

# INCIDENT WORKFORCE DEVELOPMENT GROUP

<https://www.nwcg.gov/partners/iwdg>

**Fall Workshop:** 20 – 22 October 2020

**IWDG Members:** Jesse Bender, Chair, NWCG | Dave Celino, IPSC | Walter Herzog, BLM | Jim Prevet, NASF | Michael Minton, ICAC | Mike Mattfeldt, USFS | Tawnya Brummett, M-582

**Additional Participants:** LJ Brown and Elden Alexander, FMB COVID Liaisons | Craig Goodell, CGAC | Aaron Thompson, BLM

**Not Present:** Dan O'Brien, CGAC | Coleen Gadd, AHIMTA | Cole Belongie, DMC | Norm McDonald, NASF | Sean Flanagan, GATR | Mike Haydon, CGAC | Karla Luttrell, NICC | Shane Greer, ICAC

Topic	Presenter
<b>Review Current Actions:</b>	
<u>Data Collection</u>	Bender
<ul style="list-style-type: none"> <li>Need to include data and finalize the AA Memo for distribution. Members review draft with intent to finalize this week.</li> </ul>	
<u>ICAP SME Task Group</u>	Herzog
<ul style="list-style-type: none"> <li>New ICAP will be similar to the old version but not accessed through eAuth. Could be ready as soon as November. Several GAs already soliciting IMT nominations.</li> <li>Will include agency and employment type and auto-generated supervisory approval path. PII questions removed. Compatible with IQCS and IQS.</li> <li>IWDG members support BP for distribution to ICAP Task Group.</li> </ul>	
<u>NWCG Tasking Memo 20-001, RPL Standard</u>	Celino
<ul style="list-style-type: none"> <li>Task group pushed the deadline back from January to March.</li> <li>DOI recently updated guidance, an item for discussion at NIMSIC this week. Celino and Mattfeldt will follow up.</li> </ul>	
<u>Memo 20-01 to ICAC, including NMAC Tasking</u>	Minton
<ul style="list-style-type: none"> <li>Tasking not issued yet. As continue to discuss and socialize, anticipate modifications to the tasking this week.</li> </ul>	
<u>Memo 20-02 to CGAC</u>	Prevet
<ul style="list-style-type: none"> <li>Memo was intentionally broad, but identified value in narrowing the scope and prioritizing actions. Modifications anticipated after this week's meeting.</li> </ul>	
Identified lessons learned/changed practices from 2020 fire season, including COVID-19 mitigation practices. Relative to current IWDG proposals and taskings:	All
<ul style="list-style-type: none"> <li>IWDG must define the type/level/ name of a new organization prior to making final recommendations. – <i>IWDG Task</i></li> <li>Inequitable assignment of qualified personnel on rosters geographically results in roster shortages for some and limited use of personnel for others.               <ul style="list-style-type: none"> <li>Recommend a GA or two pilot the pool concept and provide feedback for broader implementation. – <i>CGAC: Memo 20-02</i></li> </ul> </li> </ul>	

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- Improve management of IMT rotations, assignment lengths, duration of transitions, and frequency of availability periods to create more equitable spread of IMT assignments and personnel days assigned. – *CGAC: Memo 20-02*
    - Review current National Mobilization Guide language and recommend changes to include managing for cumulative fatigue.
    - Consider shared IMT rotations between neighboring GACCs and/or the planned inclusion of out-of-GACC IMTs in annual IMT rotations.
  - Recognizable incongruity between subjective expectations of Agency Administrator (AA) and/or public and standard IMT staffing, capabilities, and equipment.
    - Standards, training, and support tools need to reflect modern expectations of IMTs and functional areas/positions. – *IPSC*
    - Identified need for IMTs and interagency AAs to collaborate and define mutual standards for operations and engagement. – *AA Memo*
  - Reduce administrative blocks to improve team efficiencies through use of closest forces concept for IMTs. – *CGAC: Memo 20-02*
    - Clarify National Mobilization Guide language regarding Type 1 IC requirements for out-of-GACC assignments (page 39).
      - Consider review of IMT evaluation document and/or process to better evaluate IMT/IC capabilities.
  - Identify IMT positions and support roles appropriate for remote/virtual work, recognizing that each incident has different operational requirements. – *ICAC: Memo 20-01*
    - Include remote/virtual application option in ICAP. Terminology needs to be defined. (Might be in COVID-19 response plans.)
    - Remote Situation Unit was successful and supported Type 3 IMTs as well. – *CGAC: Memo 20-02*
    - Design a structure, improve electronic records/filing, and standardize electronic processes to enable virtual/remote work. – *IPSC*
  - Adjust system components/process, including the Wildland Fire Risk and Complexity Analysis, to document actual risk and assigned IMT and, ultimately, to reflect a new incident management organization.
    - Recognized need for improved training, standardized capability, and qualified personnel to fill T3 IMTs. – *CGAC, with support at IPSC*
  - Use of all-hazard IMTs and/or non-traditional personnel as surge capacity during peak activity. And increase recruitment to reach non-fire employees, particularly those with skills in critical shortage positions.
    - Pursue Apprentice option in IMT rosters (as THSP) and ICPA for introduction and/or exposure to opportunities on IMTs. – *ICAC*
    - Include fire qualification opportunities and assignments into new employee orientations. – *Agency purview*
    - Investigate ability for employees to fulfill performance requirements related to leadership through fire qualifications and assignments. – *Agency purview*
  - Critical need for national-level support for affordable connectivity and increased IT support and personnel.
    - Recommend adoption of ITSS into PMS 310-1 and the establishment of interagency standards and training for ITSS. – *IPSC*
    - Recommend development of national contract for service and/or cache for equipment to enable cost-effective and timely establishment of remote ICPs. – *Limited IWDG purview*
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- Establish consistent and sufficient IMT funding to support equipment needs, particularly if expecting continuation of virtual workforce and remote presentations.  
– *Outside of direct purview but a necessary component to successful change.*
  - IMRR feedback being consolidated by Bea Day’s NIMO with help from Minton and Zeph Cunningham from ICAC. Final will identify 3 to 5 best practices for each functional area that are sustainable or have highest likelihood of successful long-term implementation.
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Action Items:

- Final revision of memo to Agency Administrators
- Define the type/level/ name of a new organization prior to making final recommendations
- Draft recommendation for NMAC on rationale for Complex Incident Management
- Provide charter parents with a structural overview of the recommended change to Complex Incident Management and ensure support prior to additional taskings