

Southwest Coordinating Group Meeting January 13/14, 2009 – Albuquerque, NM

UPCOMING SWCG DATES:

-Feb. 17-19	SW IMT Meeting –ABQ (determine need for separate SWCG meeting or breakout)
-April 7-8	PHX, AZ-BLM
-May 6, 7	ABQ, FWS
-June 9, 10	ABQ, USFS
-September 1, 2	ABQ
-October 13-15	SWCG/IC AAR Springerville, AZ
-November 17, 18	SWCG PHX

January 13, 2009

Attendance: *SWCG Members* – Bob Lineback, Dave Behrens, Kelly Castillo, Marsha Kearney, Kenan Jaycox, Donald Griego, Hector Madrid, Loren DeRosier, Jason Greenlee, Cal Pino, Kevin Boness, Frank Bedonie. *Recording-* Nancy Moore

PREVIOUS MEETING NOTES AND ACTION ITEM REVIEW

Nov 18-19th meeting notes reviewed, edited and approved. Action Items updated and carried over at the end of these notes.

SWCG Handbook Updates.

- The group reviewed the handbook and made minor changes. Kenan will put the updated handbook on the SWCG web page.
- Appendix V, team guidelines, were discussed and edited. The SW Mob Guide will be updated with the same language. Also will be added to the web page.

Texas Letter of Support (training)

- 2004 MOU signed by Waterbury (FS) for training issues.
- MOU is expiring and Texas is requesting to renew the MOU or provide a written letter of support from SWCG. Group agreed to a letter of support with Chair's signature.

2010 IMT2 Proposed Rotation Letter

- The group discussed the different options addressed in the draft letter to Agency Administrators.
- The decision was made to adopt the 2nd rotation schedule in the draft letter. This letter will be signed and sent out in August.

Mob Guide Changes

- Two main chapter changes – preparedness levels and IMT verbage. The group discussed the changes and agreed for inclusion into this year's Mob Guide.

January 14, 2009

Attendance: *SWCG Members* – Bill VanBruggen, Donald Griego, Kenan Jaycox, Loren DeRosier, Hector Madrid, Kelly Castillo, Dave Behrens, Jason Greenlee, Dave Bott, Cal Pino, Jeff Hickerson, Kevin Boness, Frank Bedonie. Recording- Nancy Moore

Delegation of Authority

- Reviewed the DOA for SWCC Center Manager and finalized. SWCG was in agreement and was signed by Chair.

New Mexico Smoke Management

- Received letter of commitment of funds from USFS to start an RFP for a facilitator. RFP cannot be done until funds are received. DOI agreement is in the works. The Forest Service has completed the transfer.

AA Awards

- Two awards being advertised – Agency Administrator and Team Participation. Four agency nominations received. Team nominations were received with the exception of the Northern Arizona team.
- BIA Navajo will fund these awards as part of their participation.

MAC Group Priority Matrix

- Coordinator position will remain the same with trainees shadowing, and other qualified coordinators assisting for transition purposes.
- M-480 class is being advertised, but may not be held due to lack of participants. Training Committee requested someone from the SWCG assist with this training.
- New Matrix was discussed. SWCG agreed to adopt the new Matrix with the exception of adding the “critical needs” column. Once updated, it will be posted on the website.

Lessons Learned – Trigo Fire Cost Review

- All findings will be posted on the Lessons Learned website when finalized.
- Ginger Brudevold-Black discussed some of the findings with the group.

NAU Workshop

- FS tasked with continuing developing 401-series employees. Discussed the upcoming meeting at NAU. Encouraged attendance.
- Discussed the different agency policies and what’s happening with those who have completed requirements.

Revised Federal Wildland Fire Policy

- FS sponsoring WFDSS/Revised Policy training. Tentative dates set – final letter will be sent out soon. All agency personnel are welcome to attend.

Airtanker Retardant Usage Reports

- New form established for reporting purposes (Lat and Long for drop locations will be required). Resource Advisors will review these forms for drops within 300 feet of a waterway.

- All airtanker bases (including seat bases) and dispatch offices will have this form available and be required to complete the form for all retardant dropped on Federal lands.

Aquatic/Invasive Species Tank Cleaning Agents

- Guidelines were distributed through the operations group to all agencies. FS RO Biologist was available for questions/comments.
- Group discussed stocking at the local caches (Prescott, Silver City). Interagency adoption of this policy will be distributed under SWCG signature.
- Approximate cost will be \$10,000-\$15,000 to buy and store 200 pails and 40 test kits.

Radio Communications Task Group

- Bequi Livingston discussed the communications issues and safenet/safecom submissions. Despite national efforts, the SW chose to move forward with forming the interagency task group.
- Briefing paper handed out for the group to review. The team outcomes and recommendations were discussed at length.
- SWCG agreed to formalize task group into a committee.

Operations/Team Selection Updates

- Engine Sub-committee is disbanded.
- FUMT Applications for NR will be reviewed by Ops Group tomorrow.
- Zones are working on putting together T-3 organizations. Several zones will be combining to form one team.
- Ops group will be available tomorrow for team selections.

IMT Meeting

- Reviewed final agenda for team meeting.
- Discussed budget constraints for team members to attend the meeting.
- Letter and logistical information will go out on Friday to IC's.

SW AD Guidelines

- Draft was handed out and changes were discussed at length
- Final document should be out by the end of the week.

Aviation Committee Charter

- SWCG reviewed the draft Charter for the Aviation Committee. Final should be completed by the end of next week for SWCG Chair signature.

Weather Predictions Update

- Chuck Maxwell presented the predictions for the upcoming season.
- Requesting support from SWCG to not accept new Western Region Wx Service Policy for red flag warnings for lightning. This only applies to Arizona, not NM. SWCG will support Chuck's decision. A letter will be drafted for Chair's signature justifying the decision.

SWCG Letterhead

- New letterhead approved. Jay will add to the secure site.

SEAT Accident (Colorado)

- Discussion on SEAT accident in Colorado. Agencies/Fire Management awareness of risks involved (high winds, terrain, etc) and pilot’s rights of refusal.

SW Committee Updates

- T-2 crew committee will be providing an update on Handbook and charter.
- FPA – work continues. Good success with workshops.
- Information/Prevention – working on workshop for the Fall. Still working with PLIC on restrictions/closures.
- Other committee updates given.

Agency Round Robin

- BLM NM – Service first agreement is no longer in place for SE NM with the USFS. Still looking at trying to fill Farmington AFMO position.
- NPS – Bob L. retirement 04/03. Advertising position soon. Have some WFDSS parks that are being called “Pioneer Parks” who are at the forefront of trying the policy implementation updates and using WFDSS. If not busy, other NPS parks can be made “Pioneer Parks” if they get appropriate incidents after phone calls with regional office. Stay tuned.
- BIA SW – Mescalero working with the Lincoln on IA agreement. Half of all agencies don’t have Superintendents or FMOs. Lots of “actings” and transitions.
- FWS – RX in Buenos Aires Refuge. Looking for Aviation and Crew Support.
- BLM AZ – Some restructuring of districts. Vacancies in State Office. FMO position is on the street until 01/15. AFMO is also on the street.
- AZ State – New Governor coming on board. Budget restraints.
- Navajo – Vacant Fuels Specialist (GS-12). Will be trying to fill Forester positions. Will be trying to fill vacant IHC Superintendent.
- USFS – Vacancies in numerous areas.
- NMS – Line Officer vacancy in Chama. Cannot hire AD’s at the moment, but trying to fix it.

SWCG Action Items

Topic	Action needed	Responsibility	Date
SWCG Committee Liaisons and Chairs	<ul style="list-style-type: none"> • 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
	<ul style="list-style-type: none"> • Texas Letter of Support for training signed by SWCG Chair 	Griego	Feb 09
	<ul style="list-style-type: none"> • IMT Rotation policy needs to be discussed with agency administrators prior to sending out the letter in August. 	All	Jan-Aug 09
	<ul style="list-style-type: none"> • Wx Service letter drafted and signed by Chair re: lightning red flags. 	Maxwell/Griego	Feb 1

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"> • Follow up with zones on standing T3 team development and summarize to SWCG. • Post Memo for adding cleaning agent summary on the web. • Follow-up with SVC/PRC Cache on purchase/storage of aquatic/invasive species tank cleaning agents. • Send out adoption/implementation letter for the tank cleaning agents. • Griego will send out letter to the caches with implementation policy 	<p>Bott</p> <p>Jaycox</p> <p>Bott</p> <p>Griego/Madrid</p> <p>Griego/Madrid</p>	<p>June 09</p> <p>Feb 09</p> <p>Mar 09</p> <p>Feb 09</p> <p>Feb 09</p>
Engine Subcommittee and Interagency Academy (Castillo)	<ul style="list-style-type: none"> • Send out Funds Transfer IGO example • Increase interagency involvement in future engine academies • 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,</p> <p>Wilson, Bott, Griego</p> <p>All</p>	<p>Feb 09</p> <p>Feb 09</p> <p>Feb 09</p> <p>Feb 09</p>

<p>Training Committee (Kearney)</p>	<ul style="list-style-type: none"> Request Chair to attend Feb SWCG meeting in ABQ. Get GATR Charter posted to the Training Committee website. 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. Modify all SW Course nomination announcements to include a statement committing attendees to utilizing their skills on incidents, not just attending for career growth. 	<p>Kearney</p> <p>Womack, Tewa</p> <p>Womack, Tewa</p> <p>Womack, Tewa</p>	<p>Feb 09</p> <p>Jan 09</p> <p>Feb-April 09</p> <p>Jan 09</p>
<p>Aviation Committee (Castillo)</p>	<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) 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? SW Area Aviation Guide SEAT Plan Updates/Review. Make recommendation to Nat'l SECO for revision to the SEAT Base checklist. Charter to be completed and signed. 	<p>Mathis</p> <p>Mathis</p> <p>Mathis</p> <p>Mathis</p> <p>Mathis</p> <p>Irwin</p> <p>Mathis</p> <p>Griego</p>	<p>April 15, 09</p> <p>Feb 09</p> <p>April 09</p> <p>Feb 09</p> <p>March 09</p> <p>Apr 09</p> <p>Feb 09</p> <p>Feb 09</p>
<p>Incident Business Committee (Behrens)</p>	<ul style="list-style-type: none"> 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. New draft out to SWCG by Feb 18, 2009 IBS Committee would like BIA and FWS participation. 	<p>Lister</p> <p>Lister/Griego</p> <p>Pino, Greenlee, Ben, DeRosier</p>	<p>Feb 08</p> <p>Feb 18</p> <p>Feb 18</p>

Communications Task Group	<ul style="list-style-type: none"> • Research of interagency JPA/MOU so task group can be formalized as a committee and can proceed with authority. • Discuss w. SWCG that the Communications Task Group already has a formal charter. Determine benefit of changing into a standing committee at this time. 	Kearney/Livingston Griego	Feb 09 Feb 09
IMT SW GIS CD's and IMT out of area briefing packets	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).	Castillo, Jaycox	Feb 09, then March 2009
Agency Admin. Awards	Discuss sub area on web site to post the recipients and nomination form for each year. Marsha will talk with Mary Z.	Kearney	Feb 09
2009 Mob Guide	<ul style="list-style-type: none"> • Develop protocols for dispatching neighbor resources across GACC boundaries in boundary areas, based on the agreements. • Compare National PL 4&5 to SW PL 1&2 WFU and RX approval process 	Jaycox/SWCG	Jan 09
Update of MAC Handbook	<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 	Cummings, Lineback Jaycox Lineback, Madrid, Griego Griego and all	Feb 09 Jan 09 Jan 09
TFS or TICC rep to come to SWCG meeting	<ul style="list-style-type: none"> • Donald invite TFS or TICC rep to Feb Meeting 	Griego	Mar 09
Solano Action Items	<ul style="list-style-type: none"> • See complete list of Solano Action Items 	all	Feb 09
AA Awards	<ul style="list-style-type: none"> • Purchase Agency Administrator and Team Participation Awards 	Greenlee	Before Feb Team Mtg.
NM Smoke Mgmt Rules Revision	<ul style="list-style-type: none"> • Each SWCG NM member needs to review if funds can be transferred under the JPA with their contract staffs, for the smoke facilitation rule change process. • After end of Feb fire policy implementation memo comes out, develop education plan and discussions with DEQ to consider the implications. 	NMICG, Griego, NM SWCG members NMICG, Griego, NM SWCG members	Feb 09 April 09

IMT Issues	<ul style="list-style-type: none"> • Reinarz will find a replacement for AC/IC representative. 	Reinarz/Griego	Feb 09
Agenda Items for Feb SWCG Meeting at the ABQ IMT meeting	<ul style="list-style-type: none"> • Continue planning to develop 2010 straight rotation for T2 Teams (Madrid). • Present AA Award and IMT Awards • Invite local Zone Board Chairs and center managers (Jaycox). • NR Joint FUMT applications review • TICC or TFS to attend? (Griego) • FUTA steering committee Mtg. update (Lineback) • Review/finalize latest draft of SW AD Guidelines (Behrens/Lister). • 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) • Decide agenda for IC/SWCG breakout at team meeting. • Training Committee present on progress (Womack). • Report back to group on aquatic /invasive species tank cleaning agents (Bott, Kearney, Jaycox, Castillo) 		Feb 09