

Northern Rockies Coordinating Group Prevention Committee

January 24-25, 2007
Best Western Coeur d'Alene Inn

Members Present:

Tom Paulsen	IDL
Vickie Ellickson	IDL
Pat McKelvey	Lewis & Clark County; Central Zone
Jamie Kirby	DNRC - SWLO
Sandy Groth	USFS, Idaho Panhandle NF
Mike Dannenberg	BLM, MT State Office
Lisa Osborn (via phone)	FS, Troy RD
Pat Cross	DNRC, Missoula
Terina Mullen	BLM - BFO
Marianne Baumberger	FS, Gallatin NF
Courtney Couch (via phone)	FS
Cathy Scofield (via phone Thurs)	FS Region 1

Discussion Items:

Discussion	Action
WORKSHOP 2007	
➤ Agenda: Went through current agenda and clarified purpose of each time block and the speakers.	If you contacted a speaker, make sure Lisa has the most current information, speaker biography, AV needs, handouts, etc. Get speaker fees to Lisa ASAP. Lisa to send out the latest agenda to cmte.
➤ Idea box: Agreed to again have the idea box to collect ideas from participants. Use to award door prizes. Will compile all ideas at the end of the workshop.	Marianne will construct the box. Small paper entry form will be included in the registration packets.
➤ Meeting with Best Western CDA Inn personnel: Met with the motel folks to confirm room rentals and other amenities (large room for 2.5 days, breakout rooms for Tuesday, no-host social with party mix and chips/salsa on Tuesday, deli luncheon on Thursday, screen rentals, internet fees, registration area, morning coffee all 3 days and afternoon soda on Tuesday only).	Mike and Sandy will both be in contact with the motel to firm up the contract.
➤ AV equipment: Will need computers and projectors. Also will need smaller screens for the breakout rooms.	Notify Sandy if you are planning on bringing AV equipment. Will need to know early so Vickie can reserve additional IDL equipment.
➤ Vendors and displays: Static displays are welcome! Motel will charge vendors for tables per day.	If vendors contact you, they will need to register and pay registration fees.

<p>➤ Field trip: Silver Mountain Gondola/1910 Pulaski trip. Will take 45-60 minutes to get everyone up the gondola; driving time from CDA additional. \$10 per person to ride the gondola. There are set up fees for the BBQ and the cost of food. Participants will eat a box lunch on the bus en route. Roughly \$55 per person for the entire package. Spouses are welcome for \$50 each, which will be payable upon registration.</p>	<p>Still need to firm up plans for bus transportation.</p>
<p>➤ Registration: On-line registration with the option to pay with credit card should be up and running by mid-Feb. If paying with a credit card, you will be redirected from the KIG site to the state site in MT. If paying with a check, mail them directly to Vickie. Vickie will cut receipts. Fee is \$100 per person. Registration on Monday from 4 to 6 and Tuesday from 7 to 8.</p>	<p>Vickie and Jamie will work on the fields for the on-line registration form and sent out to the group for feedback. Vickie will take care of nametags. P. Cross will cover lanyards.</p>
<p>➤ Outreach and advertising: Brochure in pdf format on the KIG website. Outreach email message will have hotlink to the website to cut down on size of message. Also display a short agenda and a more detailed one on the website.</p>	<p>Marianne to send brochure and agendas to Mike prior to posting on the website. Marianne will work on designing a cool logo. Everyone should forward the email outreach to email contact lists. Pat Cross to forward to Fire Rescue Newsletter and Daily Latest. Marianne will print large versions of the agenda.</p>
<p>➤ Information and media: Jodi Cramer volunteered to help. Also need a PAO from the local area.</p>	<p>Sandy will work with CDA public affairs officer.</p>
<p>➤ Registration packets: Decided on paper folders with sticker to save costs. Will include local CDA information, Pulaski brochure, speaker information and handouts, daily and conference evaluation forms, welcome paragraph, etc.</p>	<p>Terina in charge or assembling packets. Get information to her when you get it or bring it to CDA on Monday so we can stuff the folders. Marianne to put together welcome statement. Vickie will put together the eval forms, based on last time. Sandy will pursue getting information from the local chamber of commerce.</p>
<p>➤ Door prizes and gifts: Need to get a good selection of door prizes, which will be given out in conjunction with the Idea Box at breaks. Need to consider speaker gifts. KMG will purchase Idaho Spud candy bars for attendees.</p>	<p>Everyone is responsible for bringing door prizes. Sandy will check on pens for speaker gifts. Will purchase candy from the warehouse store in CDA.</p>
<p>➤ Workshop committee will need to arrive in CDA at noon on Monday. Will need help with assembling packets and setting up.</p>	

OTHER BUSINESS & UPDATES	
<ul style="list-style-type: none"> ➤ Symbols website is undergoing a major change-over and is currently not being updated. They are setting up the ability to order through e-commerce. New site should be up in March. 	
<ul style="list-style-type: none"> ➤ Prevention courses: NWCG has certified P-101 and P-310; should be able to order by the end of Feb. P-410 is being finalized, then review and certification process. P-301 contract is being let now and should be out for bid soon. Home assessment class from the WUI working team is being worked on and could substitute for the 110 class. Information class S-203 is complete and on the shelf; S-403 being revised. 	
<ul style="list-style-type: none"> ➤ National prevention teams: Integrated into ROSS and IQCS systems last year; also put on rotation schedule. Experienced some problems and task group made recommendations to the education cmte. Will again develop a schedule where each GACC is assigned a 2-week block. This will change the way resources would be ordered if more than 1 FPE team were requested at the same time. ➤ Team leader training will be this spring in RM area. ➤ Rotation times for the NR team will be April 10-23 and Dec 4-17. ➤ Still have the ability to put together any type of team for used in our GACC. ➤ McKelvey suggested recruiting members at the PIO meeting and in conjunction with the IMT application process. ➤ Vickie suggested putting information on a website so people without year-round email access could still be kept up-to-date. 	<p>NR needs to identify set teams. We need to utilize our trainees within the GACC on assignments to get them qualified.</p> <p>Terina will bring up to the PIO steering cmte to see if someone can get on their meeting agenda.</p> <p>Need to maintain availability in ROSS throughout year.</p> <p>Need to get list of trained individuals and track them. Build email list from training records and keep updated.</p> <p>Include on the agenda for the NR group meeting at this spring's workshop.</p> <p>Mike and Cathy working on putting information on the Lessons Learned Center site.</p>
<ul style="list-style-type: none"> ➤ Restrictions & Closure 2006 AAR: Cathy went through some of the main points from the survey. Stage 1.5 – the burn ban without the hoot owl. There is still confusion regarding “developed recreation site” and “improved site.” Individual agencies need to tell the public what they mean by this; they have the ability to manage where campfires are allowed. Mentioned exemption for log-loading and hauling (for the state). Some discussion regarding having a reference guide and training at the local level for employees and others involved in the process. Enforcement and authority for local government were also issues of interest. How should we educate and train local government entities? 	<p>Cathy will share the survey results with the cmte and the restrictions coordinators.</p> <p>Cathy will set up meeting to discuss what we can get done prior to the 2007 season.</p>
<ul style="list-style-type: none"> ➤ SB147: lays out authority for counties to impose and enforce fire restrictions. 	
<ul style="list-style-type: none"> ➤ FireWise workshops: Feb 9th in Belgrade and 10th in Big Timber. ➤ MACO meeting to be held in June this year. 	Contact Pat Cross if you can help.

<p>➤ Coordination of NR prevention activities: Cathy brought up some changes in her schedule that will possible leave a hole in the coordination of Restrictions & Closure, National FPE teams and local prevention assistance. She suggested the cmte explore how this coordination will take place in the future.</p>	<p>Mike and Sandy will work to coordinate the national FPE teams and the local prevention assistance. The cmte will revisit the restrictions coordination issue at the restrictions meeting.</p>
<p>➤ KMG/FireSafe Montana Awards Luncheon: will be held at Carroll College in Helena on Friday, May 18th.</p>	<p>Get nominations to KMG soon!</p>
<p>➤ FireSafe Montana: update from Pat McKelvey.</p>	