



**Risk Management Committee
Meeting Minutes
Boise, ID
February 4 – 6, 2014**

Tony Beitia, Chair
Jan Peterson
Chad Fisher
Wayne Ching
John Owens
Joe Domitrovich

BIA, NIFC
BLM, NIFC (acting)
NPS, NIFC
HI DOF & Wildlife
BLM, NIFC
USFS, MTDC

Tim Blake
Larry Sutton
Jan Peterson
Ted Mason
Hope Spriggs

NWCG, NIFC
USFS, NIFC
BLM, ISO
FWS, NIFC
USFS, NIFC

Absent Committee Members:

Mark Goeller	OK Dept. of Agriculture
Wesley Keller	PA Bureau of Forestry
William Troup	US Fire Administration

Meeting Guests:

Jennifer Symonds	USFS, NIFC
Michelle Moore	BLM, NIFC
Corey Butler	NIOSH
Russ Babiak	USFW, NIFC
Guy Colwell	IQCS, NIFC
Scott Anderson	BLM, WFSTAR
George Broyles	USFS
Kris Carter	Epidemiology Field Officer – IDHW Division of Public Health

Tuesday, May 21, 2013

NWCG Update – Tim Blake

- NASF asked NWCG for recommendations on issues that have arisen from Yarnell hill. NWCG has tasked groups to address these questions. (Equipment use and efficiency such as resource tracking/GPS use, communication)
- EIM: Working through Type 3 position standards and how those positions move up into T2/T1 IMT organizations.
- Incident Business Committee working on revision/currency of Optional Forms and AD pay plan.
- ICS/FEMA forms review; which are separate and which can be joint forms.
- NIAC- addressing Yarnell recommendations
 - Separate ASM duties from air attack role and develop tech tip on use of VLATs.
- Study human factors and communication in the wildland fire environment
- NWCG Products and Communications: IRPG, IEMS, Fireline Handbook revisions. If any products are being revised, let Tim know. 508 compliance extends to documents posted on the web.
- **Fire Shelter Tasking** – Ted Mason: Fire Shelter Subcommittee looking at performance of shelters on Yarnell. MTDC scheduled shelter review will happen a year earlier than scheduled; beginning in 2014. Improvements to shelter performance will most likely result in a larger, heavier product.

IEMS Update - Jan Peterson

- EMT Position Description. Many varied requirements for EMTs between states (EMT, Basic and Paramedics are similar standards nationwide. Most variation within EMT, Advanced), so based standards on a national scope of practice. Created a short guide on difference between EMT positions for IQCS and dispatcher use. Updated EMT definitions for NWCG glossary.
 - IQCS/EMT positions; a solution is being developed in IQCS to set the expiration date of an EMT license. Previously manually tracked.
 - Qualified Paramedics can function at any EMT level. Should lower positions (i.e. EMTB) be awarded to higher function (paramedic) to a quals card?
 - No, not automatically, although the lower positions may be added to the quals card by the account manager. (include instruction in the 310-1?)
 - New nomenclature for non fireline EMT positions: IQCS naming conventions have not changed.
 - EMTB = EMT
 - EMTA = AEMT
 - RMC needs to document which license is required for each EMT position (both line and non-line qualified)
 - Implementation: Communication plan to describe new IQCS documenting requirement.

- To meet 60 days notice with a May 1st drop dead date, direction to IQCS by February 15th, tables built in IQCS by March 1st to allow 60 day deadline May 1st. Mass notification to IQCS Account Managers March 1.
- May 1: EMTs will need license certification documented in IQCS or EMT positions will show as unqualified (due to lack of certification)

IEMS Update – Jan Peterson

- Editing minimum standards document to make 508 compliant.
- Working on basic minimum requirements for EMT, AEMT, Paramedic medical kits.
- Developing medical checklist for medical unit
- Unit evaluation tool for medical units
- The IEMS needs a new state rep and possibly new core members and SMEs from the field. Memo to be distributed through agencies and states to solicit SMEs
- First annual IEMS awards have been presented
- S-359 MEDL: FEMA will lead the course revision and IEMS would like to be involved.

2014 IRPG – Chad Fisher

- Online IRPG has been posted. Hard copy will be available in caches soon.
- The new color is a surprise

USFS HSQ Process – Jennifer Symonds

- The new HSQ forms will have expanded medical screening questions, currently going through OMB approval process
- HSQ will be online when online screening program is completed (FS only)
- Working to allow completion of HSQ/medical testing before start date

MSP Update – Moore/Symonds

- BLM: no significant changes
- USFS: Those with Arduous ratings will have physicals every three years, and will complete a self-certification statement and BP test annually. Waiver process in place. FS MS will be slightly different than DOI. (Blood pressure and near vision standards)

2013 SafetyGram Update – John Owens

- Final updates being done now, will post as soon as they are completed.

2014 SafetyGram Process

- Plan to post SG at the first of each month. Information on the S-G may be preliminary, and subject to update as further reports are completed. Add a note to the SG website that SG will be updated monthly.
- Agency leads to clear any reports before posting publicly

- Review reporting criteria for SG?
- Keep details to a minimum and consistent between all agencies

Historical Fire Fatality Database

- Safety Gram Data to early 80's, NIFC database to 1910.
- Discrepancies between fatality numbers on the same years. (Example: Change in reporting criteria: In 1987, NIFC database included VFD fatalities on private land, SG did not.
- Define reporting criteria of historical records. Hope is working on defining reporting differences between 1986 and 1996. After 1996, the NIFC and SG numbers are much closer if not the same.

OWDC Type 2 vs. Type 2 IA Crew Standards (Beitia)

- If fitness standards are being reviewed, RMC would participate. Will monitor developments and provide recommendations if necessary.
- Saw/training standards do not need RMC involvement
- Is there an issue with making sure T2 IA crews can perform to standard?

New ICS-206 & Medical Incident Procedures (Fisher)

- Medical Incident Report vs. Procedures
 - Use one standard. Medical Incident Report is listed on top of 206
- Updated ICS-206
 - Being finalized, accommodate e-ISuite, not yet distributed
 - Evacuation plans are needed for both regular unit work and incident specific
 - Update regularly as conditions , resources and locations change
- NWCG Roll Out Process
 - Place copy of final ICS 206 on IEMS page
 - Develop 206 tutorial PowerPoint to promote consistency in use of the form
 - WFSTAR website: Add note "New IRPG in 2014"

SAFENET – Owens

The SAFENET system was developed as an anonymous way to report close calls and near misses to raise the issue if it's not possible or feasible to report in another manner.

- 2013 had the lowest number of submissions since 1991. No obvious reason why reporting is down. Possible reasons:
 - Issue with electronic submissions during the season and some may not been recovered.
 - Federal furlough
 - Press and public have discovered the website and employees are reluctant to post issues on a site that can be accessed publicly?
- Need for ability to submit reports with mobile devices
- Encourage reporting of issues that need resolution

Wednesday, February 05, 2014

NIOSH Update – Butler

- Corey's email: guz25@cdc.gov
- Involved in research, 1600 employees. Develop recommendations, not compliance. Most of work involves structure firefighting fatalities. NIOSH can assist with an incident (a technical assist is quicker than full investigation).
 - Would it be more useful (and possible) to investigate in conjunction with NWCG agencies rather than separately?
- Have not been heavily involved in wildland fire the past few years
- Emphasis on total worker health, medical standards
- Grants available for research, some work with MTDC (heat related illness)
- Data from investigation program available on website
 - RMCs priority for NIOSH? Heat related illness? Long term effects of smoke exposure?
- Analyzing smoke exposure data (the chemical makeup of the smoke sampling), results will be filtered back through MTDC/NWCG.
 - Studying other airborne hazards: naturally occurring asbestos, Valley Fever
 - Working with Joe D. on rhabdo information sharing and education, health and wellness
- Higher percentage of hazards/issues seen in VFD firefighters.
- Education is key for heat related illness issues: further education, emphasis on physical fitness and proper nutrition/hydration
- Add NIOSH to RMC – would not need to alter charter to include a rep

Lessons Learned – My Fire Community

- Still experiencing access issues. Hope will test a new NWCG Risk Management group and will send out invites when up and running.

RMC Website

- Need to update
- NWCG Committees have discussed using one template that can be customized (Tim)

WESTAR – Scott Anderson

- Producing last group of modules for 2014 now. All will be posted by March.
- In future years, plan to post a new module every other month, instead of all modules once annually.
- Working to promote site visits year-round instead of refresher season only.
- The DVD is no longer being produced
- Future plans:

- Target audience. New FFTRs now may not have been alive when South Canyon occurred. On engine/helitack modules, the only employee who was in fire when Cramer and Thirtymile occurred may be the foreman.
- Are the four core elements required for the Annual Refresher still applicable?
 - Yes. These elements allow flexibility in developing relevant modules.

Contractor Fitness/Equipment Update – John Owens

- The BLM has four ongoing investigations regarding contractors at this time, not finalized.
- The USFS has had several contractor fatalities on the job in the last two years, almost as many as employee fatalities.
 - USFS Contracting will change the contract faller standards to require Arduous WCT in 2014. Want to expand to some sort of medical screening and expanded WCT testing for other contract positions that do not have established 310-1 standards.
 - USFS Contracting uses the 310-1 position standards for any contract position. Those without 310-1 position standards have requirements as specified in the contract solicitation.
- How to empower contractors to refuse an assignment?
- Reviewing VIPR contract standards
- NIOSH may be able to assist with contractor fatality investigations
- **RMC Emphasis Point for 2014** – improve contracting fitness/training/equipment standards.

Hazard Tree Subcommittee Update - Ted

- FELB position on hold until OWDC sorts out prerequisite experience issue for falling positions.
- OWDC returned the FALA/B/C proposal with the RMC option that would allow fallers to be certified either through taskbooks or agency saw certification policy.
- RMC will recommend to OWDC to allow USFS exception for the falling positions to be certified through either the taskbook or agency saw certification policy.
 - Next OWDC meeting March 4-6

Type II vs. Type II IA Crews: George Broyles

- Interagency group has been assembled to study and form recommendations on how to better utilize and/or prepare T2 and T2IA crews. ICs and IMTs are being surveyed to find out:
 - Are they meeting current needs and standards?
 - Do fitness standards need to be increased?
 - Raise the level of leadership?
 - Or does enforcement of standards need to be more strictly required, and crews that do not meet performance requirements have documentation completed more consistently?
 - Do IMTs automatically order T1 crews and then reorder T2s when no IHCs are available?

Thursday February 6, 2014

Coordinated Response Protocol (CRP) – Larry Sutton

- Coordinate various emergency responses (CISM, accident investigation, law enforcement) to work together and instead of independently. The learning review part of the CRP will be similar to the FLA process.
 - Schoolhouse Mesa was a good example of CRP
- Standing CRP teams are being considered
- CISM – Focus on improving CISM response, to better support the employee, including better coordination between HR, OWDC and the employee/family.
 - More emphasis on caring for supporters; CISM teams, honor guard
- Focus on learning mechanisms to help prevent similar incidents in the future, making meaningful changes to move toward this goal

MTDC Updates – Joe Domitrovich

Heat Related Illness Study

- Delegation to authorize continuation of study is awaiting approval from the Chief.

FireFit Website Update

- Proposing to focus the FireFit website into an integrated whole body fitness program: combine fitness, nutrition and mental health.
 - The RMC supports this proposal.
 - FireFit charter will need to be revised, with approval from the RMC Chair.
 - Considering hosting on a .org site (instead of .gov) as the content is subject to different posting regulations.
- **Fitness Nutrition Working Group** – SMEs that will advise and provide direction within the FireFit program.

Fitness Questionnaire

- NWCG needs assessment to determine barriers to fitness. Data collection this spring/summer.
- Both primary/secondary FFTRs and militia will be surveyed, planned for summer of 2014.

Rhabdo Video Proposal

- Video to portray common occurrences/observations of rhabdo cases. In approval process. TBD level of heat related illness/compartament syndrome issues to be included.
- Will be shared on the Lessons Learned YouTube page.
- April, 2014; Rhabdo Webinar will be held.

Nutrition Specifications for Catering Contractors

- Extra items will come from vegetables, trail mix types of supplemental snacks.
- Variety – not allow duplication of certain extra calorie items (cannot repeat same food snack item for three days)
- Considering a pilot program with caterers this summer for a ‘pack your own sack lunch’, where FFTR can choose their own lunch items for the day.

Research Criteria

- Funds available from more sources for Wildland Firefighter research. Should the RMC provide criteria for wildland FF research proposals?
 - What projects would RMC need to review?
 - What types of information should be available for human subject studies?
 - Should the NWCG provide oversight over all research criteria?
 - Who can be contacted for data requests of local units for approval?
 - Generate letter to local units of data request approval process
- Ted will confer with Tim to determine if this should be a NWCG issue

IDHW Division of Public Health, Epidemiology Field Officer – Kris Carter

- New Personnel: Marianna Rosenthal, Epidemic Intelligence Service Officer.
 - Can be of assistance to MEDL/SOF during outbreaks of camp sickness. Otherwise notified by STATECOM or public health district, if their involvement is needed
- Interested in surveying resources about sickness – when it occur in assignment, type and duration of assignment
- Who do Safety Officers contact when an outbreak occurs?
 - State Department of Health
 - When does camp crud become an outbreak where the DOH needs to be notified?
- Description of what to look out in regards to health outbreaks for would be helpful for IMT meetings, with follow up Safety Alerts during the season when outbreaks are occurring.
 - Notify IMTs that Public Health can do technical assists by investigating the type/cause of outbreak and recommend potential treatments, if available.
- Long term wildland firefighter/cancer study, in preliminary exploration/discussions
 - Looking at studying firefighters over the long term
- **Need to do:**
 - Tony has draft letter for IEMS of DOH interest in helping with outbreaks. *Resend letter to RMC.*
 - Kris will send a draft survey to Tony
 - Determine if SOF training on outbreaks would be helpful. 6 Minutes for Safety?

Next Meeting:

- **March RMC Meeting:** March in person meeting will be cancelled
- **April Meeting Logistics:** April 22-24 in Missoula

Next Conference Calls:

- **March:** March 20, 1300 MDT
- **May:** May 15, 1300 MDT

RMC Chair:

- Tabled until April meeting

Meeting adjourned.