

Southwest Coordinating Group Meeting June 25-26, 2008, Albuquerque

Approved Sept 24, 2008

UPCOMING SWCG DATES:

-July 23 (10am)	Conference Call
-Sept. 24, 25	2009 IC Selection and regular mtg., ABQ
-Oct 14, 15, 16	Regular mtg. starts 1300 on the 14 th , IC AAR is all day the 15 th , regular meeting 16 th - Springerville, AZ.
-Nov. 18, 19	PHX, location TBD by AZ Forestry, (chair rotates this meeting)
-Dec. 8 th week	NMAC-GMAC meeting in Boise, (Donald & Leon)
-Jan. 13, 14	ABQ
-Feb. 17-19	ABQ SW IMT Meeting

June 25, 2008

Attendance: *SWCG Members* – Loren DeRosear, Jason Greenlee, Kenan Jaycox, Bob Lineback, Leon Ben, Pam McAlpin, Rich Nieto, John Selkirk, Dave Behrens. *Recording-* Kenan Jaycox

PREVIOUS MEETING NOTES AND ACTION ITEM REVIEW

May 13-14 meeting notes reviewed and approved; a rough draft had been posted on the website and was considerably revised. Action Items reviewed, updated and ongoing carried over at the end of these notes.

- General SW Situation Update given by Kenan Jaycox (SWCC)
- SW MAC to convene tonight and for next several at least
- General update given by Karen Wood – NMAC representative to SWCG (USFS Operations Director)
 - PL-4 Nationally. Closer look will be given to placement of National Resources.

Aviation Committee Update – Dave Underwood

- Reviewed Aviation Frequency Map proposal. The Southwest Area is already producing maps and frequency guides. There may need to be more communication with the folks on the ground that these maps are available to them.
- IA response areas for IMT's when assigned usually correspond to TFR areas. EGB is ensuring that they use geographic boundaries instead of the TFR boundaries. Southwest needs to look at ensuring that IA areas have physical geographic boundaries if TFR is unclear. The IC's will be asked about this at the IC AAR.
- Southwest SEAT Plan. Status? Still in process of getting approved and signed. Dave Underwood will make last changes and get to Bob Lineback to circulate to SWCG for final comment, if any.
- Aviation Committee is working on their charter.
- NM State is working to fill a vacancy on aviation committee. Chair rotation is in place. Darren Mathis is up next for the Aviation Committee chair, transition in fall 2008.
- Geographic Area interagency in-briefing package for out of area aviation resources is being put together by Aviation Committee.
- Aviation position Needs Analysis is being done. A Task Group has been put together to develop and study these needs.
- The Aviation Committee will schedule at least annual meetings.

Arizona AOP and new Master Agreement Processes

- Arizona BLM reviewed the “final draft” of the master agreement and determined that they cannot sign it as is. They recommend that a meeting be scheduled to discuss their concerns with it. All affected parties need to be at the table. Dave agreed to do that.

Training/GATR Update – Duane Tewa

- S-420 (field course) - Will not do it this year. Too many logistics to figure out and not enough time. Will schedule a traditional S-420 this fall.
- S-520/620 Update – Nominations are still being gathered for some shortage positions only. S-620 may not be held until 2009 per NAFRI.
- S-590 – Recruitment notice went out. Two folks are scheduled in 2010. Still need to do more outreach. Weather committee and training committee need to help.
- Zone analysis and training needs update – zones are assessing their needs and are responding to the Training Committee so a curriculum can be developed.

PL4 Action Review

- Group reviewed PL-4 actions from Mob Guide.
- Discussed whether to move to PL5. The SW will stay at PL-4 for now, but may change if much more happens or conditions deteriorate.

NWCG Data Standards Memo

- Grouped reviewed the memo and needs further clarification on what the “DAWG” group is asking for. Bob will reply to them.

Phoenix IAWF Conference

- IAWF was asking for SWCG representative. Leon will contact BIA NIFC for Rep since the conference is more National in scope.

AICG AMR Talking Points

- Talking points have been developed. SWCG reviewed these. The final version will be disseminated amongst the AICG members. Will also be posted to AICG website.

WFDSS

- Discussed how WFDSS can be utilized by all the agencies. USFS can assist for any agency who needs it.

IMT Reviews/Issues

- Reviewed IMT assignments to date since last meeting.
- Review of IMT Questionnaire, the intent of it, and possible modifications.

IMT Recognition Awards

- Pam and Marsha still to develop criteria for these awards.

SWCG Letterhead and Process

- The current letterhead has a lot of graphics and uses up electronic inbox space. The EGB letterhead uses less space and a new SW one was reviewed and approved by the group.

June 26, 2008

Attendance: *SWCG Members* –Leon Ben, Jason Greenlee, Kenan Jaycox, Loren DeRosear, Bob Lineback, Hector Madrid, Pam McAlpin, Dave Behrens

Recording- Kenan Jaycox

MAC Related

- Reviewed resources and situation. Decided to move to PL5
- Revising MAC Format for Calls
- Drafted MAC Morning Call Guidelines.

2009 IMT Meeting

- Will be February 17-19, 2009 in ABQ at Radisson. Shana Miller and Bill VanBruggen are coordinating the logistics. Estimating 270-300 members to attend. Ops group engaged in the planning also.
- Will try and pull together a Thin Client presentation for the meeting also.

IMT Funding

- Each agency has communicated what they could contribute. Not a lot of requests have been followed through on by IC's for purchasing.

Rocky Closeout

- Hector attended. All went well. Good A/A interface with the team. Water left in the Heli-well was distributed to local ranchers and it was greatly appreciated by them.

Ops Group Update

- The committee had a recent meeting May 2. The charter is completed.
- Santa Fe IHC will be looking for certification. IHC Committee is engaged.
- The Engine Committee is having trouble with full participation. Still working through some things related to the academy and interagency participation. They are looking at how to spread the costs among agencies. They are also looking at all options as far as facilities. There are three proposals being looked at, and they are asking the SWCG to review. Next conference call is scheduled for Aug 15 at 1000 am.
- Andy Brunshuh is leading a task group to look at T-3 Organizations in the SW.

Review of the Solano Fire and Aviation Review Team

- Group reviewed the report and the comments provided by the Arizona State Forester.

To expedite the process of putting t/g action items, the group asked the 3 Santa Fe members to get t/g and put together a draft action item list for all to consider. Hector felt it would be best that they be discussed in a face-to-face meeting so that everyone communicates on the same page.

Aquatic Species Guidelines Memo from USFS

- Group reviewed the interim guidance from USFS.
- Not agreement to adopt on an interagency basis as there were MSDS concerns about some of the chemicals, and more succinct and clear instructions need to be developed for fire people. Encouraged team to keep on working on and keep fire people involved. BLM AZ to pass this

message on. Will continue to monitor the progress and may consider for Interagency adoption this winter if questions resolved.

Zone hosting of AD's

- The unwritten rule is that the unit that signs them up hosts their dispatching.

The Incident Business Committee is working on Southwest Area Guidelines for hiring and use of AD's, and Dave B. will ensure they include this issue. Kenan may also consider for SW Mob Guide/interagency dispatch procedures.

Delegation of Authority and Intent Document

- Reviewed the document from the national IC group regarding a separate document being created stating the A/A intent, expectations, etc. Decided not to go with this major change at this point. Should be a national policy if there is will to go in this direction.

Committee Updates (not covered from earlier in the meeting)

- Dispatch – Change in chair. Chuck Holt is the new chair. Will be holding ROSS Training for IMT folks in the Fall.
- FUTA – Discussion on agency's funding to FUTA. Waiting on AOP approval to allow the monies to change hands. BLM NM will contribute additional funds provided by their national office.
- Incident Business – tasked with developing interagency Southwest Area AD policy document.

SWCG Action Items - *Ongoing followed by new ones*

Topic	Action needed	Responsibility	Date
SWCG Committee Liaisons and Chairs	Check SWCC website to see if charters, chair names, essential documents, and member lists are up to date. If not, contact Jay Ellington.	All SWCG Members	Ongoing
Operations Group	<ul style="list-style-type: none"> • Pass the Charter for IHC committee on for approval. • Ops Group to look at ways to make T3 Orgs more available in SW • Work with Training Committee to develop accelerated training for IMT shortage positions • 09 SW IMT Meeting : continue planning for excellent session! Present as needed to SWCG. • Oct. IC AAR: Send notice out to ICs, Ops Group, SW Zone Reps., SWCG? • Message to IC's about identifying early critical issues negatively affecting the incident, (example: water cents issue), TFR's that match incident IA boundaries must be ground boundaries. 	Kaib, Nieto Madrid, Griego Madrid, Griego Madrid, Griego Madrid, Griego, Jaycox	Aug 2008 Fall 2008 Fall 2008 June 2008 Aug. 20, 2008

Training Committee	<ul style="list-style-type: none"> • GATR/Trng Committee to utilize SWCG memo with SW 2009 training advertisements. Revise, update if needed for 2009. Get into training packets for fall/winter fire classes. • Work with Ops Group to develop accelerated training for IMT shortage positions. • Work with zones on training needs analysis and summarize to SWCG. • Finish Charter update • Local Fire Mgmt Leadership: Coordinate '09 training dates in interagency SW announcement. Include Fire and Ecosystem Management course. • Get GATR Charter posted to the Training Committee website. 	McAlpin, Womack, Tewa	June 08
FUTA Steering Committee	Lisa write a proposal to combine FUTA Steering Committee with PFTC. Look for National Level involvement/support.	Kathy Lister, Lisa Bye, and steering committee	Autumn 2008
Aviation Committee	<ul style="list-style-type: none"> • Follow through on getting updated SEAT plan and getting it signed. • Complete in-brief packages for out of area aviation resources. • Develop accelerated aviation development in relation to aviation needs analysis. 	Kearney	Aug. 2008
Incident Business Committee	<ul style="list-style-type: none"> • SWCG to task them to have an after season AAR with incident business folks on how the season went. • Several SWCG members should be present at the fall committee meeting. Dave will send out notice of time, place. • The Incident Business Committee was tasked with creating draft SW interagency AD Guidelines, based on the Eastern area guidance, for next SWCG meeting. 	Behrens	Fall 2008 Aug. 2008 Sept. 24, 2008
Information and Prevention Committee	<ul style="list-style-type: none"> • Need to list current chair on SWCG website 	Cal P.	ASAP
IMT SW GIS CD's	Update SW out of GACC IMT briefing packets w. portable hard drives. Place 2 copies in Phoenix. Get copies to each SW IMT (8).	Jaycox	Sept. 08
Agency Admin. Awards	Process 2008 awards.	Kearney	June 2008

Three Tier Memo summarizing status to SWCG	Chair of Third Tier Task Group will incorporate 5/21 comments into final summary memo and send final to Bob to pass to SWCG and Dispatch Committee for monitoring.	Castillo	Aug. 2008
Expanded dispatch support shortages	SWCC to organize and put t/g a ROSS course focusing on IMT Supply Unit Leaders and Ordering Managers	Jaycox	Winter 08-09
Zone Boards Communications	<ul style="list-style-type: none"> Update chairs on website for each zone; get the Zone Board Charters posted to the SW website. Post on MAC site approved talking points for SWCG members to utilize when meeting with the Zone Boards. Annually, each SWCG rep should attend at least one Zone Mtg. León/CWZ, Bob/SNZ, Jason/NAZ, Hector/TAZ and PEZ, Pam/SEZ, Loren/ABZ, Dave/WMZ, Marsha/GLZ, Cal? (may need to trade?) 	Jaycox	Aug. 2008
		Lineback	Aug. 2008
		all	Ongoing
Team Related Recognition	Develop recognition categories for next years IMT meeting?	Marsha, Pam	Aug., 2008
2009 Mob Guide	<ul style="list-style-type: none"> Develop mob guide protocols for dispatching neighbor resources across GACC boundaries in boundary areas, based on the 5 year agreements. Review NIMO infill guidelines before adding them to the SW Mob Guide in 2009. Update Preparedness Level plan pages with changes, lessons learned from 08 season. 	Jaycox SWCG Lineback, Jaycox, and SWCG	Jan 09
	<u><i>New Action Items</i></u>		
Agenda Items for Next SWCG Meeting	<ul style="list-style-type: none"> Bea Day to present on the Engine Academy alternatives IMT Recognition awards IMT Meeting 09 Planning Solano Review Update Sufficient staffing for SW Type 2 Teams? Review findings from the soon to be released National Dispatch Feasibility Study and see if any changes or recommendations need to be looked at for dispatch offices in the SW. 	Bea Day/Nieto Pam/Marsha Madrid, Griego Madrid, Griego all	
Update of SWCG Handbook	<ul style="list-style-type: none"> Incorporate changes from MAC forms and post on website. Incorporate new language on what fires to consider by MAC, (T3, WFU). 	Cumming, Lineback	Sept. 24, 2008

Solano Review	<ul style="list-style-type: none"> • SWCG 3 from Santa Fe will take stab at drafting action items. Then will arrange meeting/conference call to discuss and revise. 	Madrid, Griego, Lineback	Aug. 1, 2008
AZ Master Agreement/JPA and Annual Operating Plans	<ul style="list-style-type: none"> • Set up a meeting/call ASAP with all involved to review AZ BLM concerns with the 2008 AOP. • AZ partners will meet the day before the IC Selection/SWCG Meeting (Sept. 24) to review 2009 AOP and also consider DRAFT new AZ Master Agreement/JPA. 	Behrens/McAlpin AZ Partners	ASAP September 08
IAWF Conference in PHX	<ul style="list-style-type: none"> • SWCG to see what co-sponsor means and see if NIFC level participation would be more appropriate. 	Leon Ben	Aug. 2008
A/A Award Nominations	<ul style="list-style-type: none"> • Need to start process/solicit names for the 2008 fire season 	Kearney	Oct. 14, 2008
Engine Academy Proposal	<ul style="list-style-type: none"> • Review the written proposal and make comments/recommendations back to R. Nieto. 	Each SWCG Member	July 31, 2008