



FFAST Meeting December 14, 2007

Attendees:

Larry Sutton - USFS
Michelle Ryerson – BLM
Al King – NPS
Rod Bloms – FWS
Marie Bates - BLM

6 Minutes for Safety – Rod Bloms

The 6 Minutes for Safety Task Group meeting was December 11. The topics discussed: safety discussion ideas, the 2008 calendar, administration, and 6 Minutes for Safety future operations. The following five action items were recorded from the meeting:

- #1 priority is to gain administrative access to the website to get the 08 calendar up on the website by January 1.
- Download the CY2007 Safety Discussion Ideas posted on the website and distribute to task group.
- Add the Mine Features and Hazards and No Communication discussion topics to the 2008 calendar in the open category.
- Develop the Responding to Wildfires in Oil and Gas Fields discussion topic.
- Develop long term focus and objectives for the 6 Minutes for Safety program. This would include new membership, how we conduct business, streamlining workload, and obtaining new objectives.

Medical Standards

- **FFAST Input to MSP Staff Performance Ratings**

The FFAST was tasked by Brian McManus, Director of FWS to be involved in the 2008 Performance Plan development for the Medical Standards Program that he oversees.

Action Item: FFAST to review performance elements for MSP Staff and give feedback and recommended changes to Rod to consolidate and send to Brian by January 7, 2008.

- **FMO/SHRO Name on Exam Forms**

This topic generated from the request to have the SHRO/FMO name and address information printed on the exam form when requested. Normally this information is hand written in or labels are inserted on the form. This information is used for contact information if issues or questions surface.

Action Item: Marie to work with Kevin in Medical Standards to see if when requesting an exam form from CHS, the FMO/SHRO name and address information can be manually entered so it comes out printed on the form.

- **Under 45 EFF – Need Override for Exam**

When requesting an exam form through CHS for EFF personnel under 45, there is an administrative process that requires you to obtain an override before completing. Discussions were brought up if there was a way to change this process to be able to select EFFs and then select a category (mission critical, highest arduous qualification) as a better work process. The FFAST will be asking Medical Standards more information on this process.

Action Item: Check with Kevin in Medical Standards to get the numbers of how many issues there are with the under 45 EFF exam/override process and then make a decision to change the process or fix the need for an override.

- **Stinging Insect Waiver Accommodation New Language**

The FFAST reviewed and approved the revised Interagency Stinging Insect Allergy Waiver/Accommodation Process document. There will be two items to follow-up with Kevin in Medical Standards:

Action Item: Ensure the language in the exam forms (annual and comprehensive) aligns with the new process.

Action Item: Make a small edit change on FMO/Supervisors statement, #3 to add in “be” in front of “exceeded”.

- **Third Exam Approval Process**

This process is outlined in the IMRB Guide and was discussed amongst the FFAST. Clarification will need to be made to the FFAST on the purpose of why we need third party exams and specifically how the decision process works.

A revision to the IMRB Guide was drafted that needs to be reviewed and approved by the FFAST.

Action Item: Medical Standards to send FFAST proposed IRMB Guide changes for review and approval before implementation and posted on the web.

Action Item: Need further dialog/clarification from Medical Standards on third exam process.

SAIT Training – Michelle

There were discussions in DC that the DOI and FS need to take a look at the policy part of Serious Accident Investigation procedures so they are consistent before building this training course. There will need to be discussions and an understanding on how we will operate in the interagency environment during serious accident investigations, and how the flow of information works. A policy meeting will be in DC in January 2008. Michelle and other FFAST members will be attending.

The BLM-sponsored SAIT course will be held in Phoenix at the National Training Center, March 10-14, 2008. The purpose of the course will be to describe the investigation process so people understand the roles and responsibilities of an investigation team. The target audience will be team leaders, chief investigators and safety advisors. Also encouraged to attend are SMEs and team members. More information on the course will be sent out at a later date.

Combining SAFENET and SAFECOM – Larry

The SAFECOM system is institutionalized. There is a declining submission of SAFENETS. This discussion was to see if there was value to take a look at the SAFENET system and look at the SAFECOM system and compare notes to see how the FFAST can promote a reversal of this trend we are seeing of low submission of SAFENETS. There are things about the SAFECOM form and processes that may be beneficial to the SAFENET process. There were suggestions about getting together an Ad hoc group to look at the differences. BLM will be starting an incentive program for submission of good quality SAFENETS.

Action Item: Invite Barb Hall and Ron Hanks to join FFAST discussions on the SAFECOM system and processes.

Fire Shelter Task Group – Rod

Action Item: The FFAST will review the agency protocols for Serious Accident Investigation Notification process to ensure the MDTC is notified of burn injuries or wildland fire shelter deployments. This should be included in the NICC guide. Rod will find out who maintains the NICC guide and report back to the FFAST for review.

Refresher Training – AI

The refresher video is tentatively scheduled to be available in mid march. The WFSTAR refresher website revisions for 2008 are on schedule to be launched by Jan. 31.

- There will be a link on the WFSTAR website under “what’s new for 2008” to a FireFit PowerPoint that can be used as a refresher training tool.
- Once the NWCG Hazard Tree Task Group website is completed (approximately middle of January) this website will be added to WFSTARs featured website list.
- Adding a hot topic to WFSTAR on why its important to report thru SAFENET.
- One of the hot topics for 2008 is wildland urban interface safety. The California Wildland Fire Working Group (CWCG) developed the “Wildland Urban Interface Operating Principles”. FFAST was in agreement that these wildland urban interface operating principles should be posted to WFSTAR as a training reference, along with a disclaimer that the principles have not been endorsed by NWCG or other Geographic Areas.
- AI reported that the TWT proposed changes to the Annual Fireline Safety Refresher Training Steering Committee Charter by deleting the requirement to provide a refresher video on an annual basis. As Chair of the steering committee, AI declined to accept the charter change since it would be inconsistent with the approved NWCG Annual Fireline Safety Refresher Training Strategic Plan. AI advised the TWT liaison that the TWT should engage the other entities that developed the NWCG refresher strategy prior to recommending substantive changes.

Action Item: Michelle to provide information on FireFit PPT and SAFENET Hot Topic to AI by Jan. 9. AI will insure WFSTAR revisions are launched by Jan. 31. AI, Larry and Michelle will discuss appropriate follow-up by FFAST and SHWT to TWT regarding proposed changes to annual refresher video development.

FireFit – Michelle

Michelle distributed the FireFit Dec. 12 conference call notes. The program is moving along quite well. One of the discussions from the meeting was they are looking to find more marketing of the program to get the word out. Some of the ideas suggested were:

- Adding FireFit Footnotes articles from Wildland Firefighter magazine.
- Establishing FireFit cards, posters and pocket guides.
- WFSTAR inclusion, adding FireFit PPT to website.
- Developing 6 Minutes for Fitness, similar to 6 Minutes for Safety.

Lessons Learned Center (LLC) – AI

There was an inquiry made to the LLC to post cost containment reports in the LLC database for reviews and investigations. The FFAST is in agreement with the LLC that cost containment and other comparable reports should not be included as part of the “reviews and investigations” database, however they should be posted and available somewhere of the LLC website. The original intent of FFAST for the LLC reviews and investigations database was specific to risk management types of events – accidents, entrapments, escaped prescribed fires, near misses, etc.

The FFAST is recommending that the LLC consider revising the title and text on the webpage to make clear that the database is specific to risk management types of reviews and reports.

Action Item: AI to follow up with LLC about revising the title and text on the webpage to make clear that the database is specific to risk management types of reviews and reports.

Next FFAST meeting will be on Thursday, January 17 at 0900 in Workshop #1, Old Admin Training Building.