



# NWCG Executive Board

## Meeting Minutes – 18 April 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) - phone, Aitor Bidaburu (USFA), Tim Sexton (USFS) - phone</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), Krysta Shultz (Executive Secretary), Josh Haney (Training Dev. Program Manager), Colby Jackson (Training Specialist).</p>
<b>Other Participants</b>	Dan Wills (DHS-OEM), Wes Rogers (DHS-OEM), Dusty Rhodes (DHS-OEM), Chris Knobel (Capacity Building Coordinator/DASP), Erik Torres (Chair, WFIT Incident Technology Support Subcommittee), Pam Leschak (Chair, WUIMC), Tim Melchert (FS, Co-op Fire Specialist), Mike Mattfledt (NIMSIC)

*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	N/A
2	DHS Office of Emergency Communication, Communications Section Task Force briefing on recommendation that the Communications Unit be elevated to a Communications Section within the General staff	Dan Wills	Board briefed on the rationale for establishing a Communications Section within ICS. OEC requests NWCG participation on a stakeholder group being assembled to work on this issue. NWCG supports participation in this effort and will draft a response to DHS identifying a point of contact. Topic will be added to the May agenda for further discussion.
3	Firewise letter to NFPA	Pam Leschak	Board briefed on the recent changes made to the Firewise branding by NFPA. NWCG supports the intent of the letter to NFPA expressing our concerns. Staff will format the letter, and route to the Executive Board for review prior to release.
4	DASP/NWCG Operating Plan for Review	Chris Knobel Colby Jackson	Approved. Brief discussion on the relationship and similarities between DASP and NWCG. The Operating Plan outlines the intent of a detail exchange between the two entities to facilitate the sharing of knowledge and business practices.
5	FY18 Mid-Year Budget Update	Deb Fleming	Committee project expenditures are on track. Any excess funds will be placed in contingency for reallocation at 3 <sup>rd</sup> quarter.
6	Exec. Board May Meeting Update	Deb Fleming	Board given a brief update on the agenda and anticipated activities for the May meeting in Gettysburg. Board members will reach out to agency leadership regarding participation and respond to Deb with any interest.
7	Issuance of Cooperative Wildland Fire and Stafford Act Response Agreement	Paul Schlobohm	Board supports the minor changes made to the agreement. NWCG staff will draft a memorandum for release by May. The document will be housed on the NWCG website.

**FINAL**

Item		Topic	Presenter	Action Taken
8	Incident Management Team Qualifications and Definition of Local Area Update	Dan Smith		A task team has been assembled and is making progress gathering information about Type 3 qualifications. A memorandum will be drafted to replace EB-M-16-016. Topic will be added to the May agenda.
9	Follow-up to NWCG S-620 Steering Committee	Sean Cross		Further discussion needed to determine where the Command subgroup most appropriately fits within the NWCG structure. Topic will be added to the May agenda.
10	Lightning Round	All		N/A

**FINAL**