

NRTC Training Committee Notes October 24, 2007

Introductions

Attendees List is attached

Review Spring Notes:

- Action Items: LEO processes for FI-210, FI-310, FI-410 courses. How do they prioritize/nominate?
- Cancellation Policy for NRTC: Letter created and dispersed to NRTC audience.
- L-380/381: We agreed to get a committee last year together to discuss the needs, more funding, grants, etc... Only one zone pursued the grants and will plan on hosting an L-380 in Helena or Great Falls. State will also host an L-381. When funded by USFS Washington Office and hosted by NRTC, only FS employees can attend. If this is still the case, this needs to be listed on the website specific to this course.
 - L-381 - 2 sessions at NRTC are FS only. ONE course is all agency May 12th-16th
 - L-380 will be held in Helena or Great Falls area March 28-29-30 and April 4-5-6 hosted by DNRC
 - L-381 April 14-19 in CMZ Helena or Great Falls
 - South Central zone held an L-380 last season over 2 weekends at a cost of \$18,000. Funded through ready reserve.
 - East zone will host an L-381 around April. BLM only.
 - Dillon will try to host L-380 in conjunction with Salmon Challis in May. Will be for their zone only.
 - Lolo and Smokejumpers are doing their L-380/381 in March
 - L-380 in Helena April 21-26. Helena FS only.
- WIMS workshop committee: never followed through. Will discuss later in the meeting.
- S-404 Safety officer: will discuss later in meeting.
- HELM process: May need to address prioritizing these nominations instead of workshop style where everyone is welcome. This year HELM workshop is on the page as training and noms must be turned in for this.

Nomination Process:

- Prioritize nominations
- D-310: NRTC can host one; need Lead Instructor from the Dispatch Community. This would be in April or May
- S-341 GIS Specialist: GIS shop in Missoula would want to host. They are looking at qualified instructors.

Paul Fieldhouse:

- **Zone sand table cadre** – Paul is available for helping coordinate and create a cadre within their zone for sand table exercises. Paul would like to see a formalized cadre

in each zone to use sand tables not only for simulations but for briefings, prescribed fire, topography, etc... Paul has simulations available to use.

- **Competitive sourcing study – Feasibility study**
 - Federal Agencies are conducting a study to see if there are pieces or parts of business that can be competitively contracted. Typically these studies have shown that the “Government” has “won” the bid to do that job efficiently. ASC is an example of Business process reorganization – the government’s answer to not competing that business but doing that business more effectively.
 - The idea of the study is to find out the feasibility of competing these skills.
 - Deadlines for feasibility study were extended due to fire season so completion/final report deadlines were also expected.
 - Results should be out within the next 12-18 months.
- **S-339 Division Sup Course**
 - Formal course work has a large amount of lecture. A new approach is to get the students more hands-on experience and require some of the book knowledge as pre-work. The course will then consist of large pre-work, quick review, small lecture, and then vivid simulation. Paul is heading up a review of the course with past course cadre. Paul has confirmed with Deb Epps at NWCG about possible problems and as long as the course meets the NWCG objectives it is fine. Paul expects to have this new means of teaching S-339 by next year.
- **Proposal to consider hosting S-420 in conjunction with actual incidents**
 - PNW already does this method of field S-420. In 4 years, they have passed 65 students in the field. Advantages: you can take any configuration of students since “cadre” is already there in form of IMT. Classroom sessions are done in the morning, afternoons are spent tied in with their functional area and visiting other areas. Course is completed in 3 - 15 hour days. Students are ordered on O-#’s; cadre is not ordered to fire.
 - This likely will be a reality for 2008 seasons.
 - *Beth took this proposal to the NRCG Operations Committee and to the NRCG Board of Directors meetings. Both groups were very supportive and would like to see this happen in 2008 fire season.*
- **S-404 Safety Officer and the PNW Safety Officer**
 - Proposal to host the PNW Safety officer course at the NRTC. See handout on PNW’s course. NRTC cadre would either have to go to PNW to shadow PNW for this course or bring PNW cadre to NRTC to teach.
 - Background: SOFR is a position that does not require any formal training until trained for SOF2. This would act as the “Type III” SOFR training.
 - Around 70 nominations were put in for the course so there is large support around the GACC. Course will be held at NRTC. 24 attendees. Emphasis will be on a Train the Trainer attendees.

Jane Haker

- **Incident Finance Training**

- **ISUITE**
- Few qualified in COST and ISUITE training. Since cost management has become such a major issue in the Fire Business world, there is a need for consistency in ISUITE/COST management.
- Proposal to NRTC for a NR Short Course for IMT Finance section. How tracking in ISUITE is done for each unit / fire, etc...
- Accruals can be entered many different ways. Accruals are the dollar amount sent in for obligating funds for each fire. There needs to be a consistent method and dedicated person to enter this information for Type III-V fires. Every unit needs a foundational level for managing small type fires administratively.
 - Rumors that ASC will do all payments electronically via ISUITE even for Type III-V fires.
- Proposal is for a slot in NRTC for a course. Julia at N. Idaho zone offered to host a session.
- ISUITE courses to be sponsored in R1: ND, EMZ, Lewistown,
- ISUITE for Teams to be hosted at NRTC, probably during IMT meetings in Spring 2008.
- ISUITE for Locals to be hosted at zones.
 - Zones need to get names and course proposals into Jane Haker at jhaker@fs.fed.us

LFML Redesign ~ Bob Lippincott

- Missing some key elements for Line officers. Example: Doesn't include Appropriate Management Response.
- Regional FMO and OPS committee meetings will address this issue. May have some issues for the NR Training committee to address.
- Would like to see something done for this season's course. March 2008

L-380 / L-381 zone sponsored

- Possibility of "swapping seats" for L-380 courses held around the GACC.
- Everyone get their course dates for local sponsored courses to NRTC by December 1, 2007 so people can try to swap seats if they have open slots.

IQCS nominations

- Training officers need to go into IQCS Employee's files and update personal information, i.e. mailing addresses, emails, phone numbers, etc...

IQCS nomination PROCESS

- IQCS picks up on prerequisites very well.
- MAKE SURE to call IQCS helpdesk when you run into a problem. They have a tech representative there now to address these issues as they arise. Fixes have been great.
- State employees put in as non-employees in IQCS can be nominated for courses but do not have a working unit Identifier. The prioritize screen is based on Unit ID.
- Phone numbers for employees need to be entered for nominations.

- PLEASE send comments and suggestions to IQCS helpdesk as soon as possible. Funding may not be there forever.
- Nominations cannot be deleted for a person. Current fix for that is to prioritize the person as 999 and helpdesk will delete for you. Also add remarks to any changes you have made to help. *A delete function has been added to IQCS nomination process.*
- Have asked helpdesk if we can export nominations as .pdf's. Helpdesk working on it.

WIMS

- Two courses available: Weather Station Maintenance (technical course, set up, etc..) and WIMS (computer based info)
 - These are not the same course
- Two years ago NRTC hosted Maintenance course for RAWs type person at incident.
 - Boise is coming up with their own cadre for Maintenance
- WIMS: was held last minute last year. Only 6 nominees for the course, 4 out of GACC.
- Maintenance course was on the needs analysis and needs were 47. If there is a need for WIMS, NRTC will have to drop another course to fit it in. Suggestion is to put on at the zone level or put it on the needs analysis for next year and see where it shakes out.
- Redmond is hosting a WIMS – NFDRS course.
- Decision is to put these courses in the Needs Analysis for next year.

Dispatch Committee

- From the Center Manager meeting, a request to host another D-311 in 2009. Currently having issues finding cadre for D-311 in '08, is there support to host D-310 in '08? There were 57 on the needs analysis for D-310. No one at the TWT meeting volunteered to host/lead D-310 with the new version – no one knows what the package looks like. Before someone commits to D-310, need to evaluate how much time/prep is needed to put on. Suggestion to shadow another GA and then come back to NR GA to host.
- Suggestion to look at hosting an M-480.

Liason Officer Workshop

- Interest in starting a pilot Liason Course in the NRTC.
- Martha Smith is a liason officer for Bennett's IMT and wishes to start more formal training for that position.
- MT DES has some available funding for assisting in this course.
- This course will not be an NWCG or a NIMS course but a workshop for liason officers to be successful.
- Jim Blankenship will serve as liason from this committee to spear head starting this workshop.
- Card will take this issue to the Ops committee to further pursue this being a national course. Kitty will take to the GATR group as well. *Operations Committee was very*

supportive of this idea and agrees that some type of training would help garner interest, raise people's comfort level and help encourage people to fill the position.

Committee Reports

- Rick Haffenfeld was the Aviation rep and has since retired. Need someone to fill in for this liason. Rogers Warren from NRTC will be Aviation Rep.
- Equipment Committee ~ has not met yet. Will forward notes
- NAC committee ~ Capability of crews in the NR has declined. In the past NR has been able to host around 100 crews. Now, NR has around 30 crews that can be staffed. Limited CRWB's available. Drug testing has evened out; most jobs in the private market require drug testing.
- Prevention ~ Workshop last May was well received. Great Basin will host this year in Jackson Hole, WY. Committee meets Nov 13-15. Restrictions meeting was held in West Yellowstone last week and was well attended. P-101 courses may be funded for a few courses in the NR's.
- SAC committee ~ Will meet next week. Tim Murphy handed out the 4 year plan. In relation to the Training committee, MOUs for training verification and inspections have been approved by OMB and Grants and Agreements. In the future we will likely have MOUs with local colleges, universities, and private contractors to provide training to contractors. As of now, we have 39 MOUs to provide training to contractors. Tim will need some help from Training committee to do audits of the 39 MOUs. NR is not accepting additional MOU's at this time. Two exceptions would be if a zone falls under 2 MOUs or if a community college wishes to become a MOU.
 - On the NWCG website, there is a Big Iron user Guide.
- Fire Use Committee ~ Have planned a fire use workshop for this year. Will go over policy changes and AMR. Managing wildland fire for resource benefits course held at NRTC is under proposal to be recognized by NWCG. Brad McNitty is the chair of that committee. Their website has not been updated.

NRTC Operating Plan

- Changes needed: Page 11, delete Helena Indian Alliance. Page 12, Move Custer NF/ Beartooth RD from SCZ to EMZ. Page 12, Kootenai tribes under SWZ. Page 15, Phil Perkins is no longer Co-rep of YNP. Page 15, Mike Frislie is no longer GNP rep. Page 14, Bob Flesch is no longer BIA-E rep. Page 14, Add Mark Heppler as co-rep of BLM, delete Chris Shelton. Page 14, add Carrie Errecart as SWZ rep. Page 11, EMZ change BIA area office to Regional Management.
- Delete Position Taskbooks section (7)
- Page 8: change Dec-Dec to Year round. Change Allocations to September instead of October
- Missing logos for MT Fire Wardens Assoc, MT Sheriff and Peace Officers, and ID Fire Wardens assoc. on cover page.

Position Taskbook Reviews

- Risa reviewed Fire Use PTB's as part of the FUM committee / training.

- Some concern from Sally Estes about “soft skills” listed as competency in new PTB’s. General consensus from the group was approval of listing leadership skills in training.
- 2007 5109.17 should be out soon.

0401 series / TFM

- Was a meeting between USDA, USDI, OPM last week. Decision was made to retroactively grant credits from TFM for students that did not buy their credits.
- OPM has yet to decide if NWCG courses will count towards 24 credits for 0401 series. It doesn’t look good for NWCG courses being acceptable. As of now, they haven’t decided if those in 0401 series having used NWCG course credits to get their position will keep their position.

Allocations

- If your zone was allocated a number of slots for a course and you didn’t get that number of people in, call the course coordinator to rectify. This is why allocations are so important. There are reasons why allocations can be changed.

Support Dispatcher D-310 updated course

- There is a special database for the course. There are lots of new exercises and sounds like a good course. Albuquerque is hosting a D-310 and Kitty has inquired about whether they are doing the new course or not. If so, she has asked if we can send someone from R1 to “Shadow”.
- Since there has not been a decision on lead instructor today, there likely will not be a D-310 course held in NR this year.

Finance Unit Leader S-360

- Sherri Schlader is lead instructor. Although the needs analysis was low, consensus was that we need these positions so if we host this course, people will show up.
- Concern with NIZ that we are adding a course that isn’t as needed (based on analysis). They would like to see a RX-410 course hosted instead. There is a major need for RX-410 in the zone based on the analysis.
- Consensus is we will host S-360 and look into whether Thomas can support 2 sessions of RX-410.

M-480 MAC group course

- Cannot be supported at NRTC. No zones offering to host.
- Maybe look at this for next year.

Local Government : NWCG Crosswalk

- Around 1994, there were issues with local government firefighters getting wildland fire qualifications within their departments. Since then, there has been a crosswalk developed as to which positions in the wildland fire community crosswalk to the training and qualifications NFPA compliant local government firefighters already possess.

- This crosswalk addresses qualifications up to the Strike Team leader. MT, ID, ND all issue the qualification of Strike Team Leader and above for local government departments.
 - Stipulations of this crosswalk are departments have to be NFPA compliant. MT State does not foresee this as an issue for MT because most departments do not need NFPA standards.
 - Crosswalk is not a two way street. NWCG wildland firefighters cannot meet structural firefighter qualifications based on this crosswalk.
 - Some departments will benefit from this crosswalk since their responsibilities within their departments are already so heavily wildland fire.
 - Biggest impact on the state will be the need for S-290 since this is the major factor for the departments to utilize the crosswalk. S-290 has a CD available now. Soon S-290 will have an online version. Supposedly the developer is forwarding the new version of S-290 to all agencies soon. S-290 is planned to be finished next week.
 - Risa will check if S-133 is still part of S-290 in the new version.

Round Robin from Zones

- Great Falls Zone ~ new Assistant Center Manager. Zone training is posted on the website.
- Carrie Errecart SWZ ~ Using IQCS nominations for their courses (if there are glitches, send paper copies), going to host SEAT manager, S-244 FOBS, will not be testing any new courses.
- Helena / Central Zone ~ will be doing S-203 March 10-14, will host L-380, will get the schedule out soon. Central zone ~ will need a new Zone training rep Brian Drinville is moving to NM
- NDZ ~ ND zone will host ISUITE, S-234, Engine Academy, S-212, FI-210, M-581, S-211, ICS-200, S-290, L-280, L-380 Devils Lake / Grand Rapids, S-215
- CMZ Brian Drinville ~ nothing has been posted to web yet, will get courses out soon. SCZ Engine Academy to be held late May in Paradise Valley. Hosted L-380 and S-420 last year. Other zones will pick this up this year for the Firefighters Association. Zone will host a local S-320 for Type III incidents. The S-420 training last year was very well received and a change was noticed this year on incidents.
 - Changes within the zone. New FMO in YNP – Joe Crisp. Joe will be the Zone chair.
 - There was an entrapment this year on the Madison Arm Fire and those who were involved were well trained in protocol and management so kudos to the training community.
- Central Zone / Dillon Division ~ 5 or 6 courses to post. S-200, 230, 231, 270, 271, 260. Will try to host a Type III academy between Bitterroot and Salmon Challis.
- DNRC ~ East Side: The 4 land offices on the east side are working on their schedules. To be announced soon. They also have a ready reserve grant for training above and beyond what they can normally train. They went from 900 trainees to 1200. Used a lot of BLM folks for trainers. They do have these funds again this year but not nearly as much. The courses involved were anywhere from S-130 to S-420. Will host in December equivalent to M-410 and S-290. Courses include S-260,

S-270, ISUITE, 100 level courses, L-381, FWS L-380 in ND, S-290, Aerial Ignitions. Schedule will be on website in coming weeks.

- NIZ ~ 2008 schedule passed out. The spreadsheet is posted on the website. Will be doing some 300 level courses. NIZ meeting went well and they updated their plan. Vicky is still the lead but Katie is up and coming. In 2007, 974 hours of training done, within region 525, 37 to NAFRI, Out of GACC, 34, GACC 52, 648 out of NIZ students.
- DNRC ~ Jim Blankenship: FI-210 to be hosted for FINV. Hosted courses posted on DNRC web. NRTC will put a link.
- NRTC ~ Nominations. Rosie will be working on the out of area noms and if any problems arise, she will contact the zone reps to get the needed information. Make sure the back page of the nom is completed. If there is no payment information, Rosie will send the nom anyway but it will be your responsibility to get the payment info to that course coordinator. Rosie will pull all the IQCS noms and merge with the paper noms. She will then send that out to the zones to confirm everyone was captured.
 - If there is no pre work for a course, an email will be the only notification of selection for a course. If no email exists, they will send hard copy. The emails will be noted whether further forwarding or paper copies will be provided.
 - Everyone needs to look at their nominations are complete and accurate. Go into IQCS and make those changes by end of next week, November 2nd.
 - S-347/348 will be hosted as S-349. This is a combination of the two courses. They will follow up with adding it into IQCS. Noms will not have to be redone.
 - Request for input on formalizing Zone Training Officer position. This would not be a collateral duty position. Any ideas or opposition can be forwarded to Paul Fieldhouse.
 - IQCS course will only be the Account Manager course. There will be no breakouts for FMO, training. Next year the needs analysis should only list IQCS account manager.

Spring Meeting

March 10-11, 2008. The meeting will be hosted in Butte, MT.

ACTION ITEMS:

- Need lead instructor for D-310. Message will be sent to NRCG training committee and Center Managers regarding this course and cadre needs.
- Next year on nominations MAKE SURE to add remarks in the prioritization spreadsheet.
- “Extra” L-381 course sponsored at NRTC for all agencies: nominations due to NRTC December 1, 2007
- “Bonus” courses noms due December 1, 2007
 - L-381, S-360, D-310, Weather Station Maintenance