



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 9/5/2013 – 0930 MST

In Attendance:

Members

- Chair** Ken Kerr
- Vice Chair** Ron Graham
- Jay Esperance
- Rocco Snart
- Kyle Cowan
- Bill Ott
- Willie Thompson
- Mike Davin
- Bob Jones
- Dave Carter
- Cal Pino

- Dave Hall
- Earl Imler
- Ross Hauck
- Dan Smith
- Facilitator** Jim Fletcher
- Business Manager** Brooke Malcolm

Ex-Officio

- Chad Ray

Guests

- Anne Rys-Sikora
- Cliff Hutton
- Tim Mathewson
- Dwight Henninger

I. Communications Council Updates

Anne Rys-Sikora

- A. Currently serving long-term (90-day) detail to work on public information processes at RMACC.
 - 1. Writing framework for PIO responsibilities at various PLs.
 - 2. Developing handbook of PIO tasks.
 - 3. Refining website content and design.
- B. Communications council meeting at RMACC scheduled for next Friday, September 13 at 1300 to review draft documents.
 - 1. All RMCG members encouraged to attend or assign a proxy.
 - 2. Conference line will be available for anyone who cannot attend in person.
 - 3. Request that all feedback be submitted within 2 weeks of meeting so that revisions can be incorporated before end of detail (Oct. 19).

II. West Fork AAR Updates

Kerr/All

- A. Meeting has not been scheduled; Ott will be sending Doodle Poll for dates this week.
 - 1. Invitations will go to IC/Dep. IC for Blume's IMT1, NIMO IC, local field unit managers for USFS & BLM, Paul Cooke, Ken Kerr, and Brian Ferebee.
 - 2. Facilitator has been arranged for AAR.

III. SAT Report Action Items & Task Group Assignments

Kerr/All

- A. Continuity of Command on West Fork Fire: Being addressed already by RMCG & through AAR to be scheduled.
- B. LEAN Study: Continues to be a high priority for State of CO; per Snart, on hold until after height of fire season.
- C. Medical Emergency Plans: RMCG reviewed all IMT medical plans and concurred that plans were sufficient
 - 1. All agreed that SOPs are dynamic and should be continuously reviewed and improved whenever necessary.
 - 2. Other SAT findings on medical plans were geared more to a national scope than to the RMA specifically.
- D. Preparedness: Issue is national; no volunteer.
- E. Policy: Assigned to Dave Carter & Anne Rys-Sikora (for Fire Information portion)
- F. Initial Attack: Assigned to Kyle Cowan & Bob Jones
- G. Communications: Assigned to Mike Davin & Rocco Snart
- H. Incident Issues: No volunteer; tied in with other items—no recommendations from SAT Report tied to this topic.
- I. Dispatch: Assigned to Jim Fletcher
- J. Environmental: Assigned to Cal Pino & Dave Hall
- K. All taskings due for final report at RMCG Winter Meeting, with optional report-outs/updates on November & December Conference Calls.

IV. RMACC Uniforms and Staffing

All

- A. Confusion in past few weeks about agency uniform requirement for RMACC employees during fire season.
 - 1. USFS clarified that requirement applies only to USFS employees.
 - 2. Other agency employees and detailers are expected to dress in business-casual attire, with optional agency polo shirts or uniforms.
 - 3. Request stems from high level of exposure to media and other dignitaries visiting RMACC, and the desire for the center to have a professional appearance.
 - 4. Consensus that business-casual dress requires (at a minimum) nice jeans, slacks or uniform pants, polo shirts or button-downs, and no T-shirts or dirty/worn clothing.
 - 5. Consensus that dress code at RMACC will be adhered to from May 1 to September 30, or when fire activity/dignitary visits warrant.

V. Predictive Services Workload Analysis and Staffing

Tim Mathewson

- A. Issue Paper including workload analysis distributed prior to this conference call.
- B. Predictive Services Staffing Issues
 - 1. Shortage of meteorologists available to draw from during fire season.

- c. Minimum requirements to accomplish area and national requirements during fire season reach the maximum capacity of permanent staff.
 - b. Limited or no availability from other GACCs due to their requirements & workload at home.
 - 2. Availability for incident meteorologists limited via National Weather Service. Nearly impossible to have continuity with the same IMET all season due to internal NWS rotation for fire assignments.
 - 3. Began training ADs to build a cadre for supplemental staffing during fire season. Some have been used by other GACCs to support their operations.
 - c. Consistency of employment is critical for many of the cadre candidates. Inconsistent or short-term/intermittent opportunities will likely limit the pool of available interested individuals.
 - 4. Esperance has IMET available for assignments if needed; resource is connected to Team C and may not be able to commit to longer-term details or consistent availability during fire season.
- C. Increased Predictive Services workload
 - 1. Frequent requests for fire season operations to begin in March or April (PL1), requiring at least 1 additional staff member.
 - 2. Increased PL to 4 or 5 requires an additional 2 staff members.
 - 3. A minimum of 21 non-required services currently offered would need to be eliminated if additional staff could not be used.
- D. Succession planning
 - 1. Training of cadre is essential to maintaining consistent support staff.
 - 2. Sources can include retirees and students.
 - 3. Although larger workload for training, ADs are the best solution for more flexible staffing as needed.
 - 4. Recognize turnover with ADs due to changes in student status, etc.
- E. Off-Season Requests
 - 1. Intermittent services (outside fire season) more difficult to accomplish on 3-day/week basis.
 - 2. Recommendation from Davin to re-assess requirements for 7-day staffing (local and national).
 - 3. Cowan suggests that a better balance between what is required and what is not might alleviate some of the workload.
 - 4. Ott requests more information on what products are requested during shoulder season.
 - 5. Many requests are for Rx fire support.
- F. AD Staffing Proposal
 - 1. BLM took over funding for support staffing in Predictive Services this August; previous support ADs were charged to RMACC Support code (USFS).

2. Per Kerr, BLM Colorado will provide code for supplemental staffing support during fire season. Requests for non-standard products or operations outside of fire season will be required to come with a support code for payment of additional staff.
 3. Ott expressed concerns with AD staffing plan.
 - a. USFS has had concerns in 2013 with use of ADs at RMACC.
 - i. Ott's review of RMACC resource order statistics indicates that upwards of 2/3 of detailers brought in were AD resources.
 - ii. Data regarding this issue is being verified by RMCG members so that we understand the issues and tackle the issues that most contribute to successional planning problems.
 - b. Concerned that return on investment for training ADs in this specialized field may not be very good due to turnover.
 - c. Suggest considering a program similar to Pathways for building a support cadre.
 - d. Kerr added that many agencies do not have base funds available for seasonal/temp/student hiring; AD hiring is only available alternative in those situations.
 - e. Request similar analysis for RMACC staffing and workload to consider solutions for staffing overall.
 4. Hall & Pino may be able to assist with code for AD hiring if needed.
 5. Cowan confirmed that units appreciate products they receive. Multimedia briefing is very popular in field and with national aviation resources.
 - a. BLM WY included RMACC in national severity request for support of heightened operations.
- G. Prioritization of Products
1. Kerr requests that each agency categorize/assess/prioritize what requests are being made to Predictive Services and consider which ones are best candidates for elimination.
 2. Consensus that many of the Predictive Services products are received well and used widely by the field.
 3. Request all agencies return a rough prioritization for the Fall Meeting.
 4. Results will be returned to Mathewson for incorporation into strategy.

VI. Fall Meeting Agenda Topics

- A. Draft list of agenda topics distributed prior to this call.
- B. Meeting will likely be full 3 days due to length of agenda.
- C. Committee report-outs will be in January; agenda corrected to reflect.
- D. Dutch Creek protocols have been completed; agenda corrected to reflect.
- E. Ott requests one hour on agenda for overview of workload at RMACC to be presented/discussed at Fall Meeting.
- F. Consensus not to include external parties that participated in MAC in order to come to agreement within RMCG membership before opening the discussion to others.

- G. Request for Henninger to do 1-hour presentation @ Fall Meeting on status of all-hazard coordination in Colorado.
- H. Fall Meeting agenda draft will be ready for the October conference call for review & updates.

VII. Action Logs

- A. No additional items added to Action Log since last conference call.
- B. Recurring Action Log items for September:
 - 1. Solicitation of Spring Meeting agenda items from ICs and Operations Committee.
 - 2. Finalize Fall Meeting arrangements.
- C. Please notify Business Manager with status updates on individual taskings.

VIII. Round-Robin

- A. Henninger: Will be doing presentation with Johnson (NW IMT) on Mob Centers for CO all-hazard teams. RMCG approves use/distribution of Mob Center Plan with DRAFT watermark on document.
- B. Ott: Request continued networking of RMACC Center Manager position outreach and 120-day detail opportunity.