log

FFAST reviewed and updated the FFAST action log.

Set Next Meeting Date

The next FFAST meeting will be on Tuesday, July 8 at 0900 in Workshop #1 in the Old Admin Building.