



# TRAINING WORKING TEAM

August 1, 2003

Memorandum

To: Executive Secretary, NWCG  
From: Logan Lee, Chair, Training Working Team  
Subject: Training Working Team Annual Report for FY03

Attached is the annual report of the NWCG Training Working Team. It is longer than anticipated but I felt it important to disclose all of the information to the Parent Group. Please contact me if you have any questions.

LOGAN LEE  
Chair, NWCG-TWT

Attachment  
cc: other WT Chairs

# **ANNUAL REPORT OF THE TRAINING WORKING TEAM FY 2003**

## **INTRODUCTION**

The TWT continues to meet regularly and deal with wildland fire training issues. Several outstanding issues continue to be both complex and recurring. They include limited investment in our Training Management Program (TMP), limited ability to enhance alternative delivery systems, increases to the TWT workload not related to our original charter and the appropriate utilization of contract training opportunities. The expanded use of contractor provided training continues to challenge quality assurance and coordination between agencies.

We are moving ahead with our TMP on a very limited basis with a focus on distance learning and a link to Lessons Learned. We believe that implementation of the TMP will be critical to the interagency wildland fire training program. We are concerned that failure to invest in the program, in total, will severely limit the future effectiveness of wildland fire training.

The curriculum that the Training Development staff is managing continues to expand as courses and positions are accepted by the IOSWT or Parent Group. The management of these courses is impacting the ability of the staff to provide timely development and revision of the coursework responsive to suppression and incident management needs.

Agencies have limited resources and are more and more interested in 3<sup>rd</sup> party trainers. At the same time, agencies and individuals continue to have significant concerns about the quality of contractor provided training and many look to the TWT for clarification of equivalency standards. While we do not feel this is an appropriate role for the TWT we continue to have the issue brought to us because of two reasons: 1) vendors believe that an "OK" by the TWT means their courses can be put on in any geographic area for any member agency and 2) lack of clear agency or Geographic Area policies and procedures for determination of equivalency. This issue is resulting in potentially significant TWT member and staff impacts.

In short, the expectations of the TWT are high, and constantly changing. We continue to try to prioritize issues and serve the wildland fire community in the best way possible with the resources and authorities we have.

## **TEAM MEMBERSHIP**

There was very little turnover on the Training Working Team this year. Denise Matthews is the new Coast Guard representative, replacing Dan Frommer. Chuck Wamack replaced Patrick O'Leary as the Chair of our Dispatch Committee.

## **SPECIFIC ACCOMPLISHMENTS**

The TWT continues to meet annually with the geographic area training representatives and the IOS Working Team. These meetings continue to help us coordinate more effectively together. There are no plans to deviate from this schedule.

The NWCG Development Unit continued this fiscal year with less than a full staff and a backlog of courses to complete. There were two retirements in the Unit and a time lag with filling these positions. The only remaining unstaffed position in the Development Unit is the Fish & Wildlife Service editorial assistant. This position was agreed to by NWCG in February 2001.

**Sixteen new or revised courses are/will be available in the Publications Management System this year, including:**

S-110, Basic Fire Suppression Orientation	S-445, Incident Training Specialist
S-130, Firefighter Training	S-491, NFDRS
S-134, LCES	L-280, Followership to Leadership
S-211, Portable Pumps and Water Use	FI-110, Wildland Fire Cause Determination for First Responders
S-212, Wildfire Chain Saws	FI-210, Wildland Fire Origin & Cause Det.
S-215, Wildland Fire in the Urban Interface	M-480, Multi-Agency Coordinating Group
S-270, Basic Air Operations	RX-410, Smoke Management Techniques
S-273, Single Engine Airtanker Manager	
S-378, Air Tactical Group Supervisor	

Several of these courses were developed in conjunction with other working teams or committees.

**Carryover courses into FY04 include:**

S-230, Crew Boss	S-390, Intro. to Wildland Fire Beh. Calcs.
S-231, Engine Boss	S-490, Adv. Wildland Fire Behavior Calcs
S-336, Fire Suppression Tactics	D-311, Initial Attack Dispatcher

**The development/revision cycle was started for:**

S-131, Advanced Firefighter Training	S-260, Incident Business Management
S-232, Dozer Boss	S-330, Task Force/Strike Team Leader
S-233 Tractor/Plow Boss	S-430, Operations Section Chief
Logistics Section Job Aids - J-252, J-253, J-254, J-255, J-257, J-259, J-236 (Ops Section)	

These courses are scheduled for completion by the end of FY04. For further information on course status see the NWCG Development Unit web site at [www.fire.blm.gov/training/main.html](http://www.fire.blm.gov/training/main.html)

**Publications Management System**

The TWT is working on cleaning up the publications we are responsible for in the Publications Management System. Some publications will be transferred to other working teams, some will be revised and some will be deleted.

**Non-NWCG Entities and Training, Qualifications, and Certification Requirements**

At the request of the Northern Rockies Training Group and other Geographic Area Training Representatives, the TWT revised the 1994 NWCG policy pertaining to non-NWCG entities and training, qualifications, and certification requirements. After meetings with the IOSWT and IBPWT, this project expanded to include a generic Training Provider MOU to be used between Geographic Areas and Training Providers and some Sample Contract Provisions relative to Contractor Training and Qualifications that might be included in MOU's, vender contracts, or EERA's.

## **Leadership Committee**

Leadership Committee accomplishments for FY03 include the completion of the L-280, Followership to Leadership course and its submission to the TWT for inclusion into PMS. This 16-hour course is designed for presentation by agency instructors to employees at the single resource boss trainee level.

The Wildland Fire Leadership Development Program web site has been up and running since November 2002. This web site has been publicized to the wildland fire community by members of the Leadership Committee, both at meetings and through the distribution of leadership bookmarks. The site is also linked to other wildland fire sites such as [www.nifc.gov](http://www.nifc.gov) and to other government leadership web sites such as [www.govleaders.org](http://www.govleaders.org). The [www.fireleadership.gov](http://www.fireleadership.gov) web site had 90,500 hits in April, or an average of 3,000 hits per day.

A “Leadership Toolbox” of self-development documents is included on the web site for people wishing to develop their leadership skills in a self-directed way.

The Leadership Committee has also worked with NARTC to begin development of the L-480/580 Incident Management Team Leadership Seminar courses. A steering committee has been identified and is scheduled to meet at the end of May with representatives from the Leadership Committee to begin course development work; the Leadership Committee has provided “guiding principles” to the course steering committee for this development effort.

Course criteria and delivery standards have been developed for L-380, Fireline Leadership that will enable agencies and vendors to develop and deliver the course without relying on a sole-source vendor.

The Leadership Committee has developed an Outreach Plan to enhance its communication efforts with various wildland fire groups. Leadership Committee members continue to make presentations to numerous interagency groups, describing leader development efforts in the wildland fire service and soliciting ideas and input for future efforts.

## **Distance Learning**

The eLearning Assessment and Integration Program is progressing well. Base year funding is at 51% with the following efforts started: 1) NWCG Curriculum Assessment began June 4 with a kick-off meeting at NIFC. 2) BehavePlus Interactive Multimedia Instruction Courseware is in development with the Basic Start available for on-line review. 3) The Wildland Fire Virtual Accident Web Site is 85% complete with photos and a 3D visualization of the Mann Gulch fire. 4) Pre-course work for FI-210 is available on the web.

Current projects include standing up a server with a Learning Content Management System called Extend to launch and track on-line courseware and developing the "middleware" to interface with IQCS.

## **UPCOMING ISSUES**

Revision of the PMS 310-1 will require close coordination with the IOSWT as we try to respond to changing expectations and instructor currency and training equivalency issues. Additional positions are expected to be identified in the revision and workload for TWT is anticipated to increase throughout, and as a result of, the PMS 310-1 revision.