IQCS Change Management Board (IQCS CMB)

April 10th , 2025

Attendance: Shannon Tippett (IQCS), Michael Pena (IQCS), Marley Marshall (IQCS), Guy Colwell (IQCS), Jacob Smith (IQCS), Joe Sean Kennedy (USFS), Garth Fisher (BIA), Sara Sink (NPS), Mike Ellsworth (FWS), Paul Tranetzke (BOR), Brent Ruggles (DOI), Paulette Bolles (TNC), Dakota O'Brien, (DOE), Ryan Sundberg (Army), Neil Clineman (DoD) Mark Skudlarek (BLM/chair)

Agency Updates

BIA
- Working on tribal Unit ID updates.
- Finalized "new" Tribal Representative (TREP) position. Available in 2025. Position will be added to 2026 Federal Wildland Fire Qualifications Supplement.

BLM
- Working on Unit ID/organizational code updates for Utah districts (in progress).

DoD
- Conducting comprehensive DoD Unit ID review/update/establishment and developing account management guidance for Military Departments.
- US Air Force, US Army completed.
- Working on full update of unit IDs for Navy, Marines, and guard units.

ARMY
- Review and evaluation of agency administrator position requirements based on unit complexities.

USFS
- Producing IQCS reports to determine AD vs regular employees. May establish new org code in IQCS 2.0 to better identify AD employees.
- Amphibious Water Scooper Manager (AWSM) – Manual awarded of USFS responders who have been working in this capacity as THSP.
- Tentative Tribal Representative (TREP) USFS endorsement in 2026 Federal Supplement.

DOI
- Tentative Update to DOI IPQG in May/June 2025
- Updated to LEOL, Sec1 and Sec2.
- Approved to remove swift water rescue positions SWF1 and SWF2.
- Approved new sawyer qualifications intended for all-hazard and not fireline. Can get qualified under agency programs.
- New qualification: Interpreter Visitor Services. Used in situations for large crowds/events.
- Vetting of UAS positions to be updated with PMS 310-1 positions.

IQCS Program Updates (Pena)

Staffing updates
- Jacob Smith identified as POC for IQCS organizational hierarchy, Unit IDs, IQCS 2.0 training.
- Heidi Nowack – contract ending mid-August. Currently working on APIs and external application interface. Alex to continue after Heidi.
- Michael to retire 4/18. Shannon Tippett will be interim IQCS Program Manager and POC.

IQCS current application updates
- Unit ID – IQCS 2.0 will begin importing Unit IDs through API.
- Renewed People Soft. Justified contracts and approved (Shannon).
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IRWIN integration with WFLP:
- May 1st, 2025 IQCS will be integrating training completion data from the WFLP and applying it to responder training records.
    - Only area of concern. In WFLP, matching EDG and IRWIN RID. Having issues with EDG API in IQCS 2.0. Unstable API with EDG for both WFLP and IQCS.
    - Training integration will include Read Only values of: Course Code, Title, Start and End Dates, Attendance in IQCS.

IQCS 2.0 (Skudlarek/Pena)
- Status
    - Testing areas of focus: certifying official workflow, incident qualification card, master record, user roles.
    - IQCS programmers/developers undergoing data transitioning (responder profile data/training records, etc) and addressing server requirements translated to application downtime.
    - Once IQCS 2.0 goes-live, will transition to a versioning schedule. Updates identified in spring IQCS CMB meetings will be implemented during the next version and an annual revision schedule will be established.
- Timeline Review:
    - Testing: agency leads - 1/15$^/$25 – 2/15/25 (actual testing began 2/24/25)
    - Testing: user test group – 2/15$^/$25 – 4/15/25 (Will update at CMB meeting)
        - Provide "user test group" names, email addresses, and organization roles (Account Managers) to Jacob for account creation.
        - IQCS development team will determine user testing date and notify agency leads.
    - Go-Live - September 2025 (recommend late fall/winter timeline)
- Agency lead testing feedback
    - BIA - Concern it may not be as intuitive as made out to be and suggests a user guide or training.
    - Pena and Joseph Bolus have ideas on user training videos.

Completed Projects:

- Remove duplicate responder email addresses – Completed January 2025.
    - Added field lock to prevent users from adding an email address that already exists in the application.

Business Topics:
- Request for Change: Request from USFS to (1) add EMR license and (2) add agency codes to "state" look-up menu to designate agency-specific EMT programs.
    - Emergency Medical Responder (EMR) license:
        - **Recommendation from CMB**: Create a position qualification for EMR if we want to track EMR license.
    - Add agency organizations (BLM, NPS, USFS) in "State" look-up:
        - It was determined "State" look-up control table is also used in "Responder Experience".   In order to maintain ease of use and not confuse users, it was determined to explore other options to accommodate the request.

Qualification Document Updates

- **NWCG PMS 310-1**
    - January 2026 - T1 and T2 C&G positions will be archived.
    - L-280 requirement for single resource boss, PMS 310-1 positions will be implemented after NWCG training pause.
    - READ/REAF/ARCH proposed for PMS 310-1 positions.
    - The competencies granted for S520, recommend transferring to X-520.

- **Federal Wildland Fire Qualifications Supplement**
  - Agency updates to Federal Supplement due to Mark Skudlarek 10/1/2025. Will combine all agency updates for agency lead vetting and sharing throughout agencies for fall CMB meeting.
  - Any "new" Agency Specific Position Task Books should be developed using a word document for easier 508 compliancy. Mark Skudlarek has a template for use.

- **DOI IPQG** (Ruggles)
  - Updates provided in initial report out.

Next Meeting(s):

- 6/26/2025 – IQCS 2.0 Status Check - Agency Leads
- 10/23/2025 – IQCS CMB Fall Meeting