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Monday, November 04 – Executive Session NRCG BOD/WFAA

This is a public meeting for the purpose of conducting government business.

NRCG BOD and WFAA Coordination and Overlaps

- Agency Administrators are always welcome to attend the NRCG Board meetings.
- NRCG Charter does not contain interaction clarification.
- Goal is to ensure the agency administrators are engaged and supportive of BOD decisions.
- Discussed positives and negatives of WFAAs meeting with the entire BOD versus only with the Chair and Vice-Chair.

- Advantage of joint session occurring after the General Session, thus increasing agency administrator awareness on challenging current issues.
- Proposal to hold the joint WFAA / NRCG BOD session after the NRCG BOD General Session.
- Approved – Unanimous consent.
- Should role clarifications be added to each charter’s language?
 - WFAA charter – Mike Archer will send copy to Diane Mann-Klager.
 - Action Item – both the NRCG and the WFAA groups will look at their respective charters and determine if there is a need for clarifying language between the Agency Administrators and the NRCG Board regarding roles. Timeframe – Spring Meeting topic. Assigned to: Diane Mann-Klager, Paul Santavy, Mike DeGrosky and JT Wensman.
 - Will examine the possibility of combining into a single document.
 - Will need to address if there should be a Local Government representative.
 - Action Item – NRCG will be clear on agendas as to whether agenda items are open discussion or decision topics for the Board.
 - Highlight desired outcome – task, purpose, end state.

NRCG Taskings – Prioritizing and Streamlining

- NRCG as a whole needs to begin thinking about prioritization of existing action items. Sometimes this would require going to the WFAAs and requesting assistance with those priorities.
- Need also exists for NRCG Board to be aware of priority taskings coming directly from WFAAs. Process needs to be understood by all.
 - If WFAAs are aware of National or larger items, then that priority needs to be communicated clearly to the NRCG Board.
 - Currently, the Sustainability Tasking is the highest priority tasking from the WFAAs.
- WFAAs are willing to go through an NRCG BOD Action Item prioritization exercise.
 - Suggestion to have the Board review the Action Item list and come back to the WFAAs with a proposal to retire certain items and purse focus on the remaining ones.
 - NRCG Board will be responsible for sending prioritization proposals to the WFAAs.

Briefing on Sustainability Tasking

- WFAAs would like something put together by the NRCG Spring Meeting.
- IMT Meeting is April 14-18th.
- Update from IC Committee meeting (Craig Goodell):
 - Have gotten started with process of creating questionnaires to obtain feedback as to why individuals participate or not on IMTs, and to supervisors as to why or why not they are supportive. Social scientist is working with the group to help design. There are agency requirements on issuing surveys and participation in such that will need to be met. NRCC will be working on a winter project of data mining to illustrate shortage positions.
 - Two separate issues:
 - Sustainability of the Northern Rockies Teams - tasking for IC Committee; timeframe – spring NRCG Meeting.
 - WFAA expectations are to obtain a clear picture of current profile, what the data is, and where the shortages exist.
 - NRCG will need to define expectations of what the group should provide back to the board.
 - Will identify where the focus should be placed on building skill sets.

- Discuss how many teams of what types are needed for the Northern Rockies based on trends and data. This is a future potential tasking to NRCG from the WFAAs.
 - Discussion needs to be had at the Board level.
 - Need exists to look at non-traditional resource pools for obtaining and increasing qualified resources.
- NRCG Board and WFAAs need, in the future, to outline a structured problem statement.
- Important to stay informed on National efforts revolving around these issues.

Risk Communication and Medical Unit – Future Actions

- USFS is diving more into the risk management communication dialoged and increasing the collective knowledge base.
- Group acknowledgment to appropriately split the topics, as they are separate.
- Discussion if this is an agency specific issue or if this is an NRCG issue.
 - Risk often is inherently tied with wildland fire interagency efforts.
 - USFS has created a site for Operational Risk Management and are requiring agency specific Risk 101 training.
- ICs have different expectations of what is acceptable risk in regards to different amounts of medical personnel.
- Discussion that these are issues that are being driven at a national and somewhat agency specific level.
- There is not a collective thought from the WFAAs as to expectations when a team comes in for medical resources. Would like those outlined for the Northern Rockies.
 - There will be more on this topic during Thursday's presentation; any future actions will be discussed after that time.
 - Some of the history of the topic was the requirement to meet the Dutch Creek protocol. That leads to a wide variety of opinions and views as to how best accomplish that requirement.
- Action Item: Mike Granger will follow up on the suggestion to have expectations on medical units on in brief documents.
- Action Item: Mike Granger will follow up on the suggestion to have a topic discussion in the various groups at the IMT Meeting.

Damage Assessments and Assistance Post-Fire

- Topic arose from last year's IMT meeting. IMTs felt this was put on them as a responsibility when it is more of a local issue.
- ICs feel they need something to give to people who were showing up in need of help. ICs would like to be provided with information as to where they can go for this information.
 - Individuals need to contact the specific County Emergency Managers.
 - ICs need to request Agency Administrators to show up at the public meetings and be prepared to address.
 - Action Item: JT Wensman will follow up with John Thompson regarding suggestion to add as a discussion topic for the IMT meeting.

2019 Fire Season Recognitions

- Need to solicit input from the ICs, Committee Chairs and others on recommendations.
- So far the following have been identified as stepping down from positions and deserving of a challenge coin: (Board liaisons for each of the following will be responsible for presentation of the coin and recognition.)
 - Joe Sampson – IC Committee
 - Rita Chandler – FEPC
 - Corey Buhl – Operations Committee
 - Robert Miramontez – Eastern Montana Zone
 - Ray Hart – North Dakota Zone
- In addition, each board member will be issued several challenge coins to disseminate at their discretion.

Tuesday, November 05 – General Session

Northern Rockies End of Year Report (Kathy Pipkin)

- Slower year; down four positions at NRCC.
- Have a detailer into Intelligence Coordinator position and into Aircraft Coordinator positions.
- Need board permission to move forward with the USFS, Intelligence Coordinator position.
 - As a staff, are looking to see if there is an opportunity for reorganization and efficiency improvement.
- Proposal to approve – none opposed.
- **Approved – unanimous consent.**

Northern Rockies Operational Update (Craig Goodell)

- Supported Alaska and Canada quite a bit this year.
- Fry's team had a deployment in northern Idaho and then was sent to Alaska.
- Team rotation was adjusted appropriately to ensure all type 2 teams received an assignment this year.
 - One was 12 days of staging on a hurricane assignment.
 - Turman's type 1 team did not receive an assignment.
- Opening ICAP on Nov. 25th and closing sometime in February.
- Heavy Equipment Boss proposal is at NWCG.
- St. Joe Wildland Fire Module (WFM) was certified this fall. Board will need to send a letter to NWCG.
- Two proposed changes to ICS 209 that are moving forward to CGAC. Will need board signature on both; board has received one draft so far.
 - **Action Item: Kathy Pipkin will email both drafts to Pam Jolly for finalization.**
- This winter, the intent is to develop a draw down plan based on preparedness levels. Will be included in the mob guide.
- **Craig Goodell has a conflict with the CGAC meeting, January 14-18; will need a board member to attend.**
 - **Mike DeGrosky may be able to attend.**

Northern Rockies Contracting Update (Tim Murphy)

- *(Referenced Contracting attachments.)*
- Need board approval for the solicitation plan.
- **Approved – Unanimous consent.**
- Will be conducting multiple pre-proposal meetings throughout the region.
- Potential that region will have fewer vendors due to slower season.
- Wildfire Defense Corporation is definitely a growth industry that is rapidly expanding. It has entered the European market as well. This has the potential to lead to a shortage of available contract resources in the future. Important to note that agency retirees are being targeted for recruitment.
- USFS has two lawsuits that are currently with the respective judges.
- USFS has a focus within the agency to reduce fleet. In addition, engine replacement costs are increasing rapidly.
- DNRC is beginning to look at their agency model and may be going through some reconfiguring in the future.
- USFS Acquisition Management is being reorganized into a zone structure format which has the potential to affect regional contracting work that has historically been completed by local individuals.

Northern Rockies Risk/Safety Report (Dave Williams)

- USFS is continuing with progression toward a more informed risk decision based model.
- Targeting agency administrators with risk training. This will help all to align around principals and terminology.
- USFS did start a new medical contractor; will hopefully resolve the over the counter medication issue. Long term strategy is still to move towards a national program; however, progress on this is slow.
- There will be an IMS / EMS summit that will count as the refresher held in Missoula in February. Also, USFS is moving forward with an IMS / EMS program coordinator position under safety.
- Did email all contacts for team safety to inquire about how the season went. Inconsistency of how teams are managing risk and safety, in terms of forms and processes; this keeps coming up as a concern.
 - Board may want to consider what risk communication standardization across the region would look like.

Northern Rockies Cache Report (Anthony Krause)

- National stopped putting out a catalogue; Northern Rockies is creating one for regional use. It will be user friendly and a searchable pdf. It will also include additional helpful information.
- Medical Kits – debuted the new kits this year; did get good reviews.
- Looking at the one person first aid kit - it contains two items that can expire; working to eliminate those.
- Working on adding new trash pumps and replace generators this year.
- Chainsaws – still working under strict restrictions on those. Do have plenty of saws for the region. Also evaluating options for continued maintenance.
- Conducting continuous interagency needs assessments for evolving field and agency needs.
- Streamlining cache operations to improve efficiencies. Also, revamped regional cache vans.
- Added foot valve attachments to reduce taking in sensitive impact areas.

Northern Rockies Team IT Update (Patrick Murphy)

- Transitioned into the CIO realignment; still more changes to come as far as organization.
- FITARA – law since 2018; coming into implementation. Functionally means that only funds that come from the CIO can be utilized for IT procurement. Downstream effects are that it will be more challenging to procure IT equipment, especially with ageing equipment.
 - This does include the benefit of replacement laptops.
 - However, do have servers that are aging out and will need replacement to remain viable for the IMTs.
 - Hope to have answers on policy direction regarding procurement by the spring meeting.
 - May mean have to lean more heavily on rental equipment, thus increasing incident cause.
 - More immediate effect is how the equipment that is currently owned will have will be managed. (Including mandatory lincpass usage on USFS equipment. This would impact partners and cooperators.)
- Currently, are set up to support IMTs in 2020. Potentially, USFS security policy changes could necessitate laptop rentals.

IMT Evaluations (Julie Polutnik)

- Turman’s team did not receive an evaluation from the staging assignment.
- Fry’s team was questioned a bit on the amount of individuals and trainees that responded to Alaska; however, it was an overall positive evaluation.

IMT Composition and Recruitment (Julie Polutnik)

- Document is posted on NRCC website.
- Discussed format; group consensus to retain current format.
- No teams need to reapply at this time. Previously, the Board determined that Turman’s team will not re-apply this year.

NRTC Update / Priority Trainee (Melissa Wegner)

- Priority Trainee program mobilization experienced success and good coordination overall.
- Training season – have 24 courses for this season.
- Working with IMT Sustainability task group.
- Last year of funding to WO training coordinator position (Billy Philips). Would like to see this position filled.
- Front office position has not been filled as of yet due to hiring environment challenges. Have had, and will continue with, detailers while working on getting the position moved up in priority.
- National Training website will be going dark at the end of the year. Wildland Fire Learning Portal is an (LMS) Learning Management System that is being implemented. Has not been fully tested; however, is being tested this year. Northern Rockies will eventually be moving towards this environment. The website is a content management system. Rosie LeMire has been working with the NWCG webmaster to build a training site on the NWCG site. It is not where course delivery will happen. It is only an information specific site.

Baseline Staffing of Third Tier Centers (Kathy Pipkin)

- (See PowerPoint)
- To come up with a strategic plan on how and if could implement in the Northern Rockies.
- Dispatch has been removed from the wildland firefighter academy.
- Would like to look at doing dispatch academies.
- Would also assist with retention.
- IROC implementation has been pushed to March.
- Resource status system that is utilized daily by many centers will be retired soon.
- IT challenges for dispatch seem to be trending backwards towards multiple programs that will perform the same work that currently single programs accomplish.
- Requirement that fully qualified ACDP must be dispatching aircraft at all times will impact many centers.
- Discussion and consensus that cost analysis would be a critical component.

Incident Commander Report Outs

(See attachments for full report outs)

Team 1 – Goicoechea

- Many AD resources are choosing not to participate in the future.
- Would like more clarification as to what are the administrators doing to address the need for increased support during the shoulder seasons as the number of IMT mobilizations increases.

Team 2 – Turman

- Learning curve on FEMA mobilization.
- Did spend time futuring for the team.
- Turman will remain until a replacement IC is ready to go.
- Logistics section does need some bolstering in the future.
- Morale of the group is pretty good.

Team 3 – Almas (Roger Staats)

- Made it out to one assignment – North Hills.
- Appreciate Bill Avey and the approach to risk management communication on an additional incident that team was assigned.
- Team is in a good spot with command and general staff.
- Team is evolving from ADs towards more agency individuals.
- Several successful training accomplishments this year.
- Team is in need of an IC trainee.

Team 4 – Connell

- Late season mobilization to Alaska; were seventh team assigned to the incident.
- Mobilized with only 50 individuals.
- Had three UAS on this incident. Unable to determine protocol for capturing data, unless it is articulated and established in advance.
- Contemplating not attending the IMT meeting and instead developing a unique staff ride for a Team 4 specific exercise. (This is in lieu of attending the IMT Meeting.)

- Group discussion and consensus – no opposition to the idea.

Team 5 – Sampson

- Mobilization to Beeskove proved to be a unique experience, including specifics on jurisdiction and cost share.
- Was a highly visible incident due to location that was close to a heavily populated area.
- Utilized remote situation support and UAS.
- Participated on Beeskove review; was part of a pilot year for new review process.
- Concern around support for established successional planning.
- IBA and IMT interactions were both positive and challenging at times.

Team 6 – Fry

- Opportunity to right size on North Idaho incident; worked out well.
- Mobilization to Alaska provided needed training assignments; however, it also posed challenges on total number of individuals that mobilized with the team overall.

Team 7 - Thompson

- Transition number six for this team; have not begun a fire since June of 2016.
- Mobilized to Alaska, heavily involved in repair phase of the incident. Accomplishment timeline was important due to impending winter.
- Working with the Local government was awesome.
- Took the available priority trainees during mobilization and were also provided with some priority trainees from Alaska.
- Remote situation did provide some support for this incident; in addition to illustrating the need for ground truthing, checks and balances.
- Team viability is still in good shape for next year and the team is working actively towards maintaining this in the future.
- Will be approaching the IMT Meeting planning from a different perspective and with a different vision this year.
 - No host social with fund raiser for the wildland firefighter foundation at the end of the first day.
 - Looking at bringing in a guest speaker; there would be a cost associated with it.
 - There may be some funding mechanism that can be explored.
 - Will come back to the board if funding is needed.
- Asking for assistance in sharing IMT recruitment letter across traditional and non-traditional avenues.

Incident Commander Committee Report Out (Joe Sampson)

- Appreciated the REMs letter re-write.
- Team Trailers tasking – issues are maintenance and safety. Discussed multiple ideas.
- Regional ATV/UTV process – looking at streamlining; however, it is functioning.
- ICS 209 – discussed issue paper going up to CGAC. (Beeskove was a prime example.)
- Discussed status of FireNet and remote situation support.
- Finance – discussed mobilization and reassignment challenges.
- Discussed challenges of inconsistency in supporting out of region IHCs.
- Information – a tremendous number of PIOs are needed for adequate incident support.
- Operations – discussed surge capacity within region.

- Aviation – discussed UAS utilization and status of various agency policy. Discussion on utilization should be had upfront upon incident arrival.
- Discussed the remote control paracargo. Key thing is it can be done in zero visibility.
- Team Sustainability Task Group and IMT Successional Planning – have just begun this tasking and have assigned some individuals to specific tasks and products geared toward data gathering.
 - Tasking needs to include clearly identified gaps in coverage over the course of time.
- Discussed amount and kind of teams that Northern Rockies currently has and how sustainable each are over the course of the next few years.
 - Lack of potential primary IC individuals.
- Discussed IC Trainee Application process and the need for Board and IC committee involvement and communication.
- Proposal that the ICs join the USFS Ranger meeting that will occur in March. Could be tied to the Risk 101 training, thus ensuring all are speaking the same terminology and are on the same page.
 - Could also propose that the same group could come meet with the DRNC and other cooperators to interface with the agency administrators.
- NRCG Chair expressed appreciation and pride regarding the Northern Rockies IMTs.

IMT Transition Protocols / Revisions (Joe Sampson)

- Have not established regionally as of yet; needs to include all incident program areas and committees.
- Would like to see a national product; however, willing to work on this regional tasking.
- **Action Item: NRCG Chair will re-task the transition protocols to a joint task group, including IC, Business, and Dispatch committees prior to December 1st.**

WFMT Language/White Paper Update (Joe Sampson)

- Board has requested a recommendations section be added to the white paper.
- Recent events suggest that if the NRCG Board contacts potential recipient GAC Boards in advance, then that GAC may be more receptive to WFMT use.
- Discussion on whether to include WFMT in the Type 2 rotation should also be included somehow.
- Would the board support a joint WFMT with R1 and R3, if things came to that point?
 - Discussion would need to be had.
 - End goal would be to eventually have another team established in R3.
 - First step is to have joint conversations between regional director counterparts.
- **Action Item: Joe Sampson will compose a finalized White Paper that includes discussed recommendations prior to CGAC in January.**

Wednesday, November 06 – General Session Continued

How the NRCG BOD Conducts Business (Mike DeGrosky)

- Board has taken on an unrealistic amount of Action Items. Would like to explore with the group what existing action items be taken on and what should be passed on to committee or staff.
- Would like to see more action items passed on to committees with clear tasking to come back to the board with recommendations that the board would then vote upon.
- Critical element would be for the board to assist committees with work prioritization.

- Need exists to define what is expected from both the committees and staff.
- Need to put in every agenda what the desired outcome is for each topic. (Informational or decision.) *See previous action item in these notes.*)
- Several committees have less interchange with the board.
 - Equipment and Logistics
 - Fuels
 - Has turned into more of information sharing.
 - Question posed if fuels is truly the NRCG Board business.
 - Fuels are mentioned in Craig Goodell’s delegation of authority.
 - Other issue the board has discussed is how agencies can exchange funds for prescribed fire and fuels work; which is more of a business function.
 - Discussion that fuels is truly agency work, instead of NRCG Board work. Appears to be outside the scope of the mission statement for the board.
 - Discussion on retiring the fuels committee. Noted importance of thanking all members for their work and dedication. (Kevin Beck in particular.)
 - Decision to retire the fuels committee and thank the individuals involved.
 - Approved – Unanimous consent.
 - Action Item: Ryan Melin will be responsible for ensuring the Boards appreciation is given to all those that were involved on the Fuels committee.
 - Native American Crew
 - Rob Miramontez has been working on an update.
 - Aviation
 - Arose out of need for sharing resources; which could easily be folded into the Operations committee.
- Can always create a specific task group of Subject Matter Experts to address specific issues.
- Need exists to review all committees’ charters for relevancy and currency. A standard approach to charters is needed.
 - Action Item: Greg Morris, JT Wensman and Mike DeGrosky will review current committee charters and make recommendations back to the board on a standard.
- Action Item: Format changes for monthly NRCG Conference Calls
 - Need to put in every agenda what the desired outcome is for each topic. (Informational or decision.) *(See previous action item in these notes.)*
 - Need exists to determine if Round Robin and Predictive Services updates are appropriate for regular calls.
- Action Item: Explore planning NRCG spring meeting in conjunction with the IMT meeting. Patrick Lonergan will discuss with John Thompson at IMT planning meeting by November 15th.
- Action Item: While reviewing the NRCG Charter for the potential to combine with the Agency Administrator charter, Mike DeGrosky will explore adjusting charter language to add clarification regarding board member voting authority as it applies to both fair share contributions and other major financial obligations, in addition to adding quorum language definition.
- Agency Administrator group is looking to NRCG for a recommendation as to whether to include a local government individual as an ex-officio representative.
 - Would provide a valued perspective for that group; would also provide for goodwill.
 - Group discussion and consensus that one individual would be recommended to represent all three states, with the caveat that individual would not be an elected official.
 - Board members are requested to visit with individual agency administrators and provide any

- feedback to Mike DeGrosky.
- It is preferred that NRCG Board members not perform as primary members of the agency administrator groups.

IMT Support

- Group discussion and consensus to keep IMT support centrally funded and managed.
- No changes to current process.

Action Item Review and Prioritization

- List will be re-distributed to all Board members for prioritization input to be provided to Mike DeGrosky and Pam Jolly prior to November 30th.

Committee Report Outs

Aviation (Phil Ketel)

- No taskings and committee has not met.
- Just returned from RAO meeting – cooperator letters will now come out in an interagency format.
 - Will eliminate duel letters.
- Being assured that by January 1 new 5700 policy will be adopted and in place.
 - Will be significant changes; please call with any questions.
- UAS – DOI stood down everything except Fire Emergency UAS operations.
 - Will affect planned training. Unsure of the long term impacts.
- Group would be more than willing to operate in a subject matter expert tasking basis rather than a committee format.
- **Decision made to sunset the Aviation Committee.**

Business

- Currently having fall meeting in Billings this week.
- Biggest accomplishment was the finance webinars that were hosted in May. Well attended and recordings are available.
- Planning for 2020 Incident Business Workshop; which is a large undertaking.
 - Working on which sessions to offer for that workshop and identifying leads.
- Updated the website and are working on SOPs and guidance.
- Board requested that any self-taskings be sent to the Board for awareness.

Dispatch

- Accomplishments – successful workshop last year; was combined with IMT meeting. Especially appreciated suicide and mental health presentation.
- Setting up workshop for next spring.
- Tasking – plan is to review the 2020 mob guide.
- IROC implementation - Train the trainer attendees have been identified and they in turn will train at least one person from each dispatch center.

Equipment / Logistics

- Standing task – IAS - have kept up on it pretty well.

- For awareness, there are proposed new typing standards for dozers:
<https://www.nwccg.gov/publications/pms200>
- Combined charter re-write for this committee was interrupted and delayed by the furlough.
- Also willing to work on a subject matter expert tasking basis as opposed to a standing committee.
- Outgoing chair Warren Appelhans recognized and appreciated for all of his dedication and efforts.
- **Decision to sunset the Equipment / Logistics committee.**

Fuels

- **Decision to retire the Fuels committee.** Appreciation and thanks will be sent to those participating individuals.

Native American Crew

- Accomplishments – did get NAC plan updated with current language.
- Working on identifying more members; want to shoot for a meeting in the spring of 2020.
- 2019 NAC plan will be sent to NRCC for updating on the website.

Operations

- No current taskings; several previous taskings were completed.
- Andy Schell will be transitioning to the chair.
- Board will receive a certification letter for the St. Joe WFM.
- One self-tasking is the chainsaw and boot issue when sending resources to Canada.
- Another self-tasking is the medical issue when mobilized to another country.
 - Could simply be an informational white paper.
- Additional self-tasking - recommendation for certification process for WFMs to articulate what the Northern Rockies certification guidelines would be.
 - This would be a tasking for the Operations Committee.
 - Would need to cross work with the Training Committee on the task book element. Could be more of a documentation tracker than a task book.
- Outgoing chair Corey Buhl recognized and appreciated for all of his dedication and efforts.

Prevention and Education

- Participation has increased across the GACC.
- Chris Barth from the BLM is coming in as chair.
- By the spring NRCG meeting, will have an updated restrictions guide and operating plan.
- Have updated the prevention site. Fire adapted site is also up and running and producing some learning network results.
- Discussed spacial prevention tool that is being piloted by the Southwest.
 - Training on this will be forthcoming in the future.
- Were re-tasked at the fall meeting and challenged with the question “are the right things being restricted?”
 - Addressing the question: “Is the current restriction regime accurate?”

Training

- As of October 2019, policies were updated and several significant changes were made.
- Currently there is a stand-down on the BLM national training committee for an undetermined amount of time.

- New Learning Management System coming; is currently being piloted by other regions.
- National Fire training website will be taken down at the end of the year. More information to come.

Zone Report Outs

- Action Item: Will move to a written report format with guidance on expectations and letting them know zones are always welcome at the meetings; however, are not expected to attend.

North Idaho

- (Not on the phone.)
- Appreciation to Matt Gibson and Craig Goodell for all of their efforts towards the zone group exercise.
- New dispatch center facility will be coming on-line in the future.

Northwest Montana

- (Not on the phone.)

Southwest Montana

- (Not on the phone.)
- Matt Hall is transitioning out as the chair.
- Laura Ward will be retiring.

Central Montana

- (Not on the phone.)
- New Chair will be Kendal Wilson.

South Central Montana

- (Not on the phone.)

Eastern Montana

- Accomplishments – had spring and fall meetings. Established a duty officer.
- Working on developing an East Zone Exercise.
- Will be getting the charter signatures updated for 2020.
- Appreciation expressed to Rob Miramontez for all of his dedication and efforts.

North Dakota

- Fairly uneventful season.
- All agencies participated on the Fire Council.
- Working on MAC plan updates, restrictions, and re-vitalizing a training academy.
- Outgoing chair is Ray Hart.

Taskings

- Proposal to move annual guidance memos to a “enacted until further notice” format.
- Craig will review each of the annual NRCG Memos on the agenda to see if they need updates.
- BLM will take on the Delegations of Authority.

- Mike DeGrosky and Diane Mann-Klager will take on the Leader's Intent letter.

FireNet

- Exploring Office 365 environment to see if it is a viable replacement platform.
- Hoping to migrate all of the data into this new environment.
- Also hoping to incorporate existing Microsoft Office 365 licenses into the integration.
- May be able to implement something new prior to March of 2020; however, this may be optimistic.
- Looking at reducing current FireNet licenses that are out there.
 - Looking at what it would take to issue associate licenses. (ADs, other partners.)
 - BLM will retain 4,500 licenses.
- As of yet, have not been guaranteed that will not lose some of the capabilities of current FireNet system.

NRCG Operating Plan / Handbook Update (Craig Goodell / Kathy Pipkin)

- Have highlighted in yellow the sections that require board feedback. (Reviewed highlighted sections.)
- Charter should be more of a strategic document and the Operation Plan would be more of a process and procedures document.
- Operation Plan should outline how the charter is implemented.
- Signature page is not required for guidance documents.
- Suggestion to include tasking template; committee and zone report out templates; important dates and annual responsibilities (annual timeline).
- Quorum Definitions:
 - If financial decision – six members would constitute a quorum (relating to the fair share costs).
 - Eight would define a quorum for non-financial decisions.
- Include provisions for calling an unscheduled, emergency meeting. These would still require a quorum as well.
- Address alternates to include formal delegations.
- Address protocol for calling an executive only session.
- Action Item: Kathy Pipkin will compile a revised draft prior to February 1st.

REMs Letter Review Update (Dan Warthin)

- Revised draft was distributed to the Board for review.
- Proposal to approve.
- Approved – Unanimous consent.
- Action Item: REMs revised Letter will be finalized and distributed. Document will be re-evaluated as necessary.

Thursday, November 07 – General Session Continued

Medical Units Discussion Update (Anna Stull)

- (See White Paper)
- No NWCG guideline on staffing for medical.

- In need of metadata to make determinations.
- Medical treatment forms and unit logs can provide data; however, historically have not been managed in a data maintenance way.
- **Action Item: Determine status of Rod Schmidt (AD) who is representing the Northern Rockies.**
 - Subcommittee is having a face to face meeting for the first time in 18 months in Boise December 9-11th.
 - **Propose sending NRCG representative to this meeting. Rich Cowger is available and will attend.**
 - **Rich Cowger and Anna Stull will reach out to Rod Schmid for further information.**
- Need to impart that Basic Lifesupport is the key to increasing survival.
 - Paramedics in waiting ambulances may not always be physically fit enough to get to an injured individual.
 - Suggesting a philosophy principled on an evidenced based ratio.
- MEDLs are not typed.
- Recommending NRCG ask NWCG to be a pilot region to enact a solution.
- Data was residing with the USFS IMS program. Question posed as to who could potentially analyze the data?
 - Suggestion to utilize a PMS detailer to compile and analyze the data.
 - USFS noted that the data's location is not readily known, nor is there a known way to access or input data. Nor does the USFS IMS individual work for Fire and Aviation.
- Key is active medical management.
- Brings up an important opportunity to figure out doing a better job of understanding what our objectives are on incidents, because that will help drive what the expectations truly are.
- Steps going forward:
 - Data collection – Form created by Dave Williams, 209s, possible historical data analysis.
 - **Action Item: Greg Morris will inquire about obtaining data from the previous USFS contractor and about obtaining data from current contractor.**
 - Tableau mentioned as a possible future data mining platform.
 - **Propose this as a topic for CGAC.**
 - Get to an evidence based approach.
 - Would need to begin with clear objectives, which would differ across agencies.
 - Suggestion to incorporate reporting system into team closeouts; in addition to finding additional ways of communicating the importance of reporting.
- **Propose forming a medical committee for NRCG. Document will be reviewed by the Board and topic will be discussed on the December conference call.**
- **Action Item: December call will include a report out from Rich Cowger and Anna Stull on the meeting and a discussion of a path forward.**

Dispatch Improvement Project (Aaron Thompson)

- Have been tasked by State Director to bring this topic to the board.
- Need to either make a decision to recommend to agency administrators as is or to make recommendations to modify.
 - Envision Agency Administrators tasking NRCG with going forward with a Dispatch Improvement study.
 - Need to address sustainability, plan for the future, technologies, efficiencies and cost savings.
 - Would also address recruitment and retention.

- USFS would like to see information from previous work and studies included.
- DNRC suggests adding “as a designee” for state forester section.
- FWS suggests adding FWS to the executive group as well, due to fiscal contribution.
- Scope would need to be well defined; as it has the potential to include radio communications, CIOs, and HR issues.
- Would need to receive Agency Administrator assurances that this effort is supported and that actions would be taken if this time, effort and work were accomplished.
- Focus should be producing a plan that guides the NRCG into the future.
- Would need to appropriately include any and all union components.
- Cost factor of study would be an important element.
 - May require a cost estimate.
- Need more information to move forward towards presenting to Agency Administrators.
 - Propose a task group to accomplish information gathering.
 - Ryan Melin would be willing to assist with effort; however, not as a lead.
- Action Item: Kathy Pipkin will gather cost information on other GAC contract studies for the December NRCG conference call, in order to prepare a tasking proposal for the Agency Administrators.

Round Robin Report Outs

- IDL – JT Wensman – IDQ is going through some negotiated rule making; next step will occur November 24th. Agency is going to be going through budget reductions; planning for a 1% this fiscal year and a 2% next fiscal year. State FMO meeting will be occurring this year and Coordinating Group representation will be a topic item.
- FWS – Mike Granger – New interior realignment process is occurring; area here is now included in Region 9; would pull part of Montana out in a way and are awaiting guidance as to what that would look like for NRCG board representation.
- NPS – Dan Warthin – also going through realignment of DOI regions; now work for Interior regions 6,7,8 and 9. Awaiting more to come on effects. Hope to have selection made on Glacier National Park FMO soon.
- ND FS – Ryan Melin – do have a new state forester now; in a place to make changes for improved efficiencies.
- BLM – Aaron Thompson - do still have a single state director that is interested in being engaged. Did make a selection for associate state director. Did realign the program this year. In the process of moving engine captains from GS 7s to GS 8s.
- BIA – GP - Ray Hart – hired a fire budget analyst position. Also going to help fund a fire grants and agreements individual.
- MT DES - Jake Ganieany – hired two of four FEMA integration team members. Working with Fire Management Assistance Grants from 2016.
- MT CFWA – Patrick Lonergan – nothing new at this time.
- USFS – Ralph Rau – hired Fuels position; do have two new Deputy Regional Foresters. Have also made progress on aviation hires.
- BIA – RM – Bryce Rogers – still attempting to recruit and hire the AFMO position. Billings dispatcher position has been cleared; looking at brining individual on in the spring. Have been working on national template for cooperative agreements.

Meeting Review and Action Plan

- Looking for feedback on new meeting flow
 - USFS – appreciated the focus and productivity of the meeting, in addition to having the pre-reading materials in advance.
 - BLM – appreciated identifying the needs of the board.
 - ND FS – appreciated the focus and concentration on the Action Items listing. Would like to see hard due dates reflected in the “when” column.
 - Ensure every discussed action is identified with an individual, due date and end state.

Remote SIT / GIS Data Standards Alternatives

- (See PowerPoint & Attachments)
- Quickly realizing it is a national issue and receiving inquiries from other GACs on how to set up similar programs.
- Supervisors are beginning to ask participants to take a step back from these collateral duties.
- Have had difficulty with program recruitment and retention.
- Reviewed trade off analysis.
- Board would need to know costs associated with alternatives D or E.
 - GS 11 or 12 would be approximately \$80,000 - \$90,000 (includes benefits, travel, training) per year.
- Cannot continue to operate at current capacity with options A or B.
- Alternative F would look at how to move forward as a region, in addition to how to address the national need.
- Action Item: Report back to CGAC on Data Standards and Remote Situation Support in January. Potentially would include Morganne Lehr presenting to CGAC.
- Action Item: Requesting Morganne Lehr to do a cost analysis and explore options for additional funding sources. Due by Jan 1st.
 - Would need costs for each alternative outlined, including at costs under a separate agreement.
 - Would also need to include specifics of position duties.
- Action Item: Morganne Lehr will draft up a formal request for the NRCG Chair to send to the USFS R01 Fire Director to take to ask Morganne Lehr’s supervisors to support continued time for these collateral duties. Due date: November 15th.
- For the short term, Board agreement to continue operating in Alternative B mode.

Attendees

Wildland Fire Agency Administrators or Acting Representative: Diane Mann-Klager (GPR BIA), Raymond Hart (RMR BIA), Katie Stevens (BLM), Mike Granger (FWS), Michael Archer (NPS), Kurt Steele (USFS), Craig Foss (IDL), Jake Ganieany (MT DES), Sonya Germann (MT DNRC), Thomas Claeys (ND FS)

NRCG Board Members: Ray Hart, Bryce Rogers, Aaron Thompson, Mike Granger, JT Wensman – Vice Chair, Jake Ganieany, Mike DeGrosky – Chair, Rich Cowger, Patrick Lonergan, Vern Burdick, Ryan Melin, Dan Warthin, Ralph Rau

Additional Attendees: Greg Morris, Michael Odell, Craig Goodell, Tim Murphy, Kathy Pipkin, Julie Polutnik, Patrick Murphy, Anthony Krause, Melissa Wegner, Dave Williams, Pam Jolly, Jordan McKnight, Andy Schell, Adriane Beck