

Southwest Area Center Manager - Action Items Tracking Table

Task Incomplete/Ongoing				Task Complete		
Date Assigned	Action Item	Notes Reference	Due Date	Responsible Party	Actions Taken (to include where any new guidance is located)	Date Completed
10/14/11	IMT Preorder Guidance to include decision of having IMT go direct to cache for preorder NFES items	10/14/11	01/01/12	Kenan J		
10/14/11	Cache Van Delivery Ordering of transport – Dispatch or Cache?	10/14/11	01/01/12	Steve W Kenan J		
10/14/11	Incident Replacement Orders (NFES) for T-3, 4, 5 incidents	10/14/11	01/01/12	Kenan J Steve W	Submitted draft revision to existing protocols for review at Nat Cord Meeting in November	
10/14/11	Establish standards on numbering blocks for all types of incidents/organizations to include supply, BUYT, and incidents with multiple IMTs Appropriate use of S#'s	10/14/11	01/01/12	Kenan J		
10/14/11	Change host dispatch of 3 Air Tactical Vendors (Airwest>Show Low, Ponderosa> Tucson, Safford>Phoenix)	10/14/11	01/01/12	Nancy M Kim O	Working with USFS RAO to issue a letter to vendors prior to making the change.	
10/14/11	Remove National Resources from Neighborhood Ordering Agreement	10/14/11	01/01/12	Kenan J		
10/14/11	Set up VTC/Conference Call to identify data maintenance needs in ROSS	10/14/11	01/01/12	Kenan J		
10/14/11	Flight Schedule/Flight Following Request Form Requirements/Standards	10/14/11	01/01/12	Nancy M	Nancy to put together SME group to review SW Mob Guide and determine Best Practices	
10/14/11	Law Enforcement Dispatching Issues Get issues to Kenan J for briefing to IDOPP	10/14/11	01/01/12	All		

10/14/11	Best Value Bus Dispatching/Guidance Also BIA/Tribal issues Need better guidelines/SOPs	10/14/11	01/01/12	Zoni A Eva W Vera P Nicole F	Zoni/Nicole/Eva/Vera to gather issues	
10/14/11	Get SWCG support with letter addressing resources leaving without resource orders/no processing of orders after the fact (Critical IMT member exception)	10/14/11	01/01/12	Kenan J		
10/14/11	Establish Expanded Dispatch Guide with better guidelines to provide detailers	10/14/11	01/01/12	Kenan J All		
10/14/11	Border Assignments/ Crossing into Mexico	10/14/11	01/01/12	Chuck H	To provide guidance/checklists for incorporation into Mob/Expanded Guide	
10/14/11	BUYT/IMT/Expanded interface Roles and responsibilities EDRC position on BUYT	10/14/11	01/01/12	Vera P		
10/14/11	Rental car protocols Agency vs AD Agreements/coverages	10/14/11	01/01/12	Zoni A		
10/14/11	Baggage Fees for T2 Crews Need further guidance	10/14/11	01/01/12	Zoni A		
10/14/11	Guidance on dispatching state resources protocols	10/14/11	01/01/12	Steve W	Work with SWCC for better guidance into SW Mob Guide	
10/14/11	Cache ordering for T-3, 4, and 5 incidents Direct vs through dispatch	10/14/11	01/01/12	Kristi S Sonja H		
10/14/11	PTRC/EQTR capability on Mob Center Teams	10/14/11	01/01/12	Paul W Kenan J		
10/14/11	Extension Request Form Editing/Propose new form	10/14/11	01/01/12	Jeff W		
10/14/11	Compilation of Resource Lists/Vendor Sources (ie Incident Only EERA)	10/14/11	01/01/12	All	Get resource list summary to SWCC	
10/14/11	Crew Demob/Commercial Flights Issue Crew demob spread on numerous flights/multiple days	10/14/11	01/01/12	Frank B	Nat Cord Meeting	

10/14/11	Submit ROSS Change Request Available to "In State Only"	10/14/11	01/01/12	Kenan J		
10/14/11	Multiple Typing for a Resource Tactical and Support Tender	10/14/11	01/01/12	Sonja H	To get with Jon Skeels on this issue	
10/14/11	Terminology guidance "Immediate Need" Define	10/14/11	01/01/12	Steve W	Guidance for Mob Guide	
10/14/11	Lack of qualified individuals for dispatch jobs Firehire	10/14/11	01/01/12	Zoni A		
10/14/11	Address radio issues/ Nat FF lack of coverage	10/14/11	01/01/12	Renee I/Eva W	Work with Comm personnel	
10/14/11	Video Teleconference Capability at all dispatch centers needed Research what options/costs	10/14/11	01/01/12	Nicole F All	A must in the future Lack of travel budgets Virtual Workshops	
10/14/11	On call/ Duty Officer standards Charging of time	10/14/11	01/01/12	Kristi S	Review with IBA folks	
Next Meeting	Date to TBD					