



ROCKY MOUNTAIN COORDINATING GROUP OPERATIONS COMMITTEE

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 IMT Selection Meeting January 7 @ 0800 MST

In Attendance:

Members

- | | |
|--|---|
| <input checked="" type="checkbox"/> Chair Dave Niemi | <input checked="" type="checkbox"/> Dick Terry |
| <input checked="" type="checkbox"/> Vice Chair Vaughn Jones | <input checked="" type="checkbox"/> Clark Hammond |
| <input checked="" type="checkbox"/> 2 nd Vice Chair Neal Beetch | <input checked="" type="checkbox"/> Pete Blume |
| <input checked="" type="checkbox"/> Administrative Assistant Amy Baldauf | <input checked="" type="checkbox"/> Chuck Russell |
| <input checked="" type="checkbox"/> Rodney Redinger | <input checked="" type="checkbox"/> Dan Dallas |
| <input type="checkbox"/> George Wells | <input checked="" type="checkbox"/> Jay Esperance |
| <input checked="" type="checkbox"/> Paul Hohn | <input checked="" type="checkbox"/> Todd Pechota |
| <input checked="" type="checkbox"/> Chris Blair | <input checked="" type="checkbox"/> Mark Giacoletto |
| <input checked="" type="checkbox"/> Scott Sugg | <input checked="" type="checkbox"/> Mark Hatcher |

*Guests: Kim Bang, Jeni Lawver, Shane Greer,
Flint Cheney*

- I. Introductions/Ground Rules, etc.
- II. Chuck Russell chosen as IC for Team A for 2014. Dave gave background information in regard to the Ops Committee decision for this selection. Shane Del Grosso resigned as Team A Deputy IC so the position will be re-opened in ICAP.
- III. IMT Spring Meeting logistics - objective to minimize costs, will send list of needed items, bring trailers? Need to figure out printing/copying - equipment rental? Or utilize local agency's facilities?
Designate a LSC to work with Mike Davin.
Team C is in charge of functional breakout sessions. Plan 1-2 rooms per team.
E-ISUITE training is planned for who needs/wants it (Finance & Plans)
ROSS "training" will be available too - especially for team rosters
- IV. IMT Selections for 2014
Type 1, Team A, B, & C selections of vacant positions to include trainees & mentees



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Minutes of Winter Meeting January 8, 2014 @ 0800 MST

In Attendance:

Members

- | | |
|--|---|
| <input checked="" type="checkbox"/> Chair Dave Niemi | <input checked="" type="checkbox"/> Dick Terry |
| <input checked="" type="checkbox"/> Vice Chair Vaughn Jones | <input checked="" type="checkbox"/> Clark Hammond |
| <input checked="" type="checkbox"/> 2 nd Vice Chair Neal Beetch | <input type="checkbox"/> Pete Blume |
| <input checked="" type="checkbox"/> Administrative Assistant Amy Baldauf | <input type="checkbox"/> Chuck Russell |
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| <input type="checkbox"/> George Wells | <input type="checkbox"/> Jay Esperance |
| <input checked="" type="checkbox"/> Paul Hohn | <input type="checkbox"/> Todd Pechota |
| <input checked="" type="checkbox"/> Chris Blair | <input checked="" type="checkbox"/> Kim Bang |
| <input checked="" type="checkbox"/> Scott Sugg | <input type="checkbox"/> |

Guests:

I. Trainees vs. Mentees discussion - RMG page 189

Kim - No Finance or Logistics S-520 candidates this year, wants to have her own system in addition to ICAP for trainee tracking, seriously lacking Logistics & Finance, RMA S-420 field session would be ideal for RMA but need funding, need a host team, etc., will keep Paul in the loop

Rod/Scott - need to define the issues & go from there

Dick - need to advise Ops trainees that they can fill any position in S-420

Kim - Intent Into Action Leadership course combines L-480 & S-420 where each student fills every team position

Scott - need to define Mentee & do we move forward with IC Mentee? They don't need to be a 'team member'

Vaughn - focus mentees in C&G and critical shortage positions

Paul - 6 open positions for ICs to choose, focus on critical need mentees

Clark - NW Geo Board uses applicant pool & directs IMTs on who they take

Scott - Ops Committee did that process yesterday w/ our selections, using ICAP & Kim's priority trainee lists to fill the trainees & mentees to work towards filling the capacity whether they have S-420 or not

Kim requests: Ops Committee needs to write verbiage to address IMT trainee issue & process of filling positions with critical needs & getting assignments to get folks signed off & qualified, trainee pool needs to be utilized, trainees are not permanent team members & are available for assignment with IC approval

****Action Item**** Paul/Vaughn/Neal - Trainee/Mentee/Apprentice definition and the IMT trainee implementation for 2015 RMG verbiage update

****Action Item**** Kim - S-420 field session proposal to move forward with training this year, will ask Ops Committee when she needs help

Kim would like to participate in the daily Operations conference calls in regard to gathering information for trainee prioritization - **add her to list**

Develop PROCs with Incident Business Committee help perhaps thru BUYTs, IMTs have been dealing with this issue with On-Call rosters

Kim - handed out trainee assignment statistics information from 2013

II. **S-420 Prioritization** - list of applicants passed out by Kim

Annual announcement recruitment for applications to be submitted to a zone representative, applicant list is sent to GATRs nationwide to fill positions

****Action Item**** Paul gave Kim the Ops Committee priority selections

****Action Item**** Dave - Send emails for open/lacking positions (Logistics and Finance) & advise trainees to contact Kim

III. **IMT Trainee position selection process for 2015**

6 Trainees (12 if Job Share), 6 Mentees, & any additional for the On-Call Rosters are chosen from Kim's priority trainee list &/or the ICAP applicant pool recognizing critical needs & speed to competency - **will be updated in the Ops Guide** - Vaughn?

****Action Item**** Rodney/Dave/Kim/Amy - create priority trainee selection scenarios to discuss with IMTs at the 2014 Fall Meeting for implementation in 2015 in regard to critical needs & successional planning

Trainee evaluations - is there a way to track less-than-adequate trainees? **Kim needs a focal point for each agency to provide feedback.**

IV. **Evolving Incident Management (EIM) discussion** - path to **Complex Teams**

National Steering Committee 3-5 year plan - RMA may have 3 EIM teams

They plan to delete S-420 altogether & develop a new course or S-520 alternative

****Action Item**** Rodney/Dave meet with ICs at 2014 Fall Meeting in breakouts to identify short-term possibilities & who will attend S-520 in the next 3-5 years to prepare for creating RMA's 3 EIM teams

CIMC - Complex Incident Management Course @ NAFRI has been attended by folks from RMA

Kim - RMA Training Committee has a new charter & would like an **Ops Committee representative (Paul?)** & will be meeting at the IMT Spring Meeting on April 7th

Staff Ride w/ 100 participants May 19-20th to South Canyon if anyone wants to participate

South Canyon 20th Commemorative year in cooperation with the families, led by Hahnenberg & beginning on July 5th

V. Second ICAP advertising of IMT positions

Vaughn - has the letter to update & send to Ron Graham RMCG listing the open positions to be filled

Will re-advertise the IC Deputy Team A position as well

VI. Roster Selection Rationale discussion

Out-of-Area Agency/Cooperators vs. In-Area Ads

****Action Item**** Paul - completed suggested RMG verbiage for Out-of-Area being identified by the Jetport in ROSS/ICAP & not by their agency, add Supplemental resources as a category comparable to federal ADs, and Ops Committee has final decision - submitted to Dave

Streamline the Out-of-Area candidates for 2015 IMT selection process

VII. ICAP Lessons Learned

- Need Jetports identified

- Change auto-generated email function to make it easier to decipher who has applied & what the Agency Rep needs to do in regard to what information is missing from the application in order to be considered
- Could it create a draft team roster report based on selections?
- Drop down for agency administrator or a way to differentiate ADs
- Trainees must apply to the pool, most don't, not just specific teams
- System was better this year than last year
- All Applicant report only listed RMA
- Position drop down to include Trainee

VIII. Current Action Log Items

Reviewed 2013 Fall Meeting Action Log, noted progress & status of tasks
Log was emailed to all members as a reminder of tasks to be completed
January 2014 Action Log will be emailed to all members

IX. Annually Recurring Action Items

Revised the Annual Recurring Action Item Log & emailed to all members
Need to update Ops Charter/Guide to delete/change the Ops 'Officer'
schedule/rotation verbiage

****Action Item** Vaughn/Amy will update Ops Guide for all members to review**

X. IMT Rotation changes for the future

C&G 3 year commitment, annual application selection for the remaining positions

****Action Item** Scott/Neal white paper for RMCG to address at spring meeting**

Dave - recommends waiting until 2015 for a longer season of availability

Scott - address non-selected IMT applicant's notification process to give folks a chance to apply for other teams if they choose to

****Action Item** Dave/Vaughn - will update & email the non-selected letters so that agency representatives can notify their folks ASAP**

XI. Reviewing Team Selections

Created IMT Roster Evaluation spreadsheet to identify resources placed in multiple positions & the holes that need to be filled

Spreadsheet emailed to all members

****Action Item**** Vaughn will continue to clean up roster evaluation spreadsheet and add columns for Out-of-Area & ADs

DRAFT