

INCIDENT WORKFORCE DEVELOPMENT GROUP (IWDG)

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

Date: 25 – 27 October 2022

Location: Boise, Idaho

IWDG Members: Jesse Bender, Chair, NWCG | Jim Prevette, NASF | Michael Minton, ICAC | Chuck Russell, CGAC | Colleen Gadd, AHIMTA | Mike Haydon, CGAC | Sean Peterson, NICC | Shane Greer, ICSC | Aaron Thompson, BLM | Rich Harvey, IAFC | Steve Griffin, NIMSIC | Carl Schwope, SWCG

Not Present: Dave Celino, IPSC | Cole Belongie, DMC | Norm McDonald, NASF | Sean Flanagan, GATR | Heath Cota, USFS

Additional Participants: Zeph Cunningham, ICAC | Joe Majewski, OWF | Ken Kehmna, NIMSIC | Fire Management Board, NWCG Executive Board, and National Multi-Agency Coordinating Group members

10/25 – Topic

Introductions, Agenda Review, Expectations

- Support ongoing taskings and provide decision support for parent bodies.
- Consistent and coordinated messages from all members.
- Identify communications gaps and solutions for filling them.
 - As decisions are made, formalized and widely distributed communication is critical.
- Stive to create/maintain consistency and standardization of operations as appropriate.
- Pursue a dedicated notetaker for the group.
- Select a vice-chair to support continuity and leadership: Haydon.
 - Select next vice-chair at fall 2023 meeting (location TBD).

IWDG Coordinator Expectations

- FMB, NMAC, and NWCG are finalizing draft expectations document for Bender as Incident Workforce Development (IWD) Coordinator.
 - Encourage them to also review IWDG charter and membership to ensure the group is meeting expectations and has the appropriate representation to do so.
- Review and provide feedback (All).*

Review AAR Notes and Other Feedback Inputs

- Reviewed AAR highlights and discussed feedback and experiences from this year to identify areas of improvement and additional efforts that could be pursued.
 - Robust discussions around CIM Field evaluation, incident complexity (pros and cons of maintaining Type 2 and 1 complexity vs changing to Complex incidents), communications within agencies, team configuration and scalability, resource availability, assignment leveling, days off policies, team performance expectations, culture, and bolstering Type 3 organizations.
- Final AAR notes, including action items, will be available soon and posted on IWDG webpage.

Data Collection

- 15-Year IMT Assignment Stats (2006 – 2021)
 - Updated data posted to StoryMap; however, numbers lack some of the context, such as number of times Type 2 IMTs were assigned to Type 1 fires.
 - Available data on agency use by Geographic Area is nearly four years old:
<https://www.nwcg.gov/sites/default/files/docs/eb-iwdg-imt-data-use-2009-2018.pdf>

- Update IMT Use Numbers to reflect 2013 – 2022 (Schwope and Bender)
- Update StoryMap (Bender)

- IMT Roster Assignment Data Analysis
 - Broad disparities in days out by individuals and teams, based on about 4,800 total responders (analyzing all team roster data for 2015 – 2021).
 - Average assignment length near 14 days, mainly as result of current system and policies.
 - Use data to analyze how many teams we need and how many we can support.
- CIM Qualifications Transition Stats
 - More than 600 personnel now qualified in IROC. Anticipate number to grow in next data pull because some agencies indicated they wouldn't certify until fall/winter.
- CGAC Data Call: 2022 IMT Composition
 - Waiting for last Geographic Area to respond, then data can be available.

CGAC Rotation Tasking Update

- NMAC is reviewing the recommendation provided in September and considering what elements can be applied in 2023. Task group members met with NMAC last week to answer questions.
- Russell is projecting 2022 assignments under the recommended rotation model to provide NMAC. Projection for 2019 and 2020 averages three to four assignments per team.
- Geographic Areas still maintain flexibility with teams. Emerging fires would be priority for local teams while out-of-area teams could be planned for transitions on existing fires.
- Accountability is critical to the success of the model.

O-325 Update

- Gadd attended recent exercise as part of feedback team. As is, not ideal for wildland fire use.
- IPSC tasking includes recommendations for Type 3 position and qualifications standards, including evaluation of O-305 and/or O-325. O-305 is a very basic course, intended to expose potential team members to incident management and the functional areas.
 - Development of an S-320 course has long been discussed.

Joint Meeting with FMB

- IWDG supports review of charter and membership to validate or edit as needed.
- Communications through agency channels are variable and misinformation continues to circulate. Correct and consistent messages critical to successful implementation.
- Availability of personnel in the system is a challenge. Changing system means changing culture.
- IWDG will provide recommendations on incentives for FMB consideration.

Agency Administrator (AA) Subgroup

- Replacing M-582 rep with a subgroup of multiple AAs to facilitate input on recommendations as well as to share information through agency-specific channels.
 - FMB is reviewing a draft charter for the subgroup, which will be under IWDG. Representatives will meet separately from IWDG's monthly meetings to focus their time and energy more effectively. One will attend all IWDG meetings to facilitate the relationship.
- Define agency expectations of teams and their members.
 - Finalize draft updated memo on AA role in implementation and executive talking points.

Incident Command Application Program (ICAP) Status Update

- NMAC issued M2022-10 Use of the ICAP to clarify status of program and provide direction to Geographic Areas on required use once it is finalized.
- The 2024 nomination period begins in summer for some Geographic Areas.

ICAC CIMT Configuration Tasking Update

- Task team has representative ICs from all Geographic Areas to funnel feedback. Developing options for each portion of the tasking and listing the pros and cons as well.
- Response on track for submission to NMAC by deadline of November 15.
- Scalability of rosters is challenging item because system is not currently reliable for filling orders.
- Remote Incident Support Teams (RIST) could be beneficial to filling gaps/surge capacity when teams are scaling up or down. They could also be used exclusively for some positions (ex: Demob Unit Leader), if teams were willing to leave them off the roster and fill through RIST.

10/26 – Topic

Joint Meeting with IPSC

- IPSC working on current tasks from NWCG Tasking Memo 22-002, including:
 - Continued transition planning for current qualified and trainee Type 2 Command and General Staff (C&G) responders, including new CIM Position Task Books and revised *NWCG Standards for Wildland Fire Position Qualifications*, PMS 310-1 in January.
 - IQCS and IQS will retain Type 2 and 1 positions for historical reference, but the pathways to reaching them will be discontinued.
 - Evaluating current course structure and content for Type 3 C&G and Unit Leader training.
 - Have a workgroup focusing on S-420's potential to fill this gap for now while also considering development or adoption of a 300-level course.
 - Providing NWCG Executive Board with considerations for CIM Field Evaluation best practices for continued use in 2023.
 - Revising the *NWCG Wildland Fire Risk and Complexity Assessment (RCA)*, PMS 236, and coordination with WFDSS to incorporate final in 2024.
 - Possibility these will be interim standards until the NWCG Systems Improvement effort reaches the Type 3 and CIM positions.

Joint Meeting with NMAC and NWCG Executive Board

- NMAC and NWCG both acknowledge the amount of consideration given to recommendations and the expertise within IWDG.
- Prioritizing work for 2023 would benefit decision timelines and supplement Action Plan.
- Communications from highest levels of organizations would address information shortfalls.
- Definition of complex incident would help explain CIMTs.
- Continue with deliberate and thoughtful steps through final transition year.
- Identify other agencies that can participate (such as GSA) in CIMT and other supporting roles.
- Explore potential for day jobs to apply to fire qualifications (as fire qualifications current do for day jobs) as an incentive opportunity.

FEMA-NIMS

- NIMS Incident Complexity Guide and PGM Appendix H: Emergency Management Performance Grant Program provide direction on NIMS implementation relative to available grant funding.
- Bender and Griffin engaging in conversations with FEMA representatives to ensure continued alignment with NIMS and seek to add CIM as an alternate.
- Increasing political interest in wildland fire, so we need to be active participants in changes.
- FEMA has extensive experience with Type 3 standards and operations, from which we can benefit.
- Consider adding a FEMA liaison to assist us in processes.

FEMA liaison to IWDG

Team Participation Incentives – Work Group

- Identified a list of possible incentives, not all of which are implementable for state or local government but could be pursued for federal employees. Some require legislation changes.
- Prioritize top few and submit as recommendation to parent bodies with request for input on which to invest in and how.

CIMT Standards and Accountability – Work Group

- Recommend keeping current direction from the *National Mobilization Guide*, Chapter 20, for oversight of CIMTs and apply roster configuration and size standard to all assignments, both internally and out of GACC. Provide NMAC with draft correspondence.
 - CIMT Coordinator position could assist with this, along with other duties.
- Recognize that the roster itself is not the same as what the incident needs – order when on scene, and communicate with AAs and GACC if not getting what needed.

Data – Work Group

- Data audiences include parent bodies, representative groups, task teams, ICs, and AAs, as well as the general audience. Each one has slightly different needs.
- Identify what is needed for upcoming meetings, including ICAC.
- And update StoryMap data to include recent years along with newly acquired data.
- January annual data updates will increase availability of quantifiable and useful data sets.

10/27 – Topic

Communications

- IWDG member engagement and consistency aid in disseminating unified and accurate messages.
- Continue using StoryMap for updates and single, consistent information source and emphasize the rationale behind recommendations and decisions.
 - Use decisions and their existing release communications plans to continue educating.
- Create a new video after release of January PMS 310-1 to provide brief update of status.
 - Pursue inclusion of information in a 2023 RT-130 module.
- NMAC and/or IWDG Participation and updates at GACC IMT selection meetings.

CIMT Action Plan for Implementation, Rev. 3.0 Draft

- Edits as discussed to include additional actions and recognize accomplishments.
- Keep formatting; supplement with a detailed visual timeline.
- Review, confirm timelines and actions through spring 2024.*

November Joint NWCG, FMB, NMAC Working Session

- Bender will meet with chairs of three parent bodies to work through draft guidance documents to be vetted and approved through full groups.
- Decisions are necessary to keep other actions moving forward and to ensure we meet the proposed timelines. Prioritize taskings appropriately.

New Action Items:

- Define CIMTs.*
- Recommendation on ownership/oversight of CIMTs.*
- Review IWDG charter and membership.*
- Incentives recommendations.*
- Evaluate days off policies and practices.*
- Communications: RT-130, Chiefs/Secretaries Letters, etc.*