

BLM Fire Training Committee (BFTC)

Conference Call Notes

Date/Time: 2/7/18 at 1030 MT (Boise)

Phone number: 866-564-6856

Participant code: 409160#

ROLL CALL:

AK – Steve Theisen/Amy
Skraba

AZ – Koreena Haynes

CA – James Gannon

CO/WY – Kim Bang

EA –

ID –

MT –

NV –

NM –

OR/WA – Renee Beams

UT – Cherie Ausgotharp

NIFC – Mike Ellsworth

NIFC – Pam McDonald

NIFC – Timothy Sherwin

Aviation –

Fuels –

SMJ – Ben Oakleaf

AGENDA ITEMS:

1. Action Item Review

(Ellsworth)

- **2016-12:** Analyze BLM Type 3 organizations and develop a recommendation for potential required leadership training and report progress on the February 2018 conference call.
 - Renee Beams and John Thompson (co-leads)
 - Mike Ellsworth will construct a rough draft and work with Renee and John.
 - **Update action item: Report on the March 2018 conference call.**
- **2016-14:** Draft an issue paper that the BLM adopt the 310-1 qualifications for RXB1 and RXB2 and allow DIVS to maintain currency; report progress on the February 2018 conference call.
 - Steve Theisen and Mike Gomez (via Renee Beams) assumed this item from Shawn Jaca on the January conference call.
 - Alaska is opposed to DIVS maintaining currency for RXB1 and RXB2.
 - BFTC members are unclear if a formal issue paper is the right course of action at this time.

ACTION: Send an email to BFTC members with historical information regarding an analysis to adopt the 310-1 requirement for RXB1 and RXB2, and further BFTC action as needed. (Mike Ellsworth; DD: 2/23/18)

- **2017-13:** Request the FOG appoint a new liaison to the BFTC; provide a status update on the February BFTC call.
 - Kelly Woods (lead)
 - A draft request is complete.
 - 2017-13b: Send suggestions regarding BFTC expectations for a FOG liaison to Kelly Woods by February 9, 2018. (All BFTC Members)**
 - 2017-13c: Send final FOG liaison request to Koreena Haynes and Marlene Eno-Hendren for submission to the FOG. (Kelly Woods, DD: 2/28/18)**
- **2017-14:** Create BFTC conference call and face-to-face meeting agenda templates; provide a status update on the February BFTC call.
 - Kim Bang (lead) and Renee Beams
 - No movement on this action.
 - **Update action item: Move status report date to March 2018.**
- **2017-15:** Update the BFTC charter to include items from the facilitated discussion [at the fall 2017 BFTC meeting]: provide a status update on the ~~February~~ March BFTC call.
 - Marlene Eno-Hendren (lead), Koreena Haynes
 - Work is progressing.
 - **Update action item: Report on the March 2018 conference call.**
- **2017-17:** 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
 - Ben Oakleaf has provided a good foundation to build upon.
 - **Update action item: Move due date to March 2018**
- **2017-18:** Send training position descriptions to Marlene Eno-Hendren for placement on the Fire Operations internal website.
 - Marlene has created a folder in Google Drive for training PDs.
 - **Update action item: Action completed; move item to a BFTC SOP.**
- **2017-19:** Send information regarding NWCG's LMS project to Marlene Eno-Hendren for distribution to BFTC members.
 - Kelly Woods (lead)
 - Nothing physical to share. Kelly will keep the BFTC updated on project status.
 - **Update action item: Replace "information regarding NWCG's LMS project" to "Agency Administrator PowerPoint presentation." [Action completed]**

2. Auditing **(Ellsworth/All)**

2017-20: Review the proposed Training Folder/IQCS Audit Review Process and provide input to James Gannon and Marlene Eno-Hendren.

- The current task was for BFTC members to review the draft documents and provide feedback to the task group.
- BFTC members expressed confusion on the effort's end state—a set of “how-to” forms or recommended policy for FOG consideration.
- The BFTC agreed to pursue some level of policy with auditing frequency once the package is vetted and finalized.
 - **Update action item: The task group will review edits, refine the packet and send to BFTC members for field vetting by March 2018.**
- Marlene Eno-Hendren will brief the FOG on the effort at their spring meeting.

3. Training Folder and IQCS Retention Requirements **(Bang/McDonald)**

A discrepancy exists in the records retention schedules between training files (3 years) and the IQCS record (5 years). BFTC would like to align schedules, if possible.

The FA-324 staff will meet with the NIFC Records Administrator to determine a path forward to align record schedules.

4. INTS Position Task Book **(Ellsworth)**

The BFTC approved the INTS position task book. Mike Ellsworth will work with Susie Stingley on a transition plan and other IQCS considerations.

5. 2018 Face-to-Face Meeting **(McDonald)**

Marlene Eno-Hendren proposed the BFTC delay meeting face-to-face until 2019. The BFTC agreed to meet in February 2019.

ACTION: Poll BFTC members regarding their availability for a February 2019 face-to-face meeting. (Marlene Eno-Hendren; DD: 2/28/18)

6. Future Team Continuing Education/Experiences **(McDonald)**

BFTC members support future team continuing education/experiences depending on the time needed to conduct business. Suggest optional attendance either before or after actual meeting dates.

7. BL-300 and BL-301 **(McDonald)**

Pam McDonald presented the recommended revisions to BL-300 and BL-301 to include “transport/dozer.” (Transport includes tractor and trailer.) BFTC members want an additional week to vet the proposal through their states.

ACTION: Vet the final BL-300 and BL-301 checklists through states and notify Marlene Eno-Hendren of approval/disapproval. (All BFTC members; DD: 2/16/18)

ROUND ROBIN:

- **Alaska**
 - Training season to begin in March.
 - Detailers coming on in a couple weeks.
- **Arizona**
 - Hosted a session with Switchback Systems focused on brain function in relation to the human factors of risk management. Another course set for April.
 - Working with Kim Christensen guidance to assess aligning the FS National Preparedness Checklists to the BLM checklists.
 - Presently attending PFTC.
- **California**
 - Facilitating student course changes.
 - Coordinating the Fire Investigator course.
- **Colorado/Wyoming**
 - Training season is underway.
 - No courses cancelled during the shutdown.
 - Maneuvering shutdowns.
- **Idaho**
 - Training season is underway.
 - Maneuvering shutdowns.
 - Cancelled a course during the shutdown.
 - Launching this year's Priority Trainee Program with a new website.
- **Utah**
 - Updating IQCS.
 - Hosting ENOP at Camp Williams the week of May 7.
 - Meeting to discuss hosting a heavy equipment school.
- **Smokejumpers**
 - Attending training.
 - Preparing for jump refreshers and fire refreshers in mid-March.
- **National Office – Mike Ellsworth**
 - The OTC notes are available on the NWCG website.

Next conference call: March 7 @ 1030 (MST)

- **National Office – Pam McDonald**
- **National Office – Marlene Eno-Hendren**

NEXT MEETING: February 7, 2018, Boise, ID, at 10:30 a.m. (MST)

Agenda topics:

- 2019 face-to-face meeting
- BFTC Agenda