



Agency Administrator Subgroup

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

Date: 22 January 2023, 1400 – 1445 MT

Members: Jesse Bender, IWDG | Mike Haydon, IWDG | Sarah Fisher, FMB | Julian Affuso, FMB | Jeff Arnberger, NMAC | Shane McDonald, NWCG | Lynn Polacca, BIA | Tanya Thrift, BLM | Chad Stewart, USFS | Kim Pierson, USFS | Clay Jordan, NPS

AGENDA

Introductions

IWDG Background and Overview of Work

- IWDG Website: <https://www.nwccg.gov/partners/iwdg>
- IWDG StoryMap and Implementation of Complex Incident Management: <https://storymaps.arcgis.com/stories/9d3aea07bbdb4e23a734ba3fcacc6217>

Subgroup Charter and Expectations

- Agency Administrator Subgroup Charter: <https://www.nwccg.gov/sites/default/files/committee/docs/iwdg-aa-subgroup-charter-2022.pdf>
- Fire Management Board (FMB), NWCG Executive Board, and National Multi-Agency Coordinating Group (NMAC) appreciate engagement on the Subgroup and anticipate improved information flow to dispel rumors and generate collaboration.
- Develop proactive feedback loops within agencies to ensure recommendations are vetted and implementation is evaluated for areas of improvement, along with identifying other efforts.

Meeting Schedules

- Establish a monthly meeting schedule for the group. Bender will send out poll for input.
- IWDG meets third Tuesdays monthly. AA Subgroup members are welcome to join if desire.

Action Items

- Communications
 - IWDG has been challenged with agency-specific channels of communication. Looking to Subgroup members to facilitate conversations and feedback in both directions.
 - Plan to review IWDG Memo 21-02, The Agency Role in Implementation of Complex Incident Management Teams, <https://www.nwccg.gov/sites/default/files/docs/eb-iwdg-m-21-02.pdf>, with intent to update and issue for dissemination through agencies.
 - Bender will send drafts. Agenda item for next call.
- CIMT Configuration
 - Overview of NMAC decision based on Incident Commanders Advisory Committee (ICAC) recommendations for CMT configuration. CIMT configuration will not include short and long iterations. Instead, teams will have a core roster and negotiate additional positions with the agency administrator upon order.

- Correspondence will be issued soon from NMAC. Need help sharing this correspondence through agency channels and educating line officers on their role regarding the configuration, including communicating with Incident Commanders to negotiate the mobilization roster.
- CIMT Expectations/Standards
 - Current lack of standard for IMT performance and products leads to poor performance rating fears and high staffing levels on incidents.
 - Along with other IWDG member groups, collaborate on development of standards for IMTs that can be used for establishing staffing/CIMT configuration, evaluating performance, and providing necessary supporting products to land management agencies on wildland fires.
 - Will make this an agenda item for an upcoming call.