



SOUTHWEST COORDINATION CENTER (SWCC)



"Cooperation Through Coordination"

June 22, 2012

**To: Southwest Dispatch Community
From: Southwest Coordination Center**

Topic: 2012 Southwest Dispatcher's Workshop

Date/Location/Hotel

The 2012 Southwest Dispatcher's Workshop is scheduled for Oct 31 – Nov 1, 2012, and will be held at the Sagebrush Inn in Taos, New Mexico. The session will begin at 0800 Oct 31 and will end in the late afternoon of Nov 1. A block of 50 rooms is reserved for the nights of Oct 30 and 31, and a block of 35 rooms is reserved for the night of Nov 1. Personnel attending need to make their room reservations by calling the Sagebrush Inn at 1-800-428-3626 no later than October 10, 2012 and by using the "Southwest Area Dispatcher's Meeting" block. We encourage personnel to stay at the hotel so we meet the minimum guarantee of rooms.

Attendance

Due to the current agency budget climate, each dispatch center is being asked to limit participation to 5 personnel per center. Each center will decide on the appropriate mix of agency/AD participation. The approximate size of the workshop will be 65 personnel. For those who do not attend, the meeting minutes will be made available on the SWCC website in November for review.

Format

The format of this year's workshop is going to be a facilitated After Action Review where each center will be asked to meet within their group and identify the following:

- What were your successes in 2012?
- What were your biggest challenges in terms of dispatch issues?
- What recommendations do you have for improvement?

Issues and problem areas will be collected, discussed and prioritized, with methods identified for improvement. This will involve development of action items and work assignments to members of the group. This will also allow for revised Southwest Mobilization Guide language in 2013, as well as any other modified language in Operations Guides and Standard Operating Procedures.

Certain topics will require a Subject Matter Expert and invites will be given to individuals to speak to the group and address specific questions or issues. These include (but not limited to): the USFS IBPA equipment dispatching protocols, incident business related items, and aviation issues/updates.

We believe this year's workshop will be a productive one and allow for us to address issues while they are fresher in everyone's mind. We are looking forward to seeing all the attendees this Fall and you have any questions, please give me call.

Kenan Jaycox
SWCC Center Manager