



Fire Management Board

Meeting Minutes – 15 March 2017

FMB Participants	<p>Executive Board: Bill Kaage (NPS), Lisa Elenz (USFS), Aitor Bidaburu (USFA), Chris Wilcox (FWS), Aaron Baldwin (BIA), Erin Horsburgh (OWF), Kim Christensen for Larry Sutton, Chair (USFS). Not Present: Howard Hedrick (BLM), Mark Lichtenstein (USFS), Keith Raley (OAS).</p> <p>Staff: Krysta Shultz (Executive Secretary), Paul Schlobohm (NWCG FMB Liaison)</p>
Other Participants	Steve Manthei (WFIT Program Manager), Rhonda Toronto (Chair, Program Board), Kevin Conn (Chair, IFPM Group), Kaili McCray (Medical Standards Program Lead), Thao Tran (OWF Budget), Mark Resman (LOB Team Member), Roshelle Pederson (Chair, Emerging Technology Group).

Meeting handouts are available upon request via email at blm_fa_fmb_executive_secretary@blm.gov

Item	Topic	Presenter	Action Taken
1	Welcome, Agenda Review, Action Item Update	Paul Schlobohm	N/A
2	Standard PD's – Need for review and re-description of existing PD's	Bill Kaage	Board members briefed on the inconsistency of using standard position descriptions during the HR classification phase. Board members agreed to discuss at next level. Fire Directors to work with HR to engage in looking at the demographics of the issue. Bill Kaage to write an issue paper describing the issue for NPS. Kevin Conn and Chris Wilcox to validate for use by FMB. Due: May 17 th .
3	DOI Medical Standards Program Issues	Bill Kaage	DOI Medical Standards recently discussed at an Interior Fire Executive Council (IFEC) meeting. Need to provide program with appropriate level of support that includes: Validating latest draft of the Memorandum of Understanding (Erin Horsburgh), budget assistance (IFEC), filling vacant NPS Position (Bill Kaage) and decision between Delegation of Authority or Charter (future conversation).
4	Delivery of NWCG Prioritized IT Capability Gaps	Paul Schlobohm	Board members received a briefing on the prioritized capability gaps submitted by NWCG for the WFIT Investment Process.
5	March 31 Executive Board Expectations: a) Accomplishments b) Support for Proposed Budget c) Support for FMB Implementation	Steve Manthei	A review of the WFIT Executive Board Quarterly Meeting agenda included the following topics: a) Required support to be successful; b) Strategic direction over the years; c) WFIT guiding principles and executing the strategy; d) Investment decision process; e) FY 2017/2020 Recommendations; and e) SOP Governing document.
6	Program Board Update	Rhonda Toronto	Board members briefed on the Program Board action item list and prioritization of work with the largest task being the Operational Budget Plan Submission for FY 17/18/19/20.

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