

## RMGTC Meeting Minutes – March 10<sup>th</sup>, 2009 1:30 to 3:30 p.m.

### Attendees:

John Guthrie – USGS  
Skip Edel – CSFS  
Elise Bowne – USFS  
Natalie Dovgan – BLM-CO  
Rich Sterry – USFWS  
Susan Stitt – USGS  
Esther Trevino-Neasloney – BLM-WY

RMGTC Charter has been signed by RMCG – we need to firm up group membership for voting purposes. We have representation for US Forest Service, Bureau of Land Management – (Colorado and Wyoming), US Fish and Wildlife Service, National Park Service, Colorado State Forest Service and US Geological Survey. Need to find representatives for the other agencies not currently represented, which include Bureau of Indian Affairs, Wyoming Division of Forestry, and the States of Kansas, South Dakota and Nebraska. Skip will contact the Wyoming Division of Forestry. Elise is working on a BIA representation.

The RMCG through Jim Fletcher (RMACC Center Manager) has tasked the group with three tasks at this point.

- Geospatial portion of the Multi-Agency Coordinating (MAC) group exercise on April 30<sup>th</sup>.
- Providing geospatial support for MAC Briefings and other RMACC activities
- Wildland Fire Decision Support System (WFDSS)

### **Preparation for MAC Exercise:**

#### **Verification of technology readiness and documentation of the set-up and process**

- John Guthrie will be meeting Doug Wagner at RMACC at 10:00 on Friday, March 13<sup>th</sup> to run through the connections and make sure all the computers, projector and connections are set up correctly and verify that *RMACC's WebEx account is enabled for the year*. Strongly suggested that photos are taken of the set-up and that all wires and cables are labeled at both ends of where they connect.
- Susan Stitt will go along to assist in documenting the set-up. The goal of the documentation is that someone unfamiliar with the system could put it back together and get it running quickly, in case someone had dismantled or rearranged it for another purpose. Since time frames are short during briefings and the stress can be high, it was recommended to make everything as simple as possible. Additionally, the group will schedule practice sessions to enable the potential users to become familiar with the set up and running of the briefing.

#### **Software issues –**

- It was decided to run ArcGIS 9.3 SP1 (or later) this summer. All the supporting computers need to be loaded with this software. John will load 9.3 on the USGS

computer. If the FS computers need to have the software loaded, either Flint Cheney or Elise Bowne will do this.

- Natalie Dovgan will check to see if the Export to KML extension has been “authorized” for BLM computers.

#### **Data Preparation –**

- John Guthrie has the hard drive with the data.
- There have been land ownership changes in the past year and we need to update the ownership layers for Colorado and Wyoming. Esther said there is a link on their website of WY ownership current through October 2008. Natalie has updated data for Colorado ownership. Need to have Susan Goodman get the ownership data replaced on the hard drive (Susan Guthrie). Esther can send Susan Goodman the link to the data on the WY BLM website and Natalie can get the data to Susan by whatever means necessary.
- May need to check on Local Dispatch boundaries also, as some were supposed to change this past year.
- Susan Goodman and Susan Guthrie will check through data on hard drive and see what data needs to be updated.
- John Guthrie will take the lead on working with Marco Perea to coordinate the incidents to be covered during the MAC Briefing. Susan Stitt and Elise Bowne have volunteered to assist in creating the data for those “incidents.” If others are interested, please let John or Elise know.
- “Incident Data” to be included this year includes previous and current perimeters, management action points, location of national aircraft resources, location of Type 1 handcrews assigned to the GACC, and optionally lightning strike data, MODIS heat data, and NIROPS (National Infrared Operations) IR heat data.

#### **RMACC GIS “Cookbook” editing –**

- We have a start from last year, but need to incorporate the technology piece that John and Susan will be developing on Friday. We need several levels of editors on this piece. Skip has strong Google Earth knowledge and we will rely on him to insert best practices for the briefing in Google Earth. We also need people to review for content, logic, readability, and ease of following the instructions. Natalie, Dave Hammond, Susan Stitt, Esther and Rich have all volunteered to review and edit the cookbook and it would be a good idea to have everyone read through it to identify needed improvements.
- Send out rough draft to a few people to start on this week. When the technology part is completed we will add or attach that part.
- The “cookbook” or instructions need to be completed by April 13<sup>th</sup>.

#### **Practice MAC Briefing is scheduled for April 22<sup>nd</sup>.**

- No time has been set yet, but will probably be at 10 a.m. Everyone is invited and encouraged to attend, either in person, or by WebEx. It would be nice to meet before 4/22 to verify that we’re ready to go, so please look at your schedule the week of 4/13 or 4/20 to see where you have time. We would probably meet at RMACC.

List of people who are interested in running the geospatial portion of the MAC Briefing for the April 30<sup>th</sup> Exercise: Susan Goodman, Susan Stitt, Elise Bowne, Others?

### **Providing extended GIS support for MAC Briefings and other GIS needs in case of escalated activity in the Rocky Mountain Geographic Area –**

- The person running the geospatial portion of the MAC briefings would function as the GIS Lead and assist with setting up workspace, getting necessary equipment, supplies and GISS.
- For those people locally who are interested in either assisting with the geospatial MAC briefings or as GIS support, it is **STRONGLY** suggested that they get red-carded as a GISS trainee. They would need to get entered into IQCS, take I-100 (or IS-700) and initiate a GISS taskbook, but there are currently no other requirements. This would ease ordering and paying them.
- Need to identify sources for plotter rental, lay out floor plan and space needs. Elise has a message in to Flint Cheney asking about plotter rentals.

### **Rocky Mountain Incident Management Team Meetings –**

- Rich Sterry and Skip Edel will both be at these meetings the first week of April. Skip will get the ftp instructions from Susan Goodman and hand them out at the meetings, along with a copy of our charter.
- Marco/Jim need to remind the Incident Commanders of the requirement to post Perimeters and Management Action Points to [ftp.nifc.gov](http://ftp.nifc.gov) promptly.

### **Wildland Fire Decision Support System (WFDSS) –**

- Brief explanation of what it is (on-line replacement for Wildland Fire Situation Analysis, and other additional products) and that it will be fully implemented this fire season by both the National Park Service and US Forest Service.
- RMCG has asked the group to provide support and guidance. One task is to come up with lists of possible people out on the units who could supply the GIS support needs for Fire Behavior Analysts and others running the programs in WFDSS. Each agency needs to consider whether or not they have GIS or other people who could assist in that fashion locally, and come up with lists and locations. Please verify your listing with the listed person and their supervisor before we give the lists to RMCG. We also reviewed a list of FBANs and LTANs to see who on that list could supply the need. The list of GISS people was partially reviewed and we suggest if the person is listed as qualified, that they should be able to perform the needed tasks. Some GISS trainees may be questionable as we don't know how much experience they have. Should go through this list in more detail.
- Suggestion for the group to familiarize themselves with WFDSS, website: <http://wfdss.nwcg.gov>. There are webinars available, and we could possibly do our own mini-training session later if time permits.

## **Rocky Mountain Incident Reporting System (RMIRS) –**

- Brief introduction and explanation by John Guthrie

### **Action Items:**

- March 13<sup>th</sup> – John Guthrie and Susan Stitt to verify technology set up and RMACC and document with photos and as much ID as possible. Identify any problems. Send documentation to Elise for inclusion with the other instructions.

John Guthrie –

- verify with Doug Wagner if RMACC's WebEx set up and ready to go for the season. Coordinate with Marco to get spreadsheet of incidents as soon as possible so we can start pulling together incident data.

Elise Bowne –

- Checking on plotter rentals
- Verify that 9.3 is loaded on FS computers in RMACC briefing room
- Check on updated Local dispatch boundaries for inclusion on hard drive data set.
- Do basic edits on “cookbook” and send to Skip.
- Send AFF kml to John Guthrie so he can get it on the hard drive.

Esther Trevino-Neasloney –

- will send link to updated WY Ownership data to Susan Goodman – [susan\\_goodman@blm.gov](mailto:susan_goodman@blm.gov)
- Review/edit “cookbook.”

Skip Edel –

- Edit “cookbook” to include Google Earth best practices and tips.
- Find Wyoming Division of Forestry representative for the committee.

Natalie Dovgan –

- Check on “authorization” for BLM to use Export to KML ArcMap extension/toolbar,
- Get updated Colorado ownership data to Susan Goodman for inclusion on hard drive, Assist with creating “incident data”,
- Review/edit “cookbook.”

Susan Goodman/Susan Guthrie –

- Incorporate updated information onto external hard drive used for RMACC support. Assist with additional “incident data” gathering/creation for MAC Exercise.
- Review/edit “cookbook.”

Rich Sterry –

- Review/edit “cookbook”

Dave Hammond –

- Review/edit “cookbook”
- Other?

Liz Lile –

- Review/edit “cookbook”
- Other?

Fern –

- Review/edit “cookbook”

- Other?

All –

- Consider availability for the fire season for MAC GIS support
- Let Elise know if you have interest/time to do more than what is listed above.
- Continue locating potential committee members from BIA, state of Kansas, Nebraska or South Dakota.
- Create list of people in your agency capable and willing to provide GIS support to those running WFDSS this season.