

IOS WORKING TEAM Meeting Minutes

**Duluth, MN
October 21-23, 2008**

Attending: Bob Leaverton (Chair)
Vince Mazzier (BLM, Vice-Chair)
Paul Broyles (NPS)
Mike Dudley (FS)
Jim Hollingsworth (FIRESCOPE)
Jim Karels (FL DOF, Southern States Rep-outgoing)
Jim Kelton (US FWS)
Brian Shiplett (ID IDL, Western States Rep)
Ron Stoffel (MN DNR, Northeastern States Rep)
David Utley (FL DOF, Southern States Rep-incoming)

Absent: Dalan Romero (BIA)
FEMA Representative

Guests: George Broyles, Fire Project Leader, USDA FS San Dimas Technology & Development Center
Jim Cook, Training Projects Coordinator, USDA FS, NIFC

Membership Updates:

Southern States Representative: Jim Karels replaced by David Utley as of this meeting.
FEMA Representative: FEMA making recommendation on new member.
NPS Representative: Paul Broyles retiring, replacement unknown at this time.

NWCG Reorganization Update (Mazzier/Broyles):

NWCG is still in the process of reorganizing. Three branches have been determined: Equipment and Technology; Policy/Planning/Management; and Preparedness. Each branch will have a full time director, currently being filled as collateral duty positions, two positions have been advertised. Subcommittees of the Workforce Committee include Qualifications (IOS), Workforce Development, Training Development (TWT), and the National Training Group. Each of these is being evaluated for duplication and interaction, combinations of teams such as the IOS and TWT are being considered for efficiency. However, the two separate teams provide a check and balance on each other. Al Borup is the Interim Branch Coordinator of the Workforce Committee and the liaison to the IOS WT. Rosie Thomas is new Chair of the TWT. Vince is putting together a task group from both the IOS and TWT to work on subcommittees in January. Brian Shiplett volunteered.

FOLLOW UP: Vince will provide further updates to the IOS WT.

Crew Performance Rating Sheet:

IOS WT revised proposed IHC Crew Performance Rating form in Tucson and modified it for use for all types of crews. Vince wrote memo to NWCG with revised form attached.

FOLLOW UP: Beth will format memo on letterhead and send to Bob to forward to NWCG for their next meeting.

Crew Typing Chart Revision (Mazzier):

Changes made to existing Crew Typing Chart for ease of interpretation and to clarify training requirements. Bilingual requirement modified to state “able to read and interpret language of the crew as well as English.” Experience level for Type 2 crew dropped to 20% with one season to provide for utilization of entry level crews. Training for Type 1 listed as required by the Interagency Hotshot Crew Guide or agency policy. Dispatch availability for Type 1 and Type 2IA crews modified to “available nationally.” PPE wording changed to “All standard designated fireline PPE. Vince wrote memo to NWCG with a requested response by November 30.

FOLLOW UP: Beth will format memo on letterhead and send to Bob to forward to NWCG for their next meeting.

All Hazard PTB's:

The Rocky Mountain Coordinating Group has issued a memo regarding individuals with All Hazard PTB's who will be visiting fire incidents as trainees and they are encouraging federal individuals on assignments to sign off on tasks completed. Questions are: how are they mobilized, tracked, who pays, and what are the liability issues. The State of Colorado allows PTB's to be completed both on wildland and all risk incidents. The usage of All Hazard trainees is intended to be in the Rocky Mountain area. If the jobs are parallel and full 310-1 qualifications are met, they will be full trainees. If NIMS qualified, only tasks will be signed off. No liability issues, since the individual is not a trainee unless they meet full NWCG qualifications. The home unit will pay; reimbursement will occur if there is already an agreement in place. The dispatch process for these individuals is still being worked on.

Corporate University Presentation (Merrie Johnson, via conference call):

Presentation regarding a proposal to develop a virtual university, such as Wildland Fire and Aviation University, that would be accredited by NWCG. Some corporations and the military already use a similar device. Goal is to have an integration between NWCG incident qualifications and “regular” jobs. In general the TWT is supportive; there are some concerns from the state agencies and as to how this concept will interface with AgLearn (FS) and DOI Learn. A business plan would identify staffing needs and transition issues. It is difficult to evaluate current training costs overall to provide a value verses cost argument.

FOLLOW UP: Any comments, questions etc. should be emailed to Merrie.

NIMS Required Training IS700/IS800 (Broyles):

Currently the Forest Service and the state agencies are in compliance with the Presidential Directive regarding IS-700 and IS-800 training requirements. All agencies are required to have the training to be in compliance with NIMS. At this time, the IOS WT is not including this requirement in the 310-1.

S420/L480 Interchangeability Proposal (Mazzier):

Proposal from the Geographic Area Training Representatives to make L-480 Incident Management Team Leadership course interchangeable with S-420 Command and General to provide more opportunity to develop Type 2 team Command and General staff positions. The Leadership Committee would not support these two courses being interchangeable. The current S-420 is not given by all geographic areas as it needs revision. The IOS WT previously approved the field S-420 to be interchangeable with the current S-420. IOS WT denied this proposal.

Production Rate Study (George Broyles):

The Production Rate study began in FY 05. It is unknown where the current production rate factors in the Fireline Handbook came from. The study tracked all crew working activities. 33% of crew time is spent in line construction, 61% includes driving, hiking in, situation briefings, safety briefings, etc, and 4% is rest, lunch breaks. Across all crew types these averages are fairly consistent.

It was found that crew size correlated to production rate. 15 person crews were the most efficient; however, it depends also on crew composition and cohesiveness. This number also reflects the actual number of crew members digging line; others are scouting, providing look-outs, logistics etc.

No significant difference found between Type 2 and Type 2 IA crews and between federal and contract crews. Differences were found in different fuel types, most were

lower than the current rate in the Fireline Handbook. No significant difference based on slope-terrain and weather was not considered.

Largest expense for these studies is the travel to fires, and there is no charge to the local unit, except meals. This year, dozer production rate was also evaluated, but no there is no dedicated funding to continue this study. Another year of funding for would provide more data and could focus on missing data and some of the missing fuel models.

To include new study data in the revised Fireline Handbook, it would need to be provided in draft by October 2009 for inclusion in handbook for 2010 fire season.

PTB and 310-1 Revision Process (Mazzier):

Currently, the field has no mechanism for requesting changes to the PTB's and 310-1. PTB's have a Change Board to review suggestions. Behaviors and competencies cannot be changed without going through this group. IOS WT can review suggested changes to tasks. Primary contact for change requests to either document will be agency or GACC representative. Vince Mazzier is the primary contact on the IOS WT to review and bring to the group for discussion. Vince will work with Deb Epps on developing a form for change requests and a process memo. PTB changes will be made electronically in general on an as-needed basis. The 310-1 changes will be reviewed annually in the fall for changes for the following fire season. Due date for requests for the 310-1 will be September 30 of each year.

The wall flow-charts need to be available electronically for printing on a plotter. If a source document is not found, it will need to be re-done.

FOLLOW UP: Mazzier to develop process paper and form with Deb Epps to be forwarded to NWCG for approval. Mazzier to research source document for wall flow charts.

FUWT Proposal to combine FOBS and FEMO positions (Kelton):

Proposed position combination of FOBS and FEMO. Both positions are required to observe and report similar aspects of weather, fire behavior and first order fire effects. Required experience is the main difference, FOBS is single resource boss, and FEMO is FFT2. Training for the FOBS position is S244, no formal training exists for FEMO, although there is a 16-24 hour module developed by the NPS.

Proposal is to have a single PTB for FOB1 and FOB2 in place of the two positions. Implementation would convert the current FOBS to FOB1 and the FEMO to FOB2. Additional tasks in the PTB would qualify for the FOB2 level. Additionally, a policy would be included in the Standards for Fire Operations book prohibiting the ordering and use of FOB2's as a Single Resource Boss on a wildfire, wildland fire use, or high

complexity prescribed burn incident. The existing NPS FEMO module would be incorporated into the S244 course and would fall under the FUWT work plan oversight. Currently the IOS WT has oversight of the FOBS position, while the FUWT oversees the FEMO position.

IOS WT discussion that the position names remain the same, FEMO and FOBS, but possibly consider the positions combined into one PTB. Oversight would need to fall to one group, IOS WT or FUWT. Questions for the FUWT are the length of time to revise the S244 course, how much additional time would be added to the presentation of the course and how long to add additional tasks to the FOBS PTB.

FOLLOW UP: Jim Kelton will respond to Dave Mueller, Chair FUWT, with IOS questions. Agenda item for February 2009.

PTB Coding Changes for Wildfire Use:

Officially, terms for fire will either be Prescribed Fire or Wildfire. PTB coding will need to be globally changed to reflect this. The FUWT is gathering information on where the change needs to be made.

FOLLOW UP: Jim Kelton to compile list of changes. Agenda item for February 2009.

Glossary (Hollingsworth):

Reviewed NWCG Glossary Change Requests for the following entries:

- Railroad Fire definition. Approved change to remove common carrier.
- Fire Prevention definition. Approve minor wording change.
- Restrictions definition. Approve change to correct mis-spelling.
- Fire Education new definition. Approved addition of term.
- Closure definition. Approved technical changes.
- Point of Origin definition. Approved the removal of “precise.”
- Community Wildfire Protection Plan new definition. Approved addition of term.

Memo reviewed regarding definition for Initial Attack from Mary Lynch through Allan Deitz regarding the deletion of sentence about an “aggressive suppression action.” IOS WT approved the following definition for Initial Attack: “A planned response to a wildfire given the wildfire’s potential fire behavior. The objective of initial attack is to stop the spread of the fire and put it out in a manner consistent with firefighter and public safety and values to be protected.”

FOLLOW UP: Hollingsworth will continue to forward Glossary update requests to the IOS WT for review.

PTB Coding Corrections (Mazzier):

IOS WT reviewed tasks that had not been coded in the revision process and determined codings.

Incident Response Pocket Guide Revision Plan (Jim Cook, Training Projects Coordinator, FS NIFC):

Jim Cook presented a proposed plan for the IRPG revision process. Plan includes a small SME task group to review with a target date of a draft to PMS by September 2009 for publication in 2010. Jim has taken the lead on this project the last few revisions, but due to retirement, a replacement should be considered. Chad Fisher is a possibility. Jim is requesting from the IOS WT: approval of the plan and any additional direction, writer/editor assistance, formal request to task group for participation, and the new IOS contact between the revision group and IOS. Guiding Principles have also been developed to assist with the revision process, including evaluating duplication with the Fireline Handbook. The title page should include how to comment, request changes, etc and the IOS contact.

IOS WT approved revision plan and Chad Fisher as possible successor. David Utley will be IOS contact for information and comments. Jim Cook will forward draft letter requesting participation and list of revisers to Bob for signature and forward. A memo requesting assistance from the Training Group needs to be sent to Jim Glenn. Broyles will remain contact on IOS for now.

FOLLOW UP: Jim Cook will revise plan and forward with request letter to Bob for distribution. Who is writing memo to Jim Glenn?

410-1 Fireline Handbook:

Discussed revision and relevance. It is a reference manual with a compilation of information not found elsewhere. The following are guiding principles to consider during revision. Suggestion to see if NIMO team could do the review. Tentative name is: **Wildland Fire Managers/Reference Guide**

Guiding Principals:

1. Reference guide for fireline activities and incident management. This document is incident management related.
2. Target user is incident supervisors, unit leaders and management.
3. Keep compilation of wildfire information not readily found elsewhere, including tables and appendices.
4. Addition of All-Hazard information (at a minimum).

5. No policy info. "Red Book" is federal fire management standards and policy and is not an NWCG document.
6. IRPG is a subset of this document. Primary application of the IRPG is for wildland fire operations personnel up to the ICT3 and DIVS level.

Direction:

1. Screening questions for proposed updates and changes:
 - a. Is the information accurate?
 - b. Is the information relevant for the target user?
 - c. Is the information aligned with NWCG training, ICS principles, and/or other pertinent authority?
2. All changes, deletions, additions need to be presented to the IOS WT as recommendations.

FOLLOW UP: Leaverton to contact Marc Rounsaville regarding NIMO team participation.

IHC Program Expansion:

Information only regarding a US FS Briefing Paper proposing to increase the current number (93) of Interagency Hotshot Crews by ten additional crews within 2-3 years. Briefing paper discusses potential sponsors.

S-492/S-493 Course Issue (Broyles):

S-492 and S-493 were required courses for the LTAN position in the 310-1. Courses have been combined into one course, S-495. Errata sheet needs to be done for 310-1 to show change and include an effective date of March 1, 2009.

FOLLOW UP: Broyles to contact Mark Koontz to verify dates.

NIMS ICS Forms Update (Hollingsworth):

Mid August was original date for the forms, new date is January 2009. Public comments will be reviewed and changes sent out for final review first. Very similar to current ICS forms, except language that was fire specific has been modified. The big issue is communication forms, as other NIMS agencies depend on cell phones/pages verses radios.

Interagency Wildland Fire Dispatch Study (Dudley):

Results are posted at <http://www.fs.fed.us/fire/management/> Proposal to consolidate some GACC's. Proposals will be sent to the Fire Executive Council.

Quadrennial Fire and Fuels Review (Leaverton):

Briefing from Leaverton regarding the presentation at the Quadrennial Fire/Fuels Review. Main topics:

- Suppression Strategy in the Era of Asymmetric Fire
- Integrated Fuels Management Strategies
- Achieving Fire Adapted Communities
- Reshaping Emergency Response within Fire Leadership
- Reimagining Wildfire in a Web 2.0 World

Incident Management Team Futuring:

Future issue for the IOS WT will be evaluating number of teams and possible modulization of teams.

FOLLOW UP: Possible agenda item for February 2009 meeting.

Future Meeting Dates:

- February 10 – 12, 2009, Charleston SC (FWS sponsor)
- March 31 - April 2, 2009, Austin TX (NPS sponsor)
- October 27 – 29, 2009, San Diego/Mission Bay CA (FS sponsor)

Meeting Sponsorship Schedule:

February 2003, Carmel CA – USFS
April 2003, Albuquerque NM – No charge
November 2003, Portland OR – USFWS
February 2004, St. Pete's Beach FL – State of Florida
April 2004, Boise ID – BIA
October 2004, Tucson – No charge
November/December 2004, San Antonio TX – NPS
January 2005, Boise ID - BLM
March 2005, Boise ID – BLM
June 2005, Salt Lake City UT – USFS
Cancelled: September 2005, Boise ID – State of Idaho
November 2005, Denver CO – FWS
March 2006, Naples FL - State of Florida

May 2006, Boise, ID – BLM
October 2006, Gettysburg, PA – NPS
February 2007, Albuquerque, NM – USFS
April 2007, New Orleans, LA – No charge
September 2007, Portland, OR – No charge
November 2007, Boise, ID – BIA
February 2008, Savannah, GA – State of FL
April 2008, Tucson, AZ – USFS
Oct 2008, Duluth, MN – State of MN
Feb 2009, Charleston, SC – FWS
March/April 2009, Austin, TX – NPS
October 2009, San Diego, CA - USFS

Future Conference Calls:

Conference calls are the second **Wednesday** of each month at **1200 hours, Mountain Time**. Dial in number is 208-947-4004. Pin is: 5005.

Dates: November 12, 2008
December 10, 2008
January 14, 2009
February 2009 – No call, regular meeting
March 11, 2009
April 2009 – No call, regular meeting
May 13, 2009
June 10, 2009
July 8, 2009
August 12, 2009
September 9, 2009
October 2009 – No call, regular meeting
November 2009 – Veterans Day holiday
December 9, 2009

Follow Up: Beth will send out reminders.

Next Meeting (February 2009, Charleston) Agenda Items:

- Joint meeting with FUWT (1/2 day on Tuesday)
 - FOBS/FEMO position combination
- Joint meeting with TWT (All day on Wednesday)
- Forms Update-Hollingsworth
- Wildfire Use Terminology Changes-Kelton
- IMT Futuring?