

Southwest Coordinating Group Meeting September 24-25, 2008, Albuquerque

Approved October 14, 2008

UPCOMING SWCG DATES:

-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, (Bob/Donald/Leon)
-Jan. 13, 14	ABQ - USFS
-Feb. 17-19	SW IMT Meeting -ABQ
-March 24, 25	PHX, AZ-BLM
-May 6, 7	ABQ, FWS
-June 9, 10	ABQ, USFS

Sept. 24, 2008

Attendance: *SWCG Members* – Mark Kaib, Helen Graham, Donald Griego, Jason Greenlee, Kenan Jaycox, Bob Lineback, Hector Madrid, Rich Nieto, Dave Behrens, John Philbin, Cal Pino.

Recording- Nancy Moore

PREVIOUS MEETING NOTES AND ACTION ITEM REVIEW

June 25-26 meeting notes reviewed and approved. Action Items reviewed, updated and ongoing carried over at the end of these notes. Lots of discussion and updates related to the action items, it took longer than usual.

Review Solano Action Items

- SWCG reviewed the final Solano Action Items and discussed/assigned additional follow-up.
- Darrin Mathis, incoming SW Aviation Committee Chair, will be briefed on action items specific to SW aviation and the aviation committee is tasked with developing solutions.
- SWCG discussed developing a template for Zone Coordinating Group Charters and Zone Dispatch Office Operating Guides.

Executive Session

Much of this session was spent on selecting new IC's for 2009 and discussing recruitment challenges for all positions on all IMTs. New configurations for IMT's being discussed in other GACC's also covered.

Prep for IMT 08 IC AAR Meeting and SW 09 IMT Meeting Update

- 2008 IC AAR Meeting discussed. Agenda items were reviewed and Hector will finalize.
- 2009 IMT Meeting discussed. Meeting will be at the Raddison Hotel in Albuquerque. Basic agenda is set and Bill VB will discuss more in Springerville. All SWCG members should plan on attending. A possible plan will be finalized at the next meeting.

Sept. 25, 2008

Attendance: *SWCG Members* – Jason Greenlee (PM), Kenan Jaycox, Mark Kaib, Bob Lineback, Hector Madrid, Helen Graham, Dave Behrens, Rich Nieto, Cal Pino (AM), John Philbin, Dave Bott, Donald Griego.
Recording- Nancy Moore

Ops Group Update

- Granite Mountain IHC – Peer Review complete. Recommend approval for IHC status.

- Engine Academy Proposals – Additional funding may be needed from SWCG partners to the Engine Academy or charge \$5,000 - \$6,000 for students who attend (non-FS) or move the academy from Glendale, AZ to Carlsbad, NM. Academy will be held early February, 2009. Nominations letters will go out November 1st. IGO is already established with BLM.
- T1 Crew Sub-Committee Charter – comments to Nieto by Oct 17, 2008.
- SW T3 Organizations - Template created for SWA minimum standards. Soliciting comments from Ops group/SWCG. SWCG liaisons will present to respective zones.
- Accelerated IMT shortage position development, coordination with training committee – discussed pool trainees vs. primary team trainees. Also discussed “shared” positions. Glenda, Charlie, and Duane need to attend January team meeting.
- 2009 IMT Application Process – draft nomination letter discussed. Comments back to Hector or Kenan. SW teams will be required to carry FUM2 for 2009 to move toward being able to manage the full range of fires. No applicants for SW FUMT. May be a request to field a combined team with another Region.
- Chair transition from Rich Nieto to Dave Bott in Springerville.

Cache System Strategic Plan

- NICS identified strategic plan – everyone should have received a copy from Bob.
- Needs to be a national system under the shared resources with Geo boundaries removed.
- Need to establish refurbishment centers as part of the system
- ICBS has been implemented. ROSS should be talking to ICBS within a year.
- There is a designated group studying cache locations, all hazard response, etc.
- Strategic Plan has been approved by Wildland Fire Group.

Dispatch Efficiency Study

- Established as part of the A-76 outsourcing study.
- Recommendations have been prioritized. Kenan discussed the priorities.

Radio Communications Task Group

- Draft Charter was handed out. Comments needed and finalize. SWCG need to fill in the blanks for agency reps. Marsha will be SWCG liaison. Additions/comments need to be to Nieto by Oct 3, 2008.
- Final Recommendations to SWCG by November 12th.

Fire Program Analysis

- Proposed deployment schedule discussed. 3 Waves in the SW. Handout.

Federal Wildland Fire Policy

- Interagency implementation was discussed. How to do when it has not yet been accepted formally.
- Updates targeted to be implemented Feb 2009, at least by USFS.
- Query: USFS would like more interagency personnel interested in WFDSS group and mentoring. Send your suggestions to Marsha.

Training Committee

- Website has been migrated to national site; some confusion at moment as it all looks different. This is in line with the IQCS nomination workflow process. FUTA is still a stand-alone website with links from the national website.
- Line of Duty Death training cannot be scheduled before 2010 due to changes in curriculum.
- LFML scheduled in April (NAFRI and will hold more folks. Coordinate with BLM).

- MOU with Texas Wildfire Association – reviewed by SWCG. More information is needed before signing; we do not know about this group. Glenda will update SWCG at next meeting.
- Zone training needs analysis – received one from each zone; used for input on 2009 training calendar.
- Training committee Charter reviewed by SWCG. Revisions will be made by Bob before signed.
- Posting of GATR charter – 2006 revision still valid. Need to locate fully signed copy and post.

FUTA Transfer of Funds from Participating Agencies

- Delayed new agreement awaiting national study.
- Most agency FY08 funds did not get transferred to USFS; multitude of reasons.
- Different options are being reviewed for solutions for money transfer. Conference call soon.
- BIA contributed with supplies/equipment.

SWCC Updates

- Mob Guide changes need to be in by January 9th
- Trying to get rid of MOU's for I/A with boundary zones in neighboring states/GACC's. Mob Guide could reflect these guidelines rather than MOU's.
- Request change in Dispatch Steering membership to be the Center Managers. Charter needs updating. SWCG approved direction.
- Dispatch Workshop moved to Tucson, NAFRI, Jan 21-22.
- SWCC will begin rotating coordinating duties beginning in 2010 for cross-training.
- SWCC Ops guide in major revision mode. SOP's will be removed from the Ops Guide and made appendices.
- SWCC will have a BLM preparedness dispatch review this Spring.

Incident Business Committee Action Items

- Chair was handed off from Dave Behrens to Kathy Lister.
- Need to attend Finance Section breakouts at IMT meeting.
- Develop Firecode Guidelines
- Review draft AD Guidelines for the SW.

FEMA Fires (NM State)

- Request to shorten time to control for fiscal close-out purposes. SWCG discussed options.
- Cost share agreements can be amended/modified or just watch when fire gets to non-threat status.

T2 Crew Issues

- Disciplinary function is a home unit responsibility.
- Put recommendations for home unit (examples of consequences for breaking code/conduct) in handbook.
- May need additional pack test and/or screening after medical issues
- Incidents will be distributed to SWCG (or website?)
- Investigate incidents and distribute (corrective action)
- Print a modified handbook for crewmembers (or a video?)
- SWCG may review IARR handbook (posted on the web) and agenda for workshop
- Annual workshop for EFF crew bosses and crew reps (possible training video)

SWCG Action Items

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
Zone Boards Communications	<p>Annually, each SWCG rep should attend at least one Zone Mtg. The following are the SWCG reps to each zone: León-CWZ, Bob-SNZ, Jason-NAZ, Hector-PEZ, Donald-TAZ, Helen-SEZ, Loren-ABZ, Dave-WMZ, Marsha-GLZ, Cal- alternate as needed.</p> <ul style="list-style-type: none"> • Zone reps need to discuss zones to share/cooperate on standing T3 organizations and template. • Zone reps need to get zone charters and pass to Kenan for posting on website • Develop template for zone charters and Dispatch SOP's as some zones are struggling with this. 	SWCG liasons	Ongoing
		SWCG liasons	Ongoing
		SWCG liasons	Ongoing
		Kenan, Bob	Nov 08
Operations Group	<ul style="list-style-type: none"> • Bob and Rich finish up the draft IHC subcommittee charter. • Complete development of prototype standing T3 Orgs for 09 • Work with Training Committee to develop accelerated training for IMT shortage positions • 09 SW IMT Meeting (Feb 17-19 2009, ABQ): continue planning. Present at IC AAR and as needed to SWCG. • Help coordinate IMT meeting silent auction • Comments back to Nieto on T1 IHC Charter • Ops group continue to flush out T3 Org template • Draft SWA T3 template; Comments back to Ops Group (Bott) • Finish IMT Recruitment Notice; incorporate shared training "pool" and FUM2 language 	Nieto, Lineback	Nov 08
		Bott, Nieto	Oct 08
		Madrid, Griego	Fall 08
		Madrid, Griego Van Bruggen	Oct 08
		Kaib	Feb 08
		all	Oct. 9, 08
		Nieto	Oct 08
		Bott	Oct. 9, 08
Madrid, Jaycox, Lineback	Oct 9, 2008		
Engine Academy	<ul style="list-style-type: none"> • Nomination announcement to be completed • Determine non-USFS cost per student • Send out Transfer IGO example • Increase engine sub-committee involvement • SWCG members visit academy 	Nieto/Graham	Nov 1, 2008
		Nieto	Oct. 08
		Graham	Oct. 08
		Nieto	Oct. 08
		All	Spring 08

Training Committee	<ul style="list-style-type: none"> • Work with Ops Group to develop accelerated training for IMT shortage positions. • Get GATR Charter posted to the Training Committee website. • S-420 class (fall?) update • Update TC Charter • TX MOU – more info needed • New policy workshop may be needed at multiple levels 	Graham, Womack, Tewa Lineback, Womack	Oct 08
Aviation Committee	<ul style="list-style-type: none"> • Complete in-brief packages for out of area aviation resources. • Develop accelerated aviation position development in relation to aviation needs analysis. • Figure out implementation plan for Solano Action Items • SECO action items follow-up 	Darren Mathis	March 08 Jan 08 Oct 08
Incident Business Committee	<ul style="list-style-type: none"> • Have an after season AAR with SW incident business folks on 2008 fire season and prioritize action items. • Several SWCG members should be present; Kathy 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. • Develop SW Incident Business items for national group to work on • Need to attend Finance Section breakout at IMT Meeting • Interagency Firecode Guidance 	Lister Lister and SWCG Lister Lister	Fall 2008 Aug. 2008 Oct. 2008 Oct. 2008
IMT SW GIS CD's	Return 2 AZ copies to Kenan. Update SW out of GACC IMT briefing packets w. portable hard drives. Place 2 copies in Phoenix. Get copies to each SW IMT (8).	Graham, Jaycox	Oct 08, then March 2009
Agency Admin. Awards	Two 08 awards presented, one still waiting (Greenlee will find recipient). Mary Z will write an update for the website. 09 process underway.	Nieto, Kearney, Lineback, Greenlee	Nov. 2008
Team Related Recognition	Finish draft of recognition criteria for IC meeting. 09 Awards will be paid for by BIA NAA team support funds.	Bob, Rich, Jason, Donald	Oct. 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 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 9, 09 Jan 9, 09 Jan 9, 09
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	Oct. 2008
A/A Award Nominations	<ul style="list-style-type: none"> Need to finish announcement for IC AAR meeting. Noms will go to SWCG rep, not to SWCG in modified announcement. Bob will help them finish. 	Kearney/Nieto/Kaib	Oct. 14, 2008
	<u><i>New Action Items in blue</i></u>		
Agenda Items for Next SWCG Meeting	<ul style="list-style-type: none"> IMT Recognition awards IMT Meeting 09 Planning Aviation new chair 10/14-1630 T1 team IC to present 10/14-1600 Encourage training specialists on all teams Solano -Update discussions and action items 	Bob & Rich Bill VB Mathis Hughes	Oct 08
Granite Mtn IHC	<ul style="list-style-type: none"> Letter from SWCG to Granite Mtn approving IHC status. 	Lineback	Oct 17, 2008
IMT Shortages	<ul style="list-style-type: none"> Nieto identify current C&G or critical trainee positions. Send to SWCG 	Nieto	Oct 9, 2008
Radio Comm Task Group	<ul style="list-style-type: none"> Draft Charter comments to Nieto Send agency rep e-mail addresses to Nieto 	All	Oct 3, 2008
Modifications to Wildland Fire Policy	<ul style="list-style-type: none"> Identify potential Interagency members of WFDSS group Marlena to present at Jan SWCG Mtg on understanding of WFDSS and 2009 modifications to policy Look for opportunities to implement on interagency basis come November when announced 	All Nieto All	Dec 10, 2008 Jan 13, 2008
NIMO Team	<ul style="list-style-type: none"> Develop list of things NIMO could help the SW with and send to USFS 	All, Lineback	Nov. 08

Dispatch Steering Committee	<ul style="list-style-type: none">• Draft new and updated charter, reflecting suggestions to SWCG on new membership	Jaycox, Lineback	Nov 08
Mob Center Task Group	<ul style="list-style-type: none">• Draft final recommendations memo before sunseting	Kenan	Nov 18