

Final conference call notes 2/22/02

NWCG Wildland Fire Education Working Team  
Conference Call  
February, 21, 2002

*Attending:* Bernie Andersen, Maureen Brooks, Roberta D'Amico, Dennis Dupuis, Vi Hillman, Liz Roberts, Lou Southard

*Absent:* Angie Braun, Sue Vap (in DC), Rick Gibson (on AL), Ed Kirtley

Welcome new members Bernie and Dennis. Bernie is with the state of Kentucky and has worked as an Information Officer. Dennis is with BIA in Boise, Deputy in Fire Use and Fuels.

*Comments on package that Maureen distributed:* After some discussion it was agreed to condense the meeting notes into a second document entitled "Executive Summary". This summary, along with the "Action Item Matrix" would be submitted to the NWCG and field offices, as well as other venues as appropriate. The original document would be available to the working team only as the "team notes".

*Web publishing guidelines.* Clarify whether the Publication Management System draft document "Web Publishing Guidelines" should be used for all applications. Maureen will send Mike Benscoter our comments. Rick Gibson is the liaison to this team.

*National Fire Messaging Project:* Angie has FWS contractors in Denver that can work with this team to move this project forward. Updates on this item are put on hold till Angie is available to report.

*Brochure project:* We are hoping to get it out for the upcoming fire season. The brochure includes a map which shows different vegetative regions of US; the accuracy of map is current issue being addressed. Roberta will meet with Don next week and send out an update via email.

*Paul Broyles' letter re: WFEWT budget:* We went over the contents of Paul's letter and discussed the penciled changes to our original budget request. Internet coordination is still an issue, as the NWCG wants us to go through the IRMWT. It was proposed that we invite Sheri Shetler to May meeting to better outline our needs and determine if the proposal fits within the IRMWT charter.

A meeting took place 2/20/02 between Ted Tower, Roberta, Dennis, and Tina Boehle of NPS to discuss the webpage. Ted has agreed to update the wildland fire information page, including providing space for the Wildland Fire Education Working Team if we give him with the information. They also discussed the electronic bibliography. No contracting officer is available within the NPS for the bibliography. Roberta is trying to get help from FWS in Denver. An agenda item for May is to come to agreement on the

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purpose of the NWCG website and resolve different interpretations on where responsibilities lie between various teams.

Funding for the 2-3 year contract for a national coordinator for National Fire Prevention and Education teams was reduced to \$106,000 per year, beginning in FY2003. The contractor would work on taskbooks and with the GACCs to facilitate dispatching, among other things. Maureen will update Rick Gibson on what the NWCG request is from Broyles letter and also regarding this conference call. Rick will arrange to get the task group back together to tackle writing the scope of work and RFP for the contract for Prevention & Education teams.

Roberta and Lou are working with some issues that have arisen in getting Wilma paid for her facilitation of the New Orleans meeting.

There still needs to be clarification on where the money is coming from for Bibliography.

The May meeting's agenda will include more of our strategic planning process, the website issue to discuss with IRMWT, budget issues with Tory Majors, and training with Marion Mathews. We will extend the meeting through Thursday morning to allow more time for completion of all agenda items.

Ed Kirtley, our National Fire Prevention Association member, agrees that the NFPA needs more representation at our meetings than he is able to provide. He will contact NFPA to see if they have someone else they can recommend to take his place and get back to Maureen.

Dennis may have contracting officer within BIA that may be able to help out with some of our contracting needs.

Maureen will email notes, etc. from last meeting out to team members so they have electronic copies.