



NWCG Executive Board

Meeting Minutes – 18 November 2015

Participants	
Participants name followed by agency	
NWCG Participants	<p>Executive Board: Dalan Romero for Bob Roberts (BIA), Dan Smith, Chair (NASF), Chuck Wamack for John Glenn, Vice-Chair (BLM), Russ Babiak for Chris Wilcox (FWS), Mark Koontz (NPS), Russ Johnson for Rod Bloms (DOI OWF Liaison), Will May (IAFC). Not present: Aitor Bidaburu (USFA), Frank Guzman (USFS), Jim Erickson (ITC), Tim Sexton (RD&A).</p> <p>NWCG Staff: 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), Mark Cantrell (Instructional Systems Specialist)</p>
Other Participants	

Meeting handouts are available upon request via email at blm_fa_nwcg_executive_secretary@blm.gov

Item	Topic	Presenter	Action Taken
1	FMB/NWCG Coordination Update	Bill Kaage Sean Cross	Reviewed and validated the working relationship between NWCG and FMB Executive Board(s) and Committees.
2	Welcome, Agenda Review and Active Tasking Review	Paul Schlobohm	N/A
3	Request: Training Assessment Action Plan and S-520 Objectives/Steering Committee	Mark Cantrell Sean Cross	<p>Board members given an update on the progress toward accomplishing elements of the action plan wherein a transition from a course to position perspective occurs. These elements will include: 1) Position Analysis; 2) Training Needs Assessment; 3) Development of a Training Package; 4) Post-Qualification Continuing Education; and 5) Continual Training & Qualification System Improvement.</p> <p>Eight NWCG courses, including S-520, are currently managed by NAFRI-based course development subcommittees. Board supports establishing these as NWCG subgroups under the NWCG organizational structure. NWCG and NAFRI leadership will work together to make this happen.</p>
4	Status Report: Wildland Fire Safety Training update	Deb Fleming	Board received an update on position hiring and plans for upgrading core components.
5	Request: Endorsements Tasking Deliverable	Tim Blake	Accepted deliverable and closed TM 14-04.
6	Status Report: NWCG Action Items on IMT Succession Planning	Paul Schlobohm	Board members reviewed IMT Succession Table. Changes to each item include: 1) 15-07: Change timing of ISOG Red Book update to 2017;

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Item	Topic	Presenter	Action Taken
			2) 15-10: Update to reflect work still being accomplished; 3) 15-11: No change; and 4) 15-12: Dan Smith to bring back to OG for clarification and or reassignment.
7	Request: Incident Emergency Medical Subcommittee (IEMS) Awards	Tim Blake	Approved.
8	Status Report: Annual Meeting Update	Paul Schlobohm	Board reviewed a rough draft of the Annual Meeting agenda with a final draft to be vetted via email 15 December 2015.
9	Status Report: End of Year 2015 Budget Summary	Elaine Waterbury	N/A
10	Status Report: Lightning Round	All	<p>Roshelle Pederson renewed as Chair, Data Management Committee (DMC).</p> <p>Jamie Parker replaced Ron Shilz as Chair, Incident Business Committee (IBC).</p> <p>Board approved the word document files of the Incident Response Pocket Guide (IRPG) to be sent to Germany for translation.</p>

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