



## ROCKY MOUNTAIN COORDINATING GROUP

Bureau of Indian Affairs (Southwest, Rocky Mountain and Great Plains Regions)

Bureau of Land Management (Colorado and Wyoming)

Fish and Wildlife Service (Mountain/Prairie Region)

Forest Service (Rocky Mountain Region)

National Park Service (Intermountain and Midwest Regions)

State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas

### Minutes of Conference Call March 6, 2014 – 0930 MST

#### In Attendance:

##### **Members**

- Chair** Ron Graham
- Vice Chair** Mike Davin
- Jay Esperance
- Rocco Snart
- Angie Foster (for Cowan)
- Bill Ott
- Willie Thompson
- Todd Richardson
- Bob Jones
- Dave Carter
- Cal Pino
- Dave Hall

- Earl Imler
- Ross Hauck
- Dan Smith
- Dave Niemi (for McMahill)
- Kevin Weaver
- Facilitator** VACANT
- Business Manager** Brooke Malcolm

##### **Ex-Officio**

- Chad Ray

##### **Guests**

- Glenn Bartter (RMACC)
- Amy Baldauf (RMACC)

#### I. **RMACC Annual Operating Plan**

**Richardson**

- A. Davin, Thompson, Ott and Richardson met last week to discuss role of the AOP in RMACC operations, including expectations for RMACC Manager.
  1. As discussed at RMCG Winter Meeting, group is working on incorporating roles & responsibilities for management of workload and DOI employees at the Center.
  2. RMCG agreed that AOP should be more of an umbrella document, rather than just a payment document.
  3. Interviews with RMACC employees indicated a strong desire for leaders' intent to be outlined in a formal way.
  4. AOP will become an organizational document for day-to-day operations and supervision of RMACC employees to improve accountability.
- B. Updates will be completed as quickly as possible to ensure AOP is ready for signature prior to deadlines for States' fiscal year end.
- C. **TASKING: All agencies with employees at RMACC (USFS, BLM, BIA & FWS) will complete final draft for review prior to May 1 conference call, with final deadline no later than May 15.**
- D. **TASKING: All dispatch center liaisons requested to deliver each dispatch center's AOP to Business Manager for use while drafting the RMACC AOP.**

## **II. Predictive Services Issue Paper Resolution**

**Richardson**

- A. Several discussions have taken place regarding how to manage workload for RMACC Predictive Services staff.
  - 1. Comprehensive overview of services currently provided, minimum national requirements, and specific products that may be eliminated.
  - 2. Discussions also included options for staffing support, including AD hires, agency employees, and students.
  - 3. Predictive Services will provide a staffing plan describing their needs for support prior to the season to assist with planning for step-up in staffing; RMCG agencies have committed to sharing the burden of funding for support staff, which will be coordinated with RMACC Manager and direct supervisors of permanent staff.
- B. Workload will be more closely monitored moving forward, including a requirement that all external requests for information (beyond annual program of work) first be approved by the RMACC Manager.
- C. Predictive Services annual workload draft document will be prepared before the end of March. Topic will be discussed at Spring Meeting in April.

## **III. Watchouts and Common Denominators Issue Paper**

**Smith**

- A. Update on status of paper: currently being considered by NWCG. Positive feedback so far, but suggestion will be considered by several committees, which will take time.
- B. Smith will provide more updates as they become available.

## **IV. Pueblo Community College MOU**

**Snart**

- A. Steve Ellis (State of Colorado) reported that MOU is currently awaiting signature from Pueblo Community College.
- B. Other states encouraged to complete similar agreements with their local institutions if they are seeking accreditation to offer NWCG courses.

## **V. RMACC Staffing Plan**

**Barter**

- A. Updates to 2009 staffing plan almost complete.
- B. Current plan is a list of positions needed at different PL in order to prevent over-working permanent staff, provide training opportunities, supplement specialty functions (airspace coordination, Predictive Services, MAC Support, etc.) and improve supervisory capability at times of heightened activity.
- C. Final draft plan and staffing matrix will be prepared prior to Spring Meeting for review and approval.

## **VI. EIM Questionnaire**

**Snart**

- A. All GACCs were requested to respond to a questionnaire for Evolving Incident Management; only Northern Rockies Coordinating Group has responded so far.
- B. Per Smith, NWCG requests response from RMCG and all other Geographic Areas.
- C. Request from Richardson for clarification on what is being requested by NWCG.
  - 1. Number of teams to be fielded by Geographic Area.
  - 2. How should teams be mobilized?
  - 3. Who should manage IMT rosters? (NICC or GACCs?)
- D. Further work by RMCG will be done at Spring Meeting, including discussion with Executives during joint session.

## **VII. Mob Guide Update Approvals**

**Niemi**

- A. Review of proposed updates presented at Winter Meeting.
- B. Operations Committee will clarify language on Team C roster management for “off-season” & all-hazard mobilizations.
- C. Niemi will add requirement to IMT report-out guidelines to deliver either hard copy or electronic report for the RMCG files.
- D. All updates approved with minor changes noted.

## **VIII. Dispatch Center Liaison Corrections**

**Snart**

- A. Some confusion about changes to liaison assignments.
- B. Confirmation by Graham that new assignments will be in effect for 2014.

## **IX. Spring Meeting Updates**

**Graham**

- A. Confirmation of times and locations for Executive and joint sessions will be coming out closer to the meeting.
- B. Thompson requests list of attendees for Executive session; Graham will pass along to Crapser for confirmations.
- C. All members requested to encourage Executive to attend or be sure to appoint a decision maker to attend in their place.

## **X. IMT Selection Approvals**

**Niemi**

- A. New list of second-round selections was distributed for review. All members asked to identify any objections.
- B. Second round selection group was fairly small—still have many vacancies on IMTs for 2014.
- C. Richardson notes that many individuals are filling multiple positions, which is problematic for identifying where shortages lie.
- D. Selections approved as listed.
- E. Issue Paper for individual requesting exemption from Mob Guide requirement for Type 2 IMT experience prior to Type 1 C&G appointment will be resolved via e-mail.

## **XI. RMCG Webpage Redesign**

**Malcolm**

- A. Presentation of proposed layout for RMCG webpages under new RMACC website design.
- B. Layouts will be sent to web designer this week for implementation.
- C. New site expected to go live prior to fire season this year.

## **XII. Administrative Items**

**Malcolm**

- A. Awards
  - 1. Have only received seven nominations so far; all members encouraged to send nominations to Business Manager as soon as possible for timely creation of certificates.
  - 2. RMCG will prepare award for Jim Fletcher to be delivered by mail.
- B. Executive Summary draft completed by Business Manager; will be signed by Chair and delivered to Executives as soon as possible.

## **XIII. Round-Robin**

**All**

- A. Richardson: New Fuels Operations Specialist (Brian Achzinger) will be starting this week; Acting CO State Director Ruth Welch will be executive until vacancy is filled.
- B. Foster: Will be acting for Cowan during Spring Meeting; Mary Jo Rugwell will attend Executive meeting for BLM Wyoming.
- C. Esperance: South Dakota legislature has passed bill banning use of exploding targets—currently awaiting Governor’s signature; Trudy Wastweet will be shadowing Esperance at Executive meeting in April.
- D. Carter: Prescribed burning beginning on some refuges; waiting on AAR for West Fork fire to complete assignment of Policy section of SAT Report.
- E. Thompson: Currently advertising RMACC Manager position, closes March 10; vacant AD-Fuels and Fire Ecology; thank you to everyone who attended R2 Risk Management sessions.
- F. Bartter: Currently outreaching GS-9 Area Coordinator position; Mob Guide Chapter 50 updates beginning next week; interviews for State of Colorado RMACC seasonal position scheduled for next week.
- G. Niemi: Working with IHCs on preparations for readiness reviews and pre-season crew certifications.