



NWCG Executive Board

Meeting Minutes – 15 June 2016

NWCG Participants	<p>Executive Board: Bob Roberts, vice-Chair (BIA), Dan Smith (NASF), John Glenn, Chair (BLM), Kevin Conn (FWS), Mark Koontz (NPS), Will May (IAFC), Aitor Bidaburu (USFA), Jill McCurdy for Frank Guzman (USFS); Russ Johnson for Rod Bloms (DOI OWF Liaison). Not Present: Tim Sexton (RD&A), Jim Erickson (ITC).</p> <p>NWCG Staff: Krysta Shultz (Executive Secretary), Sean Cross (NWCG Program Manager), Tim Blake (Operations Branch Coordinator), Paul Schlobohm (NWCG FMB Liaison), Deb Fleming (Training Development Program Manager), Elaine Waterbury (Planning Branch Coordinator).</p>
Other Participants	<p>Budget Advisory Unit (BAU): Lisa McDevitt (Chair, BLM), Mark Koontz (NPS), Lori Streeter (USFS); Andrew Bailey (Chair, Geospatial Subcommittee), Mike Fennick (BLM Fire Operations), Rick Gividen (OWF), Steve Manthei (OWF), Dave Mueller (Task Team Member, PMS 424).</p>

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

Item	Topic	Presenter	Action Taken
1	Welcome, Agenda Review, Active Tasking Review	Paul Schlobohm	N/A
2	2017 Budget Review and Approval of Projects	Elaine Waterbury	Approved. NWCG Staff and the Budget Advisory Unit to discuss questions regarding the funding of L-580 and will bring back a proposal to the EB in July.
3	IT Capability Requirements: a) Status of Draft Guidance Review b) Review of and Support for GSC – proposed Data Repository	Paul Schlobohm Andrew Bailey	<p>a) IT Capability Requirements email sent to Committee Chairs to review and provide comments by 24 June 2016.</p> <p>b) As an example of how the IT Capability Requirement process will work, Executive Board members were briefed on the requirements for an interagency fire data repository which illustrated roles, responsibilities, and processes that will be taken when the NWCG WFIT Guidance has been approved.</p>
4	Review and approval of draft NWCG memo: Solicitation of comments on draft revisions to the <i>Prescribed Fire Complexity Rating System Guide, PMS 424</i>	Elaine Waterbury	Approved.
5	Training System Update	Deb Fleming	Board briefed on Training System Implementation Plan. Current focus includes: Creating position descriptions (position roles and responsibilities), incorporating SME feedback for Operations positions and preparing for a PTB field test with a select audience this summer,

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			conducting focus groups to collect feedback on PTB system and to market change.
6	Gap Course/Crosswalk Update	Deb Fleming	Board briefed on changes to the Gap course and Crosswalk; G-130 will be eliminated from the NWCG curriculum on October 1, 2016. A matrix is being developed for the other three Gap courses which will establish content requirements based on current NWCG curriculum. Crosswalk document will be revised, Operations Training Committee has the lead.
7	Training Program Staffing Update	Deb Fleming Sean Cross	The table of organization for the NWCG Staff and Training Development Program is being revised and a proposal will be presented to the Executive Board in July.
8	Lightning Round	All	N/A