

National Predictive Service Subcommittee (NPSS) Meeting

Meeting Notes

Location: Sho Pai Building, Boise, Idaho

Meeting Dates: February 22-24, 2011

Members Present:

- Dan O'Brien – USFS/NWCC – NPSS Chair
- Charlie Leonard – USFS/NICC – Intelligence Program Representative
- Jeremy Sullens – USFS/NICC – NICC Fire Analyst
- Mike Bozzo – South Carolina, NASF Representative
- Marva Willey – USFS/ONCC – Research and Development Representative
- Steve Marien – NPS/EACC – Outreach and Training Representative
- Lisa Elenz – USFS – WFDSS Liaison
- Gina McGuire – BLM/WBCC – Operations and Support Representative (via Conference Call)
- Kenan Jaycox – BLM/SWCC – GACC Center Managers Representative (via Conference Call)
- John Barborinas – BIA – Field Level Fire Managers Representative (via Conference Call)
- Jennifer Zeltwanger – NWS, National Weather Service Representative (via Conference Call)

Members Absent:

- Kim Christensen – FS/NICC Manager – NICC Representative
- Neal Hitchcock – FS/NIFC – NMAC Representative
- Rex McKnight – BLM/NV State Office, Geographic Operations Group Liaison

Guests:

- Heath Hockenberry – NWS/NIFC

Notetaker: Lani Williams – Richfield Interagency Fire Center

Meeting Agenda Topics:

1. Welcome and Introductions
2. Approval of Meeting Notes from October 2010 Portland Meeting
3. Update from FENC and NWCG
4. NPSS 2011 Budget
5. Review of Annual Predictive Services Conference
6. Updates from NPSS Units
 - Research and Development

- Operations and Support
- Outreach and Training
- 7. Bin Items/Review of Next Day's Agenda
- 8. Review of Virtual ESAW
- 9. 2011 NSAW Update
- 10. NWS Fire Weather Update
- 11. WFDSS/National Fire Decision Support Center
- 12. Sit/209 Issues/Updates/Redesign
- 13. NWCG IT Updates/Changes
- 14. Predictive Services Marketing
- 15. Lightning Data Study Proposal
- 16. Predictive Services Change Control Board
- 17. 2011 Program of Work
 - Review of Outstanding Action Items
 - Functional Area Priorities
 - Alignment with NWCG/FENC Strategic Priorities
 - Coordination with Center Managers
 - Issues/Concerns
- 18. Bin Items/Review of Next Day's Agenda
- 19. 2012 Funding Proposals
- 20. ROSS Reports Management Board
- 21. Predictive Services GIS Needs/Capability
- 22. Awards
- 23. NPSS Membership Rotation
- 24. Planning Next Meeting/Conference Calls Logistics and Agenda Topics

Exhibits:

- A. Action Items, Decisions and Meeting Topics
- B. NPSG Project Funding
- C. Outreach and Training Conference Call Agenda
- D. Predictive Services Corporate Database, Information Technology Proposal (*need electronically*)
- E. 2011 National Seasonal Assessment Workshop: Eastern, Southern and Southwestern Geographic Areas
- F. WFDSS Update
- G. Combined Functional Area Action Plans
- H. NPSS Member History

Tuesday – February 22, 2011

Agenda Item: Welcome and Introductions and Meeting Logistics – Dan O'Brien and Charlie Leonard

Agenda Item – Approval of Meeting Notes from October 2010 Portland Meeting

The Meeting Notes were approved and will be posted to the NPSS website.

Agenda Item: NPSS 2011 Budget – Dan O’Brien (Exhibit B)

Funding has not been finalized due to the Continuing Resolution

- *Sit/209 Redesign:* The project expects to receive \$50,000 direct from NWCG; requesting an additional \$25,000 from NPSS
- *Camtasia Software:* It is believed that the Geographic Areas purchased the software with local funds.
- *Awards:*
 - Awards – An award was to Robyn Heffernan.
 - Predictive Services Coins – These were purchased to be given as awards, although their location is not currently known.

➔ **Action Item 279:** Verify purchase of Camtasia software and if any NPSS funds were used.

Responsible: Dan O’Brien and Steve Marien

Due Date: ???

➔ **Action Item 280:** Verify location of the Predictive Services Coins.

Responsible: Jeremy Sullens

Due Date: ???

Agenda Item: Update from FENC and NWCG – Kelly Martin

National Wildfire Coordination Group:

The top priority for NWCG is the Incident Management Team (IMT) Succession Planning Project. More information is available on their website. Now is the critical time for stakeholder involvement.

Another high priority project is webportal development. There is a questionnaire available on the webportal; Kelly Woods is working with the contractor and is currently soliciting ideas. It should provide a more efficient way to share information particularly across committees.

Fire Environment Committee:

Do not have much in the way of updates. There is no real resolution with subcommittees not having enough travel funds; they are encouraged to utilize conference calls and net meetings when possible. FENC may not hold their face-to-face meeting in June; they would have a conference call instead.

- Climate Change – FENC is currently the place holder for climate change, pending discussion with NWCG and the Fire Directors.
- Cohesive Strategy – No tasking at this time.
- Upcoming Deadlines:
 - New IT Investment Proposals: February 7, 2011
 - Training (through Mark Koontz) April 4, 2011
 - Mid-Year April 5, 2011

- Continuing IT Investments May 3, 2011
- Submit new proposals as soon as possible to Paul Schlobohm and Kelly Martin
- Remote Automated Weather Stations (RAWS) Network Analysis -
Upcoming meetings are scheduled with Tim Brown and hope to have the final draft available to the Fire Directors mid-April.
- Strategic Plan
The FENC Strategic Plan is available on myfirecommunity.net. It is currently lacking action items.

Discussion:

Regional groups are encouraged to be members of subcommittees whenever possible (example – Northwest Fire Environment Group)

Agenda Item – Updates from, NPSS Functional Areas

Research and Development – Marva Willey

They have been reviewing their list of projects:

- Common Operating Picture (COP) is the twentieth project they have added to their list.
- Corporate Database – The Business Case is complete. The Remote Sensing Applications Center (RSAC) was chosen as the best alternative for archival and retrieval. They will require funding. This project may tie in with the COP. Shelby Law is working with Sean Triplet to see if the two projects can be combined. They will be hearing more about the project on their next call.
- Sit/209 – The needs analysis has been completed and the group is continuing to solicit funds. There is potential to be able to prepopulate some of the fields from Wildland Fire Decisions Support System (WFDSS). This may not require a redesign. The Wildland Fire Management Information (WFMI) program is also looking at using WFDSS as a data source and there may be potential to combine the two efforts.
- Monthly Dryness Index Verification – Complete except for the June – September values for the Southern Geographic Area.
- Gridded Product (Strategy #2) Task 1a is completed “Identify why we want to incorporate gridded data into products”.

They are developing an ftp folder to post the current documents.

- ➔ **Action Item 281:** Work with Kelly Woods to determine if there is an opportunity to tie into a share point within the portal, instead of the ftp site.
- Responsible:** Marva Willey
- Due Date:** ???

Operations and Support – Gina McGuire

They have narrowed their scope to the top three projects and have received some volunteers for team leads and members

Verification System for the 7-Day Outlook – John Snook

Verification for Monthly Outlook – Chuck Maxwell

Plan to enhance operational skills – Still looking for volunteers

ROMAN/WIMS - Ed Delgado continues to work on this project

Discussion:

- How do we motivate people to participate?
- Need to evaluate priorities and workload – What does NPSS want to see?
- Need to prioritize within all functional areas and the group as a whole. Maybe only one Functional Area may be working on a key project at a time.

Outreach and Training – Steve Marien (Exhibit C)

They will be holding monthly calls at 1130 Mountain Time. They are currently concentrating on the first one or two strategies within each priority and will be soliciting volunteers.

- Promotional Video – One of their main projects is the Predictive Services Promotional Video. The Forest Service in Denver has taken on the production of the video. They hope to have the video complete in the fall. Brenda Belongie is the lead.
- Verification of 508 compliance is ongoing.
- Northwest Fire Behavior Workshop – The Northwest will be holding its Second Annual Northwest Fire Behavior Workshop in January 2012. There is interest in having the workshop be national in scope. John Saltenberger is the lead.

Agenda Item: Review of Annual Predictive Services Conference – Tom Rolinski

This was the first meeting since Predictive Services was organized into Functional Areas and developing the agenda was quite challenging. Overall the meeting was a success and the surveys provided some valuable feedback.

- Day 1 – During the morning Sheri Shetler and Robyn Heffernan talked about the Strategic Plan; providing background and purpose. The afternoon consisted of breakout sessions by Functional Areas to provide the groups an opportunity to work on their Action Plans. Those that were involved in more than one Functional Area moved around to the appropriate group. The day was very productive.
- Day 2 – The morning started with a panel discussion lead by the leads for the Functional Areas. This was followed by short presentations on various projects.
- Day 3 – The morning of the third day began with a couple of training sessions, including a hands-on opportunity to develop a podcast. The afternoon consisted of breakout sessions for the Meteorologist and Intelligence staffs. Rich Naden provided a presentation on long range forecasting during the Meteorologist Breakout Session.

The notes are posted in the Pasadena Meeting folder on the ftp site.

Overall the comments from the survey were positive. Tom felt that the training needed more planning. Most of the negative comments were from the Intelligence Specialist Breakout, where they felt they would have liked more time. Tom has forwarded the surveys to Chuck Maxwell for the planning of the 2011 meeting.

Agenda Item – Bin Items

California Projects – Tom Rolinski

California is exploring the development of an application for mobile devices. The first attempt would be a free download for Apple or a mobile version of the webpages. If the project is successful it may be expanded to include other mobile devices. There is a need to find a way to disseminate our information to users that are not going to be using a desktop computer.

Predictive Services Corporate Database – Shelby Law (Exhibit D)

The Business Case is complete and they talked to everyone they thought they should talk to and did not find a good fit for their project. RSCA was selected as the best alternative so they selected RSAC. They have recently been made aware of the COP and believe that it could help with the mission they are trying to achieve as far as collecting and working with the data. However, the COP cannot store our own products. RSAC would be used for archive and storage.

They are requesting \$51,480; which contains a couple of phases.
The first step would be for our dataset to be joined with the COP

Wednesday – February 23, 2011

Agenda Item: Review of Virtual Eastern Seasonal Assessment Workshop (ESAW) – Steve Marien (Exhibit E)

Steve presented a summary of the survey that was conducted regarding holding the workshop in a virtual setting.

- Most of the participants were fire managers.
- Technology Issues
 - They did perform a live “run through” on Friday before the meeting to assure that everything was working. They believe that contributed to the overall success of the meeting.
 - There were some intermittent problems with the audio, but it was better than expected. A separate line was used for the audio, rather than “Live Meeting”.
 - There were some issues with Mac computers.
- Communication and Coordination
 - Overall most respondents were satisfied with their ability to communicate and coordinate the Fire Potential Outlook.
 - There was a loss of face-to-face interaction between the fuels and climate specialists.
 - The ability to meet in small groups and across Geographic Areas in a face-to-face manner would make boundary issues easier to rectify.
- Agenda and Meeting Flow
 - Probably the biggest negative was the difficulty to remain involved when in your own office due to interruptions.
 - It might be beneficial to have the meeting broken into two to three hour blocks of time with lengthy breaks in-between.
- Comparison with In-Person Meetings
 - The virtual format allowed greater participation than an in-person meeting would have.

- Satisfaction With Process
 - Most respondents were satisfied with the process (71.4%).
- Future ESAW Meetings
 - Most respondents would like to see the ESAW meeting be held in a combination format; in-person and electronic (78.6%).

Notes from ESAW 2011 Discussion on January 13, 2011

- Electronic Meeting increases participation
 - There were distractions, due to working in the office. However, ability to multitask is valued.
 - This allows flexibility and increased participation. Proceed with integrating the electronic technology.
 - Actual and potential connectivity issues, due to weather (no access to office) and other electronic interruptions.
 - More participants, via electronic, means better comments and a more complete outlook.
 - The pre-meeting dry run was valuable.
- Face-to-face meeting increases focus, more productive. Side conversations are valuable
 - Participation is more active during face-to-face meetings.
 - The perception is that the face-to-face meeting final product is better.
 - Useful to get to know people.
 - Suggestion: Use both electronic and face-to-face meeting.
- Climate forecasts: Need a consensus of the many presentations
 - Need a better sense of forecaster confidence, especially when multiple climate factors are involved.
 - Suggestion: At end of Day 1, have forecasters agree on consensus about what Geographic Area participants should focus on. Emphasize the thinking that went into the forecast, such as discussion of atmospheric circulation considerations.

Agenda Item: National Seasonal Assessment Workshop (NSAW) – Dan O’Brien and Steve Marien

NSAW will also be held virtually. They will take what they have learned from ESAW to make improvements. While ESAW is an important meeting and product; the report from NSAW has a deadline. Everyone needs to be aware of the deadline and the responsibilities involved prior to the workshop. The final maps need to be completed prior to the end of the workshop. Given the tight deadlines, the Predictive Services managers need to be responsible for their Geographic Areas.

- NSAW: Week of April 18th
 - Jeremy Sullens will be the facilitator.
- Report Due: May 2nd (Needs to be reviewed by Kim Christensen)

➔ **Action Item 282:** Develop a Roles and Responsibilities document for the NSAW participants, including a clearly defined method of submission.

Responsible: Charlie Leonard

Due Date: March 22, 2011

- ➔ **Action Item 283:** Have Kim Christensen send out a letter for Center Managers to provide the authority to their Predictive Services staffs to represent their respective Geographic Areas at NSAW.
Responsible: Dan O'Brien
Due Date: March 22, 2011
- ➔ **Action Item 284:** Request a climatologist to coordinate a unified message prior to NSAW – Consensus Forecast.
Responsible: Jeremy Sullens
Due Date: March 22, 2011

Agenda Item: National Weather Service (NWS) Fire Weather Update – Jennifer Zeltwanger

Grassland Fire Danger – This program is used frequently in the Central Region by Emergency Managers. A focus group is being assembled to look at the science behind the plan. They may be soliciting individuals to help.

Red Flag Warnings – The bulleted format for Red Flag Warnings that was tested last year has become policy (10-401) and will be implemented nationally next year. It is currently being used for winter weather.

Spot Weather Forecast – The Spot Weather Program is currently undergoing a reengineering. The current server is not a relational database; a relational database is needed to track. With the reengineer they are hoping to add functionality. If you have comments send them to Tami Parkinson.

National Annual Operating Plan (AOP) – Each Geographic Area or state has an AOP; there is an effort to have an AOP at the national level. There was a draft originally developed in 2008. This will not replace the local AOP, but could shorten it.

- ➔ **Action Item 285:** Send out the NWS National AOP for NPSS review and comments.
Responsible: Heath Hockenberry and Dan O'Brien
Due Date: March 31, 2011

Personnel Changes –

- Robyn Heffernan has been hired by the NWS
- Larry Van Bussum has been promoted to the Operations Coordinator, his replacement may assume some of the duties that were at the National Interagency Coordination Center (NICC); the NWS is attempting to imbed people with other organizations.
- Roger Lamoni will replace Jennifer as the NWS Representative to NPSS

National Webpage – This is still a work in progress.

National Incident Meteorologist (IMET) Agreement – The agreement expires in 2012, however a different authority needs to be sited and the agreement will need to be redone this year.

Agenda Item: WFDSS/National Fire Decision Support Center – Lisa Elenz (Exhibit F)
 Wildland Fire Management Research, Development and Application (WFM RD&A)

- WFM RD&A

- National Fire Decision Support Center (NFDSC)
- Wildland Fire Decision Support System (WFDSS) Development
- Air Quality Portal
- Rocky Mountain Center
- National Interagency Fuels, Fire and Vegetation Technology Transfer (NIFTT)
- Joint Fire Science Program (JFSP)
- NFDSC
 - March 2010
 - Supported all agencies, most GACCs
 - Alaska, Southwest, Southeast
 - Nine Positions, two Department of Interior
 - Coordination with Geographic Editors
- WFDSS (*Development is on hold, the contract expires at the end of March, with an extension until June. The new contract is not available yet*)
 - Next Release – March 2011
 - National After Action Review (AAR) – November 2010
 - Contract Renewal
 - Other
 - Unique Fire Identification
 - Fire Reporting
 - Sit/209
 - Data Sharing
- Air Quality Portal (*Sim Larkin's Product*)
 - Link within the WFDSS
 - Forecast Product Training
 - Subject Matter Exerts
 - Predictive Services
- Rocky Mountain Center
 - Realigned within WFM RD&A
 - FCAMMS
 - Weather Research
- Other
 - National Interagency Fuels, Fire and Vegetation Technology Transfer (NIFTT)
 - Rocky Mountain Research Station (RMRS) – Joint Fire Science Program
 - Weather Research
- National Fire Decision Support Center (NFDSC)
 - Purpose – to advance decision making on large wildland fires
 - Goals Include:
 - Expand use of decision support tools.
 - Foster a more consistent approach that will elevate strategic and tactical decision making
 - Develop and deliver training to expand decision support capability
 - Advance the scientific basis for decision support tools
 - Increase opportunities for reduction of firefighter exposure and suppression costs.
- NFDSC Structure

- NFDSC will be a collaborative, integrated effort between Forest Service Research and Development, State and Private Forestry and Department of Interior
- Research programs will improve scientific basis for decision support tools
- WFM RD&A will develop and apply decision support tools and will manage the centralized decision support production component of the center – providing consistently developed and interpreted decision analysis products for use in decision making

Discussion:

- Smoke is being handled differently in different Geographic Areas.
- There is some concern on the smoke aspect – send comments to Lisa.
- WFDSS Weather inputs are somewhat restrictive; use of a weather station, other inputs may be more valuable.
- More formal training for Predictive Services would be helpful.
- Establishment of a mentor group to assist with the product.
- There has been a loss of some privileges for the Intelligence Coordinators.
- Information is not available until it is published.

Agenda Item: SIT/209 Issues/Updates/Redesign – Charlie Leonard

The project is progressing slowly. The needs analysis is complete and they have used the secured funding to work on architecture and technology. They are still waiting on the \$50,000 funding from NWCG. Incorporating the National Incident Management System (NIMS) 209 is a big part of the redesign, the ability to create a custom 209 that would have display needed fields depending on the incident type.

They have met with Lisa Elenz and have determined that WFDSS data may be used to prepopulate some of the fields. Rochelle Pederson is also looking at WFDSS as a potential source of data of fire reporting.

Charlie's work schedule is proving difficult in providing time for him to work on the Sit/209 project. All of the short term changes have been completed.

- Block 16, the percent containment is currently being reviewed by the Center Managers and the Area Command/Incident Command groups.
- The User's Guide is currently undergoing the final review by the Intelligence Coordinators prior to posting.

➔ **Action Item 286:** Develop a proposal identifying the need for a dedicated Business Lead for the Sit/209 Redesign.

Responsible: Dan O'Brien and Kim Christensen

Due Date: ???

Agenda Item: NWCG IT Updates/Changes – Rochelle Pederson

Fire Reporting Subcommittee

The Subcommittee is examining the Forest Service, Fish and Wildlife Service and Wildland Fire Management Information (WFMI) fire reporting systems to develop interagency fire reporting

data standards. They are also working on a unique fire identifier and how to make the standard work.

Their next focus involves the Incident Business Committee and the effects of Complexes/Mergers/Splits. They have developed a matrix of scenarios to evaluate what happens within the various systems. They have asked for specific recommendations that still need to be reviewed by the Executive Board. When an incident is reported, it maintains its own unique identifier and individual record. It may have associations for a period of time.

Integrated Reporting of Wildland Fire (iRWIn)

A mechanism for systems to exchange data.

- 2009 Completed Analysis
- 2010 Did not receive any funding
- 2011 Received 1.5 million
- 2012 Expect to receive 3 million

This year the funding will go toward the architecture and design part of the project. A Computer Automated Dispatch (CAD) system is imperative to the success of iRWIn and some funding is included for that. The WildCAD Board of Directors (WildBOD) recently met and has asked NWCG to officially recognize WildCAD as an NWCG supported system. This would allow iRWIn to develop solutions for WildCAD.

Data Standards Terminology Group – This group was lost in the NWCG shuffle. Rochelle has stepped up to take on this group. The Charter is ready to be signed. The process will be managed under the NWCG webportal; this will allow users to provide comments. Each data element will be assigned to a committee.

IT Committee – The IT Committee met a couple of weeks ago. There is a lot of movement in IT: White House – 25 Point Implementation Plan for IT Futuring

The “Cloud” is the method of choice

Security issues

Requirements Document – eliminate non-performing programs, reduce redundancy.

Cooperation is underway to make Forest Service and the Department of Interior compatible

Expect to WFDSS to WFMI exchange within the year; FireCode will be next

COP is a spatial view of iRWIn

Agenda Item: Predictive Services Marketing – Fred Svetz

Marketing of Predictive Services products and promoting and training of Predictive Services products both ranked high in priority lists at the 2010 Annual Meeting. Many agencies offer products with similar names and individuals looking for products have a multitude of places to go. Predictive Services products have the potential to disappear among the clutter.

We have created a logo, our “stamp” and are in the process of completing a video for distribution. We need to expand ourselves on the web and the number of locations where our products are available to distinguish ourselves from others.

Fred will be meeting with MBA students at the University of Nevada – Reno to see if they can come up with ways to meet our three goals:

- Define Credibility
- Distinguish Ourselves
- Expand Ourselves on the Web

They will continue to meet and brainstorm ideas, which he will take to Outreach and Training leadership to decide what to do. He is looking at a three month timeline. They will not be doing any surveys, just providing opinions.

We have been weak about getting our information out there.

- ➔ **Action Item 287:** Attend the National Association of State Foresters (NASF) meeting to promote Predictive Services products.
Responsible: Mike Bozzo and Steve Marien
Due Date: June 1, 2011

Agenda Item: Lightning Data Study Proposal – Bryan Henry and Dan O’Brien

In 2010 the contract for lightning data expired and WSI was awarded the new contract. It has been observed that there are close to twice as many lightning occurrences with the WSI data as is recorded with Vaisala.

- ➔ **Action Item 288:** Write a letter of support from NPSS for the purchase of the 2010 data set of Vaisala lightning data to preserve the integrity of the lightning data set.
Responsible: Dan O’Brien
Due Date: April 15, 2011

Agenda Item: Predictive Services Change Control Board – Ed Delgado

Ed is proposing the establishment of a Change Control Board (CCB) for Predictive Services IT products, beginning with the 7-Day Online. It would be an organized process to track changes and hopefully a model for future products. The CCB would include the Project Manager and representatives from Predictive Services and our partners. All changes would be submitted to the CCB.

- ➔ **Action Item 289:** Develop a White Paper to explore the scope and responsibilities of the CCB; including the development of a mission statement. To be presented at the 2011 Fall Meeting
Responsible: Ed Delgado, Marva Willey and Gina McGuire
Due Date: Draft Due March 31, 2011

Agenda Item: 2011 Program of Work

Review of Outstanding Action Items (Exhibit A)

The Action Items Tracking Table was updated.

- Action Item 222 – The states are waiting to see how WFDSS evolves

- Action Item 223 – Waiting for the final RAWs Network Analysis Report, due February 2011
- Action Item 225 – To be presented to the Center Managers March 2011
- Action Item 240 – Outreach and Training will be responsible for the Predictive Services Handbook.
- Action Item 269 – Ongoing
- Action Item 271 – Status Unknown
- Action Item 272 – Status Unknown
- Action Item 273 – Ongoing
- Action Item 274 – Bill Yohn is investigating
- Action Item 275 – Ongoing
- Action Item 276 – Ongoing
- Action Item 278 - Ongoing

Functional Area Priorities (Exhibit G)

Each Functional Area has their own list of priorities. Need to know which is the priority for NPSS, FENC, NWCG?

- Operations and Support:
 - Priorities 1a and 1b, are the priorities for NPSS. A verification system will prove we are providing a valuable service, which will accomplish some of those things we are creating in Priority 2.
 - 1a. Establish and maintain a verification system for the 7-Day Outlook
 - 1b. Establish and maintain a verification system for the Monthly Outlook.
 - 2. Develop and implement a plan to enhance operational skills to accomplish the National Predictive Services mission.
 - Priority 3 can be assigned to the CCB.
 - 3. Identify minimum criteria standards for operational national Predictive Services products.
- Research and Development:
 - The vision is for incorporating geospatial data into Predictive Services products. There are 19 projects, which are not prioritized; they are however each associated with a strategy.
 - Verification versus Validation
 - Verification is under Operations and Support
 - Validation is under Research and Development
 - The group should concentrate on Priorities 1, 2 and 3
 - Priority 1 will be accomplished anyway
 - 1. Develop and implement a way to incorporate gridded data into Predictive Services Products
 - Priority 2 is a subset of Priority 3
 - 2. Develop and implement a plan to incorporate geospatial capability into existing and new Predictive Services management strategies.
 - 3. Develop capability to easily access data sources used to improve and develop Predictive Services products (Corporate Database)
- Outreach and Training

- Drop Priority 4
 - 4. Develop and implement surveys to ensure the use and understanding of Predictive Services products (and services)
- Priority 5b should be part of Priority 1
 - 5b. Develop and implement a Predictive Services publication review schedule and process.
 - 1. Develop and implement a communication plan for Predictive Services (websites, newsletters, webcasts, etc.)
- Priority 6 goes into Priority 5a
 - 5a. Develop and implement a Predictive Services workforce management plan to address recruitment and retention.
 - 6. Develop and implement a mentoring program for Predictive Services.
- Now have four priorities
 - Communication Plan
 - Training Plan
 - Partnerships
 - Workforce Management Plan
- Meet within the functional area to strategize which priorities to work on and bring back to NPSS.

Coordination with Center Managers

This is an ongoing process. Dan will be meeting again with Kim Christensen tonight.

Issues/Concerns

- Level of participation
- How do you involve others?
- Individuals that have been involved are beginning to experience burnout.
- Is everyone aware of what everyone else is doing?
- Need to set priorities for the good of the program.
- How many national committees do you chair?
- Daily duties need to factor in variance among the Geographic Areas.
- How many hours are devoted to Geographic Area duties versus National programs?
- Comes back to coordination with the Center Manager.
- Mentoring program – crucial to more involvement

➔ **Action Item 290:** Research survey that Robyn Heffernan compiled regarding Predictive Services staff duties and time commitments for geographic and national products to showcase the value and importance of what Predictive Services does. Draft proposal to include mentoring and development for implementation next fall; present to Center Managers for review.

Responsible: Dan O'Brien and Steve Marien

Due Date: April 5, 2011

➔ **Action Item 291:** Submit above as an agenda item for the Center Manager meeting.

Responsible: Kenan Jaycox and Dan O'Brien

Due Date: March 4, 2011

Thursday – February 24, 2011**Agenda Item: 2012 Funding Proposals – Dan O’Brien****Budget Requests Received for 2012**

- Sit/209 Redesign \$25,000
This would provide funding for the programmer and architecture. They are hoping to receive \$100,000 from NWCG. The total cost of the project is \$300,000. To date they have received \$16,000 from NPSS and a promissory note of \$50,000 from United States Fire Administration (USFA) through NWCG.
This began as a three year project, almost three years ago and has not received the needed funding. The Needs Analysis is completed and they continue to move toward an interface with WFDSS. If they could receive \$30,000-35,000, they could build a data bus to push from WFDSS.
- Corporate Database \$52,000 To be implemented in two phases

Agenda Item – ROSS Reports Management Board – Dan O’Brien

The ROSS Reports Management Board has been organized. Dan is the Chair and it is chartered under the Center Managers and has a business relationship with the ROSS Change Control Board. Their mission is to provide governance to ROSS reporting.

The Board consists of 10 individuals, including representatives from IMT, ROSS and the contractor as well as three to four Geographic Area Intelligence representatives and a local dispatch representative.

It is structured so that each Geographic Area would have an identified business lead for leadership as a conduit to the board. Each geographic area would also have about six trained ad hoc report writers.

Organizational work has been done with the report directories. There are three levels of reports available through ROSS.

- Standard – within the program itself
- User Community – Within the reports option, each Geographic Area has its own folder
- Ad Hoc Reports – Developed to meet a specific data request.

Agenda Item: PS GIS Needs/Capability – Dan O’Brien and Bill Yohn

Dan is working with Barbara Haney to determine what it would take to develop a basic level of GIS capability at the Geographic Areas, as well as have an identified position. They have drafted an organization, similar to what is at the Northwest Geographic Area Coordination Center.

Another option is a GIS Service Center that could travel to the Geographic Area Coordination Center as the need arises; it may even be virtual. This commitment has been made at the

national level, to bring in GIS specialists when the National Multi-Agency Coordination Group is active. Unfortunately, they are bringing in highly experienced individuals to make maps; when there are other opportunities to provide data and information rather than only in the form of a map.

There was a previous request for a representative from the Geospatial Task Group (GTG) to serve as a liaison to NPSS. Most of the GTG members have GIS as a collateral duty, but Bill believes that someone was identified to be a liaison.

➔ **Action Item 292:** Identify who the GTG Liaison is.
Responsible: Bill Yohn
Due Date: ???

Agenda Item – Bin Item

Unit ID Board – Bill Yohn

A new Unit Id Board has been established. Bill is the Chair and he will be working on that project this afternoon. The governance still needs to be worked out. The current data custodians would continue in their role and information would still roll up to the National Data Custodian and Change Management Board.

Agenda Item: Awards – Dan O’Brien

Approved Awards/Plaques for:

- Dan Irvin (Award) for his assistance to the Sit/209 Program
- Faye Chandler (Plaque), retiring, for her support to FAMWEB by managing the application Help Desk
- Sue Christensen (Plaque), retiring, Intelligence Coordinator at the Alaska Interagency Coordination Center

Agenda Item: NPSS Membership Rotation – Dan O’Brien (Exhibit H)

The Vice Chair position is currently open. This will be discussed at the April meeting.

Agenda Item: Planning Next Meeting/Conference Calls Logistics and Agenda Topics – Dan O’Brien

Future Meetings:

- Next Meeting
 - When: April 5,6,7, 2010
 - Where: Virtual Meeting
- Spring Meeting
 - When: October 18-20 (noon-noon)
 - Where: McClellan, California
 - Host: Marva Willey will send out more information

Agenda Items:

- Vice Chair Election

- Agenda Items in by March 18th for draft agenda
- Final Agenda out by March 30th

Meeting Adjourned

DRAFT