

## **NRTC Spring Training Meeting Notes**

**April 25<sup>th</sup> @ 1000 – NRTC Training Center/Conference Line**

Attendees: Tuesday Kimball, Melissa Wegner, Rosie Lemire, Mary Reevis, Matt Gibson, Jim Clairmont (Buttercup), Mike Gibbons, Chris Johnson, Jessie Creech, John Thompson, Dylon Dickinson, Todd Opperman, Tammy Stevens, Mardell Dahlin, and Tim Murphy.

### **NRTC Updates:**

Wegner –

NRCG Updates include the new LMS (Learning Management System (Portal))

- New web based system to improve wildland fire training capabilities including, training nomination and registration, hosting and delivery of course content, content modularization, mobile device access, skills assessment, evaluation of training effectiveness, reporting and analytics.
- Will include all fire training.
- Not being implemented yet.

NRTC Front Office position – GS6/7 will be advertised and filled shortly – currently Jessie Creech is detailed into position.

Still lacking F/T Training Specialists @ NRTC.

### **Training Cancellations/Incomplete Nomination Forms:**

Tuesday Kimball and Rosie LeMire-

Ensure contact information is up-to-date > Training Representative is the POC for nominations.

Review the Training Nomination Summary Forms that Rosie emails out to review nominee contact information and be sure to let Rosie know if there are any changes or updates.

Nominations need to be cleaned up and updated with supervisor contacts.

### **Training Needs Analysis:**

Wegner –

S-378 will be taught annually – will not be on the needs analysis – separate animal.

M-410 – ensure the need is reflected on the Needs Analysis.

S-420 – Heavy on cancellations > Needs IMT Support>IC Support>OPS Committee decision.

- Zones need to prioritize outside of OPS Committee and add comments such as, career goals and the qualifications that are being pursued.

D311/312 – predicting 32 students for the next time the session is taught.

RX-310 – Expecting a high number of nominations next year due to cancellation during furlough.

## **R1 Contracting – MOU Training Provider Audit Procedures and Providers:**

Tim Murphy-

Provided some history from the 90's of how the process was started – defined GOV's job and direction = Agreements for POV Contractors.

- Not GOV's job to train, refresh, red card, etc.
- 40+ MOU's within the Geographic Area.
- NRCG Board of Directors has MOU's in place and is responsible for managing wildland and prescribed fire training and certification program for its member agencies (contractors associations, private contractors, and educational institutions) – otherwise known as training providers.
- Information for private citizens wanting to **Contract for Fire** can be found at: [https://gacc.nifc.gov/nrcc/dispatch/equipment\\_supplies/agree-contract/training\\_info.htm](https://gacc.nifc.gov/nrcc/dispatch/equipment_supplies/agree-contract/training_info.htm)
- Also the NRCG Training Providers and other related information for Training Representatives can be found at the website.

## **300-Level Training @ Zones:**

Request Process/guidelines/pre-requisites

- NR Web Annex for Zone Course Request – for Unit Training Reps  
[https://docs.google.com/forms/d/1ZUvml5ocYhU593jVfWY3PaYyYU7gqEbf6qnDaK06Wwk/viewform?edit\\_requested=true](https://docs.google.com/forms/d/1ZUvml5ocYhU593jVfWY3PaYyYU7gqEbf6qnDaK06Wwk/viewform?edit_requested=true)
- Anyone in your zone requesting to teach 300-level courses needs to work through the Unit Training Officer for approval through the Region.
- Approval level at NRTC – responsibility for quality oversight at the zone level.
- Need to ensure that NWCG training courses, including hours, target group, instructor qualifications, prerequisites, and instruction level standards stated in the Field Managers Course Guide (October 2018, PMS 901-1) are being followed.
- Field Manager's Course Guide link: <https://www.nwcg.gov/sites/default/files/publications/pms901-1.pdf>
- NRTC = Quality Control - may conduct training audits – may request the course agenda, lead and unit instructor qualifications, documentation of student qualifications/training for meeting pre-requisites, cost, efficiency, etc.
- NWCG Completion Memos/Final Agendas – need to kept for 7 years.
- May be pressure at the zone level to permit students into a course that are not meeting the pre-requisites. Educate the course coordinators, choose not to take on coordination of 300-level courses if there isn't a significant need – that is why we have NRTC and they are equipped and funded to coordinate needed courses – ensure Training Needs Analysis are reflecting accurate and realistic zone needs.
- 12/1 – Zone Course Request forms due date.
- All course sessions, including all zone-level need to “Posted” on the National Fire Training Website. Does not include local Forest Refresher or Basic and Advanced GS sessions. Need to post Nominations Received, Selections, and Completions.

## **Priority Trainee Program:**

- Not live yet– but will be soon and will be on the NRTC Web Annex – but currently is posted at: <https://docs.google.com/forms/d/e/1FAIpQLSfl3yMBIRksnF7HICfnsvbY6IaJ8pX2JxZYzajViVwR2BO0qw/viewform> **(WENT LIVE AS OF 4/29/2019)**
- If the Priority Trainee Position is not listed in the drop down menu – it is not considered a priority position.
- Applications are due by May 10<sup>th</sup>.

- Unit Training Reps would like to see > Applicants get feedback> Application accepted/received.
- Will be available on more than the FS web > I-Phones, tablets, etc.

GATR – Geographic Area Training Representative Call today @ 1100 – Melissa Wegner:

As of October 1, 2019 – **It is proposed that** the FS will start utilizing PMS 310-1 with the exception of Leadership, RX, and Aviation – FS will have a separate policy document **if this occurs**.

For FS-only – Agency Administrator qualifications and training requirements have changed. There is a Briefing Paper and will be required in 2020. The link to the 2019 Chapter 5 of the red book:

<https://www.nifc.gov/PUBLICATIONS/redbook/2019/Chapter05.pdf>

**Fall NRTC Training Meeting: Tentatively set for October 30<sup>th</sup>, 2019.**