

National Predictive Service Group (NPSG) Meeting

Meeting Notes

Location: NIFC Briefing Room, Boise, Idaho

Meeting Dates: February 10-12, 2009

Members Present:

- Tom Wordell – FS/NICC – Fire Analysts Representative – NPSG Chair
- Larry Van Bussum – for Kim Runk, NWS, National Weather Service Representative
- Daniel Chan – Georgia Forestry Commission, NASF Representative
- Tom Rolinski – BLM/OSCC – GACC Meteorologists Representative (Outgoing)
- Tim Mathewson – BLM/RMCC – GACC Meteorologist Representative (Incoming)
- Charlie Leonard – FS/NICC – Intelligence Program Representative
- Kim Christensen – FS/NICC Manager – NICC Representative
- Susie Stingley-Russell – ONCC – GACC Center Managers Representative
- Marva Willey – FS/ONCC, Intelligence Coordinators Representative

Members Absent:

- Neal Hitchcock – FS/NIFC – NMAC Representative
- Dan Smith – NASF, NWCG Liaison
- Rick Ochoa – BLM/NICC – Fire Weather Program Representative – NPSG Vice Chair
- John Barborinas – BIA – Field Level Fire Managers Representative
- Rex McKnight – BLM/NV State Office, Geographic Operations Group Liaison

Guests:

- Shelby Sharples – Meteorologist, Eastern Great Basin Coordination Center
- Tom Cable – Incident Commander, Portland NIMO Team
- Dick Bahr – Fuels Management Specialist, NIFC - National Park Service
- Kim Kelly – GIS Coordinator, Northwest Coordination Center
- Brad Quayle – Remote Sensing and Application Center
- Ed Delgado – Meteorologist, Eastern Great Basin Coordination Center

Notetaker: Lani Williams – Boise Dispatch Center

Meeting Agenda Topics:

1. Welcome and Introductions
2. Update from Meteorologist and Intelligence Working Groups
 - a. Intelligence Specialist Course
 - b. High Risk Lightning Workshop
 - c. Online Predictive Service Portal Training

3. NIMO and Predictive Services
4. Federal Fire Policy/Wildland Fire Decision Support System (WFDSS)/Fire Use
 - a. Impacts to Dispatch and Predictive Services
5. Vision of Meteorologist Working Group Chair
6. National Weather Service Update
7. NIMS 209 Update
8. Seasonal Assessment Workshops Update and Planning
9. NWCG and FENC Update
10. Predictive Services Action Item Reporting and Accountability
11. NPSG Proposals
 - a. RSAC Server Purchase
 - b. National Fuel Moisture Database Upgrades and Improvements
 - c. Soil Moisture Proposal
 - d. 7 Day Online Proposal
 - e. Intelligence Training Funding Proposal
 - f. DRI RAWS/MOS and Verification Proposal
 - g. Predictive Services Brochure and Marketing
 - h. High Risk Lightning Workshop (already approved)
 - i. Corporate Database
12. NPSG Budget Discussion/Decisions
13. NPSG Action Tracking Table Status Check
14. Predictive Services Handbook Annual Review
15. Future Meeting Logistics
16. Bin Items/Open

Exhibits:

- A. Action Items, Decisions and Meeting Topics
- B. Budget
- C. NPSG Strategic Plan Action Plans
- D. NIMO: Predictive Services – What Expertise Do We Need From You
- E. Federal Wildland Fire Management Policy Implementation Strategy – Procedures, Perspectives and Implications
- F. Vision of the Meteorologist Working Group Chair
- G. NWCG Restructuring Briefing
- H. RSAC Server Purchase Proposal
- I. National Fuel Moisture Database Upgrades and Improvements Proposal
- J. Soil Moisture Proposal
- K. Intelligence Training Funding Proposal
- L. DRI RAWS/MOS and Verification Proposal
- M. Corporate Database Proposal

Tuesday – February 10, 2009**Agenda Item: Welcome and Introductions and Meeting Logistics – Tom Wordell**

Tom welcomed everyone and covered the agenda.

Agenda Item: Update from Meteorologist and Intelligence Working Groups

Intelligence Working Group (IWG) – Marva Willey

- IWG is alive and well and communicating with each other
- The Rocky Mountain Coordination Center is hosting the Intelligence Support Specialist (INTS) Training Session March 23-27, 2009.
- Intelligence Lead (INTL) Taskbook is under development and should be available November 2009.
- The group has formed six Task Groups to work through the taskings from the Predictive Services Annual Meeting
- The group is working on a variety of projects with the Meteorologist Working Group including:
 - Predictive Services Marketing
 - Predictive Services Corporate Database
 - Continued improvements toward standardization of the Geographic Area websites.
- SIT/209 Committee – Charlie Leonard
 - The group is soliciting feedback to ensure that the form continues to meet the needs of the field. In order to accomplish this, a questionnaire has been developed and is available on the website.
 - Updates continue to accommodate the evolving fire terminology.

Meteorologist Working Group – Tim Mathewson

- The Meteorologists are working on annual operation plans and training/instruction
- Climate Workshop scheduled for the end of April
- Lightning Workshop scheduled for the first week on May in Portland, Oregon
- The group has received positive feedback concerning the use of Camtasia
- The group received positive feedback from the workshop format for last years' Predictive Services Meeting at Estes Park.
- A Marketing Team has been formed to work on marketing the Predictive Services Program. They are finalizing the brochure as well as considering a video that would reside on websites. They are also considering producing pins as a marketing tool.

➔ **Action Item 200:** Acquire a bid from Alpha Bravo for Predictive Services pins.

Responsible: Larry Van Bussum

Due Date: April 1, 2009

Agenda Item: NIMO and Predictive Services – Tom Cable (Exhibit D)

The NIMO Teams are working with the Regional Foresters on the “.25% Effort” It is about “Continuous Improvement in Decision Making” with an emphasis on:

- Reducing risk to firefighters

- Demonstrating responsible management
- Producing better results on the land
- Making more prudent resource allocation decisions
- Employing a collaborative decision making proves on large fires

Tom Cable is assembling a “workbook” of information and reference material and is soliciting Predictive Services for products and information that should be included.

Here are examples of what is being considered for inclusion in the workbooks;

1. Pre-season outlook, with periodic adjusted follow up information as needed – Tom Wordell
2. GACC Predictive Service personnel contact information with a definition of “What is Predictive Services”
3. A focus on 7 Day Forecasts, how they are developed and what they mean – Abbreviated NFDRS PowerPoint, differences between a red flag warning (issued by NWS) and a 'high risk day' (issued by our 7-Day product) – Tom Wordell
4. Pre-positioning criteria and trigger points for each GACC – Kim Christensen
5. Misc info links for Predictive Service support – Remote sensing lab information
6. GACC key contacts/experts for WFDSS support
7. Decision support slide from WFDSS PowerPoint = how they fit together

The outline is due by February 13th, with the final product due by the end of the month.

Agenda Item: Federal Fire Policy/WFDSS/Fire Use; Impacts to Dispatch and Predictive Services – Kim Christensen and Dick Bahr (Exhibit E)

Federal Wildland Fire Management Policy Implementation Strategy; Procedures, Perspectives and Implications

Wildland Fire Policy

- Why review the policy
 - Interagency cooperation and communications
 - Escalating fire suppression costs
 - Confusion about policy implementation (AMR)
 - Issues where policy implementation conflicted with policy
- What is it all about
 - Nine guiding principles important to success
 - Seventeen Federal Wildland Fire Management Policies
 - Qualifying statements
- Guiding Principles
 1. Firefighter and public safety is the first priority in every fire management activity.
 2. The role of wildland fire as an essential ecological process and natural agent of change will be incorporated into the planning process.
 3. Fire Management Plans, programs and activities support land and resource management plans and their implementation.
 4. Sound risk management is a foundation for all fire management activities.
 5. Fire management programs and activities are economically viable, based on values to be protected, costs and land and resource management objectives.
 6. Fire Management Plans are based on the best available science.

7. Fire Management Plans incorporate public health and environmental quality considerations.
 8. Federal, state, tribal and local interagency coordination and cooperation are essential.
 9. Standardization of policies and procedures among federal agencies is an ongoing objective.
- Policy Statements
 1. Safety
 2. Fire Management and Ecosystem Sustainability
 3. Response to Wildland Fire
 4. Use of Wildland Fire
 5. Rehabilitation and Restoration
 6. Protection Priorities
 7. Wildland Urban Interface
 8. Planning
 9. Science
 10. Preparedness
 11. Suppression
 12. Prevention
 13. Standardization
 14. Interagency Cooperation
 15. Communication and Education
 16. Agency Administrator and Employee Roles
 17. Evaluation
 - Understanding the Policy Implementation Strategy
 - A program of action that does not automatically place priority on one strategy over another without analysis of specific information
 - A common planning process for all agencies, resulting in one plan across agency boundaries
 - Considers the forces of decisional influence
 - Resource Dimension
 - Life Support Systems
 - Ecological Integrity
 - Research and Information
 - Human Dimension
 - Values
 - Perspectives
 - Responsibilities
 - Institutional Dimension
 - Laws
 - Policies
 - Capability
 - How this policy implementation strategy should change the response to wildland fire
 - Management for multiple objectives on a fire or combination of fires
 - Two types of fire
 - Planned ignitions (Prescribed)

- Unplanned ignitions (Wildfire)
 - Single decision support process
 - Initial response to human-caused wildfire will continue to be suppress at the lowest cost with the fewest negative consequences with respect to firefighter and public safety
- Major Management Implications
 - Language in planning documents
 - Cultural shift in initial response thought proves
 - Flexibility to adjust objectives as human, resource and institutional dimensions shift
 - Decisions keyed to Land, Resource and Fire Management Plans
- Seeking More Information
 - http://www.nifc.gov/fire_policy
 - Send questions or comments to:
 - email: fire_help@fs.fed.us with “Fire Policy” as the Subject.
- Summer 2008
 - Initial implementation of the policy changes on selected units in each agency and various geographic areas
 - Continued development and implementation of Wildland Fire Decision Support System (WFDSS)
 - Conclusions from the “pilot”
 - Nothing in initial implementation indicates need to consider or change policy decisions.
 - Lessons learned for “pilot” implementation
 - Proposed implementation changes work
 - Terminology is an issue
 - Decision support proves needs to be flexible to meet management need for information and analyses
- Next Steps
 - Development of implementation strategy/guidance
 - Issue in early CY 2009
 - Incorporate into “Red Book” in 2010
 - Each agency to implement as capability allows – land management plans and management capacity
 - Begin use of WFDSS as tools, data and training allow
 - Continue use of stand alone Wildland Fire Situation Analysis (WFSA) and Wildland Fire Implementation Plan (WFIP) in meantime

Discussion:

- New terminology has not yet been determined.
- Need to determine what time of information will need to be captured for tracking/accountability purposes.
- Decisions need to be made for the Interagency Mobilization Guide and the SIT/209 Program.

Agenda Item: Vision of Meteorologist Working Group Chair – Tim Mathewson (Exhibit F)

- Predictive Services Summary of the last 7 years
 - A Suite of Forecast Products
 - Standardization
 - Local and National Program
 - Multiple Working Teams
 - Workshops
 - Annual Operating Plans
 - Handbook
 - Charter – NPSG
 - ROMAN
- 2 Year Vision
 - Provide Leadership for GACC Meteorologists
 - Improve Forecast Products
 - Lightning Workshop
 - RSAC Produced Products
 - New Marketing Team
 - Multi-Media Briefings
 - Visit GACCs
 - Track Action Items
 - Redefine Annual Meetings/Workshop
 - Funding
- Program Deficiencies – Opportunities to improve
 - Transparency
 - Understanding Local and National Program Needs
 - GACC Visits – getting to know each other programs
 - Communications
 - Leadership
 - Best interest of the Program
 - Generating opportunities for others
 - Is not self serving
 - Trust
 - Unite the clans

Agenda Item: National Weather Service Update – Larry Van Bussum

- Cloud Chart – verbal request by the Fire Behavior Committee for a graphical display of expected fire behavior linked to various cloud types. The chart is nearing completion and will be routed through the Fire Behavior Committee.
- Currently working on Directives 402 and 405:
 - 402 – Considering classification of Incident Meteorologists (IMETs) by type, depending on the equipment and needed incident response.
 - 405 – Incorporating Department of Homeland Security Requirement of ICS 100, 200 and possibly 300.
- Intermediate Fire Behavior (S-290) – should be available online through COMET March 2010.

- Science Advisory Board – NOAA is expected to accept all recommendations and is working on new strategic plan for the weather service where fire and incident support will have a major role.

Discussion:

- Input for NWS Directives should be solicited through the Meteorologist Working Group Chair (Tim Mathewson) and not just through the national office.

Agenda Item: NIMS 209 Update – Charlie Leonard

The Department of Homeland Security is moving forward with the NIMS 209; modification for all risk incidents. Vanessa Burnett has been working with Charlie.

Agenda Item: Seasonal Assessment Workshop Update and Planning – Tom Wordell

- Invitational letter should be sent out next week.
- Suggestions for topics and speakers were discussed for the agenda.
 - Potential Agenda Topics
 - Wildland Fire Decision Support (WFDSS)
 - Predictive Services and NIMO
 - Predictive Services Portal Demo
 - El Nino – Southern Oscillation (ENSO)/Pacific Decadal Oscillation (PDO)/Madden-Julian Oscillations (MJO) Teleconnections
 - 2008 Fire Season Recap
 - 2008 Monsoon Recap
 - Lightning Forecasting – Phil Bothwell
 - Climate Forecast – Naden/Scashy
 - Climate Outlook – Ed Berry, Dodge City NWS

Agenda Item: NWCG and FENC Update – Tom Wordell (Exhibit G)

NWCG Restructuring Briefing January 2009

- Process began January 2008 – over the past year making fairly significant strides towards those goals
- NWCG Executive Board
 - Brian McManus, FWS – Chair
 - Lyle Carlile, BIA
 - Tim Murphy, BLM
 - Karyn Wood, FS
 - Tom Zimmerman (representing Mike Hilbruner), FS Research
 - Jim Erickson, ITC
 - Dan Smith, NASF
 - Tom Nichols, NPS
 - Hugh Wood and Aitor Bidaburu, USFA
- New Thinking
 - NWCG needs to function as a professional organization.
 - The new structure is a combination of many parts from other organizations.

- Outside of the box thinking is encouraged.
- Many new changes have been implemented, others are being developed.
- Your new ideas for governance and improved performance are welcome.
- NWCG: Operating as a Professional Organization
- New Ideas – Examples
 - Branch Coordinators
 - Associate Members of the Executive Board
 - PMO Manager position has transitioned to NWCG Manager
 - Holistic stewardship of fire business areas by committees
 - Relatively small number of committees
 - Charters simply authorize group to exist
 - Realignment of old groups will
 - Reduce redundancy
 - Improve Coordination
 - Create fresh approach
- Changes in the NWCG Executive Board Membership
 - Executive Board includes:
 - Voting Members: Fire Directors – BIA, BLM, FS, FWS, NPS, NASF, ITC and FS Research Representatives
 - Associate Members: Branch Coordinators, NWCG Manager
 - Executive Secretary
- New Ideas – Work in Progress
 - A more strategic approach that incorporates senior executive goals with the needs from the field
 - More direction and guidance to the subgroups
 - Support Services will allow committees to focus on business
 - ICS-like model for conducting Committee activity
 - Scaled to fit need
 - Investment Review Process to ensure business and IT stakeholders support before Executive Board decisions.
 - Corporate University concept for workforce management
 - Holistic integration (cradle-to-grave) of all workforce concerns
- Alignment of Business Reference Model to New Structure and Strategic Goals
- Strategic Management
- NWCG Staff Organization Chart
 - Branch Coordinators
 - Policy, Planning and Management – Elaine Waterbury
 - Equipment and Technology – Paul Schlobohm
 - Preparedness – Tim Blake
- The Role of the Branch Coordinators
 1. Serve as advisor and representative of the Executive Board
 2. Provides direction to the committees and Subgroups
 3. Serves as an Advocate for the Committees and Subgroups
 4. Coordinates between other NWCG Branches and Support Services
 5. Support the update and implementation of the Blueprint
 6. Perform Support Services functions, as appropriate

- Communication Protocols
 - Honor the Chain of Command:
 - Branch Coordinators coordinate upwards to Executive Board, across with peers and downwards to Committee Chairs.
 - Committees may communicate directly with other committees after initial coordination with their Branch Coordinator.
 - Committees may communicate directly with the Executive Board after coordination with their Branch Coordinator.
 - Committees may work directly with the Executive Secretary after coordination with their Branch Coordinator.
- The Role of the Interim Committee Chairs
 - Work yourself out of a job: stand up the new committee
 - Gather key stakeholders, as needed, to assist
 - Develop approved commissioning documents
 - Charter
 - Intent
 - Roster
 - Transition with Incoming Chair
- NWCG Organizational Hierarchy and Naming Conventions
 - Executive Board: The body of officials, who in their official capacity, have the general powers and duties of administering, supervising and managing the affairs of an organization or governmental unit.
 - Branch Coordinator: A permanent individual working directly for the Executive Board who is directly responsible for coordinating one of the major divisions of the NWCG organization.
 - Committee: A permanent of long-standing body of individuals chartered by a sponsoring body (typically NWCG) who interact dynamically, interdependently and adaptively to serve as stewards of one or more of the Wildland Fire business area segments in a Branch.
 - Subcommittee: A permanent of long-standing body of individuals chartered by a sponsoring body (typically a Committee) who interact dynamically, interdependently and adaptively to serve as stewards of a specific Wildland Fire business area segment.
 - Task Team: A non-permanent, short-standing body of individuals formed as a team to accomplish a specific piece of work for their sponsoring body.
 - Unit or Subunit: A long-standing body of individuals organized to perform a specific set of business services or to maintain a specific set of products.
- New Subgroup Naming Conventions
 1. NWCG/NFAEB merge brought together a “mash-up” of groups which have:
 - No standard convention for naming
 - Names do not reveal hierarchy (who a group is chartered by)
 - Names do not reveal “functionality” of group
 2. Defining and using a naming convention provides
 - Standardization across the organization (after all, we ARE about standards)
 - Main purpose

- Life expectancy
- Where the group fits in the organization
- Authorizations
- 3. Naming conventions provide a model, but we may need exceptions
 - E.g. NMAC is not a “committee” but name change would be awkward
- New Tasking Process
 - NWCG Executive Board to Branch Coordinator
 - Benefits:
 - Standard process, established points of contact
 - Clear direction to subgroup
 - Takes workload off Executive Board members
 - Better tracking and accountability
 - Ensures product meets the requirements prior to delivery to the Executive Board
- New Proposal Review Process
 - Benefits:
 - Proposals are fully staffed before presentation to Executive Board
 - Reduces time needed on Executive Board agenda prior to present proposal
 - Ensures product meets the requirements prior to delivery to the Executive Board
 - Tracks each proposal

Discussion:

- ROMAN is a test case for the new NWCG proposal process, once adopted by NWCG it will become one of its funded programs.
- The NPSG Strategic Plan will not be modified until the impacts of the NWCG changes are known.

Agenda Item: Predictive Services Action Item Reporting and Accountability – Tim Mathewson

The Meteorologist Working Group has developed a spreadsheet to track the Action Items from the National Predictive Services Meeting. Tim is tracking accomplishments for the eastern Geographic Areas and Shelby Sharples for the western Geographic Areas.

Wednesday – February 11, 2009**Agenda Item: NPSG Proposals – Tom Wordell (Exhibit B)**

Funding received for FY09

USFS non-IT Funding	\$40,000	(down from \$50,000)
NWCG Funding	\$22,000	(new source)
ROMAN	\$60,000	(dedicated to ROMAN)

USFS IT Operation and Maintenance Funding – requested \$175,000 and have not received any funding at this time.

Additional funding for state cooperators' travel may be available through NWCG.

- **RSAC Server Purchase – Kim Kelly and Brad Quayle (Exhibit H)**
*Request for \$7,800 - **Approved***
 The request is for funding to purchase a Predictive Services Application Server, to define a dedicated production server with the capacity to host, process and serve Predictive Services products via 1) static internet displays, as well as 2) ArcServer interactive web mapping applications and 3) Web Map Systems (WMS) which would serve datasets directly to a user's desktop via ArcMap.
 This proposal would be under the Service Level Agreement between NPSG and the USDA Remote Sensing Application Center (RSAC).
- **National Fuel Moisture Database (NFMD) Upgrades and Improvements – Ed Delgado (Exhibit I)**
 The NFMD is an evolving system. In an effort to keep the system operating efficiently and meeting user needs, the following improvements and additions are proposed for FY2009:
 1. Standard fuel/vegetation database. Adding a standard fuel/vegetation database will eliminate name variations and will provide better and more consistent analytical capabilities. Additionally, this function can be moved to the Group level administration, allowing Group level administrators to manage their fuels rather than the GACC level administrator. *Request for \$15,000. - **Approved***
 2. Historical data import feature. This was an original part of NFMD but has been put off for a variety of reasons, including lack of funding. As more stations are added to the database, many with historical records, it is imperative that this feature is no longer postponed. *Request for \$5000.*
 3. Multiple graphs capability. Increase comparison capabilities to more than just 2 years, as is currently possible. *Request for \$3000.*
 4. Status of sampling site. Show currency of data for a sampling site through color-coded markers on the Google Maps graphical interface. *Request for \$2000.*
- **Soil Moisture Proposal – Ed Delgado (Exhibit J)**
Request for \$5,987
 This project would measure the correlations between soil moisture and live fuel moisture for three local fuel types: sagebrush, Gambel oak and juniper. Once established, this correlation could allow soil moisture to serve as a proxy for live fuel moisture. Research would be conducted by Dr. Phil Dennison at the University of Utah.

Tom agreed to take this proposal to the National Fuels Group to see if they would be willing to fund it.

- 7-Day Online – Ed Delgado
No additional funding needed in FY09
- Intelligence Working Group Travel Funding Proposal – Marva Willey and Charlie Leonard (Exhibit K)
*Request for \$7000 – **Approved \$2500 to support NPSG Projects or Training***
This request is for funding for travel for employees/members to attend national meetings, working group meetings, sub-committee meetings or to serve as cadre at intelligence training sessions as needed. Estimated need for the Intelligence Support Specialist Training is \$2500.
- DRI RAWS/MOS Products and Verification Proposal – Tom Rolinski (Exhibit L)
 1. Creating MOS equations for additional stations. *Request for \$7,567. - **Approved***
 2. Modify existing equations to include precipitation and modify equations as relevant for those sites that are performing poorly. *Request for \$21,688.*
 3. Improvements to the online verification program. *Request for \$14,459.*
 4. Maintenance program – maintain the operational system with minimal interruptions. *Request for \$7,229.*
- Predictive Services Brochure and Marketing (including pins) – Tim Mathewson
*Request for \$3,000. – **Approved***
- High Risk Lightning Workshop – Tom Rolinski and Tim Mathewson
Already funded \$3,000 for travel support, Tom Rolinski and Steve Marien.
- Corporate Database – Shelby Sharples and Marva Willey (Exhibit M)
*Request for \$5,000-10,000 – **Approved \$2,500 for travel support***
This request is to meet with developers to create a proof of concept for a centralized data management system to retrieve and store the data used for research, development and operations.
Discussion:
 - The Forest Service already has similar efforts underway with COGNOS; may be able to incorporate with that effort.

Total Funding \$119,460

Action Item: NPSG Action Item Tracking Table – Tom Wordell (Exhibit A)

Action Item 128 – Dropped, this will be accomplished with the 7-Day Product.

Action Item 151 – On hold until NPSG has a new charter under FENC.

Action Item 154 – Larry Bradshaw is invited to the Seasonal Assessment Workshop to present what Florida has accomplished utilizing non-RAWS stations in WIMS.

Action Item 160 – Unit Award; Tim Mathewson and Shelby Sharples will coordinate.

Action Item 172 – Dropped, this will be revisited with the Strategic Plan.

Action Item 182 – FENC was briefed on the potential thin client AWIPS and the projected timeline by Sher Sharnz in December 2008.

Action Items 183/186 – Waiting on Pete Lahm to provide information regarding smoke forecasting product needs. This will be dropped if information is not received by June 2009.

Action Item 185 – Letter of Direction regarding Meteorologists requirement for issuing the 7-Day Product still needs to be issued and Predictive Services Handbook updated.

Action Item 190 – Ongoing; Tom Zimmerman provided briefing on WFDSS in October.

Action Item 193 – Letter has been prepared regarding the Website Review and compliance; Kim Christensen should be sending it out this week.

Action Item 194 – Completed, letter was sent through Roger Lamoni requesting information earlier for the Lightning Occurrence Tool.

Action Items 195, 196 and 197 – Tie into Strategic Plan

Action Item 198 – Need to follow up with John Barborinas regarding assistance to Laine Chrisman with the FarSite Tutorial.

Agenda Item: Predictive Services Handbook Annual Review – Tom Wordell

The group reviewed the Predictive Services Handbook for updates.

- Need to determine if there are substantial changes that require a reprint or the addition of an addendum.
- The Handbook was originally released under National Fire and Aviation Executive Board (NFAEB), determination needs to be made on who the new signatory would be.
- Reference to Wildland Fire Use (WFU) needs to be removed.
- Funding should reference percentages; spreadsheet needs to be kept current.
- Training Changes:
- S-492 (Long Term Risk Assessment) and S-493 (Farsite) have been combined and are now S-495 - Geospatial Fire Analysis, Interpretation and Application
- Propose that S-495 become recommended courses for the Intelligence Specialist position. Needs approval from Intelligence Working Group.
- The Intelligence and Meteorologist Working Groups need to be solicited for their feedback and proposed changes.

➔ **Action Item 201:** Pursue with Paul Schlobohm the appropriate signatory group for release of the Predictive Services Handbook.

Responsible: Tom Wordell

Due Date: April 15, 2009

➔ **Action Item 202:** Revise Predictive Services Handbook with proposed changes and send out to group for review.

Responsible: Tom Wordell

Due Date: March 30, 2009

Thursday – February 12, 2009

Bin Item: RAWs Data Quality

Discussion:

- NWCG has issued guidelines for RAWs compliance, there is no enforcement.

➔ **Action Item 203:** Follow up with Larry Bradshaw on the status of automated 1300 observations in WIMS.

Responsible: Tom Wordell

Due Date: February 28, 2009

Agenda Item: Future Meetings – Tom Wordell

Spring Meeting

Dates: April 28-30, 2009

Location: Virtual Meeting

Need to know number of participants for IT support

Fall Meeting

Dates: October 20-22, 2009

Location: Denver, Colorado

Tim Mathewson will coordinate; including an overview of Geographic Area Coordination Center operations.

Bin Item: Predictive Services Contacts for NIMO

Discussion:

- Need clear intent on what Tom Cable is looking needing as Points of Contact.
- Center Managers should be involved in determining Points of Contact.

➔ **Action Item 204:** Contact Tom Cable for clarification on intent to determine who Geographic Area Point of Contact should be.

Responsible: Susie Stingley-Russell

Due Date: February 28, 2009

Bin Item: Brochure

The group reviewed the brochure to provide edits to the Marketing Team

- Need to use the Predictive Services slogan
- Add link to Predictive Services Handbook
- Other wordsmithing changes were captured for the Marketing Team.

Bin Item: Strategic Plan – Tom Wordell (Exhibit C)

➔ **Action Item 205:** Send out Action Plan spreadsheet.

Responsible: Tom Wordell

Due Date: February 20, 2009

Goal 1 Priority 1 – Establish and Implement Performance Standards for Products and Services

- Robyn Heffernan is the lead, she will be back to work in March.

Goal 1 Priority 2 – Develop and Implement a User Assessment Process

- Completed

Goal 2 Priority 1 – Integrate Predictive Services into Wildland Fire Management Training and Operational Policy and Procedures

- Considerable amount of effort has occurred toward this Goal.
- Integrated into the “Redbook” for Severity Requests.
- Integrated into training: Advanced Fire Behavior Interpretation (S-590) and Advanced National Fire Danger Rating System.

➔ **Action Item 206:** Shelby Sharples will take the lead in G2P1 (Integrate Predictive Services into Wildland Fire Management Training and Operational Policy and Procedures). Marva Willey, Jay Ellington and Chuck Maxwell may be able to provide assistance.

Responsible: Shelby Sharples

Due Date: April 28, 2009

Goal 2 Priority 2 – Assess Current Product and Service Capability of Predictive Services/Goal 4 Priority 2 – Provide proficiency for Predictive Services Program

- These two goals may be able to be combined.
- Survey regarding time involvement to produce various products was completed some time ago.
- It would be valuable to gather information on the skill sets available at the Geographic Areas.
- This information will be important as the Dispatch/Coordination System continues to look at standardized Position Descriptions.

➔ **Action Item 207:** Potential for G2P2 (Assess Current Product and Service Capability of Predictive Services) and G4P2 (Provide proficiency for Predictive Services Program) to be combined.

Responsible: Marva Willey, Susie Stingley-Russell and Tim Mathewson

Due Date: April 15, 2009

Goal 3 Priority 1 – Foster Relationships through Increased Outreach/Goal 3 Priority 2 – Develop and Implement a Partnership Plan

- Some of these tasks may be combined.
- These goals are being accomplished through the Marketing Team.

Goal 4 Priority 1 – Develop, Implement, and Codify a Predictive Services Handbook

- Completed

Goal 4 Priority 3 – Develop Staffing and Funding Requirements for the Program based on Workload Analysis

- The most current spreadsheet is from 2008, would not be difficult to keep current.
- Staffed versus fully functional.

➔ **Action Item 208:** Update the Predictive Services Program costs spreadsheet and keep current.

Responsible: Tom Wordell

Due Date: June 1, 2009

Bin Item: Role of the NASF Representative

➔ **Action Item 209:** Contact Dan Smith to identify procedures and protocols for collection and dissemination of information as the NPSG NASF Representative.

Responsible: Dan Chan and Tom Wordell

Due Date: April 1, 2009