



SOUTHWEST COORDINATING GROUP (SWCG)

October 21, 2005 Meeting Minutes
Albuquerque, NM

MEMBERS PRESENT:

- Pam McAlpin (BLM-AZ) (Chair)
- Ken Castro (NPS) (Vice-Chair)
- Bob Lee (BLM-NM)
- Nancy Neskaukas (NMS)
- Tom Beddow (USFS)
- Dave Lentz (USFWS)
- Willie Begay (NM-SWC for AZ-NAO)
- Leon Ben, Jr (AZ-PAO)
- Dugger Hughes (SWCC)
- Jay Ellington (NM-SWC, Ex. Sec.)

GUESTS:

- John Philbin (AZ-PAO)

MEMBERS NOT PRESENT:

- Kirk Rowdabaugh (AZS)
- Cal Pino (NM-AAO)

The meeting began at 1000, October 21, 2005.

Minutes for the August 16, 2005 meeting were reviewed and approved.

OLD BUSINESS:

FIRE PLANNING ANALYSIS (FPA) COMMITTEE

The FPA Committee and field personnel are having concerns with the numbers being generated out of the program. Although not a major concern, it is one that must be monitored over the coming months. The Committee is looking for 2 members from USFS and BLM Offices. The national FPA training package originally scheduled for distribution to Agency Administrators has been placed on hold. In the interim, BLM-AZ has a PowerPoint Presentation available for other SW agencies to use for any upcoming training with Agency Administrators.

Decision: The SWCG tasked Pam with contacting SW Strategy to discuss FPA issues at their January meeting.

SW INCIDENT BUSINESS COMMITTEE

Willie Begay requested a decision on whether he should remain the liaison to the SW Incident Business Committee.

Decision: The SWCG tasked Willie with remaining as liaison to this Committee as long as he is a member of the SWCG.

FIRE RESTRICTIONS / CLOSURES

There seems to be continued concern with the coordination and communication of unit/zone fire restrictions and closures, primarily in Arizona. As far as the SWCG can determine, this is not a FMO issue, but rather an Agency Administrator issue.

Decision: The SWCG tasked Pam with contacting SW Strategy to discuss the Fire Restrictions & Closures issue at their January meeting.

NFDRS OBSERVATION MONITORING / IMPACT ON PRODUCTS

No new information provided.

Decision: The SWCG tasked Dave Lentz to follow-up with Chuck Maxwell.

SMOKE MANAGEMENT COLLABORATIVE LETTER

SWCG is not sure if the Smoke Management Collaborative letters requested for distribution at the last meeting were distributed to the Zones.

Decision: The SWCG tasked Ken Castro with follow-up with Bob Lineback to obtain a finalized electronic version and send to Pam for signature. Pam will sign hard-copy and forward it along with the electronic version to Jay for distribution.

FIRE USE TRAINING ACADEMY (FUTA)

Leon Ben, Jr. provided the SWCG with a draft 2006 FUTA Financial Plan for review and stated that a Fiscal Review Team has been established. The next scheduled FUTA Steering Committee meeting is scheduled for November 17 at which time the Fiscal Review Team will receive its direction. The Fall FUTA Graduation occurs the same day. Leon will send information to SWCG member's information on the graduation ceremony. Ken will liaison with the Steering Committee and Fiscal Review Team.

Decision: The SWCG tasked the FUTA Steering Committee with providing the SWCG a FUTA Strategic Plan at the SWCG spring meeting.

INCIDENT QUALIFICATIONS & CERTIFICATION SYSTEM (IQCS)

Jerome Macdonald discussed with the SWCG a draft version of the SW IQCS Implementation Guide.

Decision: None.

S-520/620

The SWCG will provide NAFRI with the SW nomination list.

DRAWDOWN LEVELS

Actions completed.

NEW BUSINESS:

➤ **NATIONAL RESPONSE PLAN TRAINING**

John Philbin discussed the most recent CWZ IM Team mobilization to AZ State/Hurricane Katrina Support in Phoenix, AZ, in September. Overall, the mobilization was challenging for the team, especially in the beginning. It did, however, present opportunities for building support and training with outside organizations (i.e. non-fire organizations). John proposed placing folks from other organizations (i.e. Red Cross) in shadow positions with fire personnel to learn ICS and other aspects of emergency management. Purpose of doing this is to get more folks potentially involved in fire organizations, as well as assisting them in building their own organizations around ICS concept. To make this work, it would require MOU's and informing folks about the use of AD's.

Decision: No tasks were initiated. However, John will bring this up for discussion at the SWA Incident Commander meeting November 14 in Phoenix, AZ.

➤ **HOTSHOT REVIEW**

A number of topics were discussed at the annual Hotshot Workshop including, the driving versus flying issue and IM Team performance. The IM Team performance issue has to do with the assignment of a Hotshot crew on an assignment where an IM Team is in charge, and a number of safety concerns arise during the course of the assignment. Who do they contact?

Decision: The SWCG tasked the Operations Committee to look into development of evaluation teams, evaluation forms for employees working under an IM Team (including IHC's), and assignment / rotation of evaluation teams. This topic will also be discussed at the SWA Incident Commander meeting on November 14.

➤ **SMOKE MANAGEMENT & PREDICTIVE SERVICES**

A request has been received by the SWCG to discuss the need for SWCC Predictive Services to provide daily smoke forecasts with adjective ratings.

Decision: The SWCG tasked Chuck Maxwell and Lisa Bye to meet, discuss, and resolve the issue.

➤ **PREDICTIVE SERVICES WHITE PAPER**

The SWCG received a copy of a white paper written by the National Predictive Services Group (NPSG) detailing requested changes in program management and direction.

Decision: The SWCG members were tasked to review the letter and send comments to Dugger Hughes as soon as possible.

- **FMO WEEK**
A discussion was held on designing a week-long session in the spring to discuss FPA, fuels, Radios, IFPM, SWCG Committees, and other issues. Titles for the meeting discussed were "SW Interagency Fire Leadership Summit" and "SW Interagency FMO Meeting."
Decision: The SWCG tasked the Operations Committee to look into the issue and report back to the SWCG.
- **TYPE 1 IM AND WFU TEAM NOMINATIONS**
Decision: The SWCG tasked Dugger Hughes with distribution of information on the nomination process and establishing a deadline of December 2, 2005 for receipt of nominations.
- **3-TIER DISPATCH WORKING GROUP**
Committee is currently in an inactive status.
Decision: The SWCG tasked Pam with re-organizing the work group and to continue moving forward. Addition folks suggested to be placed on the work group include Kelly Castillo (NM-FAD), Curtis Heaton (NM-R2R), and Frank Bedonie (NM-SWC).
- **WILLIAMS/GATEWAY MOB CENTER**
The Mob Center established at Williams / Gateway Airport in Phoenix was a success this past fire season. Financing was good and the Tonto NF is willing to continue operating the center. The owner of the facility is willing to establish a separate building on the site if the government is willing to fund the building.
Decision: The SWCG tasked Tom Beddow to follow-up.
- **BOUNDARY FIRES**
At issue is the lack of communication when fires near or cross the boundary of another agency.
Decision: The SWCG tasked Dugger Hughes with follow-up and inserting language in SWA Mob Guide addressing the issue.
- **CONTINGENCY PLANS FOR SWCC**
Recently the SWCC computer system was affected by a malicious virus, which caused the shutdown of most all SWCC computers. What type of contingency plan is in place should this occur again and on a more long-term basis?
Decision: The SWCG tasked Dugger Hughes with looking into a back up system and developing a SWCC Contingency Plan.
- **ROSS REPORTS**
Jay Ellington informed the SWCG that a number of ROSS reports are now being placed on the MAC website. The reports show the status, availability, and assignment of resources located in the SW on a daily basis.
Decision: The SWCG tasked itself to review the reports and let Jay know if these will work or others are needed.
- **TYPE 2 CREW COMMITTEE HANDBOOK**
Willie Begay indicated the Type 2 Crew Handbook has not been updated in over three years.
Decision: The SWCG tasked Willie to remain as liaison to the Committee and to have the Committee update the Handbook.
- **SW TRAINING COUNCIL**
Jerome Macdonald has been selected as the new Chair and Glenda Womack as the Vice-Chair. Jerome will provide the SWCG with a new charter at the November 17 SWCG meeting. The new charter will include expanding the Council's membership to include Agency Regional Staff Training Coordinators and at-large members.
Decision: None.

The next meeting of the Southwest Coordinating Group is scheduled for November 17, 2005 in Albuquerque, NM.

The meeting adjourned at 1630, October 21, 2005.

/s/ Pamela McAlpin

Chair

Southwest Coordinating Group

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