



# Safety and Health Working Team

**Reno, Nevada  
October 21-23, 2008**

## **Attendance**

Michelle Ryerson, Chair	BLM, NIFC	Rod Bloms	USFWS, NIFC
Al King, Vice Chair	NPS, NIFC	Bob Ashworth	NV, DOF
Stan Palmer	BLM, NIFC	Wesley Keller	PA Bureau of Forestry
Mark Goeller	OK Dept. of Ag	Deana Parrish	USFS, NIFC
Tony Beitia	BIA, NIFC		
Al Borup	NWCG Liaison	<u>Absent:</u>	
		Tim Lynch	USFS, MTDC
		Larry Sutton	USFS, NIFC

## **Guests:**

Dan Smith	NWCG
Jan Peterson	BLM, ISO
Gene Madden	USFS Rep
Leslie Anderson	MTDC
Greg Hayward	ML KISHIGO Company

## **Meeting Opening/Introductions (Ryerson)**

Bob Ashworth and Al King will be retiring soon. Replacements for these team members are forthcoming.

The Safety and Health Working Team will be transitioning under a new organization within NWCG. Dan Smith and Al Borup briefed the team on the transition.

## **Old Business:**

Review Action Log (All)

Action Log Item #1: Modify the I-Suite Injury/Illness list for 2008. The team discussed adding additional fields that were originally omitted; i.e., poison oak, respiratory illnesses. Michelle cautioned the group to not gather treatment and diagnosis information. The intent of I-Suite is to record the injury/illness information. The team also discussed looking at a potential opportunity to coincide data using a system similar to the national EMS information system. This could help eliminate duplication of data between states.

***ACTION ITEM:*** Continue working with Donna Tate to address omissions or other problems reported by Incident Management Teams while using I-Suite software. (Beitia)

Action Log Item #6: Revise the burnover definition for Safety Gram criteria.

**ACTION ITEM:** *Finalize the burnover definition. (Sutton/Beitia)*

**ACTION ITEM:** *Draft letter for NWCG's signature to request member agencies to report to the Safety Gram. Inform agencies about the benefits of reporting; i.e., identification of trends, safety culture. Also include information on "How to report information for the Safety Gram." (Keller/Palmer)*

Action Log Item #11: SHWT website update.

Some of the documents currently on the website are outdated due to transitioning of team members. The team discussed updating the site with current meeting minutes, action logs, roster, etc. The team also discussed effectiveness of the site and wanted to know how often the site is being used.

**ACTION ITEM:** *Add a counter to the SHWT website to show how many people are accessing the site. (Parrish)*

**ACTION ITEM:** *Work with the NWCG webmaster to update the SHWT website with current information. (Parrish)*

### **Process for completing SHWT Annual Report for NWCG (King)**

Discussed inputs/updates needed to complete the 2008 Annual Report. Timelines to complete the report are as follows:

- Initial inputs are due to Al King by December 1.
- Al will compile the report and send draft to team by December 15.
- Comments on the draft are due back to Al by December 22.
- Al will submit final report to Michelle by January 5, 2009.

Team assignments are as follows:

Rod will provide SAFENET update.

Stan will provide Safety Gram update.

Al will work with Paula to get the Wildland Fire Interagency Reviews and investigation updates.

Michelle will work with Leslie Anderson and Tim Lynch for MTDC updates.

Bob will provide the IEMTG updates.

Rod will provide the HTTF updates.

Tony will provide the I-Suite updates.

Rod will provide the PMS updates

Michelle will provide the budget updates.

Deana will provide the NWCG course review information.

**ACTION ITEM:** *Send reminder to team showing assignments and due dates for inputs for the SHWT Annual Report. (Parrish)*

### **Safety Gram Update (Palmer)**

The team reviewed and modified the latest draft Safety Gram (10/9/08). Additional entries were identified and added. The Safety Gram will be forward to NFPA to verify NWCG's entries to ensure the information mirror's their data. Once the 2008 Safety Gram is finalized and distributed, it will be uploaded to the SHWT website.

### **Review Safety Gram Reporting Criteria (Ryerson/Palmer)**

The team discussed the revisions to the existing criteria and how it may be beneficial to report non-injury accidents; i.e., bridge collapsing due to truck exceeded weight limit. The team also discussed identifying trends. Use terminology from High Reliability Organizing (HRO) for definition.

***ACTION ITEM:** Finalize the Safety Gram Reporting Criteria per team's recommendations and changes. (King/Beitia/Bloms)*

### **IAWF/SHWT Fatality Database Review Project (Ryerson/King)**

The recommendation was made to include the Lessons Learned Center (LLC) with this particular project. Mr. Bushy reviewed SHWT data from the database and found missing information. He requested SHWT involvement in finding the missing information in conjunction with his efforts. Chuck Bushy, president of IAWF, has been maintaining a separate database (mostly aviation related). Paula Nasiatka from LLC is currently working to obtain funding for this project as well as creating the Statement of Work. The team felt it was important to ensure the integrity of data and suggested going through the appropriate official channels.

***DECISION:** The SHWT supports this project.*

***ACTION ITEM:** Provide access to SHWT Fatality Database in Access format. (Palmer)*

***ACTION ITEM:** Prepare prior Safety Grams for electronic posting on SHWT website. (Palmer)*

### **Trend Analysis Discussion (Ryerson/Sutton/Beitia)**

A year-end fire safety synopsis for fire season 2008 was produced by the Federal Fire and Aviation Safety Team (FFAST) and distributed to SHWT for review. The synopsis was compiled by using data from Safety Gram, SAFENETs and SAFECOMs. Michelle briefed the team on the history of the (FFAST). The team discussed various methods of collecting trend analysis data from the Safety Gram and I-Suite data.

The team reviewed data extracted from the I-Suite database for 2008. Certain medical practices on the incident were discussed. The team felt that it was difficult to get a full summation of trends with the data that was collected from 17 incidents (915 entries) for 2008. There were more data collected in 2007 than for this year. Additional information needed to be determined; i.e., when the data is dumped, fiscal year or annually? Upon review, it appeared that some of the information was missing from the extracted data. Known fires were not included in the data and all incidents were not included.

The team discussed if it should be mandatory to enter the data into I-Suite since it is currently voluntary. Hardware issues could result in not being able to input the data or have access to I-Suite. Michelle cautioned the group to not gather treatment and diagnostic data. The intent of I-Suite is to record the injury/illness information.

I-Suite will be updated to include fields that were originally omitted, i.e., poison oak, respiratory illnesses, dehydration and heat stress. The list of fields for injury/illness information has been converted to the NFES. As teams begin to use the software more often, it may be determined that other fields will need to be manually added. Tony Beitia, SHWT representative, will continue to work with Donna Tate, I-Suite Manager.

In addition, the team addressed focusing on outreach to inform the wildfire community (IMT, IC/AC, GMAC, Geographic Coordinating Groups) about the injury/illness module of I-Suite. It is also important to ensure data is collected on all incidents. The SHWT would like to be certain that there is not a disconnect between the IMT Medical Unit and the personnel entering the data into I-Suite on an incident.

***ACTION ITEM:** Develop a summary of data compiled from the 2008 fire season to identify trends. Update FFAST Fire Safety Synopsis with SHWT letterhead. Then incorporate the information into the SHWT PowerPoint presentation and also provide a link to WFSTAR. (Ryerson/Sutton)*

### **Incident Business Practices Working Team (IBPWT) Proposal to Modify Mandatory Days Off After Extension (Ryerson)**

The team was briefed about the issues and concerns over the mandatory days off policy after extensions. The Interagency Incident Business Management Handbook (IIBMH) states that upon release from an assignment, regardless of the extension duration, the resource will have two mandatory days off at home.

SHWT is in agreement to get rid of mandatory days off after the employee returns home. The host unit as well as home unit needs to decide if the firefighter needs time off. There needs to be flexibility in order for management to make the decision. Discretion needs to be provided.

The following is SHWT's response to the IBPWT:

- The original intent was to ensure 2 days off after a 14-day assignment and for extensions prior to the 21<sup>st</sup> day where no days off were provided on the incident.
- There was no intent to have a separate standard for IMTs to have mandatory days off upon return to home unit after an assignment extension.

The standard needs to allow for discretion by management (from the incident and the home unit) to provide additional days off at home unit after an assignment extension. This determination should be made on a case-by-case basis for fatigue management. The timing of the *individual's* normally scheduled days off should be a consideration.

***ACTION ITEM:*** Submit SHWT response to the IBPWT regarding mandatory days off after an extension. (King)

### **TriData 10-Year Anniversary Project (Ryerson)**

SHWT held a conference call with Paula Nasiatka (Center Manager, LLC) and Kristen Manganini (LLC) to discuss the status of the TriData project. LLC took the lead in interviewing folks in fire community that could provide significant input about wildland fire safety. A total of 12 people were interviewed for the video and 15 people answered the online survey. LLC also conducted three phone interviews.

As a result, the surveys were compiled and three videos were created. The first video is an introduction to TriData and the main points of the TriData study are discussed. The second video identifies the successes. The third video contains information about the continuing challenges in wildland firefighting and also addressed the things that haven't been acted on. The final video can be accessed via the internet for final review.

Due to the survey being conducted during fire season, the team discussed uploading the survey again onto the LLC website to allow more participation. The survey wasn't disseminated via e-mail nor targeted to specific agencies. The original TriData study focused on all federal agencies.

**TriDataVideos** – Links to the SHWT website will be created once the videos are finalized.

The team discussed the following:

- How to give the states more ownership.
- How to package the videos.
- How to provide outreach.

Recommendations were made to:

- Utilize the Safety Alert System (SHWT/LLC letterhead) – Ask for feedback from the States, contractors, others in the fire community.
- Provide link to the Safety Alert Notice.
- Expand survey and give the fire community another chance to respond.
- The survey could continue through mid-January.
- Discuss recommendations, prioritize, and finalize at the upcoming Safety Summit.

***DECISION:*** A link will be posted on the SHWT website for the TriData Survey. Information on how to contact SHWT members for questions regarding the TriData Project will also be posted.

***ACTION ITEM:** The team decided to address the TriData project at the IAWF Safety Summit Meeting, April 2009. Paula will draft the abstract for Safety Summit and provide to Michelle and Al for review. (Ryerson)*

***ACTION ITEM:** Post Safety Summit. Provide briefing paper to fire directors outlining significant information as well as providing recommendations based on the TriData surveys interviews and Safety Summit feedback. (Ryerson)*

***ACTION ITEM:** Draft the TriData project Safety Alert. (King/Ryerson)*

**Line Supervisor Shortages – Presence or Absence of FELBs and DOZB on Tree Felling and Dozer Accidents/Fatalities (Lynch/King)**

A chronic shortage of Class C fallers been identified. The team discussed articulating this issue to the Parent Group and addressing the safety implications. This issue could also be addressed with the Training Working Team (TWT) to raise awareness and address workforce capacity. The skills crosswalk has been implemented but it is in the beginning stages. There are definite barriers to resources. Acquiring mid-level management positions have been an issue for some time. It may be beneficial to approach other working teams on the shortages and safety implications. The team discussed utilizing the Safety Stand Downs and Safety Alert Notices to inform fire managers of the need to plan accordingly and not compromise safety. Another opportunity to get the message out to the fire community is possible through Tech Tips.

**Palmer Fatality/Iron Complex (Tree Felling Accident-NPS) (King)**

Discussion on how do we deal with accident investigations when law enforcement is also involved doing a separate investigation. A serious accident investigation was underway but got suspended due to suspected criminal investigation and other issues. What kind of evidence can be shared? What is the US Attorney's role?

Recommendations: Work with the Forest Service on protocols on how to proceed after the criminal investigation is complete. There needs to be a clear distinction (boundaries) when it is a safety issue versus law enforcement. A Memorandum of Understanding (MOU) is being drafted that provides guidance and protocols for this issue. After the After Action Review (AAR) is complete, we will be determined on how to proceed.

**NV Work Capacity Test Incident Update (Ashworth)**

A heart attack occurred during a pack test in Nevada. Fortunately, EMTs were on scene. As a result of this incident, recommendations were made to improve and prepare all aspects of the work capacity tests for worst case scenarios. Lessons learned were also addressed.

A serious accident investigation was done; however, it is being evaluated if this was the right investigation to use. In the future, medical response plans will need to be prepared prior to the incident.

A health screen questionnaire is currently being updated by the FFAST.

Human Factors: Although firefighters receive a paper showing fit for duty, it is extremely important for them to clearly communicate to the doctor what duties will be performed. The firefighter needs a true evaluation. An annual physical may or may not address performing a moderate or arduous pack test.

In the past, a stress EKG was provided separately from the work capacity test. For WCT tests the goal is to have a seven-minute response time for EMS. The track needs to be an approved track to help eliminate unnecessary injuries.

### **Update on NWCG Reorganization (Dan Smith/Al Borup)**

In 2007, the decision was made to reorganize NWCG for efficiencies and structure. Communication could be improved. NFAEB and NWCG merged. The budget of NWCG that supported NFAEB was also an issue. The teams are moving forward through the reorganization and will continue until new direction is given. Until the reorganization is completed, the SHWT will continue business as usual. The Federal Fire Directors are contributing towards two branch coordinator positions which will be advertised and filled soon. As of this meeting, one of the three branch positions has been filled.

Close interaction between liaisons and working teams were discussed. The branch coordinator will be SHWTs contact and will facilitate interaction with other working teams. SHWT will direct issues through the branch coordinator position who will in turn forward to the NWCG Executive Board. The Executive Board meets once per month. NWCG is continuing to hold quarterly meetings. The Directors will approve committee chairs. The other team positions do not need director approval. Another topic of discussion was support and web services.

The team asked the following questions:

- What is the scope of NWCG? Anything dealing with wildland fire. (LLC, NAFRI)
- Are there enough NWCG FTEs to support the reorganization? Still working on this issue.
- How do the teams/groups operate? NWCG operating principles and guidelines. This will be expanded. Standard operating principles will be left to the committees.

SHWT discussed how to communicate to the Executive Board that our subgroups/committees need a budget in order to complete tasks. Certain tasks have annual timelines. Not having a budget to complete the tasks is difficult to work around. The team questioned how to budget for new tasks that weren't included in the submitted budget. For example, SHWT was tasked with a Carbon Monoxide Monitoring Study that initially wasn't funded. This project will definitely have an impact on SHWT's budget in order to fulfill the tasking from NWCG. Michelle asked that the Executive Board address this issue. SHWT recommended that the communication channels remain open; thus, don't lose sight when communicating from the ground up, not from just the board down.

The NWCG Parent Group is scheduled to meet in January in Boise. All working team chairs will be participating in the meeting.

### **Maverick Fire Lessons Learned Review (H<sub>2</sub>S Exposure) (Beitia)**

Tony Beitia briefed the team regarding the Maverick Fire located on Ute Mountain, Ute Agency lands on July 31, 2008. Some crewmembers from the Upper Colorado River Interagency Type 2 Crew experienced symptoms consistent with H<sub>2</sub>S exposure while conducting mop-up activities. This review document provides lessons learned recommendations for wildfire operations in oil and gas production areas that have the potential for exposure to hazardous gases. These recommendations are being considered.

The team discussed having the local unit be responsible for meeting the requirements of the industry; i.e., exposure, monitors. It is not clear who actually has the ultimate responsibility.

A 6 Minutes for Safety topic was created for hydrogen sulfide gasses and other gasses such as methane and CO to give firefighters indicators of what to do and what not to do.

The team discussed recommending when leases are initiated the company be required to notify the jurisdictional agency on product and procedures. This would help to establish an information exchange for hazmat. Identifying personnel involved with gas and oil within the agencies could also help. The team was in agreement that the firefighters need references and training on this topic now. The team will encourage NWCG to include this topic in the 2009 NWCG Fireline Safety Refresher training. This issue will be included in the WFSTAR package and on their website.

The team was briefed on the Lessons Learned format and the effectiveness this had on the incident. A staff ride occurred approximately one week after explosion occurred. The lessons review process was initiated. Tony was involved with the Maverick Fire closeout as well as the staff ride.

***ACTION ITEM:** Address exposure to various gasses and oil with the BLM and BIA. They will also address this issue with the IRPG committee to recommend including this issue in the next revision. (Beitia/Ryerson)*

### **Updates to SAFENET (Ryerson/King)**

The SAFENET system was Beta tested in 1999 by FFAST. As a result, FFAST discovered the scope was broader than just federal agencies. SAFENET was implemented by NWCG. It is currently managed by FFAST but overseen by SHWT.

AMD currently provides IT support for the Safety Alert System and SAFENET. This system is currently housed on the AMD server. Although a newer server was purchased, it is only a short-term solution. SHWT needs to look at a sustainable process for the future. The team asked for direction from NWCG on how to manage these types of projects. Where should it be hosted? AMD? NIFC server? Creating a “safety portal” for all safety issues has been considered.

SHWT requested funding (\$200,000) for a reengineering process. The team felt that they provide business needs and concepts but that it should be IT's decision to determine where SAFENET should be housed and to deal with any security issues. FFAST recommended maintaining a relationship with AMD. SHWT is only paying for the AMD server support (\$12,000).

A SAFECOM is used for reporting both aviation and fire related incidents. A SAFENET is only for reporting wildland fire incidents

**DECISION:** Create a task team with cross representation from the firefighter to FMO level to assist with redesigning the SAFENET form. Representation from aviation should also be included on the team.

**ACTION ITEM:** Follow up with the cost share agreement between FFAST and AMD for maintenance and upkeep of the SAFENET server. (King)

**ACTION ITEM:** Create a SAFENET mission statement and review the SAFENET brochure and PPT for possible updates. The team will review at January 2009 meeting.

### **Revised Safety Alert Protocols (King/Ryerson)**

Redundant and excessive e-mails lose the impact of the original intent of the Safety Alert. Protocols have been adopted from the National Predictive Services Group. The team recognized an issue not getting the reports in a timely manner (within the 24 hours).

A possible network for Safety Alerts might be to access the "Billy G" website which is a world-wide distribution network for structural fire.

**Conclusion:** The recommending/initiating SHWT member will send an e-mail to other SHWT members to review. Upon review, the SHWT members are asked to provide comments and concurrence or non-concurrence within 24 hours. If a majority of the members concur, the Safety Bulletin will be issued through the Safety Alert system.

**ACTION ITEM:** Post the final Safety Alert Protocols on the Safety Alert site. Also link the memo from National Predictive Services Group on Fuel and Fire Behavior Advisory Issuance and Dissemination. (King)

**ACTION ITEM:** Send a current subscriber list to the SHWT members. (King)

**ACTION ITEM:** Follow up with the FS COR to obtain e-mail addresses for contractor associations to add to the subscriber list. (Sutton)

## Update on MTDC Projects (Leslie Anderson)

The following studies have had SHWT involvement:

- CO Monitoring  
Briefing scheduled October 29, 2008, on this project.
- Status of Fitness and Work Capacity Guide (1997)  
Scheduled to be printed in May 2009.
- Shift Food Study (Project Leader, Brian Sharkey)
  - Firefighters were fed intermittently throughout the day.
  - Studies show increase in production at the end of the day.
  - Second pilot trial included WLFF/caterer input on food/delivery choices.
  - Positive feedback from both. Worked better and had more energy with new caterer contract. Concept included in new caterer contract (2010).  
***ACTION ITEM:** Link the Fire Tech Tips Feeding the Wildland Firefighter to the SHWT website.*
- Heat Stress and Slips, Trips and Falls Study  
This study found a definitive link between heat stress and dehydration and slips, trips and falls as well as heart attacks. This report is concluded and is being printed.  
***ACTION ITEM:** Request MTDC to provide comments to the University of Illinois. (All)*

Leslie provided an overview of MTDC. In addition, the team was briefed on many on-going studies being conducted at MTDC including the following:

### Firefighter Protective Clothing and Accessories (Project Leader, Tony Petrilli)

- Fireline Pants Fabric Trails
- Fireline Shirt Field Test
- Redesign Firefighter Gloves
- Chainsaw Chaps
- Firefighter Undergarment Study

### Fire Shelters (Project Leader, Tony Petrilli)

- On-going Improvements to Fire Shelters
- Practice Shelter Refolding Instructions and Video
- Evaluation of In-Service Fire Shelters
- Alternate Folding and Packaging of Fire Shelters
- Field Test (Fire Shelter) DVD
- Fire Shelter Library (available thru MTDC)

### Other Projects (Project Leader, Tony Petrilli)

- Wildland Firefighter Boot Standards
- Hardhat Study

### Smokejumper Projects (Project Leader, John Kovalicky)

- FS-14 Parachute Improvement
- Investigate 48” Reserve Pilot Chute
- Let Down Ropes
- New Smokejumper Spotter Harness
- Smokejumper Emergency Procedure Training
- Smokejumper Helmet and Face Mask
- Wireless Spotter Helmet
- de Havilland Dash 8 Evaluation
- Pilatus PC-12 Evaluation
- FS-14R Packing Instructions
- Malfunction Abnormality Reporting System (MARS)
- Parachute Needs Assessment

### Helicopter Rappel Equipment and Procedures (Project Leader, Tim Lynch)

- Rappel Website
- New Descent Device

### Helicopter Rappelling Accessories (Project Leader, Keith Windell)

- Rappel Anchor Evaluation and Certification
- Rappel Tower and Simulator

### Wildland Firefighter Health and Safety

- Hydration Study (with SDTDC)
- Wildland Firefighter Health & Safety Report #12
- Firefighter Nutrition Training Materials
- Fatigue Awareness Training Materials
- Third Edition Fitness and Work Capacity  
The revision of the Second edition was based on recommendations from an advisory group of firefighters.
- Smokejumper Work Capacity Test  
Validation of smokejumper PT test. Testing will be conducted in Missoula next spring.
- IMT Stress Studies  
Level of stress associated with IMT duties
- Dispatcher Stress Study
- ATV Helmet for Fire Application

### Other Projects

- Heliclaw  
Used to distribute 180 tons of straw on RG erosion control project. Working on time/motion study.
- Firefighter Cohesion Video
- Situational Awareness Posters  
SHWT support his concepts but there isn't any quality control in place. NWCG criteria; i.e., using NWCG logo. Distribution is also an issue. No preplanning on the product distribution.
- Situational Awareness Firefighting Equipment (SAFE)

- Wildland Fire and Aviation Specifications

Fuel Transport Projects (Project Leader, Wes Throop)

- Glove Inserts
- Research on Alternative Food Containers
- Gas Can (leaking nozzles reported by caches)
- Fuel Transport Guide & Training
- Fuel Transport Website

Ground Ignition projects (Project Leader, Wes Throop)

- Drip Torches
- ATV Torch
- Terra Torch
- Lightweight Torch
- Adapt Plastic Sphere Dispenser to ATV
- Plastic Sphere Launcher
- Alternative Drop Torch Fuel

Aerial Ignition Projects (Project Leader, Wes Throop)

- Helitorch
- Liquid Gelling Agent
- Raindance R2 Aerial Incendiary Machine
- PSD Restraint Requirements

New MTDC Projects for FY09

- Wildland Fire Power Line Protocols
  - Firefighter Sleeping Bag System
  - Jerrican Self Closing Lid Adaptor
  - SMJ Physical Fitness Standards
  - Structure Protection, Tech Tips On Existing Techniques And New Wrap Materials
  - Fatigue Awareness Training Materials
- ACTION ITEM:** Link the Fatigue Awareness Training Materials to the WFSTAR website.*

**Visibility Vest Requirements (Ryerson)**

Greg Hayward, ML KISHIGO Company provided a demonstration for high visibility clothing. ML KISHIGO is an apparel manufacturer for high visibility products and fire garments.

On November 24, 2008, a new federal regulation ([23 CFR 634](#)) goes into effect mandating that anyone working in the right-of-way of a federal-aid highway must be wearing high-visibility clothing that meets the requirements of ANSI/ISEA 107; 2004 edition class 2 or 3. This requirement will apply to all emergency responders. Since this is an OSHA standard, federal agencies are required to comply. Exemptions are being requested for some agencies; i.e., structural firefighters.

The two main standards are:

ANSI/ISEA 107 – 2004 High Visibility Standard

- Established in 1999.
- First US recognized standard for high visibility.
- Currently all DOTs and most municipalities comply with the 107-2004 standard.
- This standard will be revised in 2009.

ANSI/ISEA 207-2006 Public Safety Standard

- Established November 2006.
- Goal is to differentiate between police, fire and EMS personnel from other non-related personnel.
- Immediate identification.

The team was informed of the basic testing requirements and performance classes.

The presentation informed the team on the product most suitable for firefighting. SHWT cautions local agencies from buying too quickly just to meet the mandate. The visibility vest should be part of the package and size-up.

***DECISION:** SHWT recommends high visibility garments be worn by firefighters when working on any roadway. Standard is for a specific task in traffic management. Wear the proper PPE for the job; identify behaviors and actions. The garment needs to be flame resistance. NOTE: Recent firefighter and EMS interim exemption occurred since this meeting.*

SHWT proposed providing general specifications/guidelines: baseline standard that is reasonable. SHWT will work with MTDC and equipment to develop the guidelines since there is nothing that meets our current requirements. SHWT recommends one vest although it may be activity specific. Proper procedures will need to be developed on when/how to wear vests. Training will also be needed.

Considerations include:

- ANSI/ISEA 107 vs. 207
- Breakaway
- Adjustable
- Flame resistant
- Type of reflective tape
- Activity specific, firefighting vs. traffic control

***ACTION ITEM:** Discuss this issue with FEWT and MTDC. Move this issue forward to NWCG. (Ryerson)*

***ACTION ITEM:** Put on SWHT's January meeting agenda to discuss. (Parrish)*

### **NWCG Boot Standard Proposal (Ryerson)**

Michelle showed the team a boot that meets the NFPA 1977 standard. The team reviewed and discussed, “Boots on the Fireground: An Analysis of Interagency Wildland Firefighter Boot Standards” by Tim Lynch (MTDC).

The team agreed that the firefighter needs to make educated choices. This report provides information regarding this issue. SHWT recommended that the firefighter be able to buy the best boot for the job that would provide a high level of protection. The team recommended that the current standard be strengthened. Ergonomics is another factor to consider. The team was in favor of expanding the options of boots rather than decreasing or limiting certain boots.

***ACTION ITEM:** Add this topic to the SHWT January meeting agenda. (Parrish)*

***ACTION ITEM:** Follow up with Tory Henderson (FEWT) on the boot standard proposal. (Ryerson)*

### **NWCG Course Revision Process Briefing (Parrish/Bloms)**

The team asked how it is decided when NWCG courses are revised. In particular, the team inquired about the Safety Officer (SOFR) and Medical Unit Leader (MEDL) courses. The team also discussed developing a course for Felling Boss. SHWT wanted to be certain that they will be involved in a review when these courses are updated.

Deana provided information regarding the restructure and new NWCG curriculum process. The Training Working Team (TWT) was recently briefed on the new Curriculum Management Plan (CMP). The CMP provides a new framework for the design and management of the NWCG wildland fire curriculum for the wildland fire community. The plan describes the scope, timing and procedures for curriculum development, delivery and evaluation. The CMP will be used by NWCG Training Development, Standards, Instructional Media, and Distance Learning Units – and the TWT as a guide for curriculum management and to assist in decision making. The CMP was accepted by the TWT and will be reviewed annually and updated as appropriate.

The Training Development Group identified indicators that they believe reflect the status and condition of current courses. A matrix of the indicators by course was then developed to compare the condition of the courses in the curriculum. The matrix then was used to display the relative condition of the courses and their priority for development.

For additional information, please review to the October 15-16, 2008, Boise, Idaho TWT meeting minutes. The TWT meeting minutes are posted at:

[http://training.nwcg.gov/twt/sect\\_twt\\_minutes.htm](http://training.nwcg.gov/twt/sect_twt_minutes.htm)

***ACTION ITEM:** Meet with Rosey Thomas, Chair of the TWT, to determine the updates to SOFR, MEDL, S-212 courses. (Ryerson/King)*

### **SHWT Review Process of NWCG Courses (Ryerson/Parrish)**

A course review tracking sheet will be attached to each course that is assigned for review. The SHWT reviewer will fill in the pertinent information and submit the form to the Executive Secretary.

### **PMS Document Review (Bloms)**

PMS 303-1 HEAT STRESS (1999) – This publication is currently posted on the SHWT website and is not in the Publication Management System. Review in January.

PMS 304-2 FITNESS AND WORK CAPACITY – Replace this publication (2nd edition) with the release of the 3rd edition. Work with MTDC to add the NWCG logo.

PMS 307 WORK CAPACITY TEST – Convert to DVD. Review in January.

PMS 404 MACK LAKE FIRE CASE STUDY (1983) – This publication will be transferred from SHWT to the Fire Environment Working Team. Rod will send a formal letter from SHWT to the FENWT to release the document.

PMS 405-1 WILDLAND FIRE ENTRAPMENT/FATALITY INITIAL REPORT – Archive in SHWT files.

PMS 405-2 SAFENET – Discontinue 12/08. Archive in SHWT files.

PMS 406 WENATCHEE HEIGHTS BURNOVER – Replace; outdated.

PMS 407 COMMON DENOMINATORS OF FIRE BEHAVIOR ON WILDLAND FIRES – Need to research to determine if content from this publication is included in the IRPG. Should this be a stand-alone publication or be updated?

PMS 408 IF A TREE FALLS – This is still a current video. Convert to DVD. Rod will take the lead on finding someone to convert the DVD.

PMS 409 YOUR FIRE SHELTER Video (2001) – Coordinate with the Fire Shelter Task Group and FEWT. The video should be pulled from PMS in 2010. Discuss at the SHWT January meeting.

PMS 409 SU REFUGIO DE PROTECCION EDICION (2001) – Keep in PMS; no updates.

PMS 411 THE NEW GENERATION FIRE SHELTER – Phase out the video. Coordinate with the FEWT. Discuss at the SHWT January meeting.

PMS 472 NWCG WILDLAND FIRE SAFETY POSTERS – Keep in PMS; no updates.

PMS 482 HEALTH HAZARDS OF SMOKE RECOMMENDATION OF THE CONSENSUS CONFERENCE (APRIL 1997) – Keep in PMS; no updates.

PMS 483 HEALTH HAZARDS OF SMOKE – Task the CO Group to review. This publication also needs to be reviewed in conjunction with the video. Michelle will discuss with MTDC.

PMS 490 LESSONS LEARNED: FATALITY FIRE CASE STUDIES (1998) – This publications will be transferred from SHWT to the Leadership Committee. Rod will send a formal letter from SHWT to the Leadership Committee to release the document.

PMS 493 WILDLAND FIRE: SAFETY ON THE FIRELINE (2002) – Discuss at the SHWT January meeting. Tony will review prior to the meeting.

PMS 822 HISTORICAL WILDLAND FIREFIGHTER FATALITIES – This publication is currently posted on the NIFC website and needs to be moved to the SHWT website.

PMS 841 WILDLAND FIREFIGHTER FATALITIES IN THE UNITED STATES 1990-2006 (2007) – This publication can be downloaded from the internet.

### **Hazard Tree and Tree Felling (HTTF) Task Group Update (Bloms)**

The HTF Task Group requested to be on the SHWT's January meeting agenda to discuss long-term strategies. The SHWT website has been recently updated (October 2008) with this group's information. The HTTF Task Group Chair, George Solverson, has actively been collecting and reviewing past and present hazard tree reports. This data was presented at the PNW conference. This task group is also considering reviewing the SHIPS (FS) data for tree felling accidents.

HTTF will be a WFSTAR topic for 2009. The task group has focused on the Phase 1 comprehensive training package for hazard tree and tree felling. The task group will seek guidance and approval from the Training Working Team for succession and future task group members.

***FOLLOW-UP:** Allow 1½ hrs for HTTF Task Group Chair to brief SHWT at the January meeting. (Parrish)*

### **MTDC Publication Review (Ryerson)**

- Investigating Wildland Fire Entrapments (2001)  
The SHWT reviewed and discussed the accuracy, relevance, and appropriate use of this document. The information in this document has been improved and current information is available for use with accident investigations. The document is housed at MTDC and not on the PMS website.

***ACTION ITEM:** Follow-up with the Tory Henderson. (Bloms)*

***DECISION:** Remove the Investigating Wildland Fire Entrapments publication from the documentation list and not reprint. The team agreed to continue to use the notification form that is associated with this document.*

## **Incident Emergency Medical Task Group (IEMTG) Update**

Jan Peterson, BLM, Idaho Safety & Health Manager, and Fergus Laughridge, Manager Office of Emergency Medical Systems, State of Nevada, provided an update from the IEMTG.

### The SHWT was briefed on the following for IEMTG:

- The National Interagency Tactical Plan was completed on May 27, 2008, and is posted on their website which is housed on the SHWT website.
- Action items and respective target timelines
- The group holds bi-weekly conference calls.
- The group's web page was created in May 2008 and is being frequently used.
- The team has been asked to review the medical section in the Incident Response Pocket Guide (IRPG) for the next rewrite.

### Key areas that the IEMTG will address were identified:

- Scope of practice; standard of care will follow.
- Development of a crosswalk matrix.
- National EMS Scope of Practice as the foundation
- Liabilities  
What is a medical unit authorized to do (scope of practice). Scope of practice is currently going through a national update/rewrite. This new guidance will identify what personnel are allowed to do and expected to do.
- Standardize the management of medical units

### Training

The group emphasized the importance of updating the Medical Unit Leader (S-354) course and the benefits of new training such as the hazard tree and tree felling. Medical units will be under more scrutiny. The group discussed the need for a higher-level of qualifications – recommend changing MEDL to be a 500-level course. Additional tasks discussed included:

- Identifying SMEs to revise S-354
- Maintenance of IEMTG web page
- Build a partnership bank
- Review policy guidelines and directives

### Subgroups Tasks

- Data and Records Management
- EMS Equipment and Supplies
- Training Credentialing
  - Incident Medical Unit
  - Physician Advisory System
  - Emergency Equipment Rental Agreement Model EMS Language
  - Communications
    - Presentations (conferences meetings, IMTs)
    - Contacting Federal EMS Programs
    - Foster NWCG Working Team
    - Relationships
    - Bulletins: (Introductory letters, alerts)

- Network with Firescope

The team discussed the need for awareness of the IEMTG programs throughout the wildland fire community and other entities. One approach recommended was to implement a mailing list of medical unit leaders since such a list is currently not available. IEMTG will contact Mike Morgan, IQCS, to obtain a list of medical unit personnel on past incidents.

The team was recognized for all their efforts of accomplishments operating with no budget.

***ACTION ITEM:** SHWT will notify the IEMTG of future conference and meetings to assist with outreach. (All)*

***ACTION ITEM:** Attend the AC/IC meeting to present IEMTG tasking and accomplishments. (Sutton/Beitia)*

***ACTION ITEM:** Provide IEMTG accomplishment report to Al King by December 1, 2008. (Ashworth/Peterson)*

### **International Association of Wildland Fire (IAWF) Safety Summit (King/Ryerson)**

The team was briefed on the history of this conference. This is the only known conference that is devoted to wildland fire safety. The SHWT assists with logistical support and funding for the IAWF conference. SHWT will be the major sponsor of the 2009 conference. Other sponsors include Montana DNRC, The Nature Conservancy, SAF Fire Working Team, NFPA Wildland Fire section, as well as others.

Specific support from SHWT will be identified (facilitation, posters, brochures) as will key safety presentations (initiatives).

The theme for the 2009 Safety Summit will be “10 Years after the TriData Study – What is Different?”

***ACTION ITEM:** The team suggested asking the Executive Board to provide a keynote speaker at the conference as well as other options. Al King will work with Dick Mangan to determine selection of a keynote speaker. (King)*

***ACTION ITEM:** Review the SHWT display in January to determine if the team will continue using for future conferences and meetings. (All)*

***ACTION ITEM:** Coordinate with Dick Mangan for funding support (\$5,000). (Beitia)*

## **Tasking from Parent Group – Wildland/Urban Interface (WUI)/Homeowner Shelter in Place (Ryerson)**

The SHWT chair and vice-chair participated on the WUI Working Team to review an assignment from NWCG. The WUI Working Team named a task group to develop a paper exploring the issues associated with life safety concerns in interface fires, namely alternatives to evacuating residents from their homes. The SHWT was tasked to address homeowner shelter and WUI. Based on SHWT's recommendations, the team agreed to only address firefighter safety. The WUI team will present their recommendations to NWCG. SHWT tasking has been completed.

### **SHWT Liaison Reports**

- **IEMTG Liaison (Ashworth)**  
Tony Beitia will replace Bob as the IEMTG liaison.
- **2009 IAWF Safety Summit (King)**  
Dick Mangan has been replaced by Chuck Bushy as President of IAWF. The team discussed options for the IAWF to become more involved with SHWT; i.e., proposals, participation on committees, 6 Minutes for Safety, course review, WFSTAR.  
***ACTION ITEM:** Brief the SHWT on suggestions after discussing various opportunities with IAWF. (King)*
- **Training Working Team Liaison (King)**  
The SHWT asked the TWT to keep the instructor-led courses for S-130/S-190. However, these courses were converted to online learning. SHWT was briefed on the realigning of the NWCG curriculum. For specific information on the reorganization, see the TWT meeting minutes posted at: [http://training.nwcg.gov/twt/sect\\_twt\\_minutes.htm](http://training.nwcg.gov/twt/sect_twt_minutes.htm). TWT received a request from the GATR chair to consider making L-480 equivalent with S-420. TWT supports a determination that S-420 and L-480 are interchangeable not equivalent. TWT will revisit this issue with IOSWT in February. The new SHWT (Western States) liaison is Joel Rogauskas. Rosey Thomas has been selected as the Chair of the TWT.
- **International Association of Fire Chiefs (IAFC) (Beitia)**  
IAFC discussed a SAFENET system concern. The IAFC complimented the SHWT for the recent Safety Stand Down.
- **Data Administration Working Group (DAWG) (Beitia)**  
Looking at recommendations for adding additional categories to I-Suite; e.g., dehydration, heat stress.
- **Fire Shelter Task Group (Bloms)**  
Safety advisory was issued announcing their website. The group is in the process of defining fire shelter deployment. Once defined, the SHWT will need to concur. Will be transitioning to a new generation shelter in 2010. The Fire Shelter Task Group website is now assessable via the NIFC website.  
***ACTION ITEM:** Add link to fire shelter website (Webmaster/Parrish).*

- FFAST (Bloms)  
FFAST will be developing new lesson plans for 6 Minutes for Safety this December.
- Incident Business IBPWT (Ryerson)  
Currently transitioning to a new contract system that is performance based. Great Basin was the testing site.
- **Liaison Assignments**  
The Team discussed and reviewed the team roster/ and member functions for liaison assignments.  
***ACTION ITEM:** Update the SHWT web page with the following changes: (Parrish)*
  - *TWT – Remove Al King and replace with Rod Bloms*
  - *States – Update with state representatives.*
  - *WFSTAR – Remove Al King and replace with Tony Beitia*
  - *IAFC – Replace with Wesley Keller*

#### **Select New Vice Chair (All)**

The team nominated Tony Beitia for the vice-chair position replacing Al King.

#### **Future Meeting Dates and Locations**

January 13-15, 2009 – Boise, ID

April 14-16, 2009 – (SE area) possibly Tulsa, OK

October 20-22, 2009 – (NE area) PA

#### **Future Conference Calls**

November 12, 2008 @ 1300 MST

December 18, 2008 @ 1300 MST

12/4/08