



# NWCG Executive Board

## Meeting Minutes – 17 January 2018

<b>NWCG Participants</b>	<p><b>Executive Board:</b> Garth Fisher, Chair (BIA), Jeff Arnberger (BLM), Shane McDonald (FWS), Dan Smith (NASF), Will May (IAFC), Rod Bloms (DOI OWF Liaison), Jim Durglo (ITC), Aitor Bidaburu (USFA), Frank Guzman (USFS).</p> <p><b>Staff:</b> Sean Cross (NWCG Program Manager), Paul Schlobohm (NWCG FMB Liaison), Deb Fleming (Coordinator), Tim Blake (Coordinator), Nancie Turner (Webmaster), Jesse Bender (Publications Manager), Rhiannon Touchette (Web &amp; Product Assistant).</p>
<b>Other Participants</b>	Susie Stingley (NCSC Chair), Sean Peterson (National Intelligence Subcommittee), Tim Melchert (FS Co-Op Fire Specialist) Mike Cherry (NIMSIC Chair).

*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	Paul Schlobohm		Executive Board welcomed Garth Fisher, new Chair and Jim Durglo, new ITC member. A draft memo on implementation of NFDRS 20016 was requested for Feb. meeting.
2	Cooperative Wildland Fire and Stafford Act Response Agreement Template	Tim Melchert		Approved. NWCG staff will work with Tim Melchert to develop and release communication. NWCG to post agreement template on website.
3	National Coordination System Committee (NCSC) Web Standardization Project Update	Susie Stingley		Executive Board briefed on the status of the (NCSC) Web Standardization Project.
4	Aviation Strategy Status	Tim Blake		Executive Board briefed on the status of the Aviation Strategy including interactions with FMB in Dec 2017 and the release of TM-18-001 to NIAC for next steps.
5	CGAC: Incident Management Team Qualifications and Definition of Local Area	Dan Smith		Executive Board briefed on a CGAC request to NMAC. EB requested a position from OTC by Feb 15 EB meeting on CGAC request to rescind EB-M-16-016 and extend deadline for Type 3 qualification outside local area to October 1, 2020.
6	NIMS/NQS Recommendations Update	Deb Fleming Mike Cherry		Executive Board briefed on NIMSIC's initial analysis of FEMA's newly released NIMS/NQS documents. Mike Cherry anticipates delivering initial recommendations at the 2018 Annual mtg. Board discussed their interest in appropriate contacts with FEMA-NIC, clarity of relationships between NWCG and FEMA, and developing a formal tasking to NIMSIC for related work.
7	NFES Catalog: Part 1 Format Update	Tim Blake Jesse Bender		Executive Board briefed on the plan and the rationale to discontinue the printed version of the Part 1 NFES Catalog and go electronic only.

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8	Publications Standardization	Jesse Bender		Executive Board briefed on the new NWCG publications template, process, and title naming changes.
9	Annual Meeting Expectations	Paul Schlobohm		Executive Board agreed to a panel format for the “Executive Leadership Message and Q&A Session” of the Annual Meeting, Feb.14. NWCG Staff will develop thematic talking points based on discussion and share with EB.
10	Spring Meeting Options	Deb Fleming		Options were presented and discussed for a possible EB meeting this spring in the DC/Emmitsburg area. The meeting would include collaboration time with FEMA/NIC, USFA, EMI, and NFA. EB expressed interest in scheduling a meeting. Opportunities discussed include: staff ride, visit to Marine University, attending an L-580 course Deb to send a poll for date availability and option preference.
11	Lightning Round			NA