



2022
National Fire Leadership Team Summit
Boise, Idaho
November 29 – December 1, 2022

Location: Idaho State Building, 1387 S. Vinnell Way, Boise, ID

Facilitators: Steven Falk and Ken Falk

Day 1 – Tuesday, November 29, 2022

“Building a stronger workforce, taking care of our people”

- 8:00 – 9:00 **Welcome** – Aaron Baldwin, BIA Fire Director and NFLT Co-Chair
- Introductions
 - Intent
- 9:00 – 9:30 **Facilitator Introductions** – Steven Falk and Ken Falk, Switchback OS
- 9:30 – 11:30 **Fuels/Preparedness Budget & Organization**
Michael Nutter, BIA DWFM Budget Director, Adrian Grayshield, Mark Jackson, BIA DWFM Fuels Management Director, and Sam Scranton, BIA DWFM Deputy Fuels Management Director
- FY23 budget targets
 - Utilizing complete wildland fire appropriation
 - Tribal Resource Management (TRM) funding
 - Fire code business rules for severity funding
- 11:30 – 12:30 Lunch Break
- 12:30 – 1:00 **Fuels/Preparedness Budget & Organization Wrap-Up**
- Reduction of carryover
- 1:00 – 1:30 **Department of Interior Fire Hire (Remote Presentation)**
Cheryl Young, BIA Strategic Recruitment and Workforce Planning
- 1:30 – 3:00 **Hiring** – Morgan Thompson, BIA DWFM Fire Program Liaison, and Mike Black, BIA DWFM Training Specialist
- New series and pay table
 - Bureau Standard Position Descriptions (SPD), standardization, and coordination with human resources
 - Recruitment and retention, marketing, and branding
 - HR forms
 - Position management and organizational charts
- 3:00 – 4:00 **Unity of the Organization – Preparedness and Fuels Integration**
Joshua Simmons, BIA DWFM Operations Director, and Mark Jackson
- 4:00 – 5:00 **Switchback OS**– Steven Falk and Ken Falk



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Day 2 – Wednesday, November 30, 2022

“Where we want to be, how we get there”

- 8:00 – 8:30 **Welcome Back** – Tom Remus, Midwest RFMO and NFLT Co-Chair
- Theme and goals for today
- 8:30 – 9:30 **Switchback OS**- Steven Falk and Ken Falk
- 9:30 – 11:30 **The Future of NFLT** – Aaron Baldwin and Tom Remus
- Group exercise
 - Subcommittees, task assignments, regional challenges/solutions
- 11:30 – 12:30 Lunch Break
- 12:30 – 1:30 **Agreements Overview and Discussion**
Joshua Simmons, Amanda Boatright, BIA Rocky Mountain Region Lead Fire Business Program Analyst, and Regina Hoffman, BIA Northwest Region Budget Analyst
- 1:30 – 2:30 **Fleet Management**
Joshua Simmons, Mark Jackson, Joel Kerley, and Tom Remus
- Engine Inventory
 - Fuels
 - Aviation
- 2:30 – 3:30 **Financial and Preparedness Reviews**
Michael Nutter and Joshua Simmons
- 3:30 – 4:30 **Training and Workforce Development Update** – Mike Black
- ENOP
 - Complex Incident Management Teams (CIMT)
- 4:30 – 5:00 **Switchback OS**- Steven Falk and Ken Falk

Day 3 – Thursday, December 1, 2022

“Working towards our common goals”

- 8:00 – 8:30 **Welcome Back** – Aaron Baldwin
- Theme and goals for today
- 8:30 – 9:30 **Switchback OS**- Steven Falk and Ken Falk



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- 9:30 – 10:30 **Training and Recruitment**
Garth Fisher, BIA DWFM Fire Training Program Manager
- Federal Fire Workforce Program
 - Wildland Fire Apprenticeship Academy
 - FMO Training
- 10:30 – 11:30 **Fuels Regional Risk Mapping – Mark Jackson**
- Guide to assist regions in allocating funding dependent on risk
- 11:30 – 12:30 Lunch Break
- 12:30 – 1:30 **Taking Care of Our People – Nelda St. Clair, BIA DWFM CISM Coordinator (Contractor) and Troy Phelps, Acting BIA DWFM Safety Manager**
- The Mental Health Initiative & Critical Incident Stress Management (CISM)
- 1:30 – 2:00 **Medical Standard Contract CHS/Acuity – Troy Phelps**
- 2:00 – 4:00 **Cooperator and 638 Compact Agreements Continued**
Joshua Simmons, Amanda Boatright and Regina Hoffman
- Review standardized template
 - Draft cooperative agreement template
 - Propose standardized scope of work
- 4:00 – 5:00 **Report Out/Path Forward**
Aaron Baldwin, Tom Remus, Steven Falk, and Ken Falk

ADDITIONAL INFORMATION:

- The building hours are from 7:45 AM – 4:15 PM, Monday through Friday. There is no reentry into the building after 4:15 PM. Since we will be ending at 5:00 PM each day, please note that we will need to exit using the east, south or west doors (not the main lobby) to avoid setting off the building's intruder alarm.
- If you do not have a Federal Government ID, you must provide a photo ID and sign in/out at the security desk daily and be provided with a nametag to wear. For those who are government employees, your ID tag is required to always be visible within the building.
- Parking – Use the unmarked parking stall on the south side of the building. Do Not Park at surrounding local businesses or other Government buildings/lots. Parking in unauthorized areas could result in ticketing and/or towing at the owner's expense.