



NWCG Executive Board

Meeting Minutes – 21 June 2017

NWCG Participants	<p>Executive Board: Dalan Romero, Chair (BIA), Jeff Arnberger (BLM), Kelly Woods for Frank Guzman (USFS), Shane McDonald (FWS), Will May (IAFC), Mark Koontz (NPS), Dan Smith (NASF), Rod Bloms (DOI OWF Liaison), Not Present: Tim Sexton (RD&A), Jim Erickson (ITC), Aitor Bidaburu (USFA).</p> <p>Staff: Krysta Shultz (Executive Secretary), Sean Cross (NWCG Program Manager), Tim Blake (Coordinator), Paul Schlobohm (NWCG FMB Liaison), Deb Fleming (Coordinator), Josh Haney (Acting Trn. Dev Pgm Manager), Jesse Bender (Publications Manager), Nancie Turner (Webmaster).</p>
Other Participants	<p>Ken Schmid (BLM Division Chief, Fire Operations), Mike Ellsworth (OTC Representative), Jim Shultz (OTC Representative), Mark Cantrell (Instructional Systems Specialist), Paul Linse (Chair, NIAC); FMB Participants (items 9-11): Bill Kaage (NPS), Chris Wilcox (FWS), Aaron Baldwin (BIA), Erin Horsburgh (OWF), Larry Sutton, Chair (USFS), Keith Raley (OAS), Lisa Elenz (USFS), Aitor Bidaburu (USFA).</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	Paul Schlobohm	N/A
2	NIMS a) Update – Credentialing, Mutual Aid, National Qualification System, PTBs b) NIMSIC Mission/Objectives Revisions	Deb Fleming	a) Comments were synthesized into major issues and submitted to FEMA through NIMSIC. There will be 3 adjudication processes in July with NIMSIC and Staff participation. b) Approved.
3	NIAC decision to issue Interagency Fire Unmanned Aircraft Systems (UAS) Operations Guide as operational document with ability to solicit and integrate feedback and improvements	Tim Blake	Approved. Staff will work in coordination with NIAC to draft a release memorandum outlining the purpose, intent, and status of the UAS Guide.
4	Operations Training Committee (OTC) Discussion Update	Mark Koontz	Board members briefed on OTC feedback to the NWCG Curriculum Development – Open/Closed Provider decision. Staff will draft a memorandum clearly articulating the decision, issues that drove the decision, and expected next steps.
5	Committee/subgroup structure and mission statements –update/approval a) Incident Planning Subcommittee – Rationale, mission, objectives b) Command and Operations functional areas – discussion/update c) Proposed common objectives statement for position standards responsibilities	Deb Fleming	a) Approved b) Proposal on structure to support operations and command position responsibilities will be presented in the fall. c) Board briefed on coordination occurring with the OTC in connection with changes to NWCG structure and mission/objective statements to support the new committee position standards responsibilities.

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6	Budget Reallocation – update/approval	Deb Fleming Tim Blake Josh Haney	Approved. a) Expand PTB revision support contract to include feasibility assessment and preliminary development of interactive IBC Handbook/S-260. Est \$300-400k b) Additional Products/Website contractor (2 total/1 yr ea). \$90k c) Fire Orders modular training project demo. \$63k d) Smoke Management Field Guide. Currently FY18 approved. Use \$20k FY17 funds. e) Additional funding towards NWCG website Enterprise Team agreement. \$50k
7	Approval of M-581/M-582 Draft Memo and Transition Plan and Mission Statements	Mike Ellsworth Jim Shultz	Approved with edits. NWCG will finalize and send memo by June 27.
8	Lightning Round	All	N/A
9	Review of the draft Wildland Fire Aviation Strategy tasking deliverable	Paul Linse	NWCG and FMB members briefed on the draft package from the task team addressing the Wildland Fire Aviation Strategy. Comments/edits from both Boards will be sent to Tim Blake by June 28 th . NIAC will incorporate recommendations into the document and provide NWCG with a final draft in July.
10	Incident Management Team Sustainability Charter – Review and Approval	Paul Schlobohm	Approved in concept. Comments due to Paul Schlobohm by July 5 th .
11	NWCG Charter Revision – Review and Approval	Sean Cross	FMB expressed support for the modifications proposed by NWCG and recommended preparations for possible inquiries from agencies and or the Fire Executive Council (FEC).

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