

NWCG Annual Meeting

Date: February 9 -10, 2021

Time: 10:00 to 12:00 PM (MDT)

This meeting was recorded and available by request to the [NWCG Executive Secretary](#).

Committee Chairs:

Tina Boehle, CEPC | Roshelle Pederson, DMC | Cole Belongie, DMC | Kaili McCray, EMC | Dave Haston, ETC | Robyn Heffernan, FENC | Mike VanHemelryck, FMC | Dave Burley, IBC | Missy Forder, IFPC | Jim Shultz, IPSC | John Wood, LC | Mike Ellsworth, LC | Jarrod Simontacchi, NCSC | Mike Mattfeldt, NIMSIC | Steve Griffin, NIMSIC | John Buhler, NIAC | Mark Goeller, RMC | Pete Lahm, SMOC | Heath Cota, TDC | Peter Dutchick, TDC | Jeremy Taylor, WUIMC

NWCG Staff:

Deb Fleming, NWCG Program Manager | Annie Benoit, Coordinator | Tim Blake, Coordinator | Katy O'Hara, Coordinator | Jesse Bender, Publications Manager | Nancie Turner, Webmaster | Jeff Hughes, Training Program Manager | Colby Jackson, NWCG Training | Darci Drinkwater, NWCG Executive Secretary

NWCG Executive Board:

Frank Guzman (USFS) | Jeff Arnberger (BLM) | Aitor Bidaburu (USFS) | Garth Fisher (BIA) | Heath Hockenberry (Weather Service) | Jim Durglo (ITC) | Shane McDonald (FWS) | Dan Smith (BLM) | Will May (IAFC) | Kim Van Hemelryck (OWF) | Mark Koontz (NPS)

Multiple guests were also in attendance.

Topic	Presenter
Welcome and Introductions	Deb Fleming
NWCG Prioritization Process	Jesse Bender
https://www.nwcg.gov/priorities Prioritization Process defines what a project is, the criteria to prioritize, and the roles and responsibilities of NWCG staff and committees. A monthly meeting is held to identify the top 20 to 25 priority projects. The Executive Board reviews the priorities. The process is still relatively new, and we are looking to improve and open to feedback. Request clear direction and open communication from committees to properly prioritize and plan for staffing to best serve all the committees equitably.	
Accomplishments/Reflections form 2020 and Insights/Vision for the Year Ahead (NWCG Staff and Exec Board)	Frank Guzman, Deb Fleming and Tim Blake
Acknowledge the tremendous challenges we met and faced in 2020. Committees engaged in discussions to find solution to new and complex challenges (e.g., remote check-in and demob, equitable pay for quarantine, remote timekeeping, and payments). Stood up TDC. NIAC figured out process to keep aircraft flying. The Cache system keep supplies moving and met needs of a very active incident response year. RMC/EMC/MPHAT worked through complex issues like testing, quarantine protocols, and operational mitigations. Strengthened relationship and coordination between NWCG, NMAC, and FMB to deliver consistent unified messages and guidance. NIMO established IMRR to assist with AAR efforts. Working beyond COVID challenges to collectively accomplish: Revision of 22 NWCG publications and 2 PTBs. Development of 54 new IPDs (85% complete). Revision of 5 NWCG courses and 12 video projects. Created online feedback form and received over 800 submissions. Moved several partner websites to NWCG including: FMB, IWDG, PWRP, and PSOG. Created project prioritization process. Moved training materials for 35 courses from cache to NWCG website. Loaded training into WFLP. NWCG has become the go to for the wildfire community. The pandemic has highlighted the core mission of NWCG. The need for standards and interagency coordination is critical to operate effectively. NWCG will support continued innovation and adaptation.	

Committee Reports – Brief Update on Key Activities and Issues	Committee Chairs
<p>CEPC- Reference handout material.</p>	
<p>DMC- Reference handout material.</p>	
<p>EMC- Updated Infectious Disease Guidelines and created a COVID Operation Plan. Drafted MEDL IPD. Submitted edits to in IRPG. Future priorities: develop Incident Medical Unit wildland fire scope of practice and establish federal EMS programs. Task group drafting first aid standards for firefighters.</p>	
<p>ETC- Currently have 7 sub committees. Developed the Cache System Governance Model. Delivered 8,000 miles of hose, 605,000 MREs, and 12 million AA batteries. Working on developing women’s fire pants, using an Army pattern. Focus this year on glossary terms and publications.</p>	
<p>FENC- Reference handout material.</p>	
<p>FMC- Reference handout material.</p>	
<p>IBC- Finalized 4 instructional training videos for CTRs, ETRs, OF-288s, and Shift Tickets. Videos are on the NWCG website. Working on updating <i>NWCG Standards for Interagency Incident Business Management</i>, PMS 902, and plan on linking in the electronic version. Task group to standardize finance fire and COVID records for IMTs. Revising AD Pay Plan for the 2021 season.</p>	
<p>IFPC- Reference handout material.</p>	
<p>IPSC- Reference handout material.</p>	
<p>LC- Developed leadership campaign and increasing presence on social media. Taking a holistic look at L-course curriculum, ensuring courses have the intended effect. Created check in “Booster Shot” for L-courses. Developed Leadership Levels and working on how levels can be integrated into IPDs. Comparing curriculum and objectives of courses. Mike Ellsworth is the new Co-Chair.</p>	
<p>NCSC- IROC introduced a year ago. Developing Business Practices for IROC. Changing policy for IDP dispatch positions. Created National Center Manger Committee under CGAC, and some NCSC subcommittees will move there. Soliciting for a State representative as a primary member of NCSC.</p>	
<p>NIAC- John Buehler incoming chair. Airtanker Board has two vacancies. Swapped out state reps. Continually working with FFA to understand the complexities of fire TFRs. Created Scooper task team. Continuing to do regular report outs.</p>	
<p>NIMSIC- Restructured roles; move to chair & vice-chair. Working on fire endorsements. Evaluating terms with FEMA/NICC. Ensuring that wildland fire resources are in alignment with NWCG standards.</p>	
<p>RMC- Revising safety alert system so they are more holistic. Working on SOF1 and SOF2 IPDs, requested change for SOF3. Training and standards for chainsaw operations are underway.</p>	
<p>SmoC- PMS 477 and PMS 420-3 out and updated. RX-410 will be virtual this spring. Revising Smoke Management Field Guide. Assisting RMC with Smoke Planning and Response video. Revised IPDs. Submitted comments for IRPG. Finalized S-130 smoke exposure section. Good collaboration with FENC. Researching how to link with automated weather alerts and drafting a proposal for funding.</p>	
<p>TDC- Reference handout material.</p>	
<p>WUIMC- This will be a turnover and rebuilding year. Four major items for 2021. Updating the <i>WUI Wildfire Mitigation Desk Reference Guide</i>, PMS 051. Developing WUI Specialist position and task book. Need SMEs who understand WUI mitigations and best practices. Drafting WUI Field Guide for firefighters. Creating program to educate the public on how to protect homes. Standardizing mitigations nationally by collecting all mitigation data.</p>	

Role, Responsibility and Processes for Glossary and Data Standards	Roshelle Pederson and Gabriella Branson
<p>EDG is a database tool to describe and show relationships between glossary terms and data standards in our environment. Eventually, once a glossary term is in the database, when it is updated it will update everywhere. Business rules will be tied to terms. An inventory of all applications and data will connect back to business terms. For example, IRWIN collects data, and an inverse relationship will be created with EDG. Terms within EDG will show what terms superseded, to track the history. In the future we will publish the data in EDG to Explore, which is a read-only public environment. In this environment, comments can be made to update the data. This will help us develop insights into the terms we use and how we use them. Will highlight terms that need to be clarified. EDG allows us to use workflows to show term connections. Eventually all glossary terms from publications and NWCG website will be in EDG database. Publications will not be in EDG but links to referenced publications will be. When policy changes occur, EDG will show all the effected documents. We will be able to connect the dots where we have not been able to before. Overall goal is to standardize terms and make them accessible.</p> <p>Reference handout material for more information.</p>	
Leadership Levels	Mike Ellsworth
<p>https://www.nwcg.gov/committees/leadership-committee/leadership-levels</p> <p>All positions have some level of leadership. The leadership levels include follower, new leader, leader of people, leader of leaders, and leaders of organizations. Each leadership level is described and includes behaviors, knowledge, and development goals. These levels build upon each other. In the future we will be able to use these levels to build out developmental goals for all employees. Working to define leadership levels across all NWCG positions. Long term plan of action will be to work with coordinators and apply levels to all positions. Could have implications for future training and task books.</p>	