

IQCS Change Management Board

April 15, 2021

Attend: Mike Ellsworth (FWS), Marlene Eno-Hendren (BLM), Mark Skudlarek (BLM), Garth Fisher (BIA), Mike Mattfeldt (USFS), Heath Cota (USFS), Percy Metivier (USAF), Neil Clineman (Army), Jim Shultz (NPS), Shannon Tippett (IQCS), Guy Colwell (IQCS), Marley Marshall (IQCS), Wendy Christopher (IQCS), Michael Pena (IQCS)

IQCS Operation Updates (Tippett)

- Contractor will be updating security to PeopleSoft. Implementation live on April 23, 2021.
- Updated IRWIN integration upgrade will be April 28, 2021.
- New ITSS contract is out for bid from the BLM IT. IQCS is part of this. This will allow an upgrade of IQCS and maintain the current O&M.
- **ACTION:** We will need a task team to outline what the new IQCS 2.0 will look like within the next year.

New IT Applications Program Manager (Tippett)

- Welcome Michael Pena as the Program Manager for IQCS.

IRWIN Integration v7.0 (Christopher)

- April 27-28, 2021 update to IRWIN and the IQCS connection.
- IQCS will be sending position currency expiration dates to IRWIN. New data push will result in a complete refresh of responder qualification records to IRWIN.
- Upgrade on the quality of experience record.
- Better contact information on error messages.

Application Improvements

- Responder Self-Login Update/Demo (Christopher/Colwell)
 - Access page will have basic criteria to get a new UserID.
 - Pages able to view;
 - Personal Data, Job Data (w/ history), Responder Search Data.
 - Not able to edit.
 - Responder Summary
 - Qual, PTB, Training, License/Cert, Experience, Competencies.
 - Will be able to print/export their own master reports.
 - More programming to be done to meet the defined business requirements.
 - Target Date – Summer of 2021.
 - Future feature may have experience be validated by the responder.
 - Still need to know how to handle if issues with registering for a UserID.
- DOI ECI Update (Shultz)
 - Will be engaging the data from the DOI and what type of data can be mined.
- Passport/International Criteria Tracking (Mattfeldt)
 - A desire to be able to track this.
 - Business rules still need to be define.

- Need to validate the responder has a current Passport
 - What type of data (I.e., expiration date).
 - Requirement for the correct agency course for international travel.
 - Sent to IRWIN so IROC can consume it.
 - **Decision: CMB support moving forward to implementing tracking international criteria.**
 - **Action – Mattfeldt/Cota will work with Marley to develop specific business rules.**
- IQCS Report Use Survey Results (Christopher/Marshall)
 - Trying to get information on what report people are using.
 - 86 responses.
 - A lot of responders were unaware of some of the reports available in the application.
 - Master Record - some concerns on the inability to not selected which section is printed.
 - Some reports stand out that they are no longer used/needed.
 - Could we have a custom builder for reports in the future.
 - **Action: Wendy will make a list on which reports could be turned off based survey reports for evaluation time. Due Fall 2021.**
- Request for Changes:
 - #120103 - Master Record (C28) text overlap issue (Marshall)
 - Issue with overlap of text.
 - **Action: Use the NWCG standard for Unique ID and Incident Name to make more space to remove overlap (Marshall).**
 - Unique ID move local identifier from 14 character to 10.
 - Incident Name from 60 to 50.
 - If that does work will return for more decisions.
 - Position Control Table – Complexity Type (Marshall)
 - Complexity type of positions are not defined in business documents, application position control table is likely not accurate. When the responder experience complexity does not align with the position complexity at the control table then message is returned. Does not prevent save.
 - **Decision: Remove the complexity type that is associated with each Position Control Table (Marshall).**
 - IROC Requests Data (via IRWIN) - Fitness Level, Fitness Expire Date and Home Unit (Marshall)
 - Request for Home Unit
 - The most consistent data we have in the system is Unit ID. Org code are not consistent. IQCS currently does not have home unit field or data. This may be an option for IQCS 2.0.
 - **Decision: Wendy will notify IROC that the best, consistent data we can provide is the Unit ID level.**
 - Request for Fitness Level and Expiration Date.
 - Request is to be able to trouble shoot why an responder may not be qualified.

MOU is up for a renew for all agency

- **Action:** Shannon will send to Ellsworth for distribution.

Round Robin

- Army – new wildland fire policy that directs land holding command to set NWCG as the standard and start manage records in a central database. This will may have a surge of new accounts. Continue working on getting folks in the system.
- BLM – Marlene is on the electronic new PTB. There may be conflict to decision that may conflict with IQCS business.

Actions/Decisions

- **Action:** Create a task team to outline what the new IQCS 2.0 will look like within the next year (Tippett, due Fall 2021).
- **Decision/Action:** CMB support creating business rules to implementing tracking international criteria. (Mattfeldt/Cota, due Fall 2021).
- **Decision/Action:** Create a list on which reports could be turned off based on survey results for an evaluation period (Christopher, due Fall 2021).
- **Decision/Action:** Use the NWCG standard for Unique ID and Incident Name to make more space to remove overlap (Marshall, due Fall 2021).
- **Decision/Action:** Remove the complexity type that is associated with each Position Control Table (Marshall, due Fall 2021).
- **Decision:** Notify IROC that the best, consistent data we can provide for home unit will be the Unit ID level (Christopher, due Fall 2021).
- **Decision/Action:** Approve the request for fitness level and expired data to be shared with IRWIN to IROC. Need to follow up with IROC requests (Christopher, due Fall 2021).
- **Action:** Continue to evaluate the need to modify master record and ability to select section of the report (Mattfeldt/Cota, due Fall 2021).
- **Decision:** The IFPM report issues have been fixed and CMB agrees to keep currency data on the IFPM report (Completed).
- **Action:** Shannon will send the current MOU to Ellsworth for distribution for review (Completed).