

Southwest Coordinating Group Meeting November 18/19, Phoenix, AZ

UPCOMING SWCG DATES:

-Dec. 8 th week	NMAC-GMAC meeting in Boise (Bob/Donald/Leon/Kenan)
-Jan. 13, 14	ABQ – USFS MAC Room
-Feb. 17-19	SW IMT Meeting –ABQ (determine need for separate SWCG meeting or breakout)
-March 24, 25	PHX, AZ-BLM
-May 6, 7	ABQ, FWS
-June 9, 10	ABQ, USFS

November 18, 2008

Attendance: *SWCG Members* – Bob Lineback, Dave Behrens, Kelly Castillo, Marsha Kearney, Kenan Jaycox, Donald Griego, Hector Madrid, Mark Kaib, Dan Begay. *Recording-* Nancy Moore

PREVIOUS MEETING NOTES AND ACTION ITEM REVIEW

Oct. 14-16 meeting notes reviewed, edited and approved. Action Items updated and carried over at the end of these notes.

Public Land Information Center (PLIC) Proposal Presentation.

- Recommendation made to continue with this program at last meeting.
- Home page built in 08 so funding is less in 09; (08 paid by BLM AZ, NM and FS)
- FY09 Proposal presented - \$7,544
- New agreement needs developed that should include other participating agencies (BIA, NPS, FWS, & States)
- Proposed funding breakdown – AZ BLM - \$1,500, AZ NM - \$1,500, USFS - \$2,000, NPS – \$1,000, BIA - \$500, FWS - \$500, States - \$500

SW AD Guidelines, National AD Policy

- Latest SW draft AD guidelines handed out for review and comment
- National Task Group for AD/CWN (Reserves) – may be adjusting AD rates to include OT/hazard pay. NWCG final policy by February with implementation in April, 2009.
- Cost concerns: Average cost for 14-day assignment for an AD is \$7,000; Average cost for agency - \$9,000; CWN (Reserves) AD like - \$21,000. One local agency made \$500,000 in indirect costs.
- Comments on draft guidelines need to be back to Kathy Lister by Dec 10.

IHC AAR Feedback

- Comments were presented for general discussion; Bob and Mark to write up for IMT's to consider. Mark will interface with T1 crew sub-committee.

Center Manager Delegation of Authority

- Sample Zone Center Manager DOA was presented, discussed and approved.
- It will be posted on the web for zones to consider/utilize as needed.

- SWCC Center Manager DOA will be edited, signed by Donald, and included in the SWCC operating plan. A copy will also be provided to each SWCC employee.

SWCG Smoke Management Memo

- Some minor edits, then Bob will pass to Donald for signing for SWCG and distribute to IMTs and agencies via their reps.
- Propose Claudia Standish (BLM NM) present memo guidance to the Plans Section Breakout at the IMT Meeting.
- The Mob Guide (Chapter 20) needs to be updated. Kenan will work with Jay to see that it is updated and new info included.

Solano Action Items

- Comprehensive review of the action items occurred and some additional assignments made.
- Mob Guide will be updated on many issues related to Solano action items.
- A general discussion was held on combining Zone dispatch offices and saving funds, and possibly gaining efficiencies. More to do to resolve this.

IMT Issues

- Discussed planning and implementation of Option 3 (straight T2 team rotation) for 2010. Hector to start draft for January SWCG meeting.
- AC/IC T2 team SW representative (vice Reinartz). Joe will ask the other IC's if anyone want to take his place. He will attend the Dec Reno meeting for the SW T2 ICs.
- IMT meeting planning is continuing under VanBruggen guidance, in coordination with Ops group.
- Out-of-GACC team nomination approval process was discussed. SWCG Chair and Center Manager will make the best decision on out of GACC nominations requesting signatures. If approved, they will be added to the SW Out-of-GACC approval list that SWCG is maintaining on their website.
- IMT financial support in 2009 – most agencies will contribute \$1,000 each with the exception of the States. Each agency will adopt a team – NPS (SW/NR Fire Use Team), NM BLM (Van Bruggen T1 Team), FWS (Small T2 Team), FS (Dugger T1 Team), NM State (Cowie T2 Team), AZ BLM (Sciacca T2 Team), Western BIA (Nelson T2 Team), Navajo BIA (IMT recognition awards), SW BIA (reserve) . Hector will write up.
- Discussed T-2 Team rotation process and Mob Guide verbage. Changes were made and will be added to the Mob Guide.
- Wildland FF silent auction memo was reviewed and Mark accepting comments to finalize.

Engine Academy Nominations

- Cost of \$5,000 per student; very comprehensive course.

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Aviation Committee Update

- Added liaison position from SWCC to the committee. Dolores Garcia will represent SWCC.

- Charter is being updated and will be presented at January meeting.
- SEAT Plan being reviewed for 2009.
- SW Area Aviation Guide – Rance Irwin Group Leader
- Updated Membership List with current information to be posted on web page.
- Discussed an Aviation rep for the training committee
- Aviation Committee member to attend IMT Selections in Jan. to see firsthand Aviation shortage positions on IMTs.
- Discussed AMD vs. FS charge codes
- SWCG Liaison is now Kelly Castillo. Marsha K will change to Training Committee.
- Next meeting: Conf call January 13, 2009 at 1000; meeting April 7, 2009, ABQ at FUTA.

IMT AAR Action Items

- SWCG members need to verify fax and contact numbers on the IMT recruitment letter.
- Group discussed and made assignments from the IC AAR action items list.

New Mexico Revision of Smoke Management Plan

- NM Environmental Department will be starting to revise the Smoke Management Plan. Looking for a facilitator; funding agreed to but method to pass funds needs to be worked out. Discussed options to pay for facilitator. See action items.

Mob Center Task Force Summary

- Recommendations were discussed and agreed to by the SWCG.
- Summary will be finalized and posted to dispatch committee page.
- Mob center task force will then sunset as work is done and web page will be removed from active SWCG committees.

Aquatic/Invasive Species Tank Cleaning Agents

- Discussed having our caches stock the cleaning agents locally rather than waiting for the MTDC to give national direction, or ordering from GSA after the fires. See action items.

Draft USFS Structure Protection Policy

- Group discussed the USFS draft principles. Not an interagency document. Requesting FS Regional Forester’s direction. Add to NMAC list for discussion.

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 and update!.	All SWCG Members	Ongoing

Zone Boards	<p>SWCG Zone reps: León-CWZ, Bob-SNZ, Jason-NAZ, Hector-PEZ, Donald-TAZ, Kelly-SEZ, Loren-ABZ, Dave-WMZ, Marsha-GLZ, Cal- alternate as needed.</p> <p>Talking points bullets available on SWCG secure website.</p> <ul style="list-style-type: none"> • Annually, each SWCG rep should attend at least one Zone Mtg. • ABZ, WMZ, SEZ and CWZ reps need to get their zone charters to Kenan for posting. • After all charters received, do analysis and use best to develop zone charter example template as some zones are struggling with this. • Per Solano Action Items, add item to talking points to remind members to discuss with zone boards about updating their AOP's (to the talking points). • Update/add discussion of Center Mgr. DOA to SWCG talking points with zones 	SWCG liaisons	Ongoing
Operations Group (Madrid, Griego)	<ul style="list-style-type: none"> • Work with Training Committee to develop accelerated process for IMT shortage positions • 09 SW IMT Meeting (Feb 17-19 2009, ABQ): continue planning and work with Van Bruggen group. Help coordinate IMT meeting silent auction • Follow up with zones on standing T3 team development and summarize to SWCG. • All members need to confirm fax and contact numbers on IMT recruitment letter. • Report on invasives/equipment cleaning agent issues from BLM • Consider adding cleaning summary verbage to Mob Guide after facts all in 	<p>all</p> <p>Loren, Dave, Kelly, Leon</p> <p>Kenan, Bob</p> <p>Lineback</p> <p>Lineback</p>	<p>Jan 09</p> <p>Dec 15, 08</p> <p>Feb 09</p> <p>Jan 09</p> <p>Jan 09</p>
Engine Subcommittee and Interagency Academy (Castillo)	<ul style="list-style-type: none"> • Send out Funds Transfer IGO example • Increase engine sub-committee interagency involvement. • Review draft sub-committee charter to determine validity and direction. Comments to Donald. • Finalize Charter • Send list of accepted students to SWCG through Donald • SWCG members visit Feb academy while underway if possible. 	<p>Castillo</p> <p>Nieto, Bott, Castillo, Wilson</p> <p>All</p> <p>All</p> <p>Wilson, Bott, Griego</p> <p>All</p>	<p>Jan 09</p> <p>Jan 09</p> <p>Dec 2, 08</p> <p>Jan 09</p> <p>Dec 10, 08</p> <p>Feb 09</p>

Training Committee (Kearney)	<ul style="list-style-type: none"> Request Chair to attend Jan SWCG meeting in ABQ. 	Kearney	Jan 09
	<ul style="list-style-type: none"> Work with Ops Group to develop accelerated training or experience process for IMT shortage positions. 	Womack	Jan 09
	<ul style="list-style-type: none"> Training committee reps need to attend SW IMT selection meeting in January to see/hear IMT shortages firsthand. Coordinate with Ops Group. 	All TC	Jan 09
	<ul style="list-style-type: none"> Get GATR Charter posted to the Training Committee website. 	Womack, Tewa	Jan 09
	<ul style="list-style-type: none"> S-420 class update (Feb 2-6, 2009). May need Plans, Finance, and Logistics help; if so send request to Donald so he can send to SWCG agencies. 	Womack	Jan 09
	<ul style="list-style-type: none"> TX MOU – more background info needed from training committee before we can proceed on this 	Womack	Jan 09
	<ul style="list-style-type: none"> Training Committee and GATR need to prepare for coordinating updated Fire Policy workshops for late winter/spring 09. This is essential for the 09 season, but must wait until the national implementation memo comes out. 	Womack, Tewa	Feb-April 09
	<ul style="list-style-type: none"> Modify all SW Course nomination announcements to include a statement committing attendees to utilizing their skills on incidents, not just attending for career growth. 	Womack, Tewa	Jan 09
	<ul style="list-style-type: none"> Lineback to incorporate comments on draft TC charter, then send to Donald to sign and post. 	Lineback/Griego	Dec 08

Aviation Committee (Castillo)	<ul style="list-style-type: none"> • Complete 09 in-brief packages for out of area aviation resources. • Develop accelerated aviation position development in relation to SW aviation needs, IMT shortages, and zone position needs analysis. (w. Trng./Ops committees) • Send Solano Aviation Action Items to Darren M and original Solano Report. Figure out implementation plan for Solano Aviation Action Items • Follow up on 2008 SECO report action items. • Continue follow-up on UAV business with Rudy Holm, DHS. • Discuss capabilities and reliability of Air Ambulance services in the SW. There continue to be additional fatalities across the country; is there anything we can do to ensure that the services our FFs are using are safe? Recommendation to SWCG/Zones? • Revise/update Aviation Committee Charter; add SWCC liason as non-voting member. Lineback to send to SWCG for comments. • SW Area Aviation Guide • SEAT Plan Updates/Review. Make recommendation to Nat'l SECO for revision to the SEAT Base checklist. 	Mathis Mathis Lineback/Mathis Mathis Mathis Mathis SWCG/Avi Comm. Irwin Mathis	April 15, 09 Feb 09 Nov 08 and 09 Jan 09 Feb 09 Jan 09 March 09 Jan 09 Apr 09 Feb 09
Mob Center Task Force	<ul style="list-style-type: none"> • Kenan finalize Task Force Summary Memo with task force members • Place summary memo on Dispatch Steering Committee web page and send to SWCG. • Dissolve Mob Task Force web page since sunsetting 	Jaycox Jaycox Jaycox	Jan 09

<p>Incident Business Committee (Behrens)</p> <p>And SW AD Guidelines</p>	<ul style="list-style-type: none"> • Provide results of 2008 season AAR with SWCG; share action items. • Members need to plan to attend Finance Section breakout at IMT Meeting • Update Interagency Firecode Guidance • The Incident Business Committee will continue to work with SWCG on completing SW interagency AD Guidelines, and periodically updating as needed and as new national policy comes out. • Kathy Lister will send out electronic copy of draft guidelines to Donald for dissemination to SWCG for electronic comment. • Comments to Kathy Lister • New draft out to SWCG by Jan 5, 2009 • Discuss/finalize at Jan SWCG mtg. 	<p>Lister/Behrens/ SWCG</p> <p>Behrens/Lister</p> <p>Lister/Behrens</p> <p>Lister</p> <p>Lister/Griego</p> <p>Lister Lister/Griego Griego</p>	<p>Dec 08</p> <p>Jan 09</p> <p>Feb 08</p> <p>Feb 08?</p> <p>Nov 21</p> <p>Dec 10 Jan 5 Jan 13</p>
<p>IMT SW GIS CD's and IMT out of area briefing packets</p>	<p>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).</p>	<p>Castillo, Jaycox</p>	<p>Jan 09, then March 2009</p>
<p>Agency Admin. Awards</p>	<p>Discuss sub area on web site to post the recipients and nomination form for each year. Marsha will talk with Mary Z.</p>	<p>Kearney</p>	<p>Jan 09</p>
<p>2009 Mob Guide</p>	<ul style="list-style-type: none"> • Develop protocols for dispatching neighbor resources across GACC boundaries in boundary areas, based on the agreements. • Update Preparedness Level plan pages with changes, adjustments learned from 08 season. • Compare National PL 4&5 to SW PL 1&2 WFU and RX approval process • Incorporate Solano recommendations. • Review NIMO infill guidelines before adding them to the SW Mob Guide in 2009. 	<p>Jaycox/SWCG</p>	<p>Jan 09</p>
<p>Update of SWCG Handbook</p>	<ul style="list-style-type: none"> • Incorporate changes from MAC forms and post on handbook/website. Incorporate new language on what fires to consider by MAC (T3, WFU). • Buff out "6 question" sheet for IMT incidents, then include in IMT handbook with direction to use • Review, update rest of handbook as needed for 09 season 	<p>Cummings, Lineback Jaycox</p> <p>Lineback, Madrid, Griego</p> <p>Griego and all</p>	<p>Jan 09</p> <p>Jan 09</p> <p>Jan 09</p>

Implementation modifications to Wildland Fire Policy	<ul style="list-style-type: none"> Identify to Marsha Kearney potential SWCG member agency members of centralized SW WFDSS group Look for opportunities to do thoughtful interagency implementation after the final (Nov) memo comes out. 	All SWCG	Dec 10, 2008 Jan 09
NIMO Team	Develop list of items NIMO could help the SW with and send to USFS	All, Lineback	Jan 09
TFS or TICC rep to come to SWCG meeting	Donald invite TFS or TICC rep to Jan Meeting	Griego	Jan 09
Restriction/closure coordination	Investigate and develop funding agreement process for interagency cost sharing on PLIC	Castillo	Jan 09
IHC AAR	Writeup feedback for the IC's so they can discuss at IMT meeting	Lineback, Kaib	Jan 09
SWCC Center Manager DOA	<ul style="list-style-type: none"> SWCC DOA will be completed by Kenan, signed by Donald, and added to SWCC operating plan (Appendix III). Copies will be provided to all SWCC employees. Sample DOA will be posted on the web for zone center managers and coordinating groups to consider. 	Jaycox, Madrid Jaycox	Jan 09 Jan 09
SWCG Smoke Management Memo	<ul style="list-style-type: none"> Complete memo and handout for Donald to sign Needs to be included in the Out-of-GACC Team information packets. Update Mob Guide Chapter 20 with current information Present to Plans Group at IMT Meeting 	Lineback/Griego Jaycox Ellington/Jaycox Claudia Standish	Dec 08 Mar 09 Jan 09 Feb 09
Solano Action Items	<ul style="list-style-type: none"> See complete list of Solano Action Items Draft guidelines for ordering AZ CIMT Add agency administrator items to Mob Guide checklist Modify Mob Guide Freelance language for FY09 Dispatch committee will draft annual AOP update letter to send out to the zone chairs. 	all Madrid/Jaycox/ Behrens Jaycox Jaycox/Griego/ Madrid Jaycox	Jan 09 Jan 09 Jan 09 Jan 09 Jan 09

<p>NM Smoke Mgmt Rules Revision</p>	<ul style="list-style-type: none"> • Donald will get with Claudia Standish and seek Rita input to define facilitated process and meetings. Donald will develop reasonable expectations, with SWCG. • Donald, with NMICG, will develop a scope of work to present to SWCG. • Each SWCG member needs to review if funds can be transferred under the JPA with their contract staffs. • Donald Griego will get with Rebecca to firm up price with expectations, scope • After fire policy memo comes out, develop education plan for DEQ 	<p>Griego/Madrid</p> <p>Griego</p> <p>NM SWCG</p> <p>Griego</p> <p>NM SWCG members</p>	<p>Dec 15</p> <p>Dec 15</p> <p>Dec 1</p> <p>Dec 10</p> <p>Feb?</p>
<p>IMT Issues</p>	<ul style="list-style-type: none"> • WFF Silent Auction Memo final edits to Mark by Thanksgiving. Final letter will go out in December. • IMT Guidelines to be edited and reviewed. • Reinarz will find a replacement for AC/IC representative. • Center Manager and Chair to run Out-of-GACC application approval process, and keep up list on secure site. • Message to each IC stating which agency has adopted their \$\$ support. • Donald will contact Van Bruggen to discuss medical response times on incidents with Logistics break-out at IMT Meeting 	<p>Kaib/Greigo</p> <p>Madrid</p> <p>Reinarz/Griego</p> <p>Jaycox, Griego</p> <p>Madrid/Griego</p> <p>Griego</p>	<p>Dec 1</p> <p>Feb 15</p> <p>Jan 09</p> <p>Winter 09</p> <p>Jan 09</p> <p>Dec 09</p>

<p>Agenda Items for Jan SWCG Meeting</p>	<ul style="list-style-type: none"> • Continue planning to develop 2010 straight rotation for T2 Teams (Madrid). • Review AA Award nominations • Review IMT Award nominations • Lay out any new priorities for IMT member selection meeting on 1/15. • Invite local Zone Board Chairs and center managers (Jaycox). • Review NMAC meeting results (Greigo). • NR Joint FUMT applications review • TICC or TFS to attend? (Griego) • FUTA fall session and steering committee Mtg. update (Lineback) • 2009 Mob Guide (see above) Jaycox. • Review/finalize latest draft of SW AD Guidelines (Behrens/Lister). • Review SWCG handbook decision-making process and make proposals for tie-breakers. • Aviation Issues Update (Mathis) • Plan Implementation Actions related to Wildland Fire Policy if memo out • PLIC agreement update (Castillo). • Progress report on Solano Action Items (Lineback) • Kearney/Behrens to present summary Trigo recommendations that effect SWCG agencies. • Decide agenda for IC/SWCG breakout at team meeting. (Get Bill to present draft agenda for IMT meeting).(Madrid) • Training Committee present on progress (Womack). • Report back to group on aquatic /invasive species tank cleaning agents (Bott, Kearney, Jaycox, Castillo) 		<p>Jan 13-14, 09</p>
<p>Agenda Items for Feb IMT and SWCG Meeting</p>	<ul style="list-style-type: none"> • 		<p>Feb 17-19 09</p>