



## **FFAST Meeting August 28, 2007**

### Attendees:

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

### **Medical Standards- Pre-Season CHS Meeting**

A FFAST member will be attending the meeting this fall in Vienna, Virginia. Larry would like to receive specific input on the CHS contract of services that worked well with the contract and things that did not work well. The customer service issue was huge. There also needs to be discussions to find a solution of what happens in the interim for improvements before the FY-09 contract is completed. Refer to the Medical Standards AAR Feedback form for additional contract issues.

**Action Item: FFAST members to send Larry specific items related to the CHS contract to present at the meeting.**

### **Medical Standards Work Space**

The NFAEB has approved the Medical Standards long term staffing paper that was presented by the FFAST at their last meeting. The Medical Standards Group will be re-locating out of the area they are currently located due to limited office space with the additional staff coming on-board. Options have been discussed for alternate locations. A proposal will be made to the NFAEB at their Sept 19 meeting.

**Action Item: Larry to follow-up with Barbara Ruffner to obtain room measurements, costs, other options.**

### **CHS Contract/Budget**

FFAST discussed budget items related to the contract. With Regions 8 & 9 coming on next fiscal year with CHS, need to find out what the ceiling will be for next year. FFAST agency reps need to get their cost share dollar amounts to Michelle and she will give to

Lisa McDevitt in the budget shop. Michelle will put the cost share agreement together. Medical Standards talked with Joe Bogus (CHS) about the cap extension for 08 and added that whatever we add to the contract as a modification covers expected costs for next FY. If outside the contract will need to do a ratification.

**Action Item: FFAST Agency reps to get Michelle the dollar amounts for the cost share agreement.**

### **Medical Standards Positions**

The Program Analyst detailer in Medical Standards is funded thru end of Sept 07. The FFAST and Medical Standards will work together to get the newly approved Program Analyst 9/11/12 PD classified, advertised and filled. The FS is currently working on the accretion for the Medical Standards Deputy Program Manager.

**Action Item: Brad will follow-up with HR on the process to get the new GS-9/11/12 Program Analyst position classified and let Medical Standards and FFAST know.**

**Action Item: Kevin to provide the language to Larry that will need to go into the accretion for Deputy Program Manager.**

### **Medical Standards Training for Next Year**

The Medical Standards Program Analyst has completed Medical Standards/CHS training to Forest Service Regions 8 & 9 who will be coming on board with the program in FY08. The Distance Learning training module should be completed by Jan 08. Med Standards and FFAST discussed options to have components in the DL training to include SME's, FFAST members, Fire Director's, field personnel or even a panel of folks to add support to the program. The goal is to have a product that will reflect the fire side and interagency side of the Medical Standards Program. The FFAST discussed the focus should include how the program works, how you use the program, and include some key talking points.

**Action Item: Medical Standards Analyst will continue to work with the Distance Learning group on how to incorporate others into the training, then report back to the FFAST.**

### **Concurrence of Review Process**

The "peer review" process initially developed by the Forest Service has evolved over time into two different things: an Accident Prevention Analysis and a Facilitated Learning Analysis used for near misses. Currently the Forest Service Office of Safety and Occupational Health is involved in revising the entire safety manual, including the accident investigation procedures part. They are moving toward an accident typing concept, spelling out who makes the decisions on investigations. The FFAST

discussed that there is a lot of buy in from federal organizations to separate safety investigations from all other investigations and also more of a desire to get something out to the field on near misses through lessons learned. Michelle proposed that the FFAST look at creating a third level category in addition to the serious and non-serious investigations to give the field the flexibility on what type of investigation process to use and create options for agency administrators. The notification process with the national office is the key. Larry passed around a draft guide of a comparison table of the types of investigations and analyses and the characteristics of each type.

### **FFAST Admin Duties (status of vice Sarah position)**

**Action Item: Larry will get with his supervisor, Bill Waterbury to find out the status of getting this position advertised and filled and report back to the FFAST.**

**Action Item: Rod to research how to bring in a SCA person to develop the FY-2007 end of year report that currently is handled by this admin support position.**

### **Plan for the Radio Meeting**

This week a National Radio Communications meeting will be held in Boise. Larry and Brad will be making presentations at the meeting. One key message will be one model of handheld radio for all firefighters.

### **Red Book Edits**

The edits from the FFAST are due to the Red Book Committee by Sept. 13. FFAST will need to review Chapters 7,13,19 and sections of Chapter 15 on fire equipment/ATVs. Kurt LaRue from the committee says we will need to move any operational duties from the Red Book to the IRPG. Another suggestion was to put life expectancy on what is in the Red Book so the FFAST does not have to change every year.

**Action Item: FFAST to schedule one day meeting for Red Book edits.**

### **FORS**

This is a new interagency fire report that is being developed under the NFAEB. Rod passed out a sample handout of the report form. There are two subjects on the report, fatalities and injuries, and the committee is trying to come up with definitions and drop down boxes for this areas. The FFAST discussed and agreed that we need to contact who the FOR Rep is and suggest that these two items are not necessary to have on the report form.

**Action Item: Larry to contact Rep to discuss taking off fatalities and injuries on the report form.**

## **Combining FFAST and SHWT**

There was a strategic planning meeting on August 15 to discuss this proposal, along with other discussions about consolidating other working teams. The NFAEB is planning for their last meeting in November, then will disband. Larry will follow up with Tory Henderson about the Aug. meeting to get a better understanding what products are needed, then report back to the FFAST. If necessary a FFAST rep will set up a meeting with the liaison to the NFAEB to share concerns. The FFAST agreed that the FFAST is focused on federal policy, whereas SHWT is focused on interagency standards.

**Action Item: Larry to get with Tory Henderson about the Aug 15 meeting, report back to the FFAST and have Rod set up meeting with NFAEB liaison what the concerns are.**

Next FFAST meeting will be on Friday, September 21 at 0900 in the BLM OPS Conference Room.