



## National Wildfire Coordinating Group

National Interagency Fire Center

3833 S Development Avenue

Boise, Idaho 83705-5354

### INTERNAL MEMORANDUM

Reference: NWCG#I-533-2012

To: Pam Ensley (FWS)  
Beth Lund (FS)  
Mark Jones, OWDC Chair (BLM)  
Deb Fleming, WFI Implementation Task Team Chair (BLM)  
Kim Christensen (FS)  
Chuck Wamack, (Acting) NICC Manager (BLM)  
John Segar, NMAC Chair (FWS)  
Sarah Fisher (FS)  
Bob Houseman, National IC/AC Council Chair (FS)  
Robin Cole, NIMO Coordinator (FS)  
Evans Kuo (FS)  
NWCG Executive Board

From: NWCG Chair 

Date: September 13, 2012

Subject: Evolving Incident Management (EIM) – Implementation Phase

We are pleased to welcome you as a Work Unit Lead or Task Unit Lead for the Implementation Phase of Evolving Incident Management (EIM). You have been asked by the NWCG Executive Board to serve on this EIM Implementation Team. You were selected because of your leadership background, position, and experience with incident management. While your agency perspective is important, we are asking that you represent the goals of interagency incident management for this assignment.

#### Background:

In December 2011, the National Wildfire Coordinating Group (NWCG) Executive Board accepted the Incident Management Organization Succession Planning (IMOSP) Team's Report, "*Evolving Incident Management: A Recommendation for the Future*," following a two-year analysis. In February 2012, the NWCG Executive Board chartered a second interagency Task Team to develop a Strategic Implementation Plan (SIP) as Phase 2 of Evolving Incident Management (EIM). The purpose of the SIP was to outline the implementation steps and timelines that are needed over the next five (5) years to implement the recommendations and Overarching Principles (OAP) contained in the IMOSP Report. You will be involved in the

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Evolving Incident Management  
(EIM) – Implementation Phase

Implementation Phase (Phase 3) of Evolving Incident Management. More information can be found at <http://www.nwcg.gov/imosp/index.htm>.

The Team:

The EIM Implementation will be led by an Implementation Project Leader. You will be providing leadership and oversight for one of the eight (8) work units as a Work Unit Lead or Task Unit Lead. The IMT Pathway Work Unit will have two co-leads. In addition, each work unit will have a NWCG Executive Liaison assigned to that unit who will provide support as needed. Recommendations for additional resources can be found in the “*Phase 2 Strategic Implementation Plan Matrix*” (see Attachment B).

First Meeting:

An In-Brief Meeting with the leads has been scheduled for **Thursday, September 20, 2012 from 1:00 to 4:00 p.m. Mountain Time** in the National Interagency Fire Center (NIFC) Jack Wilson Multi-Purpose Conference Room. We hope you will be able to attend in person. In acknowledgement of the fire season and travel limitations, we will also have a conference line open for your participation. The number and passcode are listed below:

Phone Number: 1-866-857-7496 (NWCG Bridge Line)  
Access Code: 3472984#

We have reserved the Multi-Purpose Conference Room for all day Friday and the bridge line as well, in case the group wishes to schedule more face-to-face time to work together. You will be receiving a meeting invitation via the Outlook Calendar so you can respond as to your availability, and we can determine capacity for the conference line.

Thank you for agreeing to participate in this project. We hope you find the experience rewarding with the opportunity to help frame the future of national incident management. This next phase is a significant step forward and, as you all know, will take close coordination, good leadership, and frequent collaboration and communication between and amongst the work units.

Attachment A: Phase 2: Strategic Implementation Plan Narrative  
Attachment B: Phase 2 Strategic Implementation Plan Matrix  
(Internal Document – Not for Distribution)

cc: NWCG Program Management Unit (PMU)  
NWCG Budget Advisory Unit (BAU) Chair  
Billy Terry (FS)  
Tom Parent, GACG Chair