



NATIONAL WILDFIRE COORDINATING GROUP

National Interagency Fire Center
3833 S. Development Avenue
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MEMORANDUM

Reference: NWCG#014-2012

To: NWCG Committee Chairs
Geographic Area Coordinating Group (GACG) Chairs
National IC/AC Council Chair

From: NWCG Chair 

Date: September 6, 2012

Subject: Evolving Incident Management Strategic Implementation Plan (EIMSIP) –
NWCG Executive Board Decision

In January 2010, the National Wildfire Coordinating Group (NWCG) initiated the Incident Management Organization Succession Planning (IMOSP) Project based upon three (3) primary goals:

- Create and implement a strategy to ensure that interagency wildfire staffing needs are met,
- Increase efficiency in meeting wildfire staffing needs, and
- Establish and maintain a qualified workforce to meet wildfire staffing needs.

In December 2011, the NWCG Executive Board accepted the final Incident Management Organization Succession Planning (IMOSP) Project Team's Report entitled "*Evolving Incident Management: A Recommendation for the Future.*" The IMOSP Project Team's Final Report is posted on the NWCG website at www.nwcg.gov, along with the NWCG Executive Board Decision Memorandum (NWCG#002-2012) relating to Section 1 of the report and the Overarching Principles.

In February 2012, a Task Team was assembled to develop a Strategic Implementation Plan (SIP) as part of Evolving Incident Management (EIM) Phase 2, with implementation to begin in Phase 3. As a result of the tasking, the Task Team has outlined the steps and sequence of events necessary to implement the recommendations in Section 1 and Overarching Principles developed by the IMOSP Task Team. The SIP and "*Evolving Incident Management Phase 2: Strategic Implementation Plan Narrative*" report was prepared by the EIM Phase 2 Task Team (see Attachment A).

Following discussion of the "*Evolving Incident Management Phase 2: Strategic Implementation Plan Narrative*" report, the Executive Board has agreed:

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Evolving Incident Management Strategic Implementation Plan (EIMSIP) – NWCG Executive Board Decision

- To accept the final “*Evolving Incident Management Phase 2: Strategic Implementation Plan Narrative*” report, prepared by the EIM Phase 2 Task Team. The Task Team’s report is posted on the NWCG website at www.nwcg.gov.
- That the EIM Phase 2 Task Team has completed their assignment, the tasking is finished, and the EIM Phase 2 Task Team sunsetted.
- To endorse organizing the 14 IMOSP recommendations and 11 Overarching Principles into eight (8) Work Units (see Attachment B – EIM Work Unit Matrix) as described in the report.
- That the details necessary to implement the Incident Management Organization recommendations would be addressed in Phase 3 of Evolving Incident Management.
- To adopt the EIM Phase 2 Task Team’s recommendation that a Program Manager and eight (8) Work Unit Leaders be assigned in Phase 3. These duties will not result in new positions, but will be absorbed by existing personnel.
- That additional discussion regarding the timelines and implementation deadline is ongoing and will be further refined in the Phase 3 taskings.

In Phase 3, Task Teams for each of the eight (8) SIP Work Units will be assembled to commence work on implementing the new [Incident Management Organization](#). While providing the Phase 3 Task Teams with specific instructions and guidance, the Executive Board recognizes that continued discussion and evaluation by subject matter experts (SMEs) and stakeholders is necessary to bring about the changes proposed in the 14 recommendations and 11 Overarching Principles. One of the first tasks for the Phase 3 Task Teams will be to evaluate the proposed timeline developed by the EIMSIP Task Team and provide the Executive Board with an updated timeline for implementation. Although timelines may need adjusting, the Executive Board recognizes that due diligence is required in order to continue to provide qualified complex incident management teams.

The NWCG Executive Board is committed to inform and consult with stakeholders throughout the planning and implementation of the new Incident Management Organization. Additional information regarding Phase 3 will be forthcoming as it is developed.

With the acceptance of the EIM Strategic Implementation Plan, the EIM Phase 2 Team’s task is now completed. The Executive Board would like to thank the Team for their hard work and dedication to this project.

Attachment A: *Evolving Incident Management Strategic Implementation Plan Narrative Report*

Attachment B: *Evolving Incident Management – Work Unit Matrix*

cc: NWCG Executive Board
 Program Management Unit (PMU)
 Budget Advisory Unit (BAU) Chair
 Roy Johnson, OWF Deputy Director
 Rod Bloms, OWF Program Analyst
 Brit Rosso, LLC Center Manager
 Evans Kuo, EIM Phase 2 Task Team Leader