

**IOS WT  
FINAL MEETING MINUTES  
Savannah, GA  
February 12-14, 2008**

**Attending:**

Bob Leaverton, Chair  
Vince Mazzier, BLM, Co-Chair  
Jim Hollingsworth, FIRESCOPE  
Dalen Romero, BIA  
Paul Broyles, NPS  
Mike Dougherty, USFA/Homeland Security Liaison  
Mike Dudley, USFS  
Ron Stoffel, Northeast States  
Brian Shiplett, Department of Lands  
Sue Curd, Notes

**Absent:**

Kristy Plourde, USCG  
Jim Karels, Southern States  
Jim Kelton, USFWS

**TUESDAY**

**Position Task Books (PTBs)**

Draft of the status check-in task book was emailed to the IOS WT in advance of the meeting for review. The contractor that is revising the PTBs is done with the middle sections and just needs the front and back of the books to finalize and format. The position task books will be ready in March.

The FBAN/LTAN PTBs have been combined; they will have one common section with additional tasks for the LTAN.

**Action Item: Review the draft version of FBAN/LTAN PTB from the S-590 Steering Committee. (Mike Dougherty, Paul Broyles)**

Late comments were sent in on the SRB, STL/TFLD, DIVS task books. Comments were based on field review version. All comments were very general and didn't indicate specific changes.

There is a proposal to change the physical fitness requirement for Helicopter Manager to moderate; all other SRB positions are arduous.

**Action: IOS WT will propose the physical fitness change for HMGR to the S&HWT. (Bob Leaverton)**

**Action Item: Complete Communication/transition plan by the end of March. (Deb Epps/Steve Jackson/Vince Mazzier)**

**Action Item: Work with webmaster to post PTBs and transition plan on the main NWCG website by April 1. (Vince Mazzier)**

The revised PMS 310-1 will be completed by the middle of May.

**Revision of Wildland Fire Qualification System Guide, PMS 310-1**

Wildland fire positions require NWCG PTBs. If a position has “WF, W, RX or WFU” code in the PTB need to use the NWCG PTB. NWCG agencies have approved NWCG PTBs, if NWCG PTB is not available, agency all-hazard PTBs may be used as per agency direction.

Discussed the S-520/CIMC interchangeable issue; this is really a TWT issue. IOS WT will include it in the PMS 310-1.

**Action Item: Take the Complex Incident Management Course (CIMC) back to the TWT. Response from TWT to IOS WT due back before April. (Deb Epps)**

**Action Item: If approved, add CIMC as an interchangeable course to S-520 in the FMCG. (Deb Epps)**

**Action Item: Add the specific name for the NIC Position Naming Change Board in the PMS 310-1. (Section: REVIEW AND UPDATE PROCESS FOR THE PMS 310-1 AND POSITION TASK BOOKS) (Vince Mazzier)**

**Action Item: Talk to Mike Morgan regarding change in IQCS. Currently last task signed off needs to be other than “O” for the evaluator to be entered into IQCS. See if this can be changed. Note: If an “O” task is the final task to be evaluated in a PTB Evaluation Record, IQCS will need some type of code in order for the system to show the PTB is completed. (Vince Mazzier)**

**Wildland Fire Investigation WT Request (HO)**

WFI WT made a presentation to the NWCG parent group seeking approval to move forward with the establishment of a second level fire investigation position under PMS 310-1 and the supporting classes of FI-310 and FI-410. NWCG approved and has sent the WFI WT to the IOS WT and TWT to begin the process of getting this position and these courses into the PMS 310-1.

**Action Item: Notify Alan Carlson that draft PTB and qualifications sheet need to be back to the IOS WT by mid March. (Paul Broyles)**

## **WEDNESDAY**

### **Physical Fitness Requirement for ICT3**

Physical fitness requirement for the ICT3 is arduous, discussed whether the requirement should be changed to moderate. How would this change relate to other positions? Need to establish a rational case to follow the decision to change the physical fitness requirement. IOS WT has to look at inconsistencies from position to position. Role of ICT3 has changed since it was put into the system. This position now serves in a more managerial role versus an on the ground firefighter.

Decision: The physical fitness rating for the ICT3 should be changed from arduous to moderate rating.

**Action Item: Communicate to S&H WT that IOS WT concurs to change fitness rating for the ICT3. (Vince Mazzier)**

### **LIAISON OFFICER (LOFR)**

LOFR has always been a command and general staff position. Does not have to be an agency person, can also be a liaison that goes out with a team. NIMS has a PTB for LOFR, NWCG does not.

### **AGENCY REPRESENTATIVE POSITION (AREP)**

This is not a Command and General Staff Position; position works for the agency. It is an ICS position, but is not attached to anything else.

### **Course S-336, Tactical Decision Making in Wildland Fire**

This course is in the NWCG curriculum and is the only numbered NWCG course that is not in the PMS 310-1. It is a valuable course that the field uses, can this be put in the PMS 310-1? S-336 is in the Forest Service 5109.

Decision: Include S-336, Tactical Decision Making in Wildland Fire in the PMS 310-1 under Other Training for STL/TFLD.

### **AIR OPERATIONS BRANCH DIRECTOR (AOBD)**

Did not address the proposed changes in the flow chart submitted to the IOS WT because it has not been formally submitted to the IOS WT. The change was a significant change from previous communications. Follow up needs to occur with the Interagency Helicopter Operations Committee before a decision can be made.

Satisfactory performance as an Air Support Group Supervisor (ASGS)

+

Successful position performance as an Air Operations Branch Director (AOBD) on a wildfire incident

OR

Satisfactory performance as an Air Tactical Group Supervisor (ATGS)

+

Successful position performance as an Air Operations Branch Director (AOBD) on a wildfire incident

**AIR SUPPORT GROUP SUPERVISOR (ASGS)**

Request from the aviation group to move Air Support Group Supervisor (S-375) training from Other Training to Required Training.

**Decision: There are no safety and health issues, leave S-375 as Other Training.**

**Action Item: Discuss flow chart proposal with the Interagency Helicopter Operations Committee; they will need to submit formally to the IOS WT for the changes to be considered. (Mike Dudley)**

**Recurrency Training**

Should the recurrency training remain where it (i.e., required training or other training which supports knowledge and skills) is located in the PMS 310-1 or should a separate header be created.

**Decision: Leave RT where it is in the PMS 310-1.**

**EXPANDED DISPATCH SUPPORT DISPATCHER (EDSD)**

Delete Basic Air Operations (S-270) from other training which supports knowledge and skills.

**INITIAL ATTACK DISPATCHER (IADP)**

Intermediate Wildland Fire Behavior (S-290) course has changed and become more complex. The course is not designed for a basic dispatcher.

**Action Item: Ask Chuck Wamack if EDRC is still needed as a prerequisite for Initial Attack Dispatch or Aircraft Dispatcher. (Ron Stoffel)**

**Wildland Fire Investigation Team Member**

The WFI WT faxed a copy of the position qualifications sheet. Need to be an INVF to become a Wildland Fire Investigation Team Member.

**Critical Incident Management Course (CIMC)**

It is acceptable for Federal trainees (with approval) to take CIMC vs S-520.

**PNW S-420 Field Course Summary Report (HO)**

This report was shared for information purposes only. The NWCG parent group has endorsed the PNW S-420 field course. Trainees shadow a team on an incident. This approach to S-420 is proving to be successful as it is being used throughout various area.

## **THURSDAY**

### **Publications Management System Review**

Allan Dietz asked the IOS WT to look at publications that may need to be discontinued in the PMS.

**Action Item: Notify PMS what needs to be kept electronically and what needs to be kept in storage. (Vince Mazzier)**

Discontinue Immediately:

**PMS 310-5, EXPERIENCE RECORD, ICS (1994)**

**PMS 903-1, RADIO FREQUENCY SHARING AGREEMENT**

**ICS 209, NFES 1333 Incident Status Sum (2004), NWCG ICS 209 program is web-based program.**

Keep Electronic Copy:

**PMS 201, HISTORY OF ICS**

**ICS 259-1NFES 2200 R O, Aircraft(1987)**

**ICS 259-2NFES 2201 R O, Aircraft, Cont (1987)**

**ICS 259-3NFES 2202 R O, Crew (1987)**

**ICS 259-4NFES 2203 R O, Crew, Cont (1987)**

**ICS 259-5NFES 2204 R O, Dozer (1987)**

**ICS 259-6NFES 2205 R O, Dozer, Cont (1987)**

**ICS 259-7NFES 2206 R O, Engines (1987)**

**ICS 259-8NFES 2207 R O, Engines, Cont (1987)**

**ICS 259-9NFES 2208 R O, Equipment (1987)**

**ICS 259-10 NFES 2209 R O, Equip, Cont (1987)**

**ICS 259-11 NFES 2211 R O, Helicopter (1987)**

**ICS 259-12 NFES 2212 R O, Helicopter, Cont (1987)**

**ICS 259-13 NFES 2213 R O, Overhead (1987)**

**ICS 259-14 NFES 2214 R O, Overhead, Cont (1987)**

**ICS 259-15 NFES 2215 R O, Supplies (1987)**

**ICS 259-16 NFES 2216 R O, Supplies, Cont(1987)**

The following are generic, 4-part (carbonless) copies.

**ICS 260-1NFES 1470 R O, 4-part (1985)**

**ICS 260-2NFES 1471 R O, Cont, 4-part (1985)**

### **NWCG Reorganization Effort**

NWCG met with the Working Teams (WTs) last week. NWCG proposed many significant changes. NWCG and NFAEB have been combined. Under the proposed organization there would be three branch managers, if NWCG can get the FTE to hire Branch Managers all those positions would be permanent full time. Three proposed branches are Fire Program Coordination, Incident Operations, and Equipment Technology. WT would fall into one of these categories.

Since the NWCG meeting a new Preparedness Branch has been proposed that would consist of IOS WT, TWT, and S&HWT.

Wildland Fire Program Management is another mission that NWCG is taking on.

The new organizational structure is to be completed in March 2008. Implementation will be October 2009.

**Designing a National Emergency Responder Credentialing System (NERCS) (HO)**

Jim Hollingsworth reported on what the Incident Management Working Group is working on. Incident Management Working Group is primarily made up of Emergency Operations Center and Law Enforcement folks. Jim Hollingsworth, Steve Gage, Geoff Wilford, and Greg West are the only members on this group with fire experience. This group is looking at the certification process equivalent to NWCGs qualification system. Product they are developing is similar to NWCGs. They are using the term credentialing for what we term qualified.

**NIMS ICS Document Survey (ICS Forms) (HO)**

Reviewed NIMS ICS forms and suggested ways to make the forms more efficient. Jim will bring forward suggestions from the IOS WT. Also suggest forms be available in downloadable generic format.

**Action Item: Send copy of Type 3 ICS organization forms to Jim Hollingsworth. (Steve Jackson)**

**Hotshot Crew Evaluation Form**

The National IHC Committee is proposing the adoption of a new Hotshot Crew Evaluation Form. IOS WT has concerns about the potential of having separate evaluation forms for other resources if we accept this form. IHC Committee also wants to differentiate between Type 1 Crew Certified and Type 1 Crew. This will come forward when the PMS 410-1 is revised; typing will be looked at and this will be addressed at that time.

Recommend incorporating ideas from this form into a generic form for all crews.

**Action Item: Invite Randy Andersen, hotshot representative to discuss the evaluation form at the Tucson meeting. (Vince Mazzier)**

**Proposed Name Change for Fire Use Management (Emailed HO)**

Discussed Fire Use Management ICs recommendation that the category name of the teams be changed to "Incident Management Team Type 2 Long term (IMT2 LT)".

This would better reflect the present function of these teams and how they are actually being utilized. That function has changed in the past 5 years from strictly Wildland Fire Use to more utilization managing the spectrum of appropriate management response (AMR) fires. The LT indicates that these teams specialize in long term fire management, which includes specialized planning and computer functions that is not common on all IMT's. The configuration of the teams will remain as a "short" team reflecting the sought after specialized skills while retaining the experience to handle the complexity of a type 2 incident.

Fire Use Managers do not have to be Type 2 qualified. How would you qualify them to meet the Type 2 qualifications?

Need flexibility in the Mobilization Guide for the short team; limited by numbers not by positions. Modify Type 2 Short configuration you can meet the individual positions that you want.

Questions that need to be answered.

- How much would this cost in ROSS?
- What would it take to move from a Type 1/Type 2 concept.

**Decision: No decision on this request until questions answered.**

**Action Item: Invite Joe Reinarz or Roy Hall to Tucson meeting to discuss the options for renaming the Fire Use Teams. (Paul Broyles)**

**Action Item: Invite Dick Bahr to Tucson meeting. (Bob Leaverton)**

#### **Incident Response Pocket Guide (IRPG')**

There is no mechanism to give input for updates to the IRPG. Suggest chartering a group of SMEs to review and provide updates. Next revision should include suggestion for changes. Group needs to be in place to review in 2008, for January 2009 edition.

Decision: Approve going forward with an IRPG Revision Task Group.

**Action Item: Ask Jim Cook to recommend individuals for the IRPG Revision Task Group. (Paul Broyles)**

#### **Add to PMS 310-1:**

Homeland Security Presidential Directive-5 (HSPD) requires training for all emergency responders to support the National Response Framework; for example, NIMS, An Introduction (IS-700) and NRP, An Introduction (IS-800). Refer to agency specific direction for implementation

**Action Item: Send Beth Spencer the Final Draft of the PMS 310-1. (Steve Jackson)**

#### **Future Meetings:**

April 1-3, 2008 (Tucson-USFS)

October 21-23, 2008

#### **Future Meeting Agenda Items**

1. IHC Performance Rating Sheet
2. FUMA Proposed Name Change
3. PMS 310-1 Review

**Next Conference Call:**  
Wednesday, March 12, 2008