

# IQCS Change Management Board

Boise, Idaho

May 20, 2019

## **Attendance:**

Mike Ellsworth (BLM/Chair), Garth Fisher (BIA), Mike Mattfeldt (USFS), Ross Wise (FWS), Roger Kennedy (USAF), Jim Shultz (NPS), Marley Marshall (IQCS), Shannon Tippet (IQCS), Wendy Christopher (IQCS), Micheal Pena (IQCS), Guest: Rick Gividen (OWF/WFLP)

## **IQCS Operational Update** (Tippet)

- Currently programming and testing sending/receiving data with IRWIN.
- New Data Manager will be on board soon.
- The US Army is planning to go live in IQCS July 1.
  - Conducted a meeting in June to train a handful of their training officer.
  - FWS agreement will manage the Army Account Managers.
- **DECISION** - CMB approves Army joining IQCS

## **Business Study Update** (Tippet)

- No short term plan for IQCS platform change.

## **IQCS Charter/SOP** (Ellsworth)

- Finalizing a draft to share with all members.

## **Recent DOI- MSP Responder Experience Record Request** (Ellsworth)

- Update on the data request from DOI-MSP in coordination with the University of Montana.

## **EMT Licenses From Multiple States** (Ellsworth)

- Added a new field to identify the state where the license is issued.
- If multiple state licenses have expiration dates that are different then the user will be required to select which date will be applied.

## **User Account Administration** (Christopher)

- User account statistics shared with CMB
  - Manage the User Accounts is a significant workload.
  - The IQCS help desk is starting to assist with ticket creation to help with workload.
- View only role for FMO/AFMOs (ticket 113363)
  - Request to create a new role for FMO with a view only.
  - **DECISION** - DENIED

## **IRWIN Responder Interface Update** (Christopher)

- New required fields are implemented with the IRWIN interface to ensure better data connection to IRWIN. Responders having all required fields will be added to IRWIN and will get an IRWIN ID for the integration of qualification data to dispatch and ordering systems.
- Empty fields
  - Request - Write the field to the Responder Record from IQCS User account requests.
  - This would populate the contact information that would be needed for IRWIN connection.
  - Business email and phone is data already available. Override based on user request.
- **DECISION** - Approves the request to update the data (phone and email) based on user request or updates. Also approved to do this for all future action.

### **IRWIN Interface - Responder Experience Change on a Validated Imported Record** (Marshall)

- Business decision needed on how to manage responder experience records imported from IRWIN.
- **DECISION** - IQCS users must maintain the ability to edit experience (imported and user entered). Experience imported from IRWIN must be validated prior to it being applied to the qualification process of the responder. Once a user validation is completed to a record IRWIN sourced changes will not be applied.

### **IQCS On-line Training** (Christopher)

- In the process of being updated using new software.

### **IQCS Survey** (Christopher)

- Sent to all users May 7, 2019
- Received 166 responses

### **Document Upload Demonstration** (Marshall/Colwell)

- **DECISION** - CMB approves to be implemented. Due Date November 13, 2019.
- **ACTION** - Ellsworth draft implementation letter for the field prior to release date.

### **NWCG NIMS Endorsement Project** (Mattfeldt)

- 42 NWCG positions are currently shared with NWCG and FEMA.
- Need to answer the question of how all-hazard positions can come into Wildfire.
- How will NWCG consume the NQS standard?
  - WF specific, WF endorsement, change to NQC, or no action.
- Fitcat is one of the easiest wildland fire 'endorsements' to apply.

### **Request for Changes (RFCs)**

- Process for RFC (BIA and FS)
- How do we handle training without a connection to Qualifications?

### **IFPM Qualification Tracking**

- Currently IQCS provide a IFPM report on IFPM qualifications on the Master Record.
- There may be a new interested in reactivating the IFPM module.

### **Wildland Fire Learning Portal Connection with IQCS** (Gividen)

- WLFP could create a manual file export on a regular basis that would contain completed training records for IQCS responders.
- WLFP is currently able export file to IQCS that could consume completed training records.
- WLFP is developing a 'road map' with IRWIN integration program and the road map should be completed in 12-18 month.
- IQCS would have to develop an 'ingestion code' and a process to receive the file securely.
- WFLP is still developing an overall transition plan for integration of data.
- Currently there is no plan for a manual IQS integration.
- IQCS Program Lead has concerns with Authority to Operate (ATO) and the interconnection agreements. IQCS has a desire to only receive data through an integrated service (IRWIN).
- **Next step**
  - Validate the WLFP data fields to which IQCS will consume to meet IQCS business needs.

- IQCS program will meet to determine if manual import integration is possible within several current work priorities, budget, and security certification protocols.
  - Acting FA IT Branch Chief, Acting IT Applications Program Manager, CMB Chair, and WFLP lead will meet on June 5 to discuss further.
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Decisions/Actions:

- **Decision** - Approves Army joining IQCS.
- **Decision** - Denied request to create a new user role for FMO view only.
- **Decision** - Approves the request to update the data fields (phone and emails) based on user request or updates.
- **Decision** - IQCS users will maintain the ability to edit experience (imported and user entered). Experience imported from IRWIN must be validated prior to it being applied to the qualification process of the responder. Once a user validation is completed to a record IRWIN sourced changes will not be applied.
- **Decision** - CMB approves document upload feature to be implemented with a due date of November 13, 2019.
- **Action** - Ellsworth will draft implementation letter for document upload feature prior to release date of November 13, 2019.