



Agency Administrator Subgroup

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

Date: 12 July 2023, 1500 – 1545 MT

Members: Chad Stewart, Chair, USFS | Kim Pierson, USFS | Tanya Thrift, BLM | Sam Leneave, NASF | Jesse Bender, IWDG

Not Present: Lynn Polacca, BIA | Clay Jordan, NPS | Mike Haydon, IWDG

AGENDA

Agenda Items:

Introductions

- Welcome Sam Leneave representing National Association of State Foresters (NASF).

Geographic Area Coordinating Group (CGAC) Taskings

- Update on Geographic Area Transition Plans
 - Five of the Geographic Areas have submitted transition plans to National Multi-Agency Coordinating Group (NMAC). The rest are requested by end of July. The written plans provide NMAC clarity on planning and actions in progress to meet Complex Incident Management (CIM) full implementation timeframes.
 - Once all are submitted, will share summary for awareness and identification of any concerns.
- Status of Geographic Area Standardization Recommendations
 - Recommendations are being reevaluated based on feedback from this group last month. Have revised to suggest the third party involved in mobilization roster negotiations be revised after the 2024 fire season and to consider California model for integrating third party participant to guide discussion and decisions.
 - Did remove the recommendation for mobilizing local government employees
 - Consider drafting a response to the tasking recommendations to provide specific feedback and potential personnel/positions to be the third party in the negotiations.

Communications

- Agency Level Correspondence
 - Memos of continued support for implementation of CIM have recently been released in coordination with the Fire Executive Council from DOI and USFS, in addition to the joint season expectations memo from the secretaries of Department of Agriculture and Interior.
 - The Fire Management Board (FMB) also released a memo on continued implementation.
 - Additional Products/Tools Recommended:
 - Agency communication has improved significantly.
 - Concerns and struggles scaling down personnel on incidents and IMTs not being able to get additional resources later if needed. Address through consistent communications across Geographic Areas on how to accomplish this and what the expectations are.
 - Draft recommended best practices to support AAs in providing clear leader's intent to enable Incident Commanders to configure IMTs appropriately for the incident, without

overcommitting resources or fearing negative ramifications for being understaffed or being perceived as such.

- Consider established expectations for the minimum configuration, then utilize the *NWCG Risk and Complexity Assessment (RCA)*, PMS 236, specifically Part D: Functional Complexity, to build the right size organization from there.
 - Communicate the intent and distribute this correspondence through standing fire leadership and agency leadership forums.
 - Bender will brief FMB, NMAC, and NWCG Executive Board at Joint Meeting in July.
- Feedback
 - Slow fire season presenting fewer opportunities. Capitalize on incidents to glean lessons and recommendations for improvement.