



# IQCS Conference Call Notes



February 2, 2005

**(208) 947-4004**

**10:00am Mountain Time**

<input checked="" type="checkbox"/>	<b>Roll Call</b>	<b>Rick Jensen</b>		
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input checked="" type="checkbox"/> <b>BLM</b> Rick Jensen  <input type="checkbox"/> <b>BIA</b> Dave Koch  <input checked="" type="checkbox"/> <b>NPS</b> Merrie Johnson  <input checked="" type="checkbox"/> <b>USFS</b> Sharon AllenBrick  <input checked="" type="checkbox"/> <b>FWS</b> Joette Borzik  <input checked="" type="checkbox"/> <b>OF&amp;A</b> Greg Jensen    <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/> </td> <td style="width: 50%; vertical-align: top; border: none;"> <p style="text-align: center;"><b>IQCS Project Manager</b></p> <input checked="" type="checkbox"/> <b>George Conley</b>  <p style="text-align: center;"><b>IQCS Team Members:</b></p> <input checked="" type="checkbox"/> <b>Blair Young</b>  <input type="checkbox"/> <b>Donna Kreinsieck</b>  <input checked="" type="checkbox"/> <b>Craig Cook</b>  <input checked="" type="checkbox"/> <b>Cindy Schafer</b>  <input checked="" type="checkbox"/> <b>Guy Colwell</b>  <input type="checkbox"/> <b>Stephen Jones</b>  <p style="text-align: center;"><b>Guests</b></p> </td> </tr> </table>	<input checked="" type="checkbox"/> <b>BLM</b> Rick Jensen <input type="checkbox"/> <b>BIA</b> Dave Koch <input checked="" type="checkbox"/> <b>NPS</b> Merrie Johnson <input checked="" type="checkbox"/> <b>USFS</b> Sharon AllenBrick <input checked="" type="checkbox"/> <b>FWS</b> Joette Borzik <input checked="" type="checkbox"/> <b>OF&amp;A</b> Greg Jensen  <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p style="text-align: center;"><b>IQCS Project Manager</b></p> <input checked="" type="checkbox"/> <b>George Conley</b> <p style="text-align: center;"><b>IQCS Team Members:</b></p> <input checked="" type="checkbox"/> <b>Blair Young</b> <input type="checkbox"/> <b>Donna Kreinsieck</b> <input checked="" type="checkbox"/> <b>Craig Cook</b> <input checked="" type="checkbox"/> <b>Cindy Schafer</b> <input checked="" type="checkbox"/> <b>Guy Colwell</b> <input type="checkbox"/> <b>Stephen Jones</b> <p style="text-align: center;"><b>Guests</b></p>	
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<input checked="" type="checkbox"/>	<b>Agenda Items</b>	<b>Rick Jensen</b>		
	<input checked="" type="checkbox"/> <b>Creating Organization Codes for AD employees (Sharon email 1/19/05 Organization Codes and Rick J. email 1/24/2005)</b> <p>Org. Codes: Discussion of Org. Codes to be added by FS. Decided to accept FS org. codes for IQCS. Sharon emailed her list of new Org. Codes to Cindy. Cindy will develop an email to send to Agency Leads outlining the process for numbing new Org. Codes.</p> <p>Employee Kind (Empl Kind): All files migrated to IQCS received an Empl Kind of "Conversion". SACS Empl Kind did not get migrated. Guy will develop a script to migrate SACS Empl Kind to IQCS ensuring that this data does not overwrite data that has been added to or modified in IQCS. Estimated effort is 30 hours. Guy Colwell will accomplish over the next month. Will add Retired Annutient to Empl Kind and coordinate with Merrie Johnson and MetaData group.</p>	<b>Sharon Allen-Brick</b>		
	<input checked="" type="checkbox"/> <b>IFPM and IQCS</b> <p>George Conley with Merrie Johnson, Mark Kuntz, Craig Cook, and Guy Colwell are working on identifying the impacts of adding IFPM criteria to IQCS. George will do a thorough scoping of this project and deliver to IQCSCMB for review and recommendation.</p>	<b>Merrie Johnson</b>		
	<input checked="" type="checkbox"/> <b>Incident Setup protocol (email form Rick J. 1/24/2005)</b> <p>After input from the National Coordinators group it was decided that IQCSCMB will not provide direction to the field for adding the Incident Number to IQCS. IQCS is not the owner of Incident Number and will wait for direction from appropriate business community Incident Number owner.</p>	<b>Rick Jensen</b>		
	<input checked="" type="checkbox"/> <b>DHS/USFA/FEMA and IQCS (email from Rick J. 1/28/05)</b> <p>Reviewed DHS-IQCS briefing paper. Agency Leads will provide comment back to Rick Jensen. Paper will be finalized and shared with Agency Leads for their use and Rick Jensen will ensure delivery to NWCG.</p>	<b>Rick Jensen</b>		

<input checked="" type="checkbox"/> <b>IQS Update</b> Keith Smith, IQCS liason to National Association of State Foresters (NASF) provided a briefing to the NASF Fire Committee concerning IQCS and IQS. The committee determined that they would not pursue the use of IQCS at this time. George Conley will develop a cost estimate for adding individuals to IQCS and share with Keith Smith.	<b>George Conley</b>
<input checked="" type="checkbox"/> <b>Hire date determination. Conversion date is 01/01/1940</b> There is no impact to application or data using this conversion hire date. Rick Jensen will develop draft instructions for changing the hire date and forward to Blair Young for finalization. Blair will ensure that instructions are posted on IQCS web page.	<b>Rick Jensen</b>
<input checked="" type="checkbox"/> <b>CIBER Tasking to evaluate IQCS SCR's</b> George briefed the group on meetings held with CIBER to do work on the SCR's. Tasks will be evaluated and awarded to CIBER or Bearing Point based on nature of specific tasks required to comple SCR's. George will continue to communicate progress and action taken. SCR's are tracked by a tool in IQCS that documents dates, problem, who assigned to, resolution, and sign off. The IQCSCMB will be evaluating SCR's on a regular basis in the future. Funding for these task has been obligated.	<b>George Conley</b>
<input checked="" type="checkbox"/> <b>Need another facilitator for next IQCS conference call</b> Next Conference Call has been rescheduled to March 8, 10:00 am MST.	<b>Rick Jensen</b>
<input checked="" type="checkbox"/> <b>IQCS representation/presentations for meetings:</b> <b>1. Bozeman, Northern Rockies Dispatch Workshop and one other meeting, March 1 (all-day comittment, 2 presentations)</b> <b>2. Shepherdstown, Feb 15-17</b> General discussion, offer to Agency Leads to participate. Blair will handle these presentations.	<b>Blair Young</b>
<input checked="" type="checkbox"/> <b>Data requests (re: Joette's BAER positions report/query request) (procedures and consensus)</b> Unique data requests from the field will be directed to Blair. He will determine if the request can be acted on or requires further scrutiny.	<b>Blair Young</b>
<input checked="" type="checkbox"/> <b>Master-blasting quals for conversion of obsolete job codes to replacement job codes</b> All Agnecy Leads agree to go forward with the master blast of obselete jobs. Assigned to Blair for action.	<b>Blair Young</b>
<input checked="" type="checkbox"/> <b>“Read Only” user role for IQCS</b> It was detemined that this is not an issue. Role based user access to the application is provided to all who have a need and authorization.	<b>Dave Koch</b>
<input checked="" type="checkbox"/> <b>Email communications with all users for IQCS status</b> Cindy Schafer will develop an email list of all IQCS users to be used to communicate IQCS status, added functionality, modifications, and system down times. Initially, communication to the IQCS users will be monthly unless time critial information needs to be sent. George Conley will ensure that system down time will also be posted on the IQCS web site with adequate lead time to notify users.	<b>Rick Jensen</b>
<input checked="" type="checkbox"/> <b>Positions to convert</b> same as Master-blasting above.	<b>Blair Young</b>
<input checked="" type="checkbox"/> <b>Craig Cook assigned by Dave Koch as BIA rep. to IQCSCMB.</b> Rick Jensen announced that Craig Cook will be the new IQCSCMB representative for the Bureau of Indian Affairs. Dave Koch, BIA, authorized this action.	<b>Dave Koch</b>
<input type="checkbox"/>	

<input checked="" type="checkbox"/>	<b>Round Robin</b>
<input checked="" type="checkbox"/>	<p><b>BLM</b>  Rick Jensen: In the discussion of Empl Kind it was noted that EFF, AD, and casual are all the same Empl Kind. EFF usual refers to crews. AD usual refers to retired federal employees who still participate in fire. Is there a need to segregate the EFF'ers from the AD's? Please respond to Rick Jensen by email or phone.</p>
<input checked="" type="checkbox"/>	<p><b>BIA</b>  Craig Cook: no issues</p>
<input checked="" type="checkbox"/>	<p><b>NPS</b>  Merrie Johnson: Merrie met with the NPS Incident Management Steering Group. This group is developing a manual to provide guidance in the area of All Risk. They are considering the use of IQCS. Merrie will develop a scope for this project and include the IQCSCMB in the circulation of the document for review.</p>
<input checked="" type="checkbox"/>	<p><b>USFS</b>  Sharon Allen-Brick: Agency specific courses to add to IQCS. Sharon emailed current list to Craig and Blair. Craig will coordinate with Donna and Sharon to move this forward. If agency leads need to be involved, IQCS team will advise.</p>
<input checked="" type="checkbox"/>	<p><b>FWS</b>  Joette Borzik: no issues</p>
<input checked="" type="checkbox"/>	<p><b>OF&amp;A</b>  Greg Jensen: Reminded the group that interest in IQCS from other entities, like DHS needs to pass through an identified process for consideration and information sharing. This process needs better definition and agreement.</p>
<input checked="" type="checkbox"/>	<p><b>IQCS Project Manager</b>  George Conley: no issues</p>
<input checked="" type="checkbox"/>	<p><b>Blair Young</b>  no issues</p>
<input type="checkbox"/>	<p><b>Donna Kreinsieck</b></p>
<input type="checkbox"/>	<p><b>Craig Cook</b></p>
<input checked="" type="checkbox"/>	<p><b>Cindy Schafer</b>  General discussion of Agency Authorization for new IQCS user account requests.  Cindy will:  1. Communicate with Agency Leads when there is a problem with user request and appropriate Agency Authorization.  2. Send a current list of delegated agency representatives to the Agency Leads for validation.</p>
<input checked="" type="checkbox"/>	<p><b>Guy Colwell</b>  no issues</p>
<input type="checkbox"/>	<p><b>Stephen Jones</b></p>
<input type="checkbox"/>	<p><b>Guest</b></p>
<input type="checkbox"/>	<p><b>Guest</b></p>

<input type="checkbox"/>	Guest	
<input checked="" type="checkbox"/>	Close out	Rick Jensen

**Next IQCS Conference Call:**

**March 8, 2005**

**Phone Number: (208) 947-4004**

**10:00 am Mountain Time**