



# NWCG Executive Board

## Meeting Minutes – 23 September 2015

<b>NWCG Participants</b>	<p><b>Executive Board:</b> Aitor Bidaburu (USFA), Bob Roberts (BIA), Dan Smith, Chair (NASF), John Glenn, Vice-Chair (BLM), Kevin Conn for Chris Wilcox (FWS), Frank Guzman (USFS), Mark Koontz (NPS), Will May (IAFC). Not present: Jim Erickson (ITC), Rod Bloms (DOI OWF Liaison), Tim Sexton (RD&amp;A).</p> <p><b>NWCG Staff:</b> Deb Fleming (Training Development Program Manager), Elaine Waterbury (Planning Branch Coordinator), Krysta Shultz (Executive Secretary), Sean Cross (NWCG Program Manager) Tim Blake (Operations Branch Coordinator), Paul Schlobohm (NWCG FMB Liaison),</p>
<b>Other Participants</b>	Bill Kaage (Chair, FMB), Mike Zupko (WFLC Executive Director), Rusty Warbis (NIAC Representative), Roshelle Pederson (Chair, Data Management Committee), Chuck Wamack (Assistant Center Manager, NICC).

*Meeting handouts are available upon request via email at [blm\\_fa\\_nwcg\\_executive\\_secretary@blm.gov](mailto:blm_fa_nwcg_executive_secretary@blm.gov)*

Item	Topic	Presenter	Action Taken
1	Welcome and Agenda Review	Paul Schlobohm	N/A
2	<b>Status Report:</b> Wildland Fire Leadership Council (WFLC) Priority Issues	Mike Zupko	<p>Board members briefed on WFLC priority issues being finalized which are: 1) Smoke Management and Air Quality; 2) Environmental Compliance; 3) Reducing Risk To Communities; 4) Large Landscape Collaboration.</p> <p>Goal is to connect with groups including NWCG associated with the issues to supplement efforts and/or approach issues not already addressed.</p>
3	<b>Request:</b> Approval to release the October 2015 Wildland Fire Qualification System Guide (PMS 310-1).	Tim Blake Kevin Conn	<p>Approved.</p> <p>Subsequent approval that all instances of Command and General Staff (S-420) have been updated to read Command and General Staff (S-420) or Advanced Leadership for Command and General Staff (L-481) within the document.</p>
4	<b>Request:</b> Approval for Tasking: Data Management for Incidents Managed as a Complex and Wildfires that Merge	Roshelle Pederson	Approved.
5	<b>Status Report:</b> Aviation Strategy Update	Rusty Warbis	Board members were given a quarterly update on progress towards accomplishing elements of this tasking which included: 1) A review of tools (E2) used in 2015 to collect data (E1) necessary to develop an

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			Aviation Strategy (E3) and improve efficiency and effectiveness; 2) At a minimum, one more fire season of data collection is necessary and the 2015 lessons learned will improve upon that collection for 2016 (E4); and 3) A memorandum requesting closure for Recommendation #2 from GAO-13-684 was submitted last week by the DOI, which included an updated communications plan to address enhanced stakeholder collaboration (E5).
6	<b>Status Report:</b> IMT Succession	Paul Schlobohm Dan Smith	Board suggested edits and generally supports plans to communicate next steps assigned to various groups. Board briefed on the projected timeframes of the release of the IMT Succession Memorandum and associated documents. Edits will be validated by the National Multi-Agency Coordination Group (NMAC), National Wildfire Coordination Group (NWCG) and the Fire Management Board (FMB) prior to release 9 October 2015.
7	<b>Request:</b> Establish a National Coordination System Committee (NCSC) under the auspices of NWCG.	Tim Blake	Approved.
8	<b>Status Report:</b> NWCG Training System Assessment Update	Sean Cross Deb Fleming	<p>Board briefed on the findings of the Training System Assessment. Recommendations for improving the system include: 1) Creating a strategic document to guide the future direction of NWCG Training and Qualifications System; 2) Standardize evaluation processes; 3) Organize NWCG Training Development Program to meet system demands; 4) Seek formal/informal collaboration opportunities to reduce redundancy and improve effectiveness; and 5) Communicate expectations, duties and responsibilities to field personnel.</p> <p>The Board accepted the results of and closed this tasking. Training Development Program will develop an action plan for next steps to present to the EB at the November meeting.</p>
9	<b>Status Report:</b> Lightning Round	All	Executive Board approved February 2-4, 2015 as the date for the Annual Meeting.