

National Multi-Agency Coordinating Group

3833 South Development Avenue; Boise, ID 83705

NMAC Correspondence L2023-01

March 13, 2023

To: Coordinating Group Advisory Council

From: National Multi-Agency Coordinating Group

Subject: Tasking – Standardization of Geographic Area Procedures

Request: As part of the implementation of Complex Incident Management (CIM), the National Multi-Agency Coordinating Group (NMAC) seeks to standardize procedures across the Geographic Areas (GA) to the degree practicable. Standards allow for consistency and equitability in assignment of resources at all levels throughout the coordination system, including Incident Management Teams (IMTs). To accomplish this, the NMAC tasks the Coordinating Group Advisory Council (CGAC) to provide recommendations for the following:

1. Evaluate current procedures for determining GA Preparedness Level (PL) levels and provide recommendations to improve consistency nationally and establish standards accordingly.
2. Evaluate current procedures for determining GA draw-down levels and provide recommendations to improve consistency nationally and standardize criteria and methodology.
3. Evaluate current practices for managing and assigning trainees to incidents and provide recommendations to improve consistency nationally and standardize the procedures, to include:
 - a. Identification of critical shortage positions that should be prioritized for trainee assignments nationally and within each GA.
 - b. Review of trainee prioritization program processes.
 - c. Assignment of designated trainees to Complex Incident Management Teams (CIMTs).
 - d. Successional planning and recruitment strategies.
4. Recommend standard processes for GA Coordinating Groups to participate in CIMT mobilization roster negotiations between Agency Administrators (AAs) and Incident Commanders (ICs) to:
 - a. Provide perspective on regional and national fire PLs and activity.
 - b. Ensure equitable distribution of resources across all active incidents.
 - c. Create overhead drawdown and reassignment procedures to ensure adequate personnel are available for subsequent CIMT mobilizations.
 - d. Document decisions regarding mobilization rosters.

During work on this tasking, CGAC should:

- Utilize existing task teams or establish new task teams and enlist subject matter experts to address these items.
- Present recommendations addressing subtasks as they are finalized and independent of other subtasks.
- Coordinate with the Incident Workforce Development Group (IWDG) and coordinator.
- Coordinate with and solicit feedback on recommendations from existing entities such as the Incident Commanders Advisory Council (ICAC), the National Coordination Center Managers



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(NCCM), National Wildfire Coordinating Group (NWCG) and its committees/subcommittees, and other pertinent groups or subject matter experts.

- Consider existing and previous efforts, proposals, and programs for trainee management when addressing task 3 above.
- Consider and provide options which ensure that GA preparedness and draw down levels are comparable nationally while allowing for GA specific criteria, and these levels directly support national preparedness level determination when addressing tasks 1 and 2 above.
- Identify opportunities to test or pilot efforts that align with this tasking.
- Provide NMAC with periodic updates, including accomplishments, needs, and barriers.

Background: The Complex Incident Management Team: Action Plan for Implementation recommends the establishment of standardized criterion and processes for the GAs to ensure consistency, increase efficiency, and improve resource allocation nationally.

Timeline:

- Establish/identify task team(s) by April 15, 2023.
- Provide recommendations on each subtask as they are finalized. Overall completion of this tasking should occur no later than July 1, 2023.
- As tasks are finalized, NMAC will work with the NWCG Executive Board and FMB to ensure decisions and outcomes are coordinated as necessary.

CC:

- Shane McDonald, Chair, National Wildfire Coordinating Group
- Chris Wilcox, Chair, Fire Management Board
- Jesse Bender, Incident Workforce Development Coordinator

