

# BLM Fire Training Committee (BFTC)

Meeting Notes – Boise, ID

Date: December 5-6, 2017 (Boise)

## ROLL CALL:

AK – Steve Theisen	NV – Cindy Savoie	Aviation –
AZ – Koreena Haynes	NM – Teresa Rigby	Fuels –
CA –	OR/WA – Renee Beams	SMJ – Ben Oakleaf
CO/WY – Kim Bang	UT – Cherie Ausgotharp	Guests: LJ Brown, Eric
EA –	NIFC – Marlene Eno-Hendren	Fransted, Brian Achziger, and
ID – Kelly Woods	NIFC – Mike Ellsworth	Annie Price
MT – John Thompson	NIFC – Pam McDonald	

## AGENDA ITEMS:

### 1. Welcome/Introductions/Agenda (Eno-Hendren)

Marlene welcomed BFTC members and guests to NIFC and presented the agenda.

### 2. BFTC Facilitated Discussion (Phase 1) (Brown)

LJ Brown facilitated a brainstorming activity revolving around the BFTC charter and committee relevance. Members responded to the following questions:

- Define the BFTC mission.
  - Why does the BFTC exist (past history through today)?
  - How are we different from other training groups within BLM?
  - Where should the BFTC focus its efforts?
- Describe the BFTC's distinct purposes.
  - Who are BFTC's target customers?
  - What type of products, services, or solutions does BFTC provide customers?
  - What makes BFTC products, services, or solutions distinctive or unique?
  - How does BFTC go about delivering these products, services, and solutions?
  - What role do you as a BFTC member play in providing products, services, and solutions?
  - What are BFTC's lines of effort/communication links?
- Define/Determine BFTC membership.
  - What is your role and purpose in the BFTC?
  - What is the role of the GATRs in the BFTC?
  - What is the role of FA-324 and how do they fit in with the BFTC?
- Determine BFTC's general operating procedures.
  - Whom does the BFTC operate under and report to?
  - How does BFTC get work done?
  - What should BFTC continue doing? Start doing? Stop doing?
  - What barriers limit BFTC's ability to function?

- What are you willing to do to support this effort?
- What limits your ability to serve on the BFTC?
- If the BFTC collectively comes to agreement on the committee’s mission, will you commit to it?

**3. Key Note Speaker: Annie Price (Handout) (McDonald)**

Annie Price, Chief Consultant Engagement Officer for Scentsy, shared her perspectives and experiences on the topic of “trust.” BFTC members participated through discussion and exercises.

**4. BFTC Facilitated Discussion (Phase 2) (Brown)**

LJ Brown facilitated discussion resulting from responses provided in Phase 1. “Futuring” ideas included:

- *What should BFTC continue doing?*
  - Keep training relevant and current
  - BFTC should do exactly what we are doing the next couple days...clarify the mission
  - Regular connections (conference calls), training facilitation, and coordination
  - Representing the agencies with training and qualification standards
  - Working together as a team
- *What should BFTC start doing?*
  - Improve information sharing from FOG to BFTC and vice versa
  - Look at all BLM specific fire training to see if it’s necessary
  - Focus more on mentoring and developing the next generation
  - Query other functional areas beyond just ops for needs
  - Task list, chair and co-chair on national committees
  - Workforce development and recruitment strategies
  - Consider a dedicated BLM training page with information
  - Share state unique or best business practices at round robin
  - Be more willing to work on tasks
- *What should BFTC stop doing?*
  - Stop trying to solve non-solvable issues, they all need to be focused
  - Stop getting upset when ideas aren’t adopted

**ACTION: Communicate with FOG members and FLT members regarding the proper parent group for the BFTC; provide a status update on the February BFTC call. (All members)**

**ACTION: Request the FOG appoint a new liaison to the BFTC; provide a status update on the February BFTC call. (Kelly Woods)**

**ACTION: Create BFTC conference call and face-to-face meeting agenda templates; provide a status update on the February BFTC call. (Kim Bang, lead; Renee Beams)**

**ACTION: Update the BFTC charter to include items from the facilitated discussion; provide a status update on the February BFTC call. (Marlene Eno-Hendren)**

## 5. OTC Update (Handout)

(Ellsworth)

- Developing additional incident planning, operations, and command subcommittees to focus on qualifications, associated training, and PTBs.
- Developing a request to the Fuels Committee to analyze the RX-301/RX-341 requirement.
- Developing a tasking to evaluate Type 1, 2, and 3 C&G performance requirements.
- NWCG Executive Board made a decision that NWCG will “own” all future course development. The conversation of what is ownership of course development vs. creating a delivery package is ongoing.
- OTC gave conditional approval to the revised S-420 course package during their November meeting. The Executive Board will make final approval and ensure the development process aligns with the new “ownership” IM.
- FMO/AA (M-581/M-582)
  - The subcommittee met for the first time in November.
  - All geographic areas will implement the new design criteria during the 2017-2018 training season.
  - The M-582 group will develop their curriculum to align with M-581 and become more of an “advanced” course.
  - The BLM will only requires M-581 for AADM but encourages line officers involved with highly complex organizations to attend M-582.
- The projected launch date for the revised IRPG is March 2018.
- Evaluating seven air tanker base positions converting from the FWFQS into the PMS 310-1.
- Converted Type 3 PTBs from FEMA-owned to NWCG-owned.
- The *READ Guide* is available on the NWCG website.

## 6. NWCG Leadership Subcommittee

(Ellsworth)

- John Wood selected as LSC chair; scheduled transition with Shane Olpin, April 2018.
- Lead by Example nominations due December 31.
- The delivery mechanism for the national leadership campaign will be through social media.
- The LLC and LSC will host two national staff ride workshops this winter.

## 7. IQCS Update

(Ellsworth)

- *2018 Federal Wildland Fire Qualification Supplement* will be available in January 2018.
  - Added several new qualifications based on position use.
  - US Air Force joined IQCS; will adopt some of the federal qualification standards.
- Analyzing a document upload feature in IQCS and how the feature might further efforts to make IQCS the system of record.
- Researching alternatives to the PeopleSoft software.
- Reducing the number of options for responder data (add new or data change).
- New web page active as of November 15, 2017.
- Annual account audits were due November 30, 2017.
- Working on option to improve duplication of record issues.

**ACTION: Send OTC, LSC, IQCS, and BLM Training updates briefing paper to BFTC members for distribution to the field by January 1, 2018. (Mike Ellsworth)**

- 8. BFTC Co-chair Election (Eno-Hendren)**  
John Thompson and Koreena Haynes volunteered to serve as the BFTC co-chair. By majority vote, BFTC members elected Koreena Haynes as co-chair for a 2-year term.
- 9. Allocation and Dedication of BLM Training Funds (Bang)**  
Kim Bang discussed the desire to pursue dedicated national-level training funds. Kim proposed the idea of involving a fire planner to create a strategic plan.
- ACTION: Develop a strategic plan soliciting national-level fund allocation for training and present to the FOG at their spring face-to-face meeting; provide a status update on the February BFTC call. (Kim Bang, lead; Kelly Woods, Ben Oakleaf, and Teresa Rigby)**
- 10. BLM Training Position Descriptions (Bang)**  
Kim Bang requested that members in training position descriptions share their PDs with group members.
- ACTION: Send training position descriptions to Marlene Eno-Hendren for placement on the Fire Operations internal website by February 1, 2018. (Any BFTC member with a training PD)**
- 11. NWCG Learning Management System (LMS) Preview (Woods)**  
Kelly Woods briefed the BFTC on efforts by NWCG to adopt an LMS. Kelly and Amy Skraba are members of the NWCG LMS task group.
- ACTION: Send information regarding NWCG's LMS project to Marlene Eno-Hendren for distribution to BFTC members by December 31, 2017. (Kelly Woods)**
- 12. Personally Identifiable Information (PII) (Woods)**  
Kelly Woods briefed the BFTC on potential personally identifiable information breaches. Great Basin Training Unit staff will meet with a subject matter expert from the Idaho State Office regarding their concerns. Kelly will update the BFTC following the meeting.
- 13. Idaho Leadership Team/AA Training Presentation (Woods)**  
Kelly Woods shared the presentation she developed to enlighten Agency Administrators about leadership training opportunities.
- 14. Wildland Fire Apprenticeship Program (WFAP) Background (Eno-Hendren)**  
Marlene Eno-Hendren shared information regarding the BLM's history with the WFAP. Local BLM units may send students to the WFAP using local funds. The BLM maintains a presence at the WFAP through NIJAC and through USFS funding for BLM cadre support.
- 15. Interagency Standards for Fire and Fire Aviation Operations Revisions (Eno-Hendren)**  
Marlene Eno-Hendren presented proposed edits to the *2018 Interagency Standards for Fire and Fire Aviation Operations* publication.

## **Training Folders/IQCS Audits**

**(Eno-Hendren)**

Marlene Eno-Hendren presented the task group's proposed Training Folder/IQCS Audit Review Process. BFTC members were encouraged to implement training folder/IQCS audit reviews throughout their state prior to national policy implementation. Mike Ellsworth continues to offer his assistance in audit process implementation.

**ACTION: Review the proposed Training Folder/IQCS audit Review Process and provide input to James Gannon and Marlene Eno-Hendren by January 31, 2018. (All BFTC members)**

## **16. Annual Dozer and Transport Driver/Operator Training (Handout)**

**(Eno-Hendren)**

Marlene Eno-Hendren presented the FOG tasking to the Dozer/Heavy Equipment Committee and BFTC regarding dozer and transport driver/operator training. Options included:

- Analyze current BLM-300 and RT-301 training for opportunities to incorporate transport and dozer operators training into existing course materials.

**OR**

- Develop new training that meets the intention of BL-300 and RT-301 for transports and dozer operators.

BFTC members suggested either adding a column to the BL-300 (orientation)/RT-301 (refresher) checklist or replacing information in Column C (Hummer) and changing verbiage to reflect dozers and not just vehicles within the checklists.

**ACTION: Revise the BL-300 and RT-301 checklists to include transport driver/dozer operator training requirements and send to the BFTC and the Dozer/Heavy Equipment Committee prior to the February 2018 BFTC conference call. (Marlene Eno-Hendren)**

## **17. Training Preparedness Checklist**

**(Eno-Hendren)**

The BFTC discussed the potential need to consolidate training-related items in other preparedness checklists into the training checklist. The BFTC found no need to consolidate information.

**NEXT CONFERENCE CALL:** January 3, 2018, Boise, ID, at 10:30 a.m. (MST); potential agenda items:

- 2018 face-to-face meeting
- Future of team continuing education/experiences
- Hospital and Family Liaison Workshop (Haynes)
- Apprentice PD