

## ***National Predictive Service Group (NPSG) Meeting***

### **Meeting Notes**

**Location:** Portland, Oregon  
**Meeting Dates:** October 4-6, 2005

#### **Members Present:**

- ? Tom Wordell – JFSP – PS/Fire Analysts Representative
- ? Rick Ochoa – NICC – Fire Weather Program Representative
- ? Chip Collins – NPS – Field Level Fire Managers Representative
- ? Kim Christensen – NICC Manager – NICC Representative
- ? Gerry Day – NWCC – GACC Managers Representative
- ? Roger Lamoni – NWS, Western Region – National Weather Service Representative
- ? Brad Smith – NASF Representative
- ? Neal Hitchcock – NMAC Representative
- ? Mike Lococo – ONCC – Intelligence Coordinators Representative
- ? Charlie Leonard – NICC – Intelligence Program Representative
- ? Chuck Maxwell – SWCC – GACC Meteorologists Representative

#### **Members Absent:**

- ? None

#### **Guests:**

- ? Mike Hilbruner – Research
- ? Shari Shetler – NIFC - Facilitator
- ? Matt Jolly – Missoula Fire Lab
- ? Jim Fletcher – RMCC
- ? Tim Mathewson – RMCC
- ? Kim Kelly – NWCC
- ? Heath Hockenberry – NWS
- ? Robyn Heffernan – NICC Meteorologist
- ? John Saltenberger – NWCC
- ? Terry Marsha – NWCC
- ? Mike Fitzpatrick – NWCC
- ? Pat Houghton - NWCC

**Notetaker:** Bonnie Bradshaw

#### **Meeting Agenda Topics:**

1. Fire Environment Working Team (FENWT) and FORS - Update
2. 2006 National Seasonal Assessment Workshops and Re-Engaging Intel
3. NWS Concept of Operations: Considerations for Fire Weather
4. Monthly Outlook Verification - Update and Issues
5. 7-Day Significant Fire Potential Product - Update and Issues
6. Predictive Service Program and Fire Research Collaboration
7. Missoula Fire Lab Projects and Future Collaboration with RMRS
8. ArcIMS Website for Predictive Service Products

9. FCAMMS Verification Study - Update
10. Role of GACC Mets in RAWS Program
11. Basis for the Remote Automatic Weather Station (RAWS) Network - Review
12. Budget Review
13. FY 2006 NPSG Project Proposals
14. Predictive Service Product & Services Survey - Review
15. Predictive Service Direction and Management White Paper
16. NPSG Goals and Development of Long-Term Action Plan - Review/Revision
17. Future Meeting Topics and Logistics
18. GACC Safety Alert Issuance Standards
19. Decision Support Training
20. NWS Meeting
21. Action Items, Decisions, and Topics Spreadsheet
22. Predictive Services Support Issues
23. User Assessment Survey - Update
24. NWS On-Line Customer Survey - Overview
25. Miscellaneous and Bin Items

**Exhibits Handed Out:**

- A. Agenda (3 pages)
- B. Action Items Tracking Table (11 pages)
- C. Agenda Topic Request: NWS Concept of Operations - Favorable Consideration for Fire Weather (1 page)
- D. Snapshots from NWS Southern Region's Grid Forecast Philosophy & Preparation Policy (1 page)
- E. PowerPoint Presentation: Concept of Operations - NWS's Strategic Vision of Future Operations (11 pages)
- F. PowerPoint Presentation: Forest Service Fire and Fuels Research and Development - Strategy for the Future (7 pages)
- G. PowerPoint Presentation: Facilitating Interaction Between the National Predictive Services Group and the Missoula Fire Sciences Laboratory (42 pages)
- H. PowerPoint Presentation: Displaying Predictive Services Products Using ESRI GIS ArcIMS/ArcServer Web Applications (10 pages)
- I. Review of the Basis for the Remote Automatic Weather Station Network (32 pages)
- J. Predictive Services Direction and Management White Paper (Draft) (5 pages)
- K. NPSG Vision and Goal Statements (7 pages)
- L. PowerPoint Presentation: Decision Science: A "Short Course" Overview for the Geographic Area Coordination Center (GACC) (28 pages)
- M. Decision and Risk Science for a Geographic Area Coordination Center (1 page)
- N. Agenda Topic Request: Predictive Services Support Issues (2 pages)
- O. PowerPoint Presentation: The NPSG User Needs Assessment: An Update (12 pages)
- P. PowerPoint Presentation: NWS On-Line Customer Survey (50 pages)
- Q. Summary of Action Items from NPSG Meeting - October 4 - 6, 2005 (3 pages)

**Tuesday - October 4, 2005**

Meeting started at 8:00 a.m. Meeting folders distributed. Agenda (Exhibit A), Action Items Tracking Table (Exhibit B), and Moose Notes were included.

**Welcome, Introductions & Meeting Logistics (Gerry Day)**

Gerry Day welcomed everyone and covered logistics of NWCC. Everyone introduced themselves, and the Agenda was briefly covered.

**1. Fire Environment Working Team (FENWT) and FORS - Update (Tom Wordell)**

FENWT is a combination of three groups into one team. The groups were the Fire Weather Team, the Fire Danger Team, and the Fire Behavior Committee. Charters have been completed by subcommittees, but no meetings have occurred. An update on FENWT will be given to NWCG this month. Their formal website is under NWCG, and they are using the Lessons Learned Center neighborhood concept to share documents and perform remote work between committee members. NPSG is represented on FENWT, but is not a formal subcommittee under them. The FENWT Conference Notes were discussed and will be posted to the website.

FORS (Fire Occurrence Reporting System) struggled to get chartered, but is chartered under NFAEB. NFAEB changed the charter to limit the scope to:

- ? Inventory fire occurrence data captured by current legacy systems.
- ? Perform overlap (gap) analysis of the system data to identify a common data set.
- ? Develop data standard proposals for the data elements in the common data set and submit for approval.
- ? Evaluate legacy systems to determine potential use as a national storage mechanism.
- ? Identify alternative methods for implementing the common data set into a single consolidated data source for reporting.

George Conley is project manager and Tom Wordell is the business lead for the group.

**2. 2006 National Seasonal Assessment Workshops and Re-Engaging Intel (Rick Ochoa)**

Two National Seasonal Assessment Workshops are tentatively planned for January 17<sup>th</sup> (Southern and Eastern Areas, located in Shepherdstown, West Virginia) and April 4<sup>th</sup> (Western and Alaska Areas, located in Boulder, Colorado). Robin Heffernan has drafted the invitational letter. The dates for the Spring Assessment Workshop meeting was agreed upon at the last meeting, but will be looked at again at the fall Intel/Met joint meeting in Tucson since an International Fuels and Fire Conference is scheduled at the same time.

Mets are well represented at these workshops, but Intel representation has fallen over the past couple of years. How do we re-engage Intel people into these meetings? When Mets were brought into the GACCs, Intel was “shouldered out” or “stepped aside” in some cases and currently don’t feel their role is clearly defined. Intel specialists continue to have oversight of the 209/Sit Report, but have not been consistently engaged in fire danger or resource capability contributions. The outcome of these meetings should be defined. The workshops cover weather, fire danger, and resources. Rick Ochoa feels that there is a real knowledge base from the Intel people that has not been tapped. Jim Fletcher and Tim Mathewson from Rocky Mountain both spoke and stated that they think there is a collaborative effort between Mets and Intel at their GACC. The focus on the resource capability is important and is one that Intel could contribute to. We need skill sets and adequate staffing at all GACCs. Questions asked at the workshops

were: 1) What is the role of Intel in PS? and 2) What is the expertise level needed? Each GACC defines how its own Predictive Service unit functions. Intel should be given something credible to work on (build scenarios that show what can be accomplished at different budget levels or how many IMTs may be deployed based on historic data). We need to communicate what the beneficial outcome is for Intel. The GACC managers should discuss how PS functions at their December meeting.

***Decision: On Seasonal Outlooks, agreed that expectations for Intel input should be provided and that the best practices for Intel should be developed and framed. Both of these items should be completed for the November PS Meeting.***

✍ **Action Item No. 83:** On Seasonal Outlooks, provide expectations for Intel input for PS Meeting in Tucson on November 1, 2005.

**Lead:** Rick Ochoa, Charlie Leonard, and Mike Lococo

**Target Completion Date:** 11/01/05

✍ **Action Item No. 84:** On Seasonal Outlooks, develop and frame role of best practices for Intel for PS Meeting in Tucson on November 1, 2005

**Lead:** Chuck Maxwell, Mike Lococo, and Jay Ellington

**Target Completion Date:** 11/01/05

### **3. NWS Concept of Operations: Considerations for Fire Weather (Heath Hockenberry)**

Handouts distributed by Chuck Maxwell (Exhibit “C” – Agenda Topic Request Form for NWS Concept of Operations and Exhibit “D” – Snapshots from NWS Southern Region’s Grid Forecast Philosophy & Preparation Policy). Heath Hockenberry presented a PowerPoint (Exhibit “E” - Concept of Operations, NWS’s Strategic Vision of Future Operations), showing three main initiatives. Names of team members were shown, and Larry Dunn is the main contact. Topics presented were: Purpose, Timeframe, What NOAA is Doing? and a Proposal.

The goal is to have a one-page white paper by the end of October, stating the future vision for fire weather. NWS is asking for input from NPSG for this conceptual framework white paper. John Saltenberger was volunteered from NWCC to help with this paper. Input from the fire community should be obtained, and this topic should be put on an NMAC Meeting in October to get their input and blessing.

***Decision: On NWS Concept of Operations, agreed that NPSG will assist Heath Hockenberry in developing a one-page white paper on the conceptual framework stating the future vision for fire weather.***

✍ **Action Item No. 85:** On NWS’ Concept of Operations, assist Heath Hockenberry on developing a one page white paper on the conceptual framework for future vision for fire weather.

**Lead:** Rick Ochoa, Chuck Maxwell, and John Saltenberger

**Target Completion Date:** 10-31-05

**4. Monthly Outlook Verification - Update and Issues (Tom Wordell)**

This is an agenda item for the PS Meeting in Tucson. The GACCS were asked to provide verification of monthly outlooks and a matrix with completed data was shown. To date, 9 of the 11 GACCS have been submitting monthly verification data to NICC. The purpose of the verification is to collect the information and assess how well the GACCS did in forecasting fire potential each month. This information will be discussed further at the Tucson Meeting and used to help improve the monthly outlook product. It was agreed that GACCS should post their verification data on the web.

**Decision:** *On the Monthly Outlook Verification, agreed that a short product and verification description will be developed and a determination made where to post it on the webpage. It was further agreed that the GACC Webpage template will be assessed by the GACCS and any necessary changes be made.*

✍ **Action Item No. 86:** On Standard GACC Webpage, have task group get feedback from GACCS and make any mid-course corrections needed at the Tucson Meeting.

**Lead:** Tom Wordell

**Target Completion Date:** 11/01/05

✍ **Action Item No. 87:** On Monthly Outlook Verification Data, determine where to post data on webpage and develop a short product and verification description.

**Lead:** Tom Wordell

**Target Completion Date:** 1/01/06

**5. 7-Day Significant Fire Potential Product - Update and Issues (Rick Ochoa/Tim Mathewson)**

Tim worked to implement the new 7-Day product and started posting outputs on the RMC website this past summer. The old weekly outlook took him 10 hours to produce and was done once a week. The 7-Day product takes him around 1-1.5 hours/day. Tim’s findings are:

Pros	Cons
User friendly	Missing forecast information (after 1300 information)
1 ½ hours to produce product	When no information available, put in yesterday’s forecast rather than showing the PSA field as blank or “insufficient data”
Consolidates fuels/weather info	Field was more comfortable with Fire Family Plus charts but not this product
Intel integrated into the product	Requires time from intel to enter daily status info
No software problems	
Likeable colors and format	

Tim expressed concerns whether the GACCS will have the ability to show only a portion of a PSA having elevated fire risk on the future national PSA maps, and how the field will use them. Larry Bradshaw is working on developing a new, parallel WIMS process to display outputs using the Solar-Radiation process to determine State-of-Weather so field managers can compare old outputs with this new product. Larry is hoping to have it operational by next May so its important all Key RAW stations have the hardware. The question was asked, “Is this a better product than what we

were producing in the past?” Tim Mathewson stated that this product is a work in progress and will need to be refined. However, FENWT and NPSG feels this will be a critical step forward to improve the consistency and reliability of 1300 RAWs observations. This will be discussed at the Tucson meeting.

The question was asked, “Who is going to maintain the 7-Day product and make the changes needed?” The differences between using the old RAWs obs and the new RAWs solar-rad obs should be explained and how to transition from one to the other. All the GACCs need to tackle the problems together. The relationship with the NWS should be explored more and use their gridded information. Research was also mentioned as a possible partner to help develop and support MOS equations in the future (**see action item 94**). This should be addressed at the Tucson meeting by the joint groups. NPSG needs to be clear on the expectations for implementation and supportive of lessons learned. More discussion on this topic is needed.

✍ **Action Item No. 88:** On 7-Day Significant Fire Potential Product, add 10-hour fuel moisture to MOS equation produced by DRI.

**Lead:** Tom Wordell and Chuck Maxwell

**Target Completion Date:** 1/31/06

✍ **Action Item No. 89:** On 7-Day Significant Fire Potential Product, talk with Tom Rolinski about discussing product performance, verification and possible enhancement at the Tucson PS Meeting and provide recommendations back to NPSG.

**Lead:** Chuck Maxwell and Tom Wordell

**Target Completion Date:** 10/14/05

## **6. Predictive Service Program and Fire Research Collaboration (Mike Hilbruner/Tom Wordell)**

Mike Hilbruner visited from Washington DC and is one of the leaders in Forest Service Research. Mike’s phone number is (703) 605-5254 and e-mail address is ([mhilbruner@fs.fed.us](mailto:mhilbruner@fs.fed.us)). His purpose for attending the meeting is to explore what relationships and opportunities are available between NPSG and Research. Mike presented a PowerPoint (Exhibit F - Forest Service Fire and Fuels Research & Development – Strategy for the Future), showing: Working with Managers to Identify Priority Topics, 3 Strategic Goals (research, science application, and leadership), Portfolios (A-D), and Portfolio Management.

The Joint Fire Science Program and Governing Board are focused on research, but a bridge needs to be built to get the programs/applications into the manager’s hands. Roman was the example given. The field wanted it, but the avenue to get long-term funding was not in place. Between FS and DOI, Research has \$14 million a year. Mike suggested that NPSG have a research rep on the group. Research will advise who the new Cross Stations leaders are and their function. NPSG was encouraged to interact with Research to build bridges. NPSG would like to see the wiring diagram showing the Cross Station Team locations and the leads for each. Information on the website on how to plug into Research would be helpful. The Wildland Fire Research Department that was in Riverside is now moving to Boise and will have a new mission and charter. NPSG was encouraged to have well written proposals that show management support and geographical application.

It was agreed that NPSG should formalize a “key contact” with research, but not add an additional member to represent research (**see Action Item 104**)

## 7. Missoula Fire Lab Projects and Future Collaboration with RMRS (Matt Jolly)

Matt presented a PowerPoint (Exhibit G – Facilitating Interaction Between the National Predictive Services Group and the Missoula Fire Sciences Laboratory), showing: Background, Growing Season Index, NFDRS (National Fire Danger Rating System), SOGS Flow Diagram, Regional Subsets of Satellite-Derived Products, Greenness Charts, Web Mapping, Gridded ERC and Fuel Moisture Forecasts, and Gridded Hourly Precipitation.

Ideas for Collaboration:

- ? Develop a standardized methodology and delivery system for the medium range NFDRS forecasts.
- ? Develop and refine spatial fire danger maps beyond the interpolation of station values.
- ? Utilize WFAS as a delivery mechanism for spatial products.
- ? Implement more web-mapping services and develop more tools for point-based analysis.
- ? Extend spatial subsets to more WFAS products.

## 8. ArcIMS Website for Predictive Service Products (Kim Kelly)

Kim Kelly presented a PowerPoint (Exhibit H – Displaying Predictive Services Products using ESRI GIS ArcIMS/Arc Server Web Applications), showing: Advantages for Using ArcGIS, Possibilities of Displaying and Accessing PS Products, Hosting Possibilities, Possible Development and Maintenance Partners, and Items to Consider.

WFAS (Wildland Fire Assessment System) was discussed. Server hardware has already been purchased to support ArcIMS for WFAS, so there's a possibility we could also use this server (to be hosted at Kansas City??) as a place for a national Predictive Services ArcIMS Website.

- ✍ **Action Item No. 90:** On PS on ArcIMS Website, talk with Brian Sorbel about having GTG (Geospatial Task Group) help determine best solution for developing Arc capability. Write a one-page topic paper for GTG.  
**Lead:** Tom Wordell and Kim Kelly  
**Target Completion Date:** 11/10/05

## 9. FCAMMS Verification Study - Update (Chuck Maxwell)

Chuck showed the Advanced Point Forecast Verification (RMC vs. NWS) on the Internet. The URL for this site is: <http://www.fs.fed.us/rmc/index.html> This is the first time MM5, MOS and NWS data have been compared against each other. Question asked, "Is FCAMMS a tool that will be supported operationally in the future? And if so, who will pay for it?" This is the first time we have some data to understand how well or how poorly it is performing compared to other available tools. NPSG asked Chuck to prepare summary statistics so the information can be shared with FACMMS program managers and others.

- ✍ **Action Item No. 91:** On FCAMMS Verification Study, present verification information to FENWT and pass along to Al Riebau.  
**Lead:** Tom Wordell  
**Target Completion Date:** 11/15/05

**10. Role of GACC Mets in RAWS Program (Chuck Maxwell)**

Improving RAWS data quality was part of the reason the Mets were hired. However, if the Mets spend too much time managing the RAWS Program, their other duties suffer. GACC Mets are specialists for the program, not just their agency. The focus needs to be on improving the quality of the data retrieved and to minimize the cost. A template of the Mets role needs to be developed.

*Refer Topic: See Thursday discussion. See No 25.*

**11. Remote Automatic Weather Station (RAWS) Network - Review (Tom Wordell)**

A study was completed by Mytrotek. (See Exhibit "I" attached). This study was an initial look at future network size as part of a pre-outsourcing study for the RAWS depot at NIFC.

**Wednesday - October 5, 2005****12. Budget Review (Tom Wordell)**

Budget was reviewed and explained, item by item. Gridded FX was discussed at length.

✍ **Action Item No. 92:** On Gridded FX Net, follow up with BLM business case initiated by Heath Hockenberry, FY06 funding, and long-term O&M and collaboration with other Federal agencies.

**Lead:** Rick Ochoa

**Target Completion Date:** 3/01/06

✍ **Action Item No. 93:** On Red Flag Fuels, investigate the possibility of integrating the 7-Day Product or other approaches as a decision-support tool for red flag warnings. This should be done in connection with the NWS Concept of Operations.

**Lead:** Rick Ochoa and Heath Hockenberry

**Target Completion Date:** 3/01/06

Budget amount expended for the year was \$139,173. The proposed budget for the coming year was reviewed. Requested amounts total approximately \$79,000. It was suggested that the performance award be continued every year.

**13. FY 2006 NPSG Project Proposals - Getting the Word Out (Tom Wordell)**

How can NPSG can get the word out on project proposals? Funding of \$90,000 is intended to support project development and IT, where the funding of \$50,000 can be used for anything. Project proposals will be mentioned at the Tucson Meeting.

The possibility of utilizing Research (or contractors) as a source for web product development was mentioned. This might be a funding need.

✍ **Action Item No. 94:** On MOS Equation Development for 7-Day Product, contact Mike Hilbruner about having FS Research laboratories assist with this process.

**Lead:** Tom Wordell

**Target Completion Date:** 1/01/06

✍ **Action Item No. 95:** On Web Product Development, discuss with Mets and Intel at the Tucson Meeting whether they need outside expertise to develop web products.

**Lead:** Tom Wordell

**Target Completion Date:** 11/01/05



**14. Predictive Service Product & Services Survey - Review (Everyone)**

Survey was designed to get a sense of the products and workload at each GACC. The Southwest spreadsheet was discussed. There was confusion as to whether this survey was to identify products or workload or both. The intent of this survey was to identify workload and products, and this can be used together with the User Assessments and the Pinch Point Survey to show what PS staff workload entails. It was suggested that PS personnel be told at the Tucson Meeting that their efforts were appreciated and an important exercise to gather information, and the information should be put in a workbook, with each GACC tabbed and a summary sheet showing the results. It was suggested that someone put this information together before the Tucson Meeting in order to explain how this information is going to be utilized. The information that is missing is the current manpower for each GACC, and what things are not being done that should be done. Suggestion was made to solicit help at the Tucson Meeting to work on the summary and have it completed by the January NPSG Meeting. Send reviews electronically to Tom Wordell. Robyn will help to develop the format for the summary and presentation for the meeting.

- ✍ **Action Item No. 96:** On PS Product & Services Survey Review, develop the format for the summary of the data, as well as the approach to present at the Tucson Meeting.  
**Lead:** Tom Wordell and Robyn Heffernan  
**Target Completion Date:** 11/01/05

**15. Predictive Service Direction and Management White Paper (Rick Ochoa)**

Sheri Shetler facilitated this discussion. Handout distributed (Exhibit “J” – Predictive Services Direction and Management White Paper) and reviewed. The word “Draft” was written by everyone on their copy. This paper was sent out to the Mets and Intel constituents for their comments, but only a few were received. The purpose of the paper is to get consistency national wide from Center Managers and get them engaged in the program.

The proposals listed in the paper to strengthen the PS Program were shared:

1. Re-charter NPSG under an organizational entity that has the authority to develop and approve policy.
2. Develop standardized staffing and funding requirements for the program.
3. Improve data quality, infrastructure, and standards.

**See No. 22 for further discussion.**

Section 5120 of the FS Policy Manual on PS was read. PS is not well defined in the Red Book (Interagency Standards for Fire and Fire Aviation Operations), but language is in there requiring national standards and outlook products to support severity requests and other risk analysis. Both the 30 Day Outlook and the Seasonal Outlook products were designed to meet these interagency standards. NPSG should have input when the Red Book is updated. Any Red Book edits need to be sent to Neal Hitchcock in the next two weeks.

- ✍ **Action Item No. 97:** On Annual Update to Red Book, provide suggested edits to include Predictive Services to Neal Hitchcock.  
**Lead:** Tom Wordell and Rick Ochoa  
**Target Completion Date:** 11/15/05

NPSG needs to provide national program management. It should be clear at the GACC level that PS personnel are to be interagency engaged, not just agency engaged. We also need to have minimum standardized products nation-wide, however GACCs can develop additional products to meet local needs. Making a single person accountable works better than having a committee accountable. Four options were put on the table: 1) NPSG, 2) Co shared by three NICC Leads (Rick, Charlie, and Tom), 3) One Program Manager, or 4) GACGs. These options are defined below.

White Paper Options (Brainstorming Session)

Definition of NPSG:

“NPSG provides program direction and guidance for Predictive Services under the auspices of a national group such as NMAC, NFAEB, etc. NPSG works to develop standards, policy, etc. in cooperation with Geographic Area Boards.” (NFAEB delegates the authority.)

Gerry suggested a matrix as follows:

	<b>Program Direction National/GACC</b>	<b>Policy</b>	<b>Authority</b>	<b>Monitoring</b>	<b>Products (Standards)</b>
<b>NPSG</b>	Lead/CG	Lead/Lead	Lead/Lead	Lead	Lead
<b>3 Leaders</b>	Lead	Lead	Lead	NPSG	NPSG
<b>1 Person</b>	Lead	Lead	Lead	NPSG	NPSG
<b>GACGs</b>	–/Lead	–/Lead	–/Lead	NICC & 3 Leaders/Lead	NPSG/Lead

Definition of Program Manager:

“Individual assigned program responsibility and authority to provide program direction and guidance for Predictive Services. NPSG is an advisory group and provides staff support.”

Definition of 3 NICC Leaders:

“3 NICC Leaders provides program direction and guidance for Predictive Services. NPSG is an advisory group and provides staff support.”

Three positions are: 1) National Fire Weather Program Manager, 2) National NICC Intel, and 3) NICC Fire Analyst.

Definition of GACGs:

“NPSG develops National guidance and standard products, but GACGs make the decision whether to comply/implement those products.”

NFAEB needs to be briefed on the current management structure and some of the inconsistency issues we are experiencing within the context of a National program. NPSG will request NFAEB consider chartering the group to help provide a better conduit to national level agency fire managers.

Brainstorming of Desired Future Condition: The white paper (PS Direction and Management) was looked at again, with the group making various suggestions. Further edits will be made, an updated draft will be re-circulated for comments, and then send it to the Center Managers for concurrence.

***Decision: On NPSG, agreed to recommend re-chartering under NFAEB with the recommendation that a Program Manager be delegated the authority to provide oversight and direction to the national program. The Program Manager would also be the NPSG Chair. NPSG recommends that Tom Wordell take on these duties.***

Several members voiced concern about Tom assuming the Program Manager without an assistant to help complete all the other tasks of his current position or being able to successfully perform this role as a collateral duty. It was suggested that an assistant Fire Analyst be hired at NICC in order to continue to meet NICC expectations and permit Tom to successfully manage the program.

Group was in agreement that one person should be the Program Manager, provided that an Assistant position is funded to help. Tom Wordell stated that he would be willing to take this position on, provided he was not expected to meet all of his current job expectations as well.

- ✍ **Action Item No. 98:** On Predictive Service Direction and Management White Paper (Status Report), document will be edited further incorporating comments, sent out to NPSG members for their comments, and then sent to Center Managers for concurrence of the strategy.  
**Lead:** Rich Ochoa, Tom Wordell, and Robyn Heffernan  
**Target Completion Date:** 10/31/05
- ✍ **Action Item No. 99:** On Rocky Mountain Letter, draft and send a response.  
**Lead:** Neal Hitchcock and Tom Wordell  
**Target Completion Date:** 10/31/05
- ✍ **Action Item No. 100:** On New Charter, draft new charter.  
**Lead:** Gerry Day  
**Target Completion Date:** 12/31/05
- ✍ **Action Item No. 101:** On White Paper, develop talking points to discuss with NFAEB.  
**Lead:** Rick Ochoa and Tom Wordell  
**Target Completion Date:** 11/15/05
- ✍ **Action Item No. 102:** On White Paper, concurrence from Center Managers at December meeting.  
**Lead:** Kim Christensen  
**Target Completion Date:** 12/05/05
- ✍ **Action Item No. 103:** On Implementation Strategy, develop outline for NFAEB.  
**Lead:** Gerry Day and Tom Wordell  
**Target Completion Date:** 12/31/05

## Suggested Roles and Responsibilities for new Charter:

## Program Leader's Roles and Responsibilities:

- ? Chairman to NPSG
- ? Coordinates meetings, schedules, issues, and budget
- ? Accountability
- ? Representative to FENWT
- ? Management Interface
- ? Liaison to NFAEB and down and up with PS
- ? Point of contact for PS (Research, NWS, etc.)
- ? Advocate
- ? Interface with GACCs
- ? Reports to one point of contact on NFAEB

NPSG Members' Roles and Responsibilities: Refer to charter.

It was proposed that NPSG have a point of contact in the Research field who will be available to the group to deal with issues and attend meetings when necessary. No names were suggested by Mike Hilbruner, but it should be someone who knows a variety of groups. John Symoniak was recommended to serve in this capacity for NPSG.

- ✍ **Action Item No. 104:** On Research Liaison to NPSG, write letter to Mike Hilbruner stating the need for a Research liaison to NPSG and request name of person to fill this position (suggesting John Szymoniak)  
**Lead:** Neal Hitchcock  
**Target Completion Date:** 10/15/05

Another issue not addressed in the white paper is the FS Meteorologists in California as part of the National program. There are 8 Mets in California, but only 2 of them were hired by BLM as part of the 20 Mets under the NFP. The other 6 Mets are USFS employees, but all support the PS Program. Neal will discuss this with Alice Forbes to determine if anything needs to be done to formally include all of the CA Mets into the PS Program.

- ✍ **Action Item No. 105:** On California FS Meteorologists, talk with Alice Forbes about formally including all California Mets into the PS Program.  
**Lead:** Neal Hitchcock  
**Target Completion Date:** 11/01/05

## 16. NPSG Goals and Development of Long-Term Action Plan - Review/Revision (Sheri Shetler)

This agenda item was tabled. Sheri Shetler will revise into a new format (see Exhibit "K" - NPSF Vision), make some changes, and present it at the January meeting. It was suggested that this be the first Agenda item.

*Thursday, October 6, 2005*

**17. Future Meeting Topics and Logistics (Tom Wordell/Rick Ochoa)**

January Meeting: January 31<sup>st</sup> at 8:00 through February 2<sup>nd</sup> at 12:00 in Albuquerque. The entire first day will be dedicated to the Framework of NPSG.

Topics for next meeting:

- ? NPSG Goals and development of long-term action plan
- ? Update on 7-Day Potential Product
- ? Funding and needs (contractors)
- ? GTG issue
- ? Intel PDs, and strategy for staffing and services
- ? Update on NWS Concept of Operation
- ? Update on NWS User Assessment (out by January 15th)
- ? Update on Outcome of Western Governors Conference and projects coming
- ? Update on NWS Regional Standardization.

April Meeting: April 25-27 – Atlanta. Brad Smith will coordinate.

October Meeting: October 10 – 12 with noon start time – Boise. Rick Ochoa will coordinate.

**18. GACC Safety Alert Issuance Standards (Chip Collins)**

No standards are in place. More safety alerts have been issued in the past few years since awareness is more acute after the Kramer fire. Question was asked if PS people see the need for standards consistency. A link for these safety alerts could be put on the website. Collaboration with the Health & Safety Working Team is needed, with them taking the lead. No safety alerts are mentioned on their website – only safety advisories, safety warnings, and safety bulletins.

✍ **Action Item No. 106:** On Safety Alerts, contact Health & Safety Working Team regarding standards on alerts and Fire Behavior advisories originated by Geographic Areas and the possibility of a link on GACC website.

**Lead:** Chip Collins

**Target Completion Date:** 2/01/06

**19. Decision Support Training - Where Do We Go From Here? (Gerry Day)**

Handouts distributed (Exhibit “L” – PowerPoint Presentation on Decision Science and Exhibit “M” – Decision and Risk Science for a Geographic Area Coordination Center) and discussed. The course was taught by Donald MacGregor. The purpose and observations/findings of the training were covered. There is no plan at the present time to go national with this training. Others need to be aware of this resource and how it could help in various arenas.

✍ **Action Item No. 107:** On Preparedness Level Project, look into opportunities to present the use of decision science.

**Lead:** Kim Christensen and Tom Wordell

**Target Completion Date:** 3/01/06

**20. NWS Meeting (Heath Hockenberry)**

There is a meeting next week in Las Vegas on NWS regional standardization. Update will be given at the next NPSG Meeting.

**21. Action Items, Decisions, and Topics Spreadsheet (Tom Wordell)**

Excel spreadsheet containing the three tabs (Actions Items, Decisions, and Topics) was shown and discussed. This will be posted to the website.

✍ **Action Item No. 108:** On Actions Items, Decisions, and Topics Spreadsheet, post on the NSPG website.

**Lead:** Tom Wordell

**Target Completion Date:** 10/30/05

**22. Predictive Services Support Issues (Chuck Maxwell)**

? **BLM State Office Issues:**

? **Standard Position Funding:**

Handout distributed (Exhibit “N” – Agenda Topic Request: Predictive Services Support Issues) and discussed. It was suggested that the group possibly consider PS Units that service more than one GACC, but this would be a future discussion. With budget cuts in the next few years, agencies will have to look at how business is being done and make changes. Further discussion is needed. Suggestion was made to talk with Phil Street before taking it to NMAC or NFAEB. Another suggestion was to accelerate the White Paper on PS Direction and Management.

**Decision:** *On PS Support Issues, agreed to accelerate the White Paper on PS Direction and Management and have a conference call with the Center Managers next Wednesday to discuss the white paper so that it can go before NFAEB in November.*

✍ **Action Item No. 109:** On PS Support Issues, get the White Paper on the NFAEB Agenda for November.

**Lead:** Tom Wordell

**Target Completion Date:** 10/14/05

**23. User Assessment Survey - Update (Tom Wordell)**

PowerPoint presentation was shown (Exhibit “O” – User Assessment Survey Update) and discussed. Results of this survey will be peer reviewed and probably put in a journal. NWS is also coming out with a survey, which has been approved by OMB already, and will go out the first of November. NPSG survey will go out mid-January. Survey will be sent by e-mail and by invitation only. A log-in will be required for tracking purposes.

**24. NWS On-Line Customer Survey - Overview (Roger Lamoni)**

PowerPoint presentation was shown (Exhibit “P” – NWS On-Line Customer Survey) and discussed. This was a test survey to help with planning questions for a full fire weather OMB-approved survey for FY 2006.

**25. Miscellaneous and Bin Items (Tom Wordell)****A. NPSG Action Items Table:**

Tom will review, update the status, and get it out to the group for comment.

**B. Moose Notes:**

Review notes and let Tom know by Tuesday if any changes are necessary.

**C. Role of GACC Mets with regard to the RAWS Program: (See No. 11 above)**

Tom will talk to Paul Schlobohm (FENWT) about getting this topic on their next meeting agenda. The Role of GACC Mets with regard to RAWS/NFDRS needs to be clarified; agreed to by FENWT, the RAWS partner group, and NPSG; and then codified.

✍ **Action Item No. 110:** On Role of GACC Mets with regards to RAWS Program management, talk with Paul Schlobohm (FENWT) to take the lead and coordinate with NPSG.

**Lead:** Tom Wordell

**Target Completion Date:** 10/30/05

**D. FX Net:**

Kim verified that \$75,000 is in the BLM FY06 Budget. Robyn Heffernan stated that full funding for FX net is also approved in the USFS Budget for FY06. Chuck Maxwell was asked to inform the GACC Mets that FX-NET is fully funded for FY06, which should cover funding through the development phase for FX-NET.

**E. Weather Prototype:**

Heath Hockenberry requested input on a long-range weather prototype product. Chuck will send the product out to the GACCs for comment and send feedback to Heath.

**Note:** Summary of Action Items listed in these notes is attached as Exhibit “Q.” (Last exhibit)

**Meeting Adjourned**