



# Safety and Health Working Team

**Boise, ID  
February 19-21, 2008**

**Attendance**

Michelle Ryerson, Chair	BLM, NIFC	Larry Sutton	USFS, NIFC
Al King, Vice Chair	NPS, NIFC	Bob Ashworth	NV, DOF
Stan Palmer	BLM, NIFC	Tony Beitia	BIA, NIFC
Moreland Gueth	NC, DFR	Mary Duden	NPS
Tim Lynch	USFS, MTDC	Deana Parrish	USFS, NIFC

**Absent:**

John Schwingel      WI DNR

**Guests:**

Sheri Ascherfeld	BLM, NIFC
Rick Mills	AMD
George Solverson	USFS
Jan Peterson	BLM

**Introductions (Ryerson)**

Tony Beitia, BIA Safety Specialist has joined the team replacing John Gould. May Duden, NPS, (Grand Teton NP) will be replacing Deana Parrish as the new Executive Secretary.

**Action Log**

Reviewed and updated the SHWT Action Log. (All)

**NWCG Governance Update (Ryerson/King) (HO #1)**

The team reviewed the new proposed governance. Mike Long will no longer serve as the SHWT liaison. There is now only one state representative, Dan Smith.

**Action Item:** Review SHWT budget in May. (All)

**Action Item:** Consider the proposed governance and provide recommendations. Input from the SHWT can be shared via briefing paper to NWCG Liaison. (All)

**DHS/NIMS (Ryerson)**

Michelle briefed the team on the FEMA organization. Wildland fire would have to begin using a National 209 as well as other documents to adhere to the new criteria. Michelle asked the team's State representatives to be alert of members of DHS/NIMS that may be able to keep the team apprised of upcoming changes.

### **SHWT Budget (Ryerson)**

The budget for this year (2008) is the same as 2007. The budget was approved as follows:

- MTDC received full funding of \$25,000.
- SAFENET received \$10,000.
- Requested \$15,000 for State travel, received \$12,000.
- Requested \$2,500 for EMSG now IEMTG but did not receive funding.
- Requested \$15,000 for miscellaneous fireline safety topics but did not receive funding.

### **Safety Alert Subscriber List (King)**

The Safety Alerts are sent out by Louise Bruck, Aviation Management (AM) Directorate. SHWT was asked to review and provide updates to the Safety Alert subscriber list (emailed to the team in January). Note: Rick Mills will be the new contact at: [Rick\\_Mills@nbc.gov](mailto:Rick_Mills@nbc.gov) or (208)433-5050.

*Action Item:* Update the Safety Alert subscriber list and send to Louise ([Louise\\_Bruck@nbc.gov](mailto:Louise_Bruck@nbc.gov)) by the next SHWT meeting (May). (All)

### **Monitoring Plan for Carbon Monoxide Levels**

SHWT has been tasked by NWCG to develop a plan for monitoring carbon monoxide. However, the exposure limit has not been established. The team was uncertain on the best way to monitor carbon monoxide. The intent was also unclear. The team discussed a study that was being implemented by NIOSH on this issue however, their funding ended in 2006, therefore the compilation of data was uncertain.

Monitoring plans are generally site specific. The team does not have the technical expertise to develop or implement a monitoring plan. Monitoring plans generally require long periods of time to collect data and observe trends.

The team suggested assisting in establishing trigger points that would help IMTs know when to request assistance (seek local resources) to do the actual monitoring. Other issues such as respirator and cancer also need to be taken into consideration. The team discussed the complexity of this issue and suggested that a team be created to take the lead on this issue.

*Action Item:* Address specific concerns to the Parent Group regarding exposure limit, where to set-up camp, etc. (Ryerson)

### **Historical Wildland Firefighter Fatality Reports Database (Sheri Ascherfeld) (HO #2)**

Sheri Ascherfeld updated the team on the database. The database was created in 2000 and includes fatalities from 1910 to present. The database is in Access. Reports can be generated by the following categories: Accidents by State, Accidents by Type, and Accidents by Year. All requests to add historical wildland fire fatalities that come in via the Internet or External Affairs are given to Stan Palmer. When the data is validated, the information is then added to the database. The database cannot be downloaded to individual PC's. The *Search* function is no longer available. The team asked for follow-up to see if the various security thresholds can be modified to allow data to be searched. Names of fatalities are not reported in the database. The

team identified that there needs to be a better methods to extrapolate data. Keyword search would also be helpful.

Follow-up: 1) security issues 2) verify the numbers (years) of safety grams reported  
3) Post the database so working teams members have access to the database 4) ability to use a keyword search.

### **Wildland Fire Safety Awareness Study (Tri-Data) Phase 3 (King) (HO #3)**

This year marks the 10<sup>th</sup> anniversary of the release of the Tri-Data Phase 3 study. This was a landmark (turning point) safety study for the interagency wildland fire community that helped shape some of the fire management direction for the next decade. Several of the SHWT projects and initiatives came out of this study as did the formation of the Lessons Learned Center (LLC).

The team reviewed the Executive Summary from the Wildland Firefighter Safety Awareness Study and provided recommendations for participation in the 10-year anniversary project for the Tri-Data, Phase 3 study. The team also suggested identifying gaps in the recommendations. The SHWT and LLC staff will begin by reviewing the study and decide which recommendations still need to be worked on. In addition, key people (soon to be identified) involved in the study should be contracted to see which areas they still see as important and relevant.

The team recommended working with External Affairs to create a press release or briefing paper and distribute through the Safety Alert system.

Efforts on this study include promotion within the fire community as well as awareness. It was suggested preparing a memo to the Parent Group identifying recommendations and offering suggestions for this study.

The team discussed the following:

- Identifying the goals for being involved in this study.
- How to move to the next level of learning culture that was not recognized 10 years ago since there is a new generation of firefighters.

Key people within the fire organization will be interviewed for this study. The suggestion was made to identify individuals within the leadership community.

#### Suggestion for possible interview questions:

Identify gaps in the recommendations.

Has it had a positive or negative impact?

What dynamics have changed since the study that is affecting our ability to implement specific things? (Cramer, Thirty-Mile)

Include questions on culture change.

The team discussed the need to identify some level of analysis, determine what has been done and what still needs to be done. Also suggested was implementing a Tri-Data Phase IV. The team recommended informing various agency and State management.

**Action Item:** The team was tasked to identify the following for the Tri-Data Study: 1) what are the major accomplishments 2) key gaps, and 3) key recommendations not yet implemented. This will be discussed at the May SHWT meeting. (All)

**Action Item:** Send out Tri-Data matrix to the team for review. (Bloms)

**Action Item:** Inform Don Smurthwaite (NIFC) about this study. (Ryerson)

Al King will take the lead on providing SHWT comments on this issue and working with the Wildland Fire Lessons Learned Center to conduct interviews and develop a Podcast..

### **2007 Safety Gram/Trend Analysis Discussion (Ryerson)**

The team recognized that there were a lower number of fatalities this year but a higher number of entrapments were reported.

Discussion: Is the fire safety culture taking hold? Are we seeing the benefits of culture change? Safety costs money! How dedicated is NWCG supporting safety? Were lessons learned from last year's fatalities? To date, our Safety Tool Box has expanded which could have possibly lead to a decrease in fatalities. It is important to pay attention to the "weak signals" as well as the "strong signals" (fatalities). Another recommendation was to address cultures. Culture workshops have had a remarkable impact in safety prevention. The suggestion was made to look at a culture workshop as a future safety tool.

**Action Item:** Send culture workshop information to team. (Lynch)

### **Lessons Learned Review (including Forest Service (FS) processes) (Ryerson/Sutton)**

The Lessons Learned Review provides the wildland fire community an immediate learning opportunity in the form of a written report. This effort aims to identify underlying factors that could lead to future accidents and/or provide reasons from successes—all in support of organizational learning and accident prevention. This process could be considered as the formal stages of an After Action Review (AAR). For interagency purposes, it is a tool to look at near misses.

FS is pursuing granting privilege to witnesses. Additional information on this topic can be found in the Redbook, Chapter 18, pp. 18-3 and 18-4.

SHWT members were asked to assist Lessons Learned Center (LLC) with repository information. It will be LLC's responsibility to confirm information with the State Foresters.

The team also discussed continuing to market SAFENET especially since it is a NWCG tool. BLM will focus on reported SAFENET's this year (2008) since SAFENET reporting has had a steady decline.

### **Burn Protocols (All)**

The team reviewed the Burn Injury Criteria referenced in the Redbook, Chapter 07, pp. 7-18 and 7-19. Larry Sutton briefed the team regarding the Forest Service protocols.

The team discussed how state employees or other non-DOI employees receive burn treatment since there are currently a number of various methods being applied. A recommendation was made for NWCG to address interagency treatment.

*Action Item:* Elevate this issue to NWCG suggesting that individual agencies begin recognizing and implementing burn protocols and associated policies. Draft memo to NWCG addressing this issue. (King/Ashworth)

### **Wildland Firefighter Boot Analysis (Lynch) (HO #4)**

A draft copy of An Evaluation of Interagency Wildland Firefighter Boot Standards was distributed to the team for review. This document is an analysis of information compiled by staff from Missoula Training Development Center (MTDC). The team discussed if further analysis of data needed to be compiled. The analysis currently appears to be contradictory with interagency standards. The Fireline Handbook currently provides direction that states that wildland firefighter boots be NFPA compliant. However, the Redbook doesn't address this standard, thus conflicting. The suggestion was made to make changes to agency policy.

*Action Item:* SHWT will take the lead on making recommendations to the Parent Group. (Ryerson)

### **Agency Administrator's Guide to Critical Incident Management (HO #5)**

The team reviewed and edited a revised draft version of the Guide in preparation for final publication.

*Action Item:* Edit, format and finalize the Guide. Send final draft to the SHWT for review. (Parrish)

### **Revise Liaison List for SHWT Website (Parrish) (HO #6)**

The team reviewed and updated the current liaison list posted on the SHWT.

*Action Item:* Send updated list to NWCG webmaster for posting. (Duden)

### **IRPG Revision (Ryerson)**

The IOSWT will create an IRPG task group for the upcoming IRPG updates (scheduled for 2010) and a SHWT member will be included in the task group. SHWT will identify a task group member when the task group is convened.

### **NWCG Course Field Review (Ryerson)**

The team discussed and implemented a process for field reviewing NWCG courses. The process will be as follows:

- 1) Assignment of course to team member by Chair.
- 2) Utilize the NWCG Course Review Checklist during the review.

- 3) Send email to SHWT Chair and Vice Chair when course review is completed.
- 4) Submit tracking sheet to Executive Secretary.

S-372, Helicopter Management was assigned to Tim Lynch for review 2/20/08.

S-354, Facilities Unit Leader was reviewed by Stan Palmer and returned to the Project Leader on 2/22/08.

**Action Item:** Distribute NWCG Course Review Checklist to the team. (Bloms)

**Action Item:** Create an electronic version of the Checklist for future distribution. (Duden)

#### **SAFENET Future – Rick Mills (HO #7)**

Rick Mills, Division Chief, Aviation Management (AM) Directorate briefed the team on the status of SAFENET. Mr. Mills currently provides application (IT) support. The SAFENET database was designed in 2000 by Louise Bruck. The database ran on a Windows 2003 server but has recently been replaced with an IBM Lotus Domino database, version (6.0.2). A new server as been budgeted at a cost of \$6,000.

Information systems are identified as “major applications” or General Support Systems (GSS). Major applications require Certification and Accreditation (C&A). The C&A process is a method to ensure that government agencies have met or exceeded industry standards for securing their information systems and products. SAFENET is considered a “minor” application which requires a network.

Applications have been moved from AMD server room and are now hosted at SolutionPro which allows users to have 24/7 support. A concern was not being able to host government applications at commercial sites due to Department of Interior (DOI) and FS security requirements which may be implemented in three years.

Support for the Domino server is in question. The server has been without support for four years to date. The SAFENET application is currently stable but it was suggested to the team to start thinking about the upcoming required security that will soon need to be applied.

The team discussed identifying the following prior to going through the security process: 1) what are we are getting from this information 2) is the purpose currently meeting our need?

The team agreed that the desirable option would be to combine with SAFECOM.

It was suggested to begin promoting SAFENET via conferences, Incident Management Team and Regional Forestry meetings, etc. The goal is to increase reporting throughout the fire community.

**Action Item:** Follow-up with the PMO to learn NWCG protocols. (Ryerson/King)

**Action Item:** Inform Louise Bruck that the Medical Standards Training Schedule is no longer needed. (King)

### **Jan Peterson – Incident Emergency Medical Task Group (IEMTG) Update (HO 8)**

Jan recognized the products originally developed by the Emergency Medical Standards Group (EMSG) and suggested updating and embracing the existing tools created by EMSG.

There is a diverse group of core task members selected for the IEMTG which will allow for a good representation from private, state and main entities with large fire programs with medical operations.

A concern of the team was distribution of information. A suggestion was made to develop an internal mailing list for the Medical Unit Leaders (MEDL) to disseminate information.

Throughout the update, the team identified tasks that could benefit the IEMTG. They are as follows:

- Update the MEDL NWCG course
- Keep State IMTs informed since they are not entered in IQCS
- Seek financial support for some core team members on the IEMTG. Option for BIA/FWS to pay for Dan Frazee travel to participate on this team since he will be a retired volunteer. IEMTG will submit a request to NWCG for future funding.

The IEMTG website is currently housed under the EMSG on the SHWT website. Gene Madden will work with the NWCG webmaster to create the IEMTG website.

Discussion: Address qualifications for emergency medical employees that are not in IQCS. How would these individuals be ordered? For example how do the employees from a rural fire department get identified? These individuals would need to have a sponsor if not with a federal agency.

*Action Item:* Upload the Minimum Standards of Incident Emergency Medical Services on the IEMTG website. (Ryerson/Peterson)

### **George Solverson – Hazard Tree and Tree Felling (HTTF) Task Group Update (HO #9)**

The team was briefed on the current tasks completed as well as future action items proposed by the HTTF Task Group. The Action Item Summary Table is located on the HTTF Task Group website at: <http://www.nwcg.gov/teams/shwt/index2.htm>. The HTTF Task Group has been asked to provide input for the revision of the IRPG. The Task Group recognized the need for updating and/or creating specific training related to Hazard Tree and Tree Felling and need to know the next revision dates for this training. The Task Group recommended a national or minimum standard for chainsaw use.

The Task Group presented a picture to Rod Bloms as a token of appreciation for his guidance and involvement establishing HTTF Task Group.

*Action Item:* Contact Deb Epps (NWCG Fire Training) to find out the revision date for S-212, Wildland Fire Chain Saws. (Ryerson)

### **SHWT PowerPoint Presentation**

Stan and Moreland offered to update the current PPT to reflect 2007 Accomplishment Report.

## SHWT Liaison Reports

### MTDC/NFPA/NIOSH (Lynch)

The team was briefed on a MTDC project involving cohesiveness. The project looks at entrapment and cohesiveness. This project was submitted to Tory Henderson (Chair, FEWT) for review and comment. In addition, the Leadership Committee voiced concerns with the results of this project. MTDC made modifications to the DVD and Instructor Guide to address issues/concerns. It was recommended to provide a web link on the MTDC and the Leadership web sites.

Power Line Safety Study – Tim reported that there is no budget to continue this project. This study may be a potential project for a university, PGE, or NIMO Team.

MTDC is making a new CD showing the process of folding fire shelters.///The Shift Food Study is still be researched./// The Nutritional Study PowerPoint is still being developed. No completion date reported.///The Forest Service is in the process of standardizing rappel operations and platforms. This will be discussed in further detail at the National Rappel workshop.///Also in the works is to combine FS locations with major jet ports (super base concept). All FS bases will be rappel capable. Region 5 currently uses the fast rope. The team discussed risk benefit vs. risk controlled propel using fast rope.

### WFSTAR/IAWF/TWT (King)

WFSTAR updated and launched January 31, 2008. The Fireline Safety Refresher for 2008, *The Changing Fire Environment* will be available March 21, 2008. The field should receive the training by April 1, 2008.

International Association of Wildland Fire (IAWF) – The Director for IAWF has recently retired and a vacancy announcement is out for a new director. The team proposed the theme, “2009 Tri-Data Study” for the next Safety Summit.

S-420 and Fireline Safety Officer have been adopted by the TWT and will be used for the first time this upcoming season in the Northern Rockies. The team had concerns with the course being development by the Pacific Northwest.

**Action Item:** Attend the Fireline Safety Officer course. (Palmer)

**Action Item:** Follow-up with Deb Epps addressing the Fireline Safety Officer course. (Ryerson)

Leadership Committee accepted a contract evaluation of L-380 earlier this month.

The PTBs are scheduled to be released in March.

FIRB will remain as a position with specific tasks and the two helicopter manager positions will be combined and have the position code HMGR.

The PMS 310-1 will be revised to incorporate the PTB changes.

The completion of the curriculum assessment is scheduled for April 2008. As the curriculum improves and ongoing assessments are incorporated, several courses have been identified for potential revision in 2008.

**Action Item:** Follow-up with Deb Epps to find out what courses will be revised. (Bloms)

IBPWT/NWCG/LLC (Ryerson)

SHWTs recommended changes were submitted to the IBPWT. Due to OPM policy, certain recommendations could not be changed. It is available hardcopy and on the web.

I-Suite Updates: Donna Tate is the program lead for I-Suite. Recent comments received from the field indicate that users suggest I-Suite be consistent with the NASF Injury Log. The NASF Injury Log has been converted electronically and forwarded to the I-Suite programmers. Certain types of medicines cannot be included into the database. Users also asked for improved reports and workaround for contractors. Entering the NASF Injury Log data will be new to the I-Suite database therefore, it will need to be taught and promoted. A quick reference card is being developed. It will address how to input information for a “pre-existing” condition.

PMS/FEWT/HTTF (Bloms) (HO 10)

The team reviewed three lists provided by Publication Management System (PMS) to determine if identified materials need to be converted from video to DVD, if they need to be phased out of the system; or updated. The team is uncertain of the process to convert video to DVD. Is it NWCG’s responsibility? PMS responsibility?

**Action Item:** Discuss conversion responsibility with Cindy Wolf. (Bloms)

Rod and Tony reviewed and provided recommendations on the Safety Officer, Line PTB to the IOSWT.

The Hazard Tree and Tree Felling Task Group is currently working on training.

Fire Equipment Working Team is launching a fire shelter website. A proposal was made to have a fire equipment tab added to the FEWT website. The FEWT also provided information on shelter deployment in water.

**April 2008 Meeting Agenda Items:**

- 2009 SHWT Budget
- LLC (My Community)
- My Community for HTTF Task Group and IEMTG
- View PMS 483 Health Hazards of Smoke

**Future Meeting Dates and Locations**

May 6-8, 2008, Tucson, AZ

Oct. 20 - 24 Wisconsin

**Future Conference Calls** (Generally schedules 3<sup>rd</sup> Thursday of each month)

March 20 @ 1300

April 24 @ 1300

5/08