

1	<p>Topic – Wildland Fire IT Workshop – SCG Presentation Presenter – Al Borup</p> <p><i>Discussion:</i> The SCG has been asked to do a 30 minute presentation at the upcoming Wildland Fire IT Workshop in Las Vegas. Al asked the group for content suggestions.</p> <ul style="list-style-type: none"> ▪ Better jokes ▪ Potential of the group ▪ Efforts on consolidating help desks ▪ Change management ▪ Sharing of ideas ▪ Filling a need gap ▪ Bolstering agencies support for each other ▪ Service Level Agreement template effort ▪ Tools/license sharing opportunities
	<p><i>Action Items:</i> Al will develop a PowerPoint and ask the group to review it</p>
2	<p>Topic – Hosting of Requirements Management systems Presenters – John Noneman</p> <p><i>Discussion:</i> FPA is using the Rational Requisite Pro tool to capture and document the business requirements for the FPA application. This tool is currently residing at IBM in Boulder. The FPA team uses VPN to access it. John surfaced the question about where this tool and the FPA requirements should ultimately reside. He noted that when the Project is complete, these requirements (and toolset) should be given to the O&M organization and will continue to be actively used for change management. John said that this tool could potentially be used by other projects as well. He didn't want someone else to purchase this same capability when they could use this existing tool. The discussion then took a larger, more strategic perspective, asking the question about all of the toolsets and licenses that our agencies have purchased and are using within our interagency environment. The group felt that we needed to gather up this information about what tools we have and what may offer potential sharing opportunities. A small task group was formed to create a template for gathering this information. We'll then circulate this template and post results at our collaborative space at DisasterHelp.gov.</p> <p><i>Action Items:</i> John Noneman and Mike Barrowcliff will collaborate on developing an information gathering template. They will present this template to the SCG for their review.</p>
3	<p>Topic – ROSS/IQCS Interface & Enterprise Service Bus discussion Presenter – Rick Jensen, Jon Skeels</p> <p><i>Discussion:</i> Jon Skeels and his contractor Gordon [last name?] gave a brief, high-level description of the approach that will be taken for the ROSS/IQCS interface. Planning of the details has begun. Rick Jensen has been appointed as the Business Lead for this interface. Security concerns (NIST 800-47) have been addressed with the previous interface and will be updated and enhanced as the new exchange method surfaces. Jon said that the revised Interconnection Agreement for the ROSS/IQCS interface will be circulated to the SCG for their review. The data interchange will be implemented using a "Services Oriented Architecture" approach. It will be designed with a generic approach, so that other qualifications systems (like the States' IQS) may be able to take advantage of the information sharing services. The hardware/software solution that is allowing us the SOA capability has been procured and financed through the Forest Service FMIP project. Data standards will emerge as the interface "packets" are defined. All data standard proposals will be submitted to the DAWG. The Enterprise Service Bus is scalable and will offer opportunities for other fire applications to share data. Questions arise about the control and processes involved in managing this "space between our applications". As our use of this technology matures with the implementation of the ROSS/IQCS, the ROSS/ICBS, and the ROSS/CAD data exchanges, we will probably need to develop an O&M plan for the bus. The group stated that they would like to see a presentation about ESB technology. We'll try to set something up for the January/February meeting.</p> <p><i>Action Items:</i></p>

4	Topic – Change Management Guidelines Task Presenter – Al Borup
	<i>Discussion:</i> Al recapped the efforts of this task group to date. The task is much more complex and intricate than originally expected. Additionally, the task team membership needs refreshing. Merrie has left for a new position and John N. has been unable to participate fully because of FPA commitments. Al asked for new volunteers to work on this task – with a commitment of about a half day per month. Rick Jensen agreed to help, representing a business perspective. David Potter also agreed to be a part of the task group. Al will rekindle the group and schedule the next meeting.
	<i>Action Items:</i> Send Rick and Dave the task group notes.
5	Topic – NWCG Service Level Agreement Presenter – Al Borup
	<i>Discussion:</i> Al presented the stack of SLA samples that have been collected to date. Al asked the group if anyone could step forward to work on development of a NWCG standard SLA template and SLA guidelines. Group agrees that development of an SLA standard template and associated guideline document is a high priority for this group. Everyone is too busy at this time to move forward on it – we’ll keep it in the bin until action can be taken. Potter suggests asking him again for help in about a month.
	<i>Action Items:</i> Send the SLA samples we’ve collected to Carolyn, and post same at Dhelp – Al

Round Robin:

Andrea: Is on the FORS business team. Excited that the project is finally moving forward.

Rick J: There is an IQCS Change Management Board meeting November 8th and 9th at the Idaho State Office. He just came back from a US Fire Administration workshop about Emergency Services credentials. They aren’t to the point of having a solution yet. Rick shared the IQCS story with them. The IQCS (now in O&M) point-of-contact for systems related issues is Blair Young.

Erik: NPS has moved to the DOI enterprise network.

Carolyn: Glad to be a part of the group.

David: Pointed out that we need to get the SCG web pages up to date. Also asked if we are still planning to meet for a session to develop a COOP in case of future internet shutdowns. Rick says he will get with Gladys to reschedule this meeting.

Rick M: Asked that we prod him to give us an update about Maximo at our next meeting.

Andy: ICBS-R is doing well. He is very happy with the Yantra team working on the project.

Al: Welcome to Carolyn to our group. Participation from Research will help identify and hopefully mitigate many of the issues we see when transitioning products from research into mainstream fire applications.

Future Meeting Dates (Fridays 0900-1200):

November 4th

December 9th

January 6th