

# Southwest Coordinating Group Meeting March 26-27, 2008, Santa Fe

*(Approved – 5/14/08)*

## UPCOMING SWCG DATES:

### **Future Meetings:**

May 13-14, 2008	Albuquerque, NM USFS RO
June 25-26, 2008	Albuquerque, NM USFS RO
July	via MAC schedule if needed
Sept. 30 ?	2009 IC Selection Mtg.
Oct 14, 15, 16	IC AAR and Springerville mtg.
Nov. 12, 13 ?	ABQ

## **March 26, 2008**

**Attendance:** *SWCG Members* – Marcia Andre, Pam McAlpin, Leon Ben, Jason Greenlee, Donald Griego, Kenan Jaycox, Mark Kaib, Marcia Kearney, Bob Lineback, Hector Madrid  
*Guest-* Dave Bott, Jerome MacDonald, Glenda Womack                      *Recording-* Bianca Juganaru

## PREVIOUS MEETING NOTES AND ACTION ITEM REVIEW

January 23/24 meeting notes reviewed and approved. Action Items reviewed; updated and carried over at the end of these notes.

## MOB CENTER TASK FORCE

- A few more individuals have been recruited to the task force in order to provide pertinent local representation. A visit to the Albuquerque Mob Center recently revealed that half the items on the list of needed corrections have been accomplished. Progress on the remainder of the list is forthcoming and awaiting a dollar amount.
- The question of a Mob center in Arizona is problematic. After this year Gateway will no longer be a feasible location. Currently the priority of the Task Force is to focus on the Albuquerque issues that demand immediate attention in order to be usable in '08. Work on the whole picture continues.

## SWCC UPDATES

- T1 Crew discussion reiterated the need to use closest forces.
- Future SWCC staffing discussed related to AMR and WFDSS tools and utilization. For now, continue to use detailed individuals and expanded capacity. See where it all goes.
- There are also some IT concerns arising from changes in the USFS network and IT policies. This could create problems with necessary detailers being denied critical access. Off network options are being examined.

## CONFERENCE CALL WITH AZ STATE

- The NIMO team infill policy developed since last meeting was approved; will be sent to Bill Waterbury and added to SW Team Guidelines. At lower PLs we would allow our IMT's that are off the rotation to infill on NIMO assignments. At SW PL 3, 4, 5 we would have an out of area IMT's fill out any SW

NIMO team assignments from an inactive GACC. This guidance should be put in the SW Mob Guide in the future. It is suggested to encourage this type of policy to be adopted on a national level.

-The AZ JPA development is ongoing and there has been some interaction between AZ State and the USFS on changes. Dave Behrens will send out the latest draft for comments as some agencies have not yet seen a draft.

-RFA applications are collected and a review is scheduled for April 9<sup>th</sup>.

-AICG has been involved with their Restriction and Closures Committee and there has been active interagency involvement. There is a desire for that AZ Committee to communicate and coordinate with the SW Area Info and Prevention Committee, especially regarding the upcoming changes.

-AZ Lands Department's emblem is still in use and AZ Forestry needs to provide updated logo and title to replace on the website. Any time anything is sent to Jay regarding the website it would be best if it is stated in the email subject line "For SW Website."

-Leon presented a summary of issues from the Laughlin T2 IMT meeting.

### **FINALIZE SW TEAM GUIDELINES**

-Discussion covered changes and updates. The Guidelines were approved pending the changes. The relationship of the Guidelines with the SW Mob Guide was discussed. Applicable sections of the SW Mob Guide will be sent out to the teams with the Guidelines.

### **SWCG AGENCY ADMINISTRATOR AWARDS**

-Three nominations were received and the nominees were discussed as well as how best to recognize these individuals. The USFS is heading up the process this time.

### **SW TRAINING COMMITTEE, TRAINING UPDATES**

-Glenda Womack introduced as the new Chair of the Training Committee. The Training Committee Charter was reviewed and the Training Committee will draft an update to the Charter. Agency representation on the Committee was discussed. If an agency lacks participation on the Committee, SWCG should be apprised of the situation by the training committee so reps can recruit new members. The Committee's conference call is May 22<sup>nd</sup> at 1400 NM time. Comments were made on the nomination process for upper level courses.

-The GATR Charter and the upcoming vacancy were discussed. The national nature of the GATR mandates that the person filling the role be involved nearly full time in training issues and should be at the GACC level. That individual is not a voting member of the training committee, but would be a de facto member and heavily involved. The GATR is responsible for acting as a training liaison with other Geographic Areas. Various possible candidates were discussed.

-Jerome presented on agency interaction with the Arizona Wildfire Academy, the nomination process' integration with IQCS, and the field S-420. Jerome is helping organize the S-420, but charging to P codes is not going to work.

-The Ops. Committee will work with the Training Committee to provide focus on critical qualification shortages.

### **SWCG AND SW IC MEETING AND CONFERENCE CALL**

-SWCG presented a brief summary of expectations and guidelines to the ICs. SWCG wants a renewed interest in the development of trainees. SWCG encourages sharing trainees to accelerate their development. This is beneficial to all the IMT's in the SW.

- The 2008 IMT AAR is set for October 15<sup>th</sup>, 2008 in Springerville. Minor IMT issues should be taken up with an SWCG Representative, while major ones may need resolution by all of SWCG through the chair.

- Jeff Whitney felt that the number of SW participants in S-520 annually is not sufficient. The SWCG chair will discuss the prioritization of 520 SW applicants with the NAFRI course coordinator.
- Next year's IMT meeting will be March 3-5<sup>th</sup>. Bill Van Bruggen has volunteered to spearhead the coordination/organization effort. Shanna Miller has been offered up as a Business Advisor for the endeavor. The Ops Committee will also be a resource for representation. Emily Irwin, Craig Cowie, and Denny Nelson will also be part of the effort. Mid-May will be the target date (next SWCG meeting) for a budget estimate. SWCG intends to attend the meeting.
- SW IMT's may be able to obtain SWCG financial assistance for certain team items as outlined in the guidelines. The IMT's had some concerns regarding finances and management, and the Zone Boards may wish more involvement.
- IC and Deputies must be agency employees. NIMO infill policy was presented to the ICs. Chapter 68 of SW Mob Guide is where to find policy on freelancing, rotation, etc.
- IMT's would like to see continued support in filling hard to fill positions. Could federal agencies such as the Bureau of Reclamation be tapped?
- Jeff Whitney presented on the National IC meeting. Political issues may be on the forefront this season due to it being an election year.
- ICs stated that they need feedback on the national and regional cost reviews on their incidents so that they can correct and do adaptive management. The ICs getting together at these meetings is good, particularly for the new ICs, so that they can develop a support network.

### **March 27, 2008**

**Attendance:** *SWCG Members* – Marcia Andre, Pam McAlpin, Leon Ben, Jason Greenlee, Donald Griego, Kenan Jaycox, Mark Kaib, Marcia Kearney, Bob Lineback  
*Guest-* Dave Bott, Rich Nieto *Recording-* Bianca Juganaru

### **PRESEASON AGENCY ADMINISTRATOR MEETINGS**

-Leon presented on attempts to develop relationships between the IC's and Agency Administrators. There have been difficulties in getting together due to scheduling. Perhaps they can be invited to the first day or first half day of next year's IMT meeting. The Fish and Wildlife has attempted to have line officers attend their FMO meeting and have had varying degrees of success. These meetings are good for agency administrators to cross agency lines and get to know other agency AA's. There could even be a mentoring session and the Line Officers could break out and have their own meetings. This would also address issues raised in a recent USFS study which cited a disconnect between line officers and fire operations. There is concern that this will create a level of planning complexity which could be daunting. It would be necessary to get a line officer volunteer from each of the agencies to be involved in planning.

### **ROSS/IQCS CROSS TALK**

-There is a problem with IMT members having Qualifications lapse in IQCS. This causes major problems when attempting to dispatch a team because they show unavailable in ROSS. There needs to be consistency in red card Refreshers every year. IQCS will disqualify a person in ROSS immediately upon date expiration. If the IMTs can commit to doing their refresher the same week every year it will relieve this issue.

-Ken is working on IMT preorders. Some of the preorders are very extensive. The idea of the preorder is to lessen the work load but within dispatch it seems to be creating more problems and confusion (duplicate orders, cancelations, missed orders, etc.) than it is worth and also presents challenges for cost management.

## **NIMS COORDINATION, CREW TYPING, SUPPORT OF T3**

- NWCG/Homeland Security is requiring that everyone be NIMS compliant. A reply to the recent memo will be crafted by the chair based on input from NM State.
- The recent issue of Hotshot versus Type 1 crews was discussed by NWCG and they decided that a differentiation in typing would muddy the process of dispatching resources efficiently. There is still a sense that there is a problem and this issue will not go away. There will be future discussions.
- NMAC also recently released a memo in support of a Nation Incident Support Cache to T3 Incidents. This information will be shared with the Caches who pushed for this item.

## **OPERATION COMMITTEE ISSUES AND UPDATE**

- Rich Nieto presented. There is development of a T2 Crew Handbook at a national level that may dovetail with our SW T2 crew handbook in the future. Mark Kaib gave a briefing on the IHC meeting. Their steering committee is still developing their Charter. The AZ State T1 Crews (Granite Mountain and Ironwood) can have representation on the committee. The National IHC Handbook is going to be revised. The Ops Committee also has a list of priority issues for the IHCs in the Area. There have been problems with hiring and retention.
- The suggested changes were made to the Ops Committee Charter and it just needs to be sent to Bob now.
- Also, there is a need for donations of surplus radios for the BIA to use since they are attempting to upgrade a number of their T2 crews to Type 2 IAs.
- There have also been requests from out of region for “self-sufficient” T2 IA crews. The crew typing expressly outlines T2 IA crews as being non-self-sufficient and the BIA is concerned that this is being overlooked by other Areas. There is a problem on some units, particularly FS, where they do not have the capacity to support these crews due to the dearth of finance staff.
- Ken and Marcia discussed the preorder list with the Hilton conference IMTs and they understood the problems associated with building these lists in ROSS.

## **SW ENGINE ACADEMY UPDATE**

- Various members of the Engine Committee are pursuing projects in relation to the SW Engine Academy. There was good attendance and a lot of success at this year’s Academy. While there was interagency representation (three of the students were non-FS) there were some application/communication problems for non-FS applicants. The Academy is in transition as it becomes more interagency. The Permian Basin TC is being examined for future use. The agencies were polled about how many participants each agency would like to send.
- BLM has a new requirement for Engine qualifications and they are attempting to get their people through the necessary class. Also, diesel emissions standards have changed and this affects all new engines and acquisitions. The Carlsbad BLM has a compliant engine being built for them, but the changes are significant in that it adds significant weight and engine cooling problems. If people are not aware, it could contribute to safety issues in that engines could shut down at inopportune times.

## **FIREWISE MITIGATION TEAMS DURING INCIDENTS**

- Issues with this effort being charge to fire codes, distraction from the fire suppression mission of IMT’s etc. were discussed. SWCG agreed on points and the Chair will send a message to the IMT’s regarding this.

## **FOLLOWUP ON IMT ISSUES**

-It is important to clarify Zone Board involvement with the Type 2 IMTs. While SWCG manages the IMTs, SWCG is open to addressing the concerns that Zone Boards have related to “their teams” and are willing to work with them and accommodate zone issues. SWCG will be addressing these items with the Zone Boards, and SWCG encourages the Zone Boards to feel free to contact any SWCG member if they have concerns. SWCG wants to develop better communication with the Zone Boards. SWCG is going to attempt to have a member attend a Zone Board meeting at each Zone at least once a year.

-SWCG financial support of IMT’s was discussed. It is impossible to simply pool money for IMT funding due to the difficulty of passing funds between agencies, but all agencies expressed a willingness to do some support each year. IMTs need to bring their support priorities to the Ops Group. Chair to send out message after consultation w. Ops liaison.

-The Chair will be discussing S-520 concerns with NAFRI.

## **REVISION OF T2 CREW HANDBOOK**

-Jason Greenlee presented on the T2 Crew handbook. The IARR meeting brought up issues and concerns that warrant another revision. There was also discussion of the T2 Crew Committee Charter.

## **BIN ITEMS**

-NWCG is continuing to sort out the duties of it’s committees and responsibilities. Christy Neil is the new GACAC Chair now that Pam has stepped down.

-The Four Corners area is encountering some issues in implementing the Three Tier plan. The appropriate people have been informed and they are amending the issues.

-There are a lot of overhead resources that are not utilizing self-status. A lot of the bugs have been worked out of the ROSS self-status process and it would be beneficial to update and rerelease the memo.

## **SWCG HANDBOOK REVISION**

-SWCG Handbook updates/revisions were examined. Chair will do a new draft.

## **COMMITTEE ROUND-ROBIN**

-SWCG members gave reports on the various committees.

-NMICG topics included signatures of NM JPA and Master Agreement, the Smoke Management Plan and associated meetings, interagency collaboration, fire restrictions and closure collaboration, and AMR.

-The Joint Fire Sciences Program is launching a website with 22 different smoke models. There is also development of a risk-assessment framework.

-It looks like Landfire will be housed with USGS. The FPA subcommittee is conversing weekly. SW USFS is pushing for alternative means of conferencing on FPA. There is concern that there will be a project launch in June which is fire season in the SW Area.

-There have been some recent developments regarding the use of retardant in firefighting activities. The Forest Service will have to collaborate with Fish and Wildlife and come up with exclusions and procedures regarding the rulings.

-There has also been litigation revolving around NEPA and fire plans. This is something that will require the DOI agencies to work with the FS.

**SWCG Action Items - *Ongoing followed by new ones***

<b>Topic</b>	<b>Action needed</b>	<b>Responsibility</b>	<b>Date</b>
SWCG Committee Charters, Members, and Chairs	SWCG committee liaisons need to check SWCC website to see if their charters, chair names, essential documents, and member lists are up to date. If not, contact Jay	All SWCG Members	Ongoing
IMT Recruitment to wider audience	GATR/Trng Committee to utilize SWCG memo with SW training advertisements. Revise as needed for 2009. Get it into training packets for fall/winter fire classes.	New GATR	September 2008
IMT SW GIS CD's	Update SW out of GACC IMT briefing packets for 2008 season. Get copies of the CD's to each SW IMT (8). Pam send '07 Phoenix office packets to Kenan for updating.	Kenan, Pam M.	May 13
Red Cards and AD's in Zones	Donald and Marcia to discuss specifics of the issues related to AD's signing up in different zones.	Griego/Andre	May 2008
Uncompleted IC AAR Action Items	Ops Group to follow-up on Action Items to ensure completion <ul style="list-style-type: none"> <li>o Consider formalizing some type of apprentice program to get new folks &amp; staff from other non-traditional agencies interested in IMT's. This should be worked on with Training Committee.</li> </ul>	Ops Group/IC's/ Training Committee	Spring & Summer 2008
SWCG MOU	Collect missing BIA signature; get out to all agencies and post.	Jason, Kenan, Bob L.	April 2008
Operations Group Items	<ul style="list-style-type: none"> <li>• Rich N. to send draft Ops charter to Bob L.</li> <li>• Other Ops subcommittee charter revisions in progress, (to Rich, then Bob).</li> <li>• T2 Crew subcommittee needs charter finished and forwarded</li> <li>• Pass the Charter for IHC committee on for approval.</li> <li>• Consider invite of zone reps to IMT member selection meeting?</li> </ul>	Rich various sub-committee liaisons Jason Mark K., Rich Hector, Donald	April 2008
3 Tier Summary Memo	Kelly to complete summary memo for SW to include areas left out of the original. Coordinate w. Kirk R to clearly articulate AZ position in summary. Report to Bob. Arrange late April conference call?	Kelly C, Kirk, Pam  Bob	April 21, '08
Prevention/Info Committee	Draft Interagency memo to AA's reminding them to coordinate w. partners on restrictions and closures. Reps send to their units.	Kelly, Cal, Bob	April 7, '08

Prevention/Info Committee	Report from Prevention/Info on progress with PLIA. Add to above memo if ready to implement.	Committee and Liaison (Cal)	May 2008
Out of GACC IMT Membership	Post approved out-of-GACC list on MAC page for reference and additions by SWCG.	Kenan J., Bob L.,	April 2008
GATR Charter	Get GATR Charter posted to the website.	Kenan, Jerome	April 2008
Fed fires Reimbursement to AZ State	Federal agencies work diligently with AZ state to resolve payment issues, (see recent letter to AZ Fire Departments)	AZ Federal agencies	Ongoing
SWCG Handbook	1) Review new T2 Crew Guidelines for inclusion as a new appendix. 2) MAC Guide - Include decision to record philosophy on utilizing the matrix as a decision tool, but not an absolute, rigid model. 3) Bob add agreed to changes and also the language from the new SWCG MOU, and get out to all before May meeting	Jason  All  Bob	May 2008
	<b><u>New Action Items</u></b>		
FUTA Budget and operation	Need to look at having Lisa write a proposal to combine FUTA Steering Committee with PFTC. Look for National Level involvement/support. Lisa to present at May 13-14 meeting.	Kathy Lister, Lisa Bye, Marsha, and steering committee	May 2008
NIMO Guidelines	Get guidelines for NIMO infill added to the SW IMT Guidelines, and pass on to the ICs and Bill Waterbury.	Hector, Bob	April 2008
AZ State Forestry Symbols	Provide logo and title to Jay to update the SW website.	Dave B.	April 2008
Agency Admin. Awards	Develop award and commendation. Marsha contact Kirk.	Marsha, Pam	April 2008
Southwest GATR	Continue discussions on new GATR as SW organizations are reorganized. Arrange temporary detail GATR.	All	May, 2008
SWCG Reps to survey Agency Administrators	Each member to speak to their executive leadership on how best to get them together with IMT IC's, (2009 team meeting?), and bring info to May SWCG meeting for further discussion.	All	May, 2008
IMT Preorder	Contact IMT IC's to discuss issues with Preorder Lists. Develop standard list for SW.	Ken	May, 2008
Support Cache T3 Kit	Bob and Ken to give information on NWCG memo to Cache Managers and Dispatch Centers.	Bob and Ken	April, 2008
AZ JPA/Master Agreement	Dave to circulate new draft to SWCG members and solicit comments	Dave B.	April 2008

Zone Boards Communications	<ul style="list-style-type: none"> <li>Find out who the Zone Board Chairs are for each Zone and get them and their charters posted to the SW website.</li> <li>Leon develop draft talking points from SWCG to the Zone Boards for SWCG members to use.</li> <li>Annually, each SWCG rep should attend at least one Zone Mtg. so all are covered. León/CWZ, Bob/Santa Fe, Jason/NAZ, others to be listed.</li> </ul>	Ken  Leon to Bob  all	April 2008  April 2008  Sept. 2008
Team Related Recognition	Develop recognition categories for next years IMT meeting?	Marsha, Pam	May, 2008
SW S-520 Applicants	Chair to call NAFRI coordinator and discuss SW priorities and need for more slots	Bob	April 2008
2009 "all team" IMT Meeting	Make decision on location, general budget, and begin planning. Present as needed to SWCG.	Bill VH and IMT committee and Ops Group	May 2008
ROSS Self Status Memo	Kenan to draft clarification and update memo requiring zones to implement self-status for SWCG Chair to send out.	Ken, Bob	April, 2008
IMT Financial Support	Chair to send message to IMT's	Bob	April 2008
Agenda Items for Next SWCG Meeting	<ul style="list-style-type: none"> <li>State reps. on FUTA Steering Committee and budget.</li> <li>Northern Rockies Structure Protection Guidelines</li> <li>MAC handbook update and exercise</li> <li>National Fuels Committee Power Point</li> <li>Finalize T2 Crew Guidelines for '08.</li> <li>GATR transition</li> <li>Field S-420 Class update report</li> <li>Leon update on CWZ Center Manager/IC/Administrator Meeting</li> <li>Bea Day to present on the Engine Academy</li> <li>Recognition awards</li> <li>Chair succession discussion</li> <li>Discuss disband of Predictive Services Committee.</li> <li>Aviation Committee update</li> <li>AICG to present Draft AMR talking points</li> <li>IMT Meeting 09 Planning</li> <li>AZ JPA Process</li> <li>Ops Group Update</li> </ul>	Lisa Bye  All  All ?  All Jerome  Leon  Bea/Pam  Pam/Marsha All Mark K/Loren  Marsha Leon  Hector/Donald Dave B. Rich N.	May 13-14