

WEST IDAHO ZONE TRAINING COMMITTEE

Committee Charter (*revised 10/11/2018*)

Mission Statement

The primary mission is to provide an interagency approach and oversight to incident training coordination in the Great Basin Geographic Area. Additionally the Committee officers represent their members through participation in WIZTC (West Idaho Zone Training Committee) and GBTC (Great Basin Training Committee) activities.

Purpose

Within the authority of each agency, the purpose is to improve West Idaho incident training coordination and effectiveness within the Great Basin Geographic Area, formalize the process by which incident training and priority trainee nominations are prioritized, formally administer actions to resolve barriers, document meetings, actions, and decisions, elevating appropriate resolutions, forward issues and proposals to the GBTC. This organization will also provide a forum with which to disseminate informational updates to field units.

Membership

Membership of the West Idaho Zone Training Committee will consist of representatives from three training "co-operatives". These co-operatives are interagency and based on geographic locations, and therefore the agencies agree that representation by co-operative will incorporate appropriate agency involvement. Various specialists representing their agency may provide expertise as needed or requested with regard to the committee workload.

The three Idaho Zone Training Cooperatives are:

- Southwest Idaho Fire Training Co-op **IQCS Prioritization - Level 2**
 - Boise District BLM (ID-BOD); Idaho Department of Lands (ID-SWS, ID-BOS); Boise National Forest (ID-BOF)

- West Central Idaho Training Co-op **IQCS Prioritization - Level 2**
 - Payette National Forest (ID-PAF); McCall Smokejumpers (ID-PAF); Idaho Department of Lands (ID-PAS, ID-SIS)

- NIFC Training Co-op **IQCS Prioritization - Level 2**
 - BLM State Office (ID-ISO); Deer Flat Wildlife Refuge (ID-DFR), the National Interagency Fire Center (ID-FCD, ID-FCR, ID-FCP, ID-FCA, ID-BFW, OAS, OWF); Bureau of Reclamation, Snake River Area Office (ID-SRL)—all of whom are collected by the Great Basin Training Unit, NIFC Forest Service (ID-FCF); and Idaho Department of Lands (ID-IDS)

Local fire departments will be represented by closest IDL organization.

These cooperatives constitute the: **WEST IDAHO ZONE IQCS Prioritization – Level 3**

Nomination Process

Within the Great Basin Geographic Area, the GBTC is made up of four zones: Nevada, Utah, West Idaho, and East Idaho/Wyoming. During the GBTC nomination prioritization process, each zone is equally represented and afforded training slots as such at **Level 4** of the IQCS nomination process.

Idaho Department of Lands employees statewide are also included in Great Basin prioritization.

Officers

Committee membership consists of representation from each agency within the Training Co-ops, at a minimum. Other members (Fire Managers, Subject Matter Experts, etc...) are welcome and encouraged to attend committee meetings.

The chairperson is selected by rotation and is responsible for scheduling committee meetings, setting the agenda, updating the committee charter as necessary, and serves as the committee representative to the GBTC.

The Chair rotation among primary members starts as follows:

➤ West Central Idaho	2019-2020
➤ Southwest Idaho	2021-2022
➤ NIFC	2023-2024

The Chairperson will serve for two years. The rotation alternates so that each co-op is represented. The Chair will be the Zone representative to attend the GBTC meetings and represent the West Idaho Zone. The out-going and new-coming chairpersons will participate together at the fall prioritization meeting to facilitate transition; the transition period will extend no later than the end of the Calendar Year.

Meeting Schedules

- Committee meetings: The Committee will meet at least twice per year. Spring meeting will include Great Basin Priority Trainee ranking, Course Needs Analysis and committee business. Fall meeting will include NWCG Nominations Prioritization, committee business, and updates to the charter and contact list, including rotation of Chairperson. Local training needs/course schedules will also be addressed at the fall meeting.
- Unit (or Agency) Meetings: Each unit will meet prior to the Co-op meeting to complete IQCS **Level 1** prioritization.
- Training Co-op Meetings: The Training Co-ops will meet the first full week in October to complete IQCS **Level 2** prioritization.

- Zone Meetings: The West Idaho Zone will meet the second full week in October to complete IQCS **Level 3** prioritization.
- The GBTC meeting is typically held the third full week in October and will complete Great Basin nomination prioritization through IQCS **Level 4**.

Coordination/Presentation of Courses

Agencies involved in the West Idaho Zone will equitably share in the coordination and presentation of specific courses and may present additional courses as needed. Prior to presenting any additional courses, agencies are advised to contact the zone coordinator to obtain the most current information. The host agency will ensure federal students and instructors are awarded the training competency in IQCS.

Local priority for locally-delivered courses will be considered. Regardless of coordinating agency, courses should be open to all agency personnel and should be widely advertised. The West Idaho Zone seeks to provide maximum opportunity for everyone to participate in necessary training which might otherwise be missed.

Training Costs

It has been standard procedure for training costs to be covered by the coordinating agency. As such, there will normally not be any tuition associated with training courses. However, fees may be charged for those courses which incur unusual or unexpected expenses. Tuition fees, if any, will be identified in the course alert.

Agency Representatives and contact information (** indicates Co-op lead)

Southwest Idaho Fire Training Co-op	West Central Idaho Training Co-op	NIFC Compound Training Co-op
Boise District BLM Leigh Ann Hislop** Training Officer 208-384-3403 lhislop@blm.gov 3948 Development Ave Boise, ID 83705	Payette National Forest Jean Gallagher** Training Specialist 208-634-0721 jl Gallagher@fs.fed.us 500 N Mission Street McCall, ID 83638	BLM State Office, NIFC DOI, NWS Kelly Woods Training Officer 208-387-5639 kwoods@blm.gov 3833 S Development Ave Boise, ID 83705
Boise National Forest Julia P Figgins Forest Training Specialist 208-373-4180 jpfiggins@fs.fed.us 1249 S. Vinnell Way, Suite 200 Boise, ID 83709	McCall Smokejumpers C. Todd Haynes Smokejumper Training 208-634-0380 cthaynes@fs.fed.us 605 S Mission Street McCall, ID 83638	NIFC Forest Service Stephanie Becker** - West Idaho Zone Chair 208-387-5604 sjbecker@fs.fed.us 3833 S Development Ave Boise, ID 83705
Idaho Department of Lands Casper Urbanek Fire Warden 208-334-3488 curbanek@idl.idaho.gov 8355 W State Street Boise, ID 83714	Southern Idaho Timber Protection Assoc. Paul Wagner Assistant Fire Warden 208-634-2268 pwagner@sitpa.idaho.gov 555 Deinhard Lane McCall, ID 83638	Idaho Department of Lands (North) Matt Hicks Fire Training & Safety Program Specialist 208-666-8652 mhicks@idl.idaho.gov 3284 W. Industrial Loop Coeur d'Alene, ID 83815
	Idaho Department of Lands Payette Lake Supervisory Area Jasen King 208-634-7125 jking@idl.idaho.gov 555 Deinhard Lane McCall, ID 83638	