

National Line Officer (NLOT) Meeting

Denver, Colorado

April 25 & 28, 2016

WELCOME & INTRODUCTIONS

Attendance April 25: Dana Reid, Paul Crespino, Scott Russell, Dale Deiter, Tom Montoya, Ed Hunter, Leslie Auriemma, Cecilia Seesholtz, Lisa Northrop, Jessica McAloon (notes), Mark Van Every (phone), Frank Guzman (for his presentation on S-520); Additional Attendance April 28: Patty Grantham, Ralph Rau, Sarah Tomsy, Tawnya Brummett

Welcome (Dana Reid)

Becki is home with her family and Patty will be covering for her as the NLOT Chair this week. Patty also had an unexpected conflict today so will join us the rest of the week for the NFLC meeting. Purpose for the meeting today is to focus on NLOT POW and Line Officer Award selections.

MISCELLANEOUS TOPICS

National Accelerated Training Program (NATP) (Dana Reid)

NATP is a Washington Office, Fire and Aviation Management program [developed by the National Incident Management Organization (NIMO)] designed to utilize accelerated leadership development strategies which will help the organization meet the need for experienced and quality leadership (note that the term "Accelerated" refers to the frequency of opportunity exposure rather than a "fast-tracking" strategy). NATP provides detailers an opportunity for exposure to national issues and mentoring by senior leadership with an introduction to a much broader scope of issues. By taking advantage of those opportunities and a focused effort to provide fire and emergency management qualification opportunities, NATP can serve as part of the long-term leadership development program that the agency needs. The opportunity here is not just to develop future leadership in the Fire and Aviation program; the vision for this accelerated development program must be to develop future leaders for the agency as a whole.

Program Objectives:

- Build leadership and incident management capacity to meet future fire management and Forest Service challenges.
- Streamline training and qualification timeframes through focused training plans.
- Commitment towards enhancing and accelerating both leadership and incident management skills.
- Work in coordination with National, Geographical, and Zone training groups on selection of applicants based on Regional priorities.
- Work in coordination with National, Geographical, and Zone Dispatch Centers and Incident Management Teams on mobilization of NATP participants.

To meet the objectives of the program and expose participants to national issues with mentoring by senior leadership, NIMO is proposing to match NATP participants up with NFLC members. There will be one or two individuals assigned to in each Task Groups (NFLC and NLOT) and available to assist,

learn, and shadow. The intent is not for the individuals to inhibit or be cumbersome to the work you are doing but to enhance.

Participants will participate in two residential sessions; one this spring (at the WO) and one this fall (location TBD). Each participant will be assigned a mentor; we are using the Forest Service Mentor Program which will identify an appropriate mentor. The program is a one-year commitment where participants will be asked to perform various tasks throughout the year focusing on leadership. The 2016 Program is FS only, however, the hope is to be interagency in the future.

DECISION: Agreement to assign NATP members to NLOT POW projects.

Agency Administrator Involvement with S-520 (Frank Guzman)

Overview: Agency Administrators were added to S-520 in 2014, replacing AA role players. The initial objective was to produce more “Advanced” AAs at the Forest Level. The involvement has evolved and the course is going through a major change which will require more pre-work and engagement from the AAs. In addition, S-420 is being reviewed and updated and there is a possibility to include NLOT members in this process.

The S-520 AA Task Group developed a Briefing Paper and are asking three questions:

1. Should attendance be limited to Journey level?
2. Should attendance at S-520 have a prerequisite of LFML?
3. How can we advertise the class for AAs more widely?

See POW Topic Review below for discussion.

PROGRAM OF WORK TOPICS

NLOT Orientation Package (Sherry – not in attendance)

- Will be on the agenda for the next call.

S-520 (Cecilia)

Discussion:

- Should attendance be limited to Journey level?
 - Most of the past participants have been at the Journey level. Should we limit to a specific level?
 - There are some advanced candidates that would benefit and utilize the opportunity as a refresher.
 - Some working level (specifically R8 and R9) may never get on a T2 fire and become journey, however, are experienced enough to benefit from attending S-520.
 - **DECISION:** Priority will be journey but others can apply and will be considered.
- Should attendance at S-520 have a prerequisite of LFML?
 - LFML is required to be at working level in the Red Book; therefore, it is a requirement to attend S-520.
- How can we advertise the class for AAs more widely?
 - The Call letter comes out in December and is sent to NLOT to distribute through their respective Regions. What other options are there?

- A Communication Plan needs to be developed for distribution. Who can do this? NLOT, NATP, Frank's Staff?
- **RECOMMENDATIONS:**
 - Distribute the Call Letter through the normal training process.
 - A Communication Plan developed by NLOT/NATP in coordination with Frank's staff.
 - Present opportunity at Ranger Councils, RLT's, and other venues.
- Cecilia will discuss with the Task Group and determine if there is additional action needed from NLOT.
- Other opportunities/discussion:
 - Should we have a different track for Agency Reps? Should Agency Reps and AAs have their own training?
 - NLOT members are invited to attend S-520
 - S-420 is being rewritten; an NLOT Rep would be beneficial to assist with the rewrite. No volunteers; Dana will follow-up with the specific need and this will be discussed on a future call.

NFML (Tawnya – not in attendance)

- Refer to last NLOT notes for update.

Prescribed Fire Certification (Mark/Ralph/Scott)

- Proposed to defer this POW item until next year. Becki concurred.
 - **DECISION:** All concurred.

Fire Fatalities/Serious Injuries (Lisa)

- The spreadsheet presented at the March conference call meets NLOT's intended need. It was created by the WO staff. They are working on a location to post. All other websites (including NLOT) will link to the site it is posted.

Effectiveness of the Utilization of AAs; Advance and Journey Level (Sherry/Jon – not in attendance)

- Will be on the agenda for the next call.

Line Officer Awards (Ed)

- Nominations were received for three of the four categories. The group discussed the nominations and made selections. Ed will follow-up on the award processing with Drag.
 - There was a discussion regarding group vs. individual awards and it was agreed that selections are made based on the applications (and point ratings) for each category.
 - Nominations are only as good as the writing ability of the nominator; however, that is all we can base selections on.
- Discussion regarding lack of nominations:
 - It is a time consuming to submit nominations.
 - Are the awards still relevant?
 - Are the awards being advertised effectively?
 - NLOT members need to encourage leaders to submit nominations.
 - Now that we are a combined NFLC, should we consolidate the awards with FAM?
 - The criteria was reviewed this past year and still valid.
- Discussion about the awards:
 - Currently recipients receive a plaque which is sent to the Regional Forester to present. Depending on budget, cash may be included.

- For the 2015 awards, each recipient will also receive a certificate. Ed will work with Drag.
- Consideration for future years is to give a plaque to individual recipients and one for the group award, a certificate of appreciation to each recipient and possibly a challenge coin to group recipients and those that did not get selected. Ed will check into the challenge coins.
- **DECISIONS:**
 - Ed will write a short article about the Line Officer Awards, including the selections for 2015 and submit for “People, Places and Things”.
 - Ed will write a letter which will be sent to those not selected to recognize them for their outstanding work and nomination.
 - Lisa will contact the nominators thanking them for taking the time to submit the nomination to impress upon the importance and value of the awards.
 - Discuss with FAM the potential to combine the award process (will do at the meeting this week).
- Other discussion about awards:
 - Ed would like to pass the Lead of this sub group to another NLOT member so that he can put energy and time into another project. *Outstanding job Ed and thank you for your continued commitment!*
 - Once a decision has been made about the potential for NFLC awards, assignments will be made.

NLOT ONGOING BUSINESS

Communication and Information Sharing (Paul)

- This topic is listed as “Ongoing Business” to ensure communication and sharing of ideas.
- No new information for today’s meeting.

Website (Ed)

- NLOT’s website is up and running.
- Ed will check in to the process for removing information from the old website and include a link to our new site.
- Ed will draft an e-mail for Becki that can be sent to “roll out” the NLOT website.
- Dana will send the most current roster which will need to be posted on the website.

AACT (Dana for Becki)

- No action needed, will provide edits as needed.

NLOT Participation Requests (Dana)

- Reminder about NLOT requests; they to meet the requirements of the charter.

OTHER TOPICS

- Ivan Pupilidi (works for Research), mentioned to Paul at a meeting last week that he would like assistance in rolling out a risk project. Paul will follow-up with Curtis Heaton (AD for Risk) and Becki to ensure who is the appropriate group for this request.
- Dana asked the group for feedback about how the conference calls are running and suggestions for changes.

- Organization, structure and facilitation is working well.
- Topics can sometimes be hard to follow to new NLOT members that don't have the history; i.e. IDIP.
 - Dana will ensure topics are relevant to this group and ensure presenters are briefed on delivery.
- A discussion regarding short haul and EMTs occurred during the NFLC meeting. Dana will follow-up on the requirements and share at the next conference call.
- Coaching/Mentoring:
 - NLOT members need to provide mentoring to new Line Officers.
 - Becki may have a proposal for Region to Region coordination regarding coaching and mentoring. Dana will check with Becki.
 - Ed is researching training opportunities for Line Officers.
 - Ralph shared a R1 AA and Admin Guide. Please feel free to provide feedback to Ralph. Ralph will send to Dana to email electronically to the group.
 - Dana will add this topic to the May conference call. In addition, it may be a good topic for the June NFLC conference call.

SUMMARY/CLOSEOUT

Follow-up Items

- Dana – Work with the NATP Task Group to assign participants to NLOT POW.
- Cecilia – Share S-520 recommendations with the Task Group and inform NLOT if further actions are needed.
- Dana – Check into the timing and specific needs for S-420 and report back to the group to solicit NLOTs participation.
- Ed – Work with Drag on processing the Line Officer awards.
- Ed – Check into challenge coins for the Line Officer awards.
- Ed – Write a short article about the Line Officer Awards, including the selections for 2015 and submit for “People, Places and Things”.
- Ed – Write a letter to those not selected for the Line Officer Awards.
- Lisa – Contact the nominators of the Line Officer Awards.
- NLOT Members – Discuss with FAM the potential to combine the award process (NFLC awards).
- Ed – Check in to the process for removing information from the old website and include a link to our new site.
- Ed – Draft an e-mail for Becki that can be sent to “roll out” the NLOT website.
- Dana – Send the most current roster.
- Ed – Post the current roster to the website.
- Paul – Follow up on Ivan Pupilidi’s risk presentation request.
- Dana – Follow up on the short haul and EMT discussion from NFLC.
- Dana – Check with Becki on Region to Region coaching proposal.
- Ralph/Dana – Ralph send R1 AA package electronically; Dana forward to the group.
- Dana – Add coaching/mentoring to the May NLOT call and the June NFLC call.

Next Conference Call

- NLOT – Friday, May 20th, 0900 Pacific/1200 Eastern
- NFLC – Tuesday, June 14th, 1100 Pacific/1400 Eastern (pending Becki’s attendance)
- NLOT – Friday, June 17th, 0900 Pacific/1200 Eastern (pending need due to NFLC call)