

National Wildland Fire and Aviation System Coordination Group (SCG)

Meeting Minutes

Boise, Idaho

8-Jun-2007

Attendees:

Members:	Name	Agency	e-Mail	Telephone
X	Al Borup	NWCG PMO	Al_Borup@nifc.blm.gov	(208) 947-3743 office
X	Andrea Olson	FWS	Andrea_Olson@fws.gov	(208) 387-5597 office
	Andy Gray	ICBS-R	agray@fs.fed.us	(303) 907-3781 cell
	Bruce Jeske	Landfire	bjeske@fs.fed.us	(406) 829-6702 office
	Carolyn Chase	USFS-Research	cchase@fs.fed.us	(406) 329-4823 office
	Cindy Schafer	IQCS	Cindy_Schafer@nifc.blm.gov	(208) 947-3737 office
	Dan Keller	FPA/Landfire	dkeller@fs.fed.us	(303) 236-0635 office
X	David Potter	BIA, Chair	David_Potter@nifc.gov	(208) 387-5237 office
	Dorothy Albright	IBA	dpalbright@fs.fed.us	(541) 750-7403 office
	Erik Torres	NPS, Vice-chair	Erik_Torres@nps.gov	(208) 387-5213 office
X	John Gebhard	BLM	John_Gebhard@nifc.blm.gov	(208) 387-5164 office
X	John Noneman	BLM Sr IT Proj Mgr	John_Noneman@blm.gov	(208) 947-3775 office
	Jon Skeels		jskeels@fs.fed.us	(303) 236-0630 office
	Keith Smith	NASF	Keith_Smith@blm.gov	(208) 947-3735 office
X	Mike Barrowcliff	USDA FS - Vice-Chair	mbarrowcliff@fs.fed.us	(208) 387-5280 office
Others:				
X	Bill Rush	USDA FS (Barrowcliff Alternate)	brush@fs.fed.us	(208) 387-5294 office
X	Gladys Crabtree	NPS - (Torres Alternate)	Gladys_Crabtree@nps.gov	(208) 387-5214 office
	Greg Jensen	BLM - (Gebhard Alternate)	Greg_Jensen@nifc.blm.gov	(208) 387-5438 office
	Rick Mills	DOI Aviation	Rick_Mills@nbc.gov	(208) 433-5050 office
	Nancy DeLong	ROSS - (Skeels Alternate)	ndelong@fs.fed.us	(208) 947-3710 office

BIA - NIFC North 2: (David Potter)

- BIA-NIFC is attempting to have a modular building built on the NIFC campus for approximately 25 BIA/NIFC employees (we are losing our lease for the NIFC North 2 building). BIA's TrustNet will be extended to the NIFC campus; but only to this one building.

I-COOP: (Gladys Crabtree)

- Given Rick Mills' reduced interaction with the SCG, Erik Torres will take the lead on this subject.

- NPS will explore what already exists.
- This topic was first raised due to the Cobell litigation; but the group continues to feel there is value in having something in place even if Cobell does not force the issue again.
- The last I-COOP meeting (December 2006?) produced the following notes:
 - Objective:
 - The I-COOP team will develop a strong communications and coordination plan that will assist and compliment Interagency aviation and fire application Continuity of Operations Plans in the event of network or application disruption due to nature, human error, or legal actions.
 - Scope:
 - Obtain inventory of current Interagency aviation and fire applications
 - Develop application COOP "Roadmap" showing inter-connection agreements and cross-application functional communication requirements
 - Questions on scope:
 - Should project include only NWCG sponsored fire applications or all that are used by 1 or more agencies or bureaus?
 - Should scope include gathering and maintaining contingency plan point of contact information?
 - Deliverables:
 - A COOP communications and coordination plan for Interagency aviation and fire applications owners that will provide guidance and instructions for alerting the interagency aviation and fire community when an application COOP has been activated.

System/Project Status Reporting (Mike Barrowcliff)

- Mike Barrowcliff will take the lead on this topic in the future
- Mike will expand the existing USFS bi-monthly report. He will use the template offered by John Noneman.
- Every attempt will be made to not increase workload beyond the existing reporting requirements already placed upon projects and systems.
- Input to the report will be due to Mike by mid month (the 14th for June 2007).
- A report will be produced within five working days if possible.
- The reports will be posted on SCG's web page.
- We will gather feedback in the future to determine usefulness.

Helpdesk Interoperability Study (Mike Barrowcliff & John Gebhard)

- Mike Barrowcliff and John Gebhard will continue to pursue this topic.
- They will review prior efforts and report back to SCG on 13-Jul-2007
- Focus will be on improving the end users' experience; it may also result in improved efficiency and lower total costs.
- BLM and USFS will be working on better coordinating their help desk efforts independent of this study.

Next SCG Meeting (David Potter)

- The next SCG meeting was scheduled to occur on 6-Jul-2007. That is the Friday after the 4th of July holiday. The group decided by consensus to change the date of the next meeting to 13-Jul-2007.

NWCG sub-domain for Training (David Potter)

- There was an exchange of e-mail messages last year regarding control of a sub-domain under the "nwcg.gov" domain. Some of the messages implied the SCG may need to be consulted on the topic. The exchange of e-mail messages does not conclude with a decision.
- David Potter will check with Shari Shetler (IRMWT chairperson) and Allen Deitz (nwcg.gov webmaster) to confirm the issue is still outstanding. If it is, David will draft a response for the SCG to review and then forward to the IRMWT's chairperson.

Template for SLA for systems in O&M (David Potter)

- The SCG has an outstanding action item for developing a template for Service Level Agreements for systems in the O&M phase of their lifecycle.
- The SCG feels this is still needed.
- The most recent "lead" for the task was Erik Torres.
- Gladys Crabtree agreed Erik will either work on it or bring the task back to the SCG uncompleted.
- The template will need to address any help desk implications and Mike Barrowcliff and John Gebhard are willing to assist with that portion of the template.

Template for Plan for Transitioning Projects to O&M (David Potter)

- The SCG has an outstanding action item for developing a template for project transition plans.
- The SCG feels this is still needed.
- David Potter agreed to review and consolidate past efforts on this topic. He will present his findings back to the SCG.

DOI IT Security Handbook (David Potter)

- DOI released a draft of a new IT Security handbook and is soliciting comments.
- David Potter asked the members of the SCG if they it is appropriate or necessary for the SCG to provide a consolidated response to the document.
- The SCG decided it is NOT an SCG issue and there should be no consolidated response from the SCG.

Round Robin:

Al Borup (PMO):

- LANDFIRE:
 - There will be a meeting related to LANDFIRE on July 10 & 11, 2007 in Boise. The focus will be on its O&M pahse as well as LANDFIRE's future.

- Most of the SCG and IRMWT will be attending an NWFEASG meeting those two days.
- Doug Stephen will attend (representing NPS and the IRMWT).
- Mike Barrowcliff and/or Bill Rush will probably attend
- NWFEA Project Status:
 - Fire Directors not fully accepting of blueprint.
 - A review meeting will be scheduled; it will be very business-centric.
- Blueprint Effort:
 - Working on system scoring. Recognize the need for standardized questions, scoring criteria, and contact information.
 - It is becoming an information gathering task.
 - On hold due to a JFSP contract with SCI to streamline modeling tools and the likelihood of duplicative efforts.
- Enterprise Architecture (EA) program is looking at how to coordinate many of the ongoing "big picture" efforts (NWFEA, E2E IT Investment Process proposal, etc.). The Fire Directors are committing significant amounts of their time to make these efforts succeed.
- Reminder there is a NWFEASG meeting in Boise on July 10 & 11, 2007. Members from Washington DC are coming to Boise for the meeting; we owe it to them to be as responsive as possible.

John Gebhard (BLM):

- The wireless waiver has been approved for ICBS-R.
- He is preparing for the CIO visit in late August 2007. Departmental and bureau CIOs will be coming to Boise. Topics include IT, radio, and visiting interagency fire operations (NICC, interagency dispatch, and possibly a fire camp).

Mike Barrowcliff (USFS):

- He is preparing for the CIO visit in late August 2007. Departmental and bureau CIOs will be coming to Boise. Topics include IT, radio, and visiting interagency fire operations (NICC, interagency dispatch, and possibly a fire camp).
- USGS is coming to NIFC. Perhaps related to interagency research?
- USFS is working on redefining how to distribute grant money, based upon competition, for state and private entities.
- Budget for FY2008 may have a 10% reduction from FY2007 levels. FY2007 had a 5% reduction from FY2006 levels.
- USFS is going through an A-76 process on communications; it may impact web services.

Andrea Olson (FWS):

- John Segar's old position in fuels is open. It is a GS-13/14.

Bill Rush (USFS): Nothing

John Noneman (BLM Sr. Project Manager): Nothing

Gladys Crabtree (NPS):

- Bureau of Reclamation (BOR) is looking at joining BIA, BLM, and NPS on WFMI as a repository for fire occurrence data. This may snowball into other wildland fire applications as BOR learns what it means to be integrated into the wildland fire community.
- Interagency Incident Business Management Handbook (IIBMH), Chapter 40; subsection 45 will be left to the CTSPTG for review. *[Editor's note: the handbook can be found at <http://www.nwcg.gov/teams/ibpwt/index.htm> if you are interested. The comment period ends 6-Jul-2007.]*
- NPS-NIFC is considering changing its file/print servers over to a thin client/server configuration. Are any other NIFC organizations interested in joining NPS? *[Editorial note: although no one jumped at the opportunity; it seemed to be more out of fear of the bureaucratic hurdles than any other single reason.]* The SCG is interested to hear how this progresses.

Future SCG Meetings (David Potter):

- Tentative dates for future SCG meetings are:
 - **13-Jul-2007 (delayed one week because of the 4th of July holiday)**
 - 3-Aug-2007
 - 31-Aug-2007
 - 28-Sep-2007
 - 26-Oct-2007
 - 30-Nov-2007 (delayed one week because of Thanksgiving Day holiday)
 - 21-Dec-2007
 - 18-Jan-2008