

# Southwest Coordinating Group Meeting

## July 23, 2007

*DRAFT – to be reviewed for approval at next meeting*

**July 23, 2007 – Albuquerque, NM**

**In Attendance:** *SWCG Members* – Marcia Andre, Donald Griego, Kenan Jaycox, Mark Kaib, Bob Lineback, Dave Bott, Pam McAlpin, Kirk Rowdabaugh, Cal Pino, Jason Greenlee, Absent: BIA-Western.  
**Recording-** Bianca Juganaru

### **PREVIOUS MEETING NOTES & UPCOMING MEETINGS**

May meeting notes approved; Bianca will modify them as “approved” on the website. Action Items reviewed; updated and carried over to the end of these notes.

Some discussion of previous Action Items were as follows:

-Mark Kaib informed the group that Chuck Maxwell has been presented with an award for his excellence in development of the national Predictive Services Handbook.

-The out of area IMT briefing packets have been completed in put in place at AZ BLM office and at SWCC. Pam McAlpin had GIS files that will be added to supplement the packets and copies to SW IMT's for the 2008 season.

-Mark Kaib briefed on progress for the Type 1 Crew Committee under the Ops group. The timing was not considered favorable to go forward in the fire season. They decided to wait until the fall and work with the IHC's at the IHC meeting in the fall.

-Don Griego gave an Operations Group update. They are going to wait till the fall to put together a meeting when people are back from assignments.

-Interagency IT difficulties were discussed and the question of the pertinence of the NFAEB letter Action Item arose. It was decided that Kirk and Mark might have some other options and would investigate some IT solutions.

-SWCG members reported on their committee liaisons and membership. It was decided that there needs to be redistribution of SWCG liaison positions in September or October.

-USFS has decided to continue to work toward making the SW Engine Academy an interagency effort, but need to continue planning with partners.

-Units dispatched by Yuma are apparently slated to move into ADC as of October 1<sup>st</sup>.

-There have been substantial and good comments regarding the SWCG MOU rewrite, (expires March 08); Bob will put t/g the comments in a new draft when the fire season slows.

-The question of whether or not to formalize drawdown levels arose, as NMAC makes us go below the expected resource needs. It was decided to keep as an action item, as it provides some perspective on what the SW needs to minimally/adequately have available to safely respond to the Southwest fire workload.

-The updating of the MAC Priority Matrix is ongoing. Ken suggested utilizing magnets on the MAC Matrix board instead of label stickers. Would allow for more flexibility. There was a great deal of discussion of the MAC Matrix as a tool and record of the decision made by MAC. It was decided at the next revision of the MAC handbook that we would emphasize use of the matrix as a tool. Fire priorities would be archived, but not the numerical criteria. Bob will record this in his copy of the to be revised MAC guide.

-Investigation into who should dispatch the few feds at Montezuma Castle (NPS) revealed it was more complicated than initially thought. Kenan and Bob will check into further.

-Discussed T2 IMT issues from previous meeting, and the resolutions that followed.

<b>Future Meetings:</b>	September 13	Conference Call – Bob to arrange
	Oct. 9-11	Springerville, starts at 1300 on 10/9. 10/10 will be the SW IMT Incident Commanders end of season critique, 10/11 will complete the SWCG mtg. Phoenix?
	Nov. 7-8	?
	Jan. 23-24, 2008	Parallel meeting with the T1 team meeting, Santa Fe
	March 25-27, 2008	

## **SEASONAL UPDATE**

SW Area was receiving season-ending fuels/weather indices. There were still problematic spots but overall activity had laid down. Support was being focused nationally. Most significant resources had moved north.

Discussion then covered Planning Level and the Area PL vs. National. Per the SW Mob Guide, even though the Area is ready to drop to 2 the National PL is 5 and therefore mandates a minimum SW PL of 3 as a result. This may be a hold over from rules that came from the national PL guidelines, where a heightened national PL level brings area PL's up. It was decided to stay at PL 3 in the Area and Kenan will consult with Kim at NICC on national requirements.

The SW T1 IMT's failed to call into their respective SWCG members regarding purchasing. The calls had been going to Ken and he was instructed to refer callers to the appropriate SWCG members.

The T1 IMT that went to Florida had a few issues brought up by the IC that were reviewed. Issues included a Noro virus, too little \$ in the WFSAs, and IMT deployment limits. Issues that were raised were not under the jurisdiction of SWCG, but all were interested.

## **INCIDENT RELEASE PRIORITIES**

There are no Incident Release Priorities listed in the SW Mob Guide. After assessing other area's protocols, Ken wrote up a draft and presented it to SWCG. The proposal takes into account PL levels and is designed to respond to various scenarios. Some agencies are want cost driven factors strongly considered. It was proposed to have guidelines refer to the managing agency's considerations. The guidelines will be re-drafted and sent out to SWCG members, with a goal of having something in the 2008 mob guide that accounts for costs, severity, and safety.

## **TYPE 2 TEAM MANAGEMENT WHITE PAPER**

The white paper is out and distributed for feedback from the field. SWCG reps need to insure its distribution to appropriate people in each agency. Feedback comments will be taken into account for developing the recommendations. Hector Madrid and Donald Griego are heading the group to analyze comments. Unsure if/how the AZ State T2 Short Team would fall under the proposed T2 IMT management. Hopefully a final draft with recommendations will be put out before the 9/13 SWCG conference call.

**NEW TYPE 1 IC SELECTION PROCESS**

The proposed application and questions were discussed. The announcement will be put out as soon as possible to give nominees maximum time to get it done since we are in fire season.

**NM MASTER AGREEMENT UPDATE**

The new national template is a menu of all possible issues, some not particularly pertinent to the situation in NM, and discussion with NMAC, state agreement was revised accordingly. The draft is available if anyone needs to see. More work needed on the appendices and it is likely the Friday meeting will be cancelled. Old agreement expires in April 2008.

**AZ MASTER AGREEMENT UPDATE**

First draft came out and was emailed to the various SWCG members for review. There will have to be some significant work to incorporate the changes in how local fire departments will be utilized and dispatched within Arizona. Discussion covered state and federal cooperation and cost-sharing scenarios.

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 Action Items - *Ongoing followed by new ones*

<b>Topic</b>	<b>Action needed</b>	<b>Responsibility</b>	<b>Date</b>
Reorganized Ops Group	Continue to develop Ops Group with emphasis on Type 1 Crew Sub Committee; meet with IHC's at fall AAR. Put together an Operations Committee meeting for the Fall 07.	Hector, Donald G., Rich N., Mark Kaib	Ongoing and Fall 2007
SWCG Committee Charters	All committee liaisons need to check SWCC committee website to see if their assigned charters, memberships are up to date. If not, contact Jay Ellington.	All SWCG Members	Ongoing
SW Engine Academy	Develop plan toward making it more interagency for future SW Engine Academies in the hopes of enabling it to become interagency.	Rich N., Helen G.	Fall 07
Fire Mgmt for Agency Administrators	Contact GATR Jerome and discuss the weakness of the course. Consider putting on a SW version in Spring of 2008? Refresher as does not meet national policy?	Helen G., Pam	Oct. 07
Interagency Master Agreement for New Mexico to replace expiring JPA	Continued work on the NM Interagency Master Agreement.	Hector M., Donald G., Ginger B., Mark K.	Ongoing (expires April 08)

IMT Nominations	Create cover letter to go with nomination and get them into training packets for fall fire classes. Also provide thank you letter to Agency Administrators with request to continue to provide personnel.	Dugger H., Paul S., Kenan J., Hector M., Donald	Fall 2007
T2 IMTs	Agencies channel comments to Madrid et al. Revise white paper and send out. Discuss at Sept. Conference call.	Hector M., Mark K., Don G., Rich N.	Sept. 1, 2007
Information Committee	Find out who is the new Chair; discuss possibly future combining with prevention committee.	John L., Cal P.	September, 2007
SW Drawdown Levels	Take notes on RMCG chart for development of SW drawdown levels for 2008 Mob Guide	All SWCG Members	Oct 2007
MAC Priority Matrix & handbook	All members take notes; update again this fall. Bob to record updated decision on utilizing the matrix as a decision tool, but not an absolute.	All SWCG Members	Fall 2007
SW IC's	Notify them of October 10 AAR and SWCG meeting in Springerville.	Bob L.	August, 2007
Prevention Committee	1) Develop 2008 options for coordinating restrictions/closures, 2) Contact Info Committee and discuss feasibility of merging the two committees	Donna H. Hector Mary Z. John Lee	Fall 2007
MAC Priority Matrix	Revise/update MAC board and insure website, handbook, and board are consistent	Ken J., Jay E.	Fall, 2007
2006 SW UTF List Findings	Share table of most UTF'd positions in 2006 (and 2007?) with SWCG.	Kenan, Jay E.	Fall, 2007
SW IMT Assignments	Continue to keep record of successes and recommendations on dispatches, and present to SWCG	Kenan	Fall 2007
Who dispatches NPS FF's at Montezuma Castle?	Figure out why they are not geographically dispatched as in other zones	Kenan, Bob, Kirk	Fall 2007
	<b><i>New Action Items from this meeting listed below</i></b>		
Agenda Items for next meeting	<ul style="list-style-type: none"> <li>• Third Tier Recommendations</li> <li>• NM/AZ New Master Agreement Updates</li> <li>• New draft SWCG operating agreement</li> <li>• T2 Team White Paper update</li> <li>• Review committees and liaisons and redistribute duties among SWCG</li> <li>• Aviation Committee report on tasking</li> </ul>	Kelly Castillo State Reps  Lineback Madrid etc. All	Oct 07 Sept 07  Oct 07 Sept 07 Oct 07  Oct 07
Release Priorities	Develop draft guidelines for placement into the 2008 Mob Guide. Circulate for comment.	Ken J.	Oct 2007

New AZ Master Agreement	Provide Kirk with comments on draft.	Kirk R.	Sept. 15, 2007
Interagency Dispatch Support	Investigate interagency dispatch center IT issues and suggest some resolution.	Mark K., Kirk R.	Sept. 13, 2007
IMT GIS CD's	Provide copy to Kenan for ABQ packets; provide copies to SW IMT's for 08 season	Pam M.	Fall 07