

# National Wildland Fire and Aviation System Coordination Group (SCG)

Meeting Minutes

Boise, Idaho

June 09, 2006

## Attendees

	<b>Members:</b>
X	Al Borup – NWCG IRM-PMO (Chair)
	Mike Barrowcliff – USDA FS (Vice-Chair)
X	John Gebhard – BLM
	Erik Torres – NPS
	Andrea Olson – FWS
X	David Potter – BIA
X	Rick Mills – DOI Aviation
	Carolyn Chase – Fire Research
	Keith Smith – NASF
	Jon Skeels - ROSS
	Cindy Schafer – IQCS
X	John Noneman – FPA
	Dan Keller – FPA/Landfire

	Bruce Jeske - Landfire
	Dorothy Albright – IBA
X	Andy Gray – ICSB-R
	Barbara Ruffner - FireCode
X	Nancy DeLong – ROSS (Skeels Alternate)
X	Gladys Crabtree – NPS (Torres Alternate)
X	Bill Rush – USDA FS (Barrowcliff alternate)

Guests: None

## ***Action Item List:***

Reviewed, discussed, and updated.

- Agreed to DROP Item #11 – “report the finding of the “Fire Forest” study...”
- Changed lead on Item #12 from Greg Jensen to John Gebhard
- Rekindled desire to move forward on Item #16 – “Interagency COOP...” Reset lead to Mills + Crabtree. John Gebhard wants Louie Leezer to be part of this task. Bill Rush agreed to also be part of this task. Discussion around the table made it clear that the scope of this effort is not clearly defined or apparent. Al will draft a brief task scope statement with objectives for review and discussion with the task leaders. Once we’re all on the same page, the leaders will move forward with the other team members to decide how to proceed with the task.
- Agreed to DROP Item #23 – “Send FPA Technical Review report to SCG...”
- Agreed to ADD Action Items for:
  - Develop SLA for NITC Enterprise Service Bus
    - SCG feels that a DOI business perspective would be a benefit to this effort. John Noneman and Rick Mills are now assigned to this task which is still being lead by Mike B. Status report is due back to SCG by next month.
  - Develop NWCG Change Management Guidelines
  - Develop NWCG Project Deliverables Standards

## ***NWCG System Status Reporting Template:***

This deliverable was presented to the IRMWT for their consideration. The IRMWT has responded back to the SCG requesting that we develop a list of those systems that WE think need to report. Along with the list, the SCG has been asked to develop the criteria to define frequency of reporting. This will be an agenda item at our next meeting. The IRMWT also wants the PMO logo removed from the template.

### ***HelpDesk Strategy (SCG - Priority #1):***

Time ran short to actively discuss the latest support strategy proposed by the HelpDesk task team. The group agreed that ALL the SCG members need to carefully review the Interagency Support Strategy (ISS) letter, make comments and suggestions, and make to respond to John G., Gladys, and Mike B. with a deadline of June 16<sup>th</sup>. Following that review, the strategy will be to form another small task group to produce a project proposal. Al handed out a sample template and guidelines for a business case for the task group's consideration.

### ***Round Robin:***

AL – Gave short briefing on the status of the NWFEA Project. Members of the SCG that are also part of the NWFEASG made it clear that they are frustrated and in the dark about what this project is doing. Al suggested that they take this issue up with the NWFEASG Chair, telling the Chair that they want a meeting.

JOHN (GEBHARD) – Is happy to have Noneman coming to work on his staff. FORS – David Potter and his supervisor have agreed to let David stay on as manager of that project, with the agreement that it be no more than a two-day-per-week commitment. John Noneman will also be involved in the project as a PM mentor. John mentioned that the RAWs group may be considering rewriting/re-hosting the ASCADS system. The group talked about the real need, which is to do an all-inclusive, end-to-end analysis of our weather information needs. John said the NIFC governing board needs to make a decision about ASCADS support and whether it will be 24/7 or not. FireCode – John Noneman is starting to engage – there are issues about the process of interconnecting this system with the Forest Service financials system (Tina Ledger's project).

DAVID – IQCS swapped out its hardware last week. Everything went fine. Performance has been improved. The group noted that no one has been hearing any issues about IQCS' performance this year. He's still working on a new/amended charter for FORS. Michelle Tae is on board to help with the business analysis.

GLADYS – wants to know if the SCG has any Change Management Board Charter templates. We do not. It was suggested that the IQCS CMB Charter should be looked at. Bill Rush said that the FS FamWeb and NESS systems have just drafted CMB charters and suggests that Gladys call Rod Chaffee for copies.

BILL – Mike B. will be in DC two weeks at a time and back at NIFC for one week. The consolidation effort is going well at NITC in Kansas City. There is an Architects meeting there in two weeks. Discussion showed that the IQCS was not really included in this endeavor, but could be. The SCG suggests that Guy Colwell from IQCS be asked to participate. Bill agreed, and will follow up. Joe Frost is the PM for this effort. Al noted that he, as NWCG Application Architect, would like to be "CC-ed" with all correspondence regarding this effort. Bill agreed to ask Joe to include Al with a CC. Bill also noted that there are three positions to be announced in his shop - one GS-11 for HelpDesk, a GS-12 to backfill Penny's job, and a GS-13 to fill behind Mike B's old job. Exact duties are still being decided.

JOHN NONEMAN – Dan Keller should be taking over for him as the representative to the SCG. Bill R. will talk to Dan about this role. John says there are new perspectives being formed to guide FPA. Kent Connington and Nina Hatfield are providing input, as well as Tom Quigley (ex FS Research).

RICK – Glad to hear that everyone else is going through the same problems that he is – poor communication, scope creep, too much on the plate, etc. Bob Haycock is now the new Chief Architect at NBC. Bob's old job as Director there is currently being advertised. ESN is now doing web-content filtering – primarily on the east coast at this time, but it will happen in the west too. It is being done without any prior notification to the agencies. ESN will also be taking over the circuits, routers, and firewalls at NBC (in phases). Rick says he will try to give a Maximo demo at our next meeting (if SCG time allows).

NANCY – ESN transition caused ROSS a lot of problems, but they have been ironed out now. New version of ROSS (2.4.1) will be released on the 27<sup>th</sup> of June. Test releases have been successful. Nancy asks if anyone has info about web conferencing software. Group responds that there is nothing that is officially sanctioned at this time. WebEx is being used by some, but is not officially authorized.

ANDY – The ICBS-R Project has successfully used WebEx hosted by the contractor. Says it works very well for their collaborative meeting needs. Regarding project/system communications, the ICBS-R website has been up for over a year and is generally updated on a monthly basis: [icbs.nwcg.gov](http://icbs.nwcg.gov). ICBS-R stood up a “demo cache” at the Rocky Mountain Cache last month. About 50 cache folks attended and test drove the prototype on PCs and with wireless scanning devices in the warehouse. Response was very good. Improvement suggestions were captured. October/November will be a beta test – probably at the Great Basin Cache and/or the Rocky Mountain Cache. The project is working aggressively to obtain technical approval to procure and use wireless technology. Depending on whether we get that first from USDA or DOI could determine at which cache we do our first beta testing.

***Next Meeting Date has been changed!!!  
Instead of meeting July 7<sup>th</sup>, we will meet one week later on July 14<sup>th</sup>***