



Southwest Coordinating Group (SWCG) **Approved** Meeting Notes – Apr 23-24, 2013

**UPCOMING SWCG DATES**

SWCG Meeting	May 7-8, 2013	Albuquerque, NM
SWCG Meeting	Sept 17-18, 2013	TBD
SWCG Meeting/IC AAR	Oct 16-17, 2013	Show Low, AZ

Attendance			
x	BLM Arizona – Kelly Castillo	x	BIA Navajo – Dale Glenmore
x	BLM New Mexico – Carl Gossard	x	AZ State Forestry - David Geyer
x	FS Southwest – Bill Vanbruggen	x	NM State Forestry – Donald Griego via phone
x	NPS Intermountain – Brent Woffinden	X	SWCC – Kenan Jaycox
x	FWS Southwest – Loren Derosear via phone	x	BIA Western – John Philbin
x	BIA Southwest – Cal Pino via phone		

**PREVIOUS MEETING NOTES AND ACTION ITEM REVIEW**

Previous meeting notes reviewed, edited and approved. Action Items have been updated on the SWCG Action Items Tracking Table.

**April 23, 2013**

**IDOP Update** – Selkirk

Selkirk is the group leader for the planning of Santa Fe/Taos Dispatch Centers. The final approved report on IDOP is out. Now that it is out, more progress in planning and coordination can now occur for consolidation efforts. The group is focusing on good communication throughout the process. The report refers to a preferred alternative and infers that the location would be Santa Fe (referring the diagram in the report); however, further analysis is needed to determine this, which may or may not be in Santa Fe. The SWCG supports the group in looking at all the options for locations. This also applies to the NAZ dispatch consolidation efforts (i.e. Flagstaff, Williams, etc.). It is important to note that the decision for consolidation has been made, but the mechanics of the efforts are still being developed by the task group(s). The SNZ/TAZ team has interagency representation (agency and dispatch) as well as ad hoc membership(s) identified. The group is comprised of 8 personnel and includes ad hoc Union, HR, and Contracting/Engineering representation. The group is working off the task order from SWCG. **Action Item(s):** The SWCG is recommending the following:

- Charter for the task group
- Union notification memo from the USFS
- SWCG memo speaking to the overarching intent from the SWCG

There was also a suggestion of using one of the NIMO teams to help with consolidation planning. Selkirk's recommendation is to maybe involve NIMO as needed for specific tasks, but it is not certain yet as to which tasks. Selkirk will let the SWCG know as tasks are developed and which ones may be appropriate for NIMO utilization.

SNZ/TAZ IDOP meetings are occurring every 2 weeks, mostly conference calls. A section on the SWCC site is being set up for posting of documents. A first draft of a workflow/progress chart was developed by the group and presented to SWCG. This allows for a road map of the group's efforts as they work through different alternatives. The group hopes to get their work done within a 6-8 month timeframe.

### **SWCG MOU Revision** - Gossard

All SWCG members need to get the SWCG MOU extension back to Carl. The extension will be through November 2013 which will allow for the revision/signature process to take place for the new MOU which will cover the timeframe of 2013-2018. Carl made initial edits to the new MOU and the SWCG reviewed and provided input. **Action Item:** SWCG members now need to take the MOU draft back to the appropriate individuals in their agency for review (i.e. Grants/Agreements).

### **Sequestration and Budget Impacts**

SWCG discussed how the budget impacts related to Sequestration have affected the agencies. This could have an effect to agency participation related to SWCC and the other dispatch centers as well as other functions. Hard decisions are also needing to be made regarding choices of which resources to fund (i.e. engine or FMO, etc.). Huge impacts are being seen especially in the Fuels Programs. Planning is key in how to incorporate these cuts into the future which means not filling vacancies as they arise. All Southwest agencies have cut back their funding while trying to keep as many boots on the ground as possible. All 2014 budgets are looking to have additional effects. Agencies will be continually looking at opportunities to share positions in Fire Management and become more efficient with fewer dollars.

Additional Items of Note...

- New Mexico State should be about the same as last year budget wise; however, they are able to bring on additional handcrews for this year (Veterans Crew program)
- Arizona State is about the same as last year. Will be trying to allocate a few more dollars on the preparedness side to further increase initial attack success.
- NPS is struggling to provide enough dollars for mid-level management and suppression resources across their parks. Oftentimes having to make choices in which to fund.
- All agencies are not consistently able to fill vacancies and combining/realigning duties into fewer positions.
- USFS is trying to maintain their capability where possible in firefighting resources.

Action Items to consider:

- Does SWCG want a plan in how to deal with budget cuts?
  - SWCG agrees that each agency has to deal with them as they happen, but coordination is needed to figure out how to share positions, etc.
- Does SWCG want to identify interagency positions as:
  - Critical?

- Essential?
- Enhanced?

SWCG agrees that it needs to be looked at and positions prioritized in case positions are unable to be funded.

- Does SWCG assess all levels of their organizations?
  - SWCG will start with SWCC in looking at this before looking at any other levels.
- How do we coordinate all this?
  - Gossard and Derosear will discuss this and report back to SWCG

### **State Billing Procedures**

Per an NWCG memo in January, state billings when assistance is provided to DOI agencies outside of that state used to be through the USFS. This is no longer possible due to the new Master Agreement language. The new process is that states will not send the bill to the unit that had the fire, but will instead send it to the agency jurisdiction of the fire that is a signatory Southwest agency to the Master Agreement (i.e. if AZS sends equipment to BLM Idaho fire, they would send the bill to AZ BLM). When states assist other states, the billing is still through the USFS. **Action Item:** DOI SWCG members need to engage with their incident payment folks to ensure everyone is on the same page and they are prepared for this workload.

**April 24, 2013**

### **Fire Restrictions Update** – Dolores Garcia/Fred Hernandez

Fire Restrictions website (<http://firerestrictions.us>) is up and running. Other GACCs may come on board soon. So far it is SW and NR. Training is occurring in both states, 2 more sessions are planned. Feedback from the field is happening as it relates to some issues with the website. An example is that when one ranger district goes into restrictions, it shows that it's the entire forest and/or county on the map. Programmers are looking at some fixes down the road. Something to be aware of is the need to be careful when a closure restriction has been implemented and not color an entire county "red" on the website. There still needs to be good coordination in implementation and ensure that the checklists are done and shared with appropriate individuals. Once everyone is on board, will be looking at sun-setting the development group and turn it over to the Information/Prevention Committee.

### **Ethics Letter from SWCG**

SWCG reviewed the draft Ethics Letter for issuance to the firefighting community. Discussion occurred in whether to include the Do's and Don'ts of Social Media, but decided that if guidance does need to be issued, it would need to be a separate memo. The other item is that each agency may have different guidance. **Action Item:** The Ethics Letter is now ready for dissemination and need to ensure that everyone gets it.

### **Operations Committee Update** – Fritz Mueller

- Border Safety Alert is done and presented SWCG for approval. Once approved, will be placed on the Safety section of the SWCC website. Castillo will ask the Aviation

Committee to re-issue the Aviation Safety Alert to include language about UAS concerns, etc.

- Recommending the Communications Committee be underneath the SWCG and not under the Operation Committee. The Ops Committee seems to just be another layer in between that is unnecessary. SWCG approved and Griego to ensure the Charter is updated to reflect this. SWCG Handbook also needs to reflect this.
- IMT Successional Plan – A column has been added to the Team Selection Form which gives an IMT a place to comment on how they are addressing succession, to include agency trainees with AD's, mentorship of agency members, etc. SWCG will approve at May meeting once reviewed.
- Type 2 IMT Rotation – draft proposal with several different options is complete. Recommendation is to implement a rotation that eliminate the zone specific IMT/response. A full rotation would be implemented with the 4 teams. SWCG will take it to the Agency Administrators for vetting and input.

#### **SWCC Update** - Jaycox

- 2013 SWCC Operations Guide – presented and reviewed by SWCG for approval. Will post to the SWCC site.
- Proposal for 3 year tenure for agency IMT members – presented this proposal to the SWCG. Team members would apply for 3 year timeframe when the IC starts their 3 year tenure. AD's and “supplemental” fire department employees would still need to apply every year. IC's and Ops Group would still review every position/member every year and if there are agency/training objectives and/or performance issues, a member can be removed before the 3 year tenure is complete. **Action Item:** needs further vetting through Ops Group to determine feasibility.

#### **Questionnaire for EIM Project**

SWCG reviewed and answered the questions from the EIM project. Will get back to Kim Christensen prior to the May 1 deadline.

#### **Annual Operating Plans** - Woffinden

There is a lack of annual approved AOPs between the Agencies/States. By policy, these should all be done annually that tier from the Joint Powers Master Agreement(s). These need to include how cost shares, billing packages, etc. are dealt with. AZS will work with the USFS for a consistent method and the other DOI agencies can provide input so that the process is consistent amongst all the agencies.

There is also no AOP with Texas Forest Service. The Agreement was last done in 2010 which references having an AOP, but it currently doesn't exist. There is a large amount of money in billings that have gone unpaid. Woffinden drafted the initial language items that need to be in the AOP a couple of weeks ago and sent it out for review. They do have a JPA in place that would be the parent document.

<b>SWCG Committee Reports</b>	
AICG	Conference call scheduled this week. Will review AOP.
Aviation	BLM will have 18 EU SEAT contracts and will begin on May 1. These will be controlled by NICC. SWA will likely host a portion of these in fire season 2013. A review will be conducted on ALM and ROW ATB's to determine feasibility of keeping both.
Dispatch	<ul style="list-style-type: none"> <li>Have begun weekly conference calls. Will be conducting an aircraft dispatcher refresher training RT312 this fall. Will also have a Center Manager/Asst meeting. With current budgets and these other 2 sessions, will likely not have the SWA Dispatch Workshop.</li> <li>Bob Kuhn heading up a project for development of a standardized CAD system for the dispatch system. Barry Wallace (AZ-PDC) is the SW Rep to the Field SME group.</li> </ul>
Fire Planning	No report
- WFDSS	USFS reports that there could be some enhancement to WFDSS as it relates to risk management.
Incident Business	Committee will be meeting monthly. Question on AOPs and the authority to make changes. A lot of entities need to be brought together from the agencies to make it more of a streamlined process in how agencies can exchange monies. Billy Zamora is the new chair.
Info & Prevent	Fred/Dolores will be present to give update later this am.
NMICG	No meeting in quite some time. Last meeting had to be cancelled. No report.
Operations	Fritz to report later this am.
- Type 1 Crew	
- Type 2 Crew	
Communications	See Action Item – Frequency Sharing Agreement followup
Predictive Serv	Nothing to report.
Training	Nothing to report.

<b>Zone Coordinating Group Liaison Reports</b>	
Taos	Zone Coordinating Group meetings mostly focused on IDOPP. Nothing else to report.
Santa Fe	Zone Coordinating Group meetings mostly focused on IDOPP. Northern NM IMT3 getting organized. Kyle Sahd is ICT3.
Albuquerque	New Zone chair, Kevin Parish. IMT3 is in place ICT3 is Ryan Romero.
Pecos	IMT3 in place, Northcott is ICT3. Some fire restrictions are in place.
Gila/Las Cruces	IMT3 in place, Boykin is ICT3.
Northern Arizona	Art Gonzales has been identified as Project Lead for IDOP. Nothing else to report.
Central West	Finalized the charter. Changed name to Central West Coordinating Group (CWCG). AOPs for the 2 dispatch centers are complete. IMT3 is in place, Achziger is ICT3. BIA Western IMT3 is not standing up this year.
White Mountain	Nothing to report.
Southeast	Meeting last week. AOP is complete and signed. Border Agreement in place and signed. Following the checklist on considering restrictions soon. Some initial attack activity in the Zone. Still working to complete the A3S transition into AZTDC which is

	slated for May 22.
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<b>Agency Reports</b>	
US Forest Service	Agency reports were covered in the Budget discussion(s)
BLM AZ	
BLM NM	
Nat Park Service	
Fish & Wildlife Svc	
BIA - Southwest	
BIA - Western	
BIA - Navajo	
AZ State	
NM State	
SWCC	