

# **IQCS Change Management Board (IQCSMB)**

April 26, 2023

**Attended:** Guy Colwell, Shannon Tippet, Michael Pena, Marley Marshall, Garth Fisher, Brent Ruggles, Mike Ellsworth, Mark Skudlarek, Percy Metivier, Neil Clineman, Sara Sink, Joe Sean Kennedy, guest: Steven Stocking (USFS).

## **IQCS Operational Update (Pena)**

- Department of Energy (DOE) Update
  - Awaiting MOU from NV and Idaho National Laboratory. No definite timeline. Application is ready to accept.
  - Idaho National Laboratory (DOE) has interest in application.
- IRWIN integration
  - Working properly
  - IRWIN pulling information from IQCS to Wildcad-e
- IQCS PIV card Update
  - Started testing mid-April. Testing was successful in testing phase.
  - Single Sign On tentative for August.
  - IQCS General Profile Information must match the email of your PIV card.
    - Agency Leads encouraged to communicate this information throughout their agencies.
  - Mobile access – working through the details
- Application Steward Position.
  - Position not currently filled.
  - Announcement working it's way through HR.
  - Contingency options to bring on a student or intern.
  - Short term and long-term solutions to address tickets:
    - FS and BLM have had a couple of representatives trained to assist in short-term.
- IQCS 2.0 User account approval process suggestions:
  - Potential to simplify the process and approve at a local level?
  - Should training courses be required for user role requests?

## **IQCS 2.0 (Pena)**

- Agency staff plus contractor to work on IQCS 2.0
- Beginning date is tentatively mid-summer.
- Desire to have application intuitive for users.
- Continued support to focus time on building IQCS 2.0 and only addressing issues that affect training and qualifications in the current application.

## **IQCS and WFLP (Tippet/Pena)**

- **Action:** Ellsworth contact NWCG Data Standards to recommend creating a course standard data naming board. Groups include (not all-inclusive): FEMA/IPQG, TDC, IQCS/IQS, IAT
- Proof of concept sent to WFLP. Further discussion will ensue throughout summer to assist users.

## **Application**

- Responder Login Accounts
  - Number of Accounts Created: 1418

## **CMB Topics**

- Recognition of Prior Learning Proposal (Joe Sean) – Create dropdown to categorize those who went through RPL process. CMB decision to delay proposal, focus on building version 2.0 and revisit in 2.0.
- MEDL Position – EMT license expiration date not enforced in control tables (Skudlarek)

- CMB decision to apply action in IQCS 2.0
- BLM Faller Evaluator position proposal in FWQG (Skudlarek) – Continued work must be done.

### Document Reviews/Creation

- **IQCS Change Management Procedures Document Review/Update (Marshall)**
  - **Action:** Review the CMB Procedures Document (Kennedy, Skudlarek, Marshall). Update Fall 2023.
- **IQCS Delegation of Authority Document Review** (Kennedy, Skudlarek, Marshall, Ruggles)
  - Minimal progress in the spring, but identified document needs revision. Will have a product by Fall 2023.
- **Action:** Information document to explain the CPX/TPX for account managers as it relates to CIM (Marshall/Ellsworth). **Cancelled**

### Endorsements Update

- Single position endorsement currently.
- IQCS 2.0 will show all endorsed positions.
- Potentially see in IRWIN V9

### CMB Approved Changes (via email)

- Agency Process for Removing PTB
  - Discussion on if this is required to be done at the Agency Lead level.
  - **Decision:** Allow local Account Manager to delete active and expired PTB at their level. Certified PTB deletion will go to Agency Leads (Colwell). Due Spring 2023
- Display Imported WFLP Training Completions as View Only.

### IQCS Project Completions

- RFC 1: Uploaded documents for Experience Record #126258 (Colwell) **Completed**
- RFC 2: S130 automatic award S110 #127390 **Completed**
- RFC 3: New Course: You Will Not Stand Alone, approved N9074 #126765 **Completed**
- RFC 4: New Report: Create report for responders with a Self-Login account by Unit ID. **Completed**
- RFC 6: Helicopter External Load A-219 triennial requirement enforced #127187 **Completed**
- RFC 11: New Course: Tracked Equipment Inspection Training, N9075 #127538 **Completed**
- RFC 11: New Course: FMSCA American Standard (Part B), N9076 **Completed**

### Qualification Documents

- NWCG PMS 310-1
  - COML modifying required experience– Initial proposal was reversed at IPSC (Spring 2023) to reflect previous experience requirements (COMT + INCM). **Completed**.
  - January 2024 release:
    - CIM – Decisions to be made in summer 2023 on T1 pathways. Executive Board decision.
    - Removing Service and Support Branch Director Position.
    - SOFF and SOF3 potentially implemented.
- Federal Wildland Fire Qualifications Supplement:
  - RXA3 not in table of contents 2023 FWQS. Update Completed.
  - FS RXB3 requiring RT-300
  - **Agency Updates due: Nov 1, 2023 (Hard Deadline)**
    - Use word document Qual Sheet to provide edits (mnemonic, training, experience, etc.)
    - All edits, email to Mark Skudlarek.
    - Transition plans for updates need to go to Marley Marshall.
    - If new PTB/agency endorsement, must be complete by November 1, 2023.
- DOI IPQG
  - Undergoing revision

## Summary - Actions and Decisions

### **Actions**

**Action:** Ellsworth contact NWCG Data Standards to recommend creating a course standard data naming board (Ellsworth). Update due Spring 2023

**Action:** Continue discussion on WFLP connection to IQCS and integrity for data. (Tippett, Pena, Fisher, Ellsworth, Colwell, Shadix). Update due Fall 2023

**Action:** RFC #127389. Create a report for responder to document upload connection summary (Colwell/Kennedy). Due Fall 2023.

**Action:** What is the policy for signature on certificate based on NWCG (Kennedy). Due Fall 2023

**Action:** Review the CMB Procedures Document (Kennedy, Skudlarek, Marshall). Due Fall 2023.

**Action:** Create a review team to look at the Delegation of Authority Document, (Kennedy, Skudlarek, Marshall, Ruggles). Due Fall 2023.

### **Decisions**

**Decision:** Group to discuss how to handle the future of validating experience from IRWIN, this will include looking at how/why unvalidated experience will be viewed on master record (Kennedy, Fisher, Marshall). Due Fall 2023. – (Address in 2.0 or current version)

**Decision:** To be addressed in IQCS 2.0 - Change programming to allow local Account Manager to delete active and expired PTB at their level. Certified PTB deletion will still go to Agency Leads (Colwell).

**Next Meeting:** October 25<sup>th</sup>, 2023