

National Wildland Fire and Aviation System Coordination Group (SCG)

Meeting Minutes

Boise, Idaho

3-Aug-2007

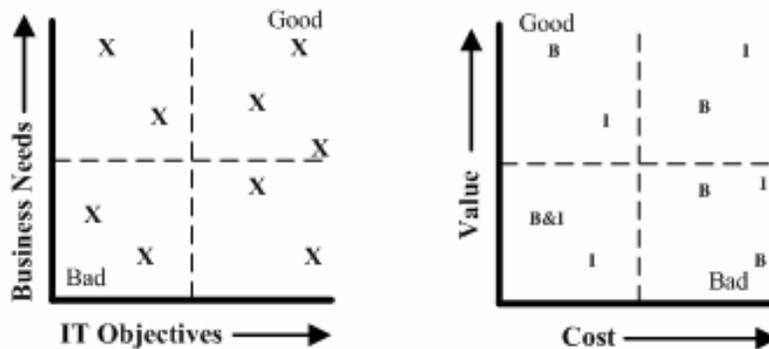
Attendees:

Members:	Name	Agency	e-Mail	Telephone
X	Al Borup	NWCG PMO	Al_Borup@nifc.blm.gov	(208) 947-3743 office
	Andrea Olson	FWS	Andrea_Olson@fws.gov	(208) 387-5597 office
X	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
	John Noneman	BLM Sr IT Proj Mgr	John_Noneman@blm.gov	(208) 947-3775 office
X	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:				
	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
X	Frank Peters	NWFEA Project Manager	Franklin_Peters@nifc.blm.gov	(208) 947-3754 office

NWFEA: (Frank Peters & Al Borup)

- Frank gave an overview of NWFEA project and the blueprint:
 - It is business-centric so far
 - Needs work on the IT side of the effort
 - Business blueprint is going through a business-centric review now
 - NWFEA is facilitating NWCG with its strategic plan
 - Need to analyze (score) existing IT systems to see how they fit in the future:
 - Fit Business needs
 - Fit IT objectives and requirements (e.g. security, maintainability, compatibility...)

▪ Two drawings were offered:



- Mike Barrowcliff - Who does what scoring?
- Andy Gray - Selection of appropriate people for scoring is crucial
- Jon Skeels - Personal agendas greatly influence scoring
- Al Borup:
 - Al is trying to standardize interview questions
 - Al will send out potential interview questions to SCG; would like **comments and additional questions back from SCG by 8-Aug-2007.**
 - Transparency counts. NWFEA is keeping everyone aware of the process, interview criteria, methodology to select interviewees, etc. Trying to obtain "buy in" from everyone throughout the process to limit criticism when they reach result. But they have short time lines for delivery.
- John Gebhard: What is expected result?
- Jon Skeels: Retiring legacy systems can be problematic; need to be sure all of the legacy systems services are considered.
- Frank Peters: The "result" is not a list of systems to retire; only a list of systems and business areas that deserve further attention by fire management.
- Al Borup:
 - DOI and Dept of Agriculture have their own enterprise architecture repositories. NWFEA will have to look for where those repositories have "intersecting" information about wildland fire; as well as fire information not currently house in either repository (such as in State systems).
 - Trying to reconcile lists of systems/applications. This is the first step in the assessment process.
 - Transparently is very big (yes, Al and Frank did repeat this many times). Everyone needs to have an opportunity to view and be a part of the process.
 - NWFEA is working at a higher level and with a shorter time line than the JFSP study. Also, the JFSP study has an entirely different objective and focus. There will be some overlap in results and both efforts will benefit by working together; but there not much opportunity to share resources or processes short term.
 - Each system/application will have multiple scores from the process; the generic MBT (Methodology for Business Transformation) has many aspects to its scoring. There will be business-centric as well as IT-centric scores.

BIA - NIFC North 2: (David Potter)

- BIA-NIFC is still working with BLM to have a new modular building built on the fire center. NPS and FWS will join BIA in the building; there may yet be more individuals added. Total occupancy expected to be 45-50 people.
- BIA's TrustNet will be extended to the NIFC campus; but only to this one building; BLM telecom will **not** be expected to support any active TrustNet devices (support copper infrastructure only).
- Barbara Ruffner is the Project Manager for this effort.

LANDFIRE O&M: (Mike Barrowcliff)

- USFS is the managing partner for this project.
- Mike acknowledged e-mail from Jim Menakis; he feels the issues raised in the message are being dealt with appropriately within the USFS and the project.
- Mike has indicated he feels the process of transitioning to O&M phase is going well and does not need involvement from the SCG at this time.

CIO Sojourn: (Mike Barrowcliff)

- Pre-sojourn planning meeting is scheduled at 10:00 MDT on 10-Aug-2007 in the USFS Conference Room on the 2nd floor of the NIFC Admin Building. Expecting attendees to include individuals that are leading various sessions of the meetings.
- The agenda is still evolving. It will continue to change as the fire situation and new opportunities arise.
- 25+ people are expected to travel from the Washington DC area to NIFC.
- The Executive Telecommunications Intergovernmental Management Council (ETIMC) may need to be rescheduled.
- As the meeting date approaches it will be necessary to select the appropriate incident for the field trip. Preferably close to NIFC; but also need support from people at the incident and an incident relying upon interagency IT resources. If the distance is too far for ground transportation; it may be possible to take a subset of the attendees via aircraft.

Draft DOI IT Security Handbook: (David Potter)

- The wildland fire IT community missed an opportunity to provide a collaborative response to the draft handbook.
- There may be sufficient wording in the existing document to allow for any needed requests for exceptions.
- We may have opportunities to respond to future drafts.

SLA for Systems in O&M: (Gladys Crabtree)

- Nothing new to add; ask Erik again in September or October.

I-COOP: (Gladys Crabtree)

- Nothing new to add; ask Erik again in September or October.

System/Project Status Reporting: (Mike Barrowcliff)

- Mike Barrowcliff and John Noneman created and delivered a great one in June 2007.
- The August 2007 edition may be delayed due to fire activity.
- Provides an opportunity to cross check system/projects in this list against those in NWFEA's list.

Helpdesk Interoperability Study: (Mike Barrowcliff & John Gebhard)

- Nothing new to add; ask Mike Barrowcliff and John Gebhard again in September or October.

Fire Occurrence Data Flow: (David Potter)

- In the 13-Apr-2007 SCG meeting it was rumored fire occurrence data was being "backwashed" from FPA, GIS, and/or PCHA back into the systems of record. David Potter agreed to look into the topic and report back to the SCG; this is that report.
- USFS has a fully documented and carefully vetted process for updating their electroinc system of record.
- WFMI (BIA, BLM, & NPS) does not have an automated process for changing location data of existing fire records in the database. All changes are manually inserted only after thorough review by fire managers.
- The topic is closed.

NWCG sub-domain for Training: (David Potter)

- The topic is now a moot point because of changes in the web structure.
- The topic is closed.

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

- Nothing new to add; ask David Potter again in September or October.

IQCS-ROSS Interface: (Jon Skeels)

- Testing is completed.
- Awaiting deployment. It is part of the version 2.7 release. Fire people have asked for the delay due to fire conditions.
- Major data conversion was necessary.
- Data consistency has improved dramatically, both in ROSS and IQCS.
- Great cooperation by both staffs; Jon singled out Cindy Shafer and Mary Toews for their outstanding efforts.
- Proposed DAWG standards coming in September 2007.
- The OIS (Organizational Information System) will be part of version 2.8.
- Common data standards are key to success.
- Integration is difficult; it needs dedicated effort.

FORS: (Gladys Crabtree)

- NFAEB tasked business SMEs with defining data standards for the 38 common and critical data elements identified in the FORS Study.
- Multiple days of meetings have occurred, more will follow.
- Significant progress is being made.
- Gladys singled out Allen Deitz for his outstanding contribution to the process.
- Deadline for delivery is this coming winter (December/January).

ICBS Reengineering: (Andy Gray)

- Resolved the Great Basin Cache (NIFC) printing issue that was discovered last January during Beta testing - turned out to be an AT&T-managed firewall issue. Next steps: plan to use IPP ("Internet Printing Protocol") for BLM network printing; map all printers at 21 caches to resolve any other issues.
- Beta testing has resumed in Boise. Expected to take up to 8 weeks and will also involve the Las Vegas Cache.
- Fire activity may impact schedule because testers are all full-time cache personnel.
- Installation of wireless LANs completed at 6 caches; installations at remaining caches may be delayed by fire activity.
- The ROSS-ICBS interface development work involves multiple contractors and resolution of different data definitions.
- USFS is encountering instances where virtual organizations can result in less accountability.

SCG Charter: (David Potter)

- Our charter calls for an annual review of our charter by the membership.
- Al Borup highly recommends a review, the existing charter was written as the SCG was being formed and it may need minor adjustments.
- Pay particular attention to aspects of the charter where outside groups are pushing for the SCG to be tasked with deliverables and where the charter emphasized this was a collaboration group; not a task-oriented group.
- Consider if the SCG would be more effective if we were to focus on just a few deliverables and attempt to complete those items.
- The charter can be found out on our NWCG web site. Members should review the charter and be prepared to discuss possible modifications at the next meeting.

Round Robin:

Al Borup (PMO):

- Al will be attending an IDEF0 (pronounced "I-def zero") modeling session. Jon Skeels has some concerns about the fire community possibly shifting to this 1993 FIPS Pub 183 standard (he feels it is incompatible with current technology used by vendors).
- The PMO and NWFEA are working on a Concept of Operations Plan for NWFEA.
- Allen Deitz is working with contractors on high level fire data modeling.
- The PMO may relocate from the Vinnel Way office (BLM State Office) to NIFC North 1 after NPS and FWS personnel move into the new modular building on campus.

Gladys Crabtree (NPS): Nothing

Andy Gray (ICBS-R): Nothing

Jon Skeels (ROSS):

- Deployment of version 2.7 is being delay at the request of the fire managers.
- California would like to see the deployment happen soon (they are awaiting enhancements in the release that impact their 911 system).
- Version 2.8 is in the works; it includes the new OIS.

Mike Barrowcliff (USFS):

- Nothing new on the National Enterprise Support Services (NESS) project. ROSS was to be first; but delays mentioned above may change that. FAMWEB is still scheduled to transition in September 2007. There are technical coordination issues (hopefully only little ones).

John Gebhard (BLM):

- Main computer room UPS needed emergency maintenance; the room was shut down for a short time. *[Editor's note: "short time" was measured in minutes; BLM maintenance people should be commended.]* All went well.
- There was a glycol leak in the HVAC for the computer room. It has been fixed.

David Potter (BIA):

- Dottie Miller is leaving BIA-NIFC; she has been the primary IT support person for 60+ BIA/NIFC employees. It is uncertain how this may impact David's participation in the IRMWT, SCG, NWFEASG, and other interagency activities.

Future SCG Meetings (David Potter):

- Tentative dates for future SCG meetings are:
 - 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