

National Wildland Fire and Aviation System Coordination Group (SCG)

Meeting Minutes

Boise, Idaho

July 14, 2006

Attendees

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

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

Guests:

Action Item List:

Reviewed, discussed, and updated.

Interagency COOP Task Order Review (SCG #7 Priority)

At our last meeting, we noted that this task lacked clarity. Al developed a task order in an attempt to bring focus to the intended objectives. The SCG reviewed and approved the task order. Al will formally send the task order to designated task group members.

Helpdesk Strategy Review (SCG #1 Priority)

The Helpdesk Support Strategy document comment/review period has passed. John Gebhard received no comments. The SCG discussed the document and strategy. It seems that the only players in this strategy are the FS and the BLM, and they have agreed to put together an action plan to move forward with the recommendations listed in the strategy paper. John Gebhard and Mike Barrowcliff (Bill Rush) have the lead on this, but will also ask Gladys Crabtree if she wishes to participate with the development of the action plan. John agrees to provide the SCG with an updated status on the endeavor at our next meeting.

System Status Reporting Candidates & Frequency

The SCG-developed System Status Reporting Template was returned to us from the IRMWT and we were asked to develop a candidate list of systems that should use this template and the frequency those systems should report.

The six systems that should use this template are:

- ROSS PHASE I

- IQCS
- FireCode
- ISuite
- FPA Preparedness Module
- NWCG Unit Identifier

The SCG discussed how often the systems need to report. We concluded that semi-annually was the minimum frequency, and quarterly was the maximum. Since the Parent Group meets three times a year, it seems that the systems should report about five weeks prior to a Parent Group meeting. The completed template is to be delivered to the SCG Chair. The SCG will review the reports and send them to the IRMWT for their consideration.

The next due dates for submission will be:

- September 15th, 2006
- December 22nd, 2006
- April 6th, 2006

AI is charged with notifying the appropriate system points of contact about this decision and for reminding them in advance of the report due dates.

Round Robin:

Cindy

- IQCS is in the middle of an upgrade –going well
- Donna’s detail is expiring in the fall. They have requested an FTE for a training specialist.
- NMAC has approved adding Law Enforcement info into IQCS – IQCS will need to get an upgrade to the existing PeopleSoft license. Blair is working on metrics to be used for an impact analysis study.

Bill

- NESS Project (WIMS shared services at NITC project) is moving forward. They will create a prototype and do lots of testing before any implementation
- Jim Douglas will be in Boise on the 19th for further talk about the Interagency IT Investment Management task group
- Also on the 19th there is a DHS/NWCG/NICC coordination meeting – basically to get a feel for where things are at and to give some ICS training to DHS for learning crosswalks
- New FS Assistant Director for Fire Operations is coming on July 24th. Karen Woods is from Region 6. (Tom Harbour is still the FS Fire director in DC.)
- ROSS deployed a new version last week.
- ISUITE – after going to the field, Don Lee has some security concerns. A meeting will occur this afternoon to address those issues.

John G.

- Notes that there is lots of IT items on the upcoming NFAEB meeting agenda. He will send everyone a copy.
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Erik

- NPS WAN is now actively filtering web content. It will be very stringent. He expects that there will be numerous issues that arise from this that will just take some time to work out.
- NPS Nat’l FMO Conference in Phoenix in December 4th -8th. It topics will be to figure out an alternative for data collection for input into FPA since the NPS is no longer going to use FirePro.
- They will also be looking at how they can use the Landfire data for FPA
- They are discussing the need to make a “pre-incident” checklist of those things that need to be ready for an I-SUITE deployment.

Al

- Currently trying to clarify my role as to the work processes involved in the development of interconnection documentation.
- NWFEA Project is still consuming the PMO resources, nearly full-time.
- NWFEA Repository initial stand-up has been done.

Next meeting is August 4th