



# NWCG Executive Board

## Meeting Minutes – 20 April 2016

<b>NWCG Participants</b>	<p><b>Executive Board:</b> Robyn Broyles for Bob Roberts, vice-Chair (BIA), Dan Smith (NASF), Jeff Arnberger for John Glenn, Chair (BLM), Kevin Conn (FWS), Mark Koontz (NPS), Will May (IAFC), Aitor Bidaburu (USFA), Jill McCurdy (USFS)            Not Present: Tim Sexton (RD&amp;A), Jim Erickson (ITC), Rod Bloms (DOI OWF Liaison)</p> <p><b>NWCG Staff:</b> Krysta Shultz (Executive Secretary), Sean Cross (NWCG Program Manager), Tim Blake (Operations Branch Coordinator), Elaine Waterbury (Planning Branch Coordinator), Paul Schlobohm (NWCG FMB Liaison), Deb Fleming (Training Development Program Manager)</p>
<b>Other Participants</b>	<p>Lisa McDevitt (Chair, Budget Advisory Unit); Steve Manthei (WFIT Program Manager); Jamie Parker (Chair, Incident Business Committee); Joe Domitrovich (Project Leader, MTDC); Evans Kuo (OTC)</p>

*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, Agenda Review, Active Tasking Review	Paul Schlobohm	N/A
2	NWCG Budget a) Midyear Review b) Shared Funding Agreement	Elaine Waterbury	a) Approved. Move approval for next FY Budget to March. b) Executive Board to verify what signatures are needed by 22 April 2016.
3	Introduction: Steve Manthei, WFIT Program Manager	Paul Schlobohm	Brief presentation and introduction by Steve Manthei emphasizing his role in the WFIT Program as it relates to NWCG.
4	Update on the S-420 revision and its connection to S-520 a) NAFRI Curriculum Oversight b) Stewardship and Maintenance at the 100-600 level	Deb Fleming	a) NWCG Training updating S-420; working with the cadre of S-520 to align courses. b) Operations and Training Committee (OTC) is working on: defining what their mission/role is as stewards of NWCG curriculum, determining how maintenance responsibility is assigned, articulating/documenting the relationship of the NAFRI NWCG course steering committees and NWCG.
5	Update on the NWCG Training System Project	Deb Fleming	Briefed Board on Training System Implementation Plan. Current focus includes: creating position descriptions for Operations positions, aligning position responsibilities for operations positions, revising/streamlining position taskbooks, & creating/documenting a metrics action plan.
6	Updates on the following: a) Recommendations for use of rental vehicles on wildland fire incidents	Tim Blake	a) Jamie Parker will refine the memorandum to identify the “who” affected by the rental car standards prior to release. b) Brief review of the UAS Integration Strategy

**FINAL**

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	<ul style="list-style-type: none"> <li>b) 2016 UAS Aircraft System Integration Strategy</li> <li>c) UAS Incursion Protocol for Wildland Firefighters</li> <li>d) IEMS Awards</li> </ul>		<ul style="list-style-type: none"> <li>c) Memorandum No 16-006 UAS Incursion Protocol for Wildland Firefighters released 14 April 2016.</li> <li>d) Award news release will be sent out by the Risk Management Committee. Future discussion on the management of awards is warranted.</li> </ul>
7	NWCG Supplemental Food and Drink Guidance Update	Joe Domitrovich	Briefed Board on the changes made to the Incident Business Management Handbook relative to purchase of supplemental food and drink. Guidance to be released by NWCG memorandum.
8	FEMA NIMS Refresh	Sean Cross	Memorandum No 16-007 FEMA NIMS Refresh released 14 April 2016 requesting feedback by NWCG members to enable the development of a consolidated NWCG response.
9	Standards for Type 3 General Staff Positions	Sean Cross	Executive Board will issue response to OTC: <ul style="list-style-type: none"> <li>• NWCG best positioned to address issue.</li> <li>• Revisit alternative 2 of USFS briefing paper.</li> <li>• Provide alternative recommendation to NWCG Executive Board.</li> </ul>
10	Lightning Round	All	N/A