



1	<p><b>Topic</b> – Status/Issues/Concerns – Help Desk Study Task  <b>Presenter</b> – Jon Skeels</p> <p><i>Discussion:</i>  List of “core” systems was received – Group is going remove redundant entries and boil the list down a bit. They plan to distribute the list and a questionnaire to all known helpdesks of the systems. They need to discover a point of contact for some of the systems on the list. Lonnie Brown (BLM task group designee) not responding to emails or phone calls about this task group. John G. says to CC traffic not only to Lonnie, but also to Greg Jensen. They DO want to be involved, and want to help.</p> <p><i>Action Items:</i></p>
2	<p><b>Topic</b> – Status/Issues/Concerns – Change Mgmt Guidelines Task  <b>Presenters</b> – Al Borup</p> <p><i>Discussion:</i> Task group had a kick-off meeting. Group is going to begin by gathering known and existing templates and guidelines for consideration. Don’t want to reinvent the wheel. Clear understanding of fire community roles and responsibilities is necessary for these guidelines. Group is using a context diagram for stakeholder/data needs/triggers analysis. More to come. Jon Skeels suggests that whatever deliverable comes out of this endeavor, it should be applicable to small projects as well as our larger ones.</p> <p><i>Action Items:</i></p>
3	<p><b>Topic</b> –Update on NITC Architecture Brainstorming Session  <b>Presenter</b> – Mike Barrowcliff</p> <p><i>Discussion:</i> Small group met in Denver a few weeks ago to brainstorm on architecture opportunities at NITC. FPA/ROSS/IBA/FAMWEB/IQCS are all hosted at this site. Efforts focusing on improving systems utilization, consolidation of services, and reduction of overall footprint. Driving toward a common architecture at NITC for Fire. Mike says a draft configuration will be coming out possibly by next week. They are looking at a business intelligence tool called COGNOS. This is will allow pulling of data from various sources for complex reporting.</p> <p><i>Action Items:</i> Mike will send out the results of the COGNOS evaluation.</p>
4	<p><b>Topic</b> – Update on Fire Forest Proposal  <b>Presenter</b> – John Gebhard</p> <p><i>Discussion:</i> Still looking for participants on this task group. Also looking through Elise at OWFC, for a senior-level person with Active Directory expertise to be on or advise the group. Basically, nothing much is progressing yet. John Noneman suggests that one of our NWCG Project Managers should be a part of the team, possibly himself or George Conley. John G. agreed to the idea.</p> <p><i>Action Items:</i></p>
5	<p><b>Topic</b> – Update on IQCS Performance  <b>Presenter</b> – George Conley</p> <p><i>Discussion:</i> June 25<sup>th</sup> was the last solicited or unsolicited complaint about IQCS performance. There are several things being done to improve the situation. More memory is an immediate help. George now feels that all issues are well in hand and won’t be a problem next year when the peak period happens again. Usage of the IQCS system is now down, but still way more than initially anticipated. 50-70 simultaneous users are currently on the system at any given time. John G. suggests that we develop some sort of load test mock-up around January to test the system. This might be something like rounding up 120 or so users and having them simulate peak period use to make sure we don’t have problems next spring.</p> <p><i>Action Items:</i></p>
6	<p><b>Topic</b> – Update on Cobell Litigation  <b>Presenter</b> – Rick Mills/John Gebhard</p> <p><i>Discussion:</i> Rick and John gave the group an update of the latest events in the Cobell litigation. It appears that there is still a potential of Interior internet shutdown at some future point. Rick briefly discussed AMD’s contingency plans for three scenarios: 1) Complete shutdown 2) Shutdown, but critical systems up 3) Offices</p>

	<p>up but disconnected from the internet. Gebhard briefly discussed some BLM contingency plans. SCG discussion followed and indicated the need for interagency communication, brainstorming, and collaboration on planning for a potential shutdown. Due to timeframe constraints, AI suggested that a separate SCG meeting be held with the sole purpose of discussing continuity plans in case of another shutdown. Rick Mills agreed to lead the group and arrange the meeting. Gladys volunteered to assist. Attendees will be the SCG and any other interested parties may attend. Natalie Wiklund was specifically named as a necessary participant. Project Managers of deployed systems would also be important.</p> <p><i>Action Items:</i> Rick Mills will set up a meeting for next week, Gladys will assist.</p>
7	<p><b>Topic</b> – Collaborative Tools  <b>Presenter</b> – John Noneman</p> <p><i>Discussion:</i> John N. underscored the importance and usefulness of using collaborative tools, and noted the challenges of using them across interagency environments with differing security constraints. FPA is looking to implement the tools “WEBBDEMO”.</p> <p><i>Action Items:</i> John N. will work with John G. to see about implementation of WEBBDEMO as a test case, and assess its potential to be leveraged for our interagency environment.</p>

## Round Robin:

**Gladys:** Recent trends indicate that we should be braced to expect pushbacks for our interagency IT budget requests.

**Mike B:** Announce that Carolyn Chase has been identified as a new SCG member representing Research. Carolyn is a Forest Service employee working at the Rocky Mountain Research Lab in Missoula. [cchase@fs.fed.us](mailto:cchase@fs.fed.us). Welcome Carolyn. AI will add her to our roster and update our SCG contact information at [DisasterHelp.gov](http://DisasterHelp.gov). Carolyn will need to get registered there as well.

**AI:**

- NWFEA:
  - NWFEA project has issued an Interest Announcement (through FS) for an 18 month detail for a Communication Manager.
  - NWFEA Project Manager has been selected, but job offer is still pending.
  - SOWs have been issued for contract support for the NWFEA Project.
- PMO’s vacant Repository Manager position is being reclassified and will now be titled “Knowledge Manager”
- NWCG/NFAEB Executive Secretary position has been described and waiting approval by Kirk Rowdabaugh
- The NWFEA staff is going to be taking DOI MBT (Methodology for Business Transformation) training. Date and location TBD – hopefully fairly soon.
- AI reminds everyone that all the SCG documents are being posted at our collaborative webspace at [www.DisasterHelp.gov](http://www.DisasterHelp.gov). If anyone is experiencing problems or needs assistance – please call.

**David:** would like to attend the DOI MBT Training, if possible when the NWFEA staff attends. AI will keep him posted.