



NWCG Executive Board

Meeting Minutes – 15 March 2017

NWCG Participants	<p>Executive Board: Dalan Romero, acting Chair (BIA), Jeff Arnberger (BLM), Shane McDonald (FWS), Will May (IAFC), Mark Koontz (NPS), Aitor Bidaburu (USFA), Jill McCurdy for Frank Guzman (USFS), Rod Bloms (DOI OWF Liaison), Roshelle Pederson for Tim Sexton (RD&A). Not Present: Jim Erickson (ITC), Dan Smith (NASF).</p> <p>NWCG Staff: Krysta Shultz (Executive Secretary), Sean Cross (NWCG Program Manager), Tim Blake (Branch Coordinator), Paul Schlobohm (NWCG FMB Liaison), Deb Fleming (Branch Coordinator), Ben Iverson for Josh Haney (Acting Trn. Dev Pgm Manager), Jesse Bender (Publications Manager), Nancie Turner (Website Manager).</p>
Other Participants	Brad Gibbs (NIAC Representative), Sarah Fisher (IBC Representative).

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	Paul Schlobohm	N/A
2	Review and Approval of NWCG FY 2018 Budget	Deb Fleming	Approved pending updated staffing costs and decision on L-580; questions arose on consistency with funding course deliveries. Fleming will provide additional information on true cost; Koontz and McCurdy will follow up on questions. Decision will be made at April EB meeting
3	Equipment Technology Committee (ETC) update: a) Established Wildland Fire Radio Standards and Use Subcommittee b) Established Logistics Subcommittee and migration of website material from USFS hosted website c) Will migrate of Fire Shelter material to NWCG from NIFC website	Tim Blake	Board briefed on changes made to the Equipment Technology Committee relative to subcommittee establishment and the migration of web materials.
4	NWCG's Role in WFIT Investments a) Overview of Annual Meeting presentation b) NWCG Prioritized Capability Gaps	Paul Schlobohm	Board members were given a brief overview of the NWCG IT Capability worksheet. WFIT Guidance is now on the NWCG website. Prioritized capabilities were approved for submission to FMB.
5	Annual Meeting After Action Review (AAR)	Paul Schlobohm	The 2017 Annual Meeting was a success. Key components to remember when planning for next year include: Expectations for EB participation, Talking Points for Executive Leadership, length of meeting, location, and attendance.
6	Clarifying Role of NWCG in Support of Coordinating Group Advisory Council (CGAC) Tasking	Sean Cross	Board members briefed on the coordination occurring with appropriate NWCG stakeholders in connection with the following CGAC tasking's: a) National Buying Teams

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			b) Risk Management Communication Strategy for Incident Management Teams.
7	National Interagency Aviation Committee (NIAC) Topics: a) Agency Pilot Work/Rest Guidelines b) Establish Cooperator Aircraft Approval Standards Unit c) Approval of Interagency Aerial Supervision Guide (PMS 505)	Tim Blake	a) Jill McCurdy will send Sarah Fisher updates to agency pilot work/rest requirements for inclusion in the Incident Business Management Handbook (IIBMH). Board supported this action. b) Approved. c) Approved.
8	Communications Forums	Jesse Bender	Executive Board was briefed on the desire to begin using MailChimp as a communication platform. Board expressed support for the concept. NWCG staff will work to develop workflow strategies to ensure information is evaluated, shared, and used effectively for external audiences.
9	Lightning Round	All	N/A