



Executive Board (EB): Josh Simmons (BIA), Aitor Bidaburu (USFA), Frank Guzman (USFS), Shane McDonald (FWS), Will May (IAFC), Jeff Arnberger (BLM).

NWCG Staff: Deb Fleming (Coordinator), Jesse Bender (Publications Manager), Nancie Turner (Webmaster), Josh Haney (Training Dev Pgm Manager), Krysta Shultz (Exec. Secretary), Sean Cross (NWCG Program Manager), Tim Blake (Coordinator), Erin Burkhammer (Training Specialist), Heather Gonzales (Training Specialist), Annie Benoit (Training Specialist), Mike Black (Training Specialist), Colby Jackson (Training Specialist).

Guests: Kelly Woods (Geographic Area Training Representative), Rick Gividen (LMS Project Manager), Steve Shaw (Chair, Operations Training Committee).

Topic & Notes	Decision
<p>System Improvement Updates</p> <p>1) Incident Position Descriptions (IPDs)</p> <ul style="list-style-type: none"> • IPD standards are an aggregate of statements pulled from multiple source documents. They aim to reduce redundancy and provide clear and concise descriptions that meet the intent of the position. • Use as a baseline for instructional media to determine where to enable position targeted training in the future. • 12 Operation IPDs, FFT2 thru DIVS are live on the website. Currently working on eight finance positions. • Will craft messaging for release via MailChimp to solicit a review of the 12 IPDs. With the feedback gathered, intent is to create relevant standards and training content. <p>2) Training Catalog</p> <ul style="list-style-type: none"> • Currently there are multiple places to get pertinent information regarding training courses. Aim to simplify and combine relevant information in one spot on the NWCG website. • The Training Catalog will be an electronic source for information that is currently in the Field Managers Course Guide (PMS 901-1), the NIMS Wildland Fire Qualification Guide (PMS 310-1), and the Course Coordinators Guide. • The interim Course page is an expanded version of what is currently available. • S-131, S-190, and S-260 are initial examples of developed Course specific pages, which are a template for remaining courses. 	N/A
<p>Approval of WFIT Application Lifecycle Stage Change: NWCGs LMS move from Concept to Pre-Development/Development Stage</p> <ul style="list-style-type: none"> • Due to the commitment of individuals to fire season, the evaluation stage will be extended until October 1st. Currently evaluating two off-the-shelf solutions: Totara and Success Factors. 	Approved.



FINAL --- NWCG Meeting Notes

September 19, 2018

Topic & Notes	Decision
<ul style="list-style-type: none"> Because the solutions will be off-the-shelf, moving through the pre-development/development stage will be quick. Anticipate it will take 60-90 days to configure and be able to make a final selection between the candidate solutions. The current LMS system is funded through FY 2019. 	
<p>Follow-up to proposal to submit presentation for International Association of Wildland Fire (IAWF) Safety Summit/Human Dimensions Conference</p> <ul style="list-style-type: none"> Premise of the proposal is centered on NWCGs efforts to improve systems, processes, and products in support of the wildland fire community. Applications are under review. Will know on or around Sept 24th if it was accepted. Conference dates are Dec 10-14 in Asheville, North Carolina. 	N/A
<p>Annual Meeting Dates and Location</p> <ul style="list-style-type: none"> Scheduled to have the meeting Feb 12-14, 2019 in Boise, Idaho. Request will be sent to save the date. 	Approved
<p>NWCG Memo Issuance</p> <ul style="list-style-type: none"> Reviewing the various methods in which communication is released by NWCG Committees and the Executive Board. Intent is to clarify methods and streamline delivery with as minimal impact as possible. Summary of the review and any proposed changes will be delivered in October. 	Topic added to October agenda.
<p>S-420 Command and General Staff Update</p> <ul style="list-style-type: none"> The SME group has been having weekly conference calls since July 31st. Anticipate more participation now that fire season is winding down. Feedback includes: Need to align with S-520, add more to the strategic planning/agency administrator section, make simulation more complex and be based on a fire vs. all-hazard incident. Original deadline for completion was Nov. 16th, request to extend to January 11th. 	Approved
<p>NWCG support for the evaluation of L-580 Leadership in Action for future remote delivery under NWCG purview.</p> <ul style="list-style-type: none"> Shane McDonald, EB member, was asked to confirm the previous request to evaluate the remote delivery of IAFC's L-580, Leading in Crisis: Strategic Leadership in Catastrophic Events. Discussion ensued about whether remote delivery meets the intent of the L-580 staff-ride type courses. Unresolved, but will be discussed in the future. 	Previous request was confirmed.
<p>Bilingual Training</p> <ul style="list-style-type: none"> January 2016, NWCG issued a memorandum removing the Spanish versions of S-130 Firefighter Training and S-190 Introduction to Wildland Fire Behavior from the NWCG Curriculum. 	N/A



FINAL --- NWCG Meeting Notes

September 19, 2018

Topic & Notes	Decision
<ul style="list-style-type: none">Recent inquiries have been received by various stakeholders about this decision and the future availability of Spanish language NWCG materials.Subsequent to this meeting EB determined to issue statement that NWCG will evaluate the issue and identify path forward to meet the needs of interagency firefighters.	
<p>DHS Communications Task Force Conference Call</p> <ul style="list-style-type: none">Conference call on Friday Sept 21st with NWCG and IT representation. NWCG Executive Board does not support establishing a Communications Section in ICS. Aitor will continue to provide updates to NWCG as necessary.	N/A
<p>Lightning Round</p> <ul style="list-style-type: none">Angie Simpson will replace Frankie Romero as Chair of the Fire Management Committee starting October 1st.Jim Engel, Chair of the Wildland Fire Investigation Committee, will be a principal member of the NFPA 921 committee.Wildland Fire Safety Training Annual Refresher (WFSTAR) will officially migrate to the NWCG website in October.OFDA/DASP exchange in August was a success. Formal report will be provided in future meeting.	