

GA Editor Action Items– June 2016

Action Item #13-1	Status: On Going	Assigned: WFM RD&A
<p>Security requirements and access for non-fed users. There is an interest in not only streamlining how folks get access to WFDSS but also maintaining that or can the systems be separated so people can access only the fire behavior tools.</p> <p><i>Note 5/16/13 – Continue to monitor this and address it through FAM IT.</i></p> <p><i>Note 9/19/13 – They discovered that NAP only works in internet explorer. The FAM IT folks are at the drawing board looking at how to deal with non-federal users as they come up the next version. At this point the soonest we could implement would be winter of 2014. New contract for this won't start until the spring. ROSS figured out a way to put the security training on line in ROSS so it can be recorded and tracked in ROSS.</i></p> <p><i>Note 11/2/131—Marlena will follow up with Dorothy.</i></p> <p><i>Note 12/10/13—Follow-up is continuing.</i></p> <p><i>Note 1/16/14- in the 4.11 release non gov users will receive an email with instructions on how to gain access to the system- and expanded functions for Gas to manage. Marlena noted there is another effort afoot to support a common user authentication system between other fire systems that seeks to address non fed users as well- this issue is larger than WFDSS and it would be a duplication of efforts for us to work on this at this time.</i></p> <p><i>Side note- Tribe partners can take DOI training.</i></p> <p><i>11/17/14- update from Dorothy (via Marlena). An authentication software system has been chosen and will roll out with re-engineering of ROSS. An interagency group from WFIT may also be working on this. We (Marlena/Lisa) will continue track it and update GAEs on monthly calls.</i></p> <p><i>12/18/14- no update</i></p> <p><i>01/15/15- no update</i></p> <p><i>2/20/15- no update</i></p> <p><i>3/18/15- no update</i></p> <p><i>12/2/2015 WFIT – identified as this as a large issue, needing to have a common authentication, this portion of what is being explored is on hold, so looking at Firenet to share documents, posting documents for Fire support. Common user authentication is on hold again while Firenet is being stood up.</i></p> <ul style="list-style-type: none"> As states are coming on the NASF needs to help out with this workload, will need to have their own GA editors, Lisa will continue working with WFIT to follow up on this tasking, and also keeping an eye on the State use of the system Will follow up on the security needs for state and non federal employees accessing wfdss <p><i>2/18/16- long term firenet potentially going to give relief- no new info, might not be for a while</i></p>		
Action Item #13-14	Status: On Going	Assigned: WFM RD&A
<p>Ongoing Issues to monitor and assign accordingly.</p> <ul style="list-style-type: none"> 13-14.2 Text box when approving – the WFM RD&A still has concerns with this because if it is worth noting it should be in the decision. Or you open the door to each line officer changing the intent of the decision as they approve it. <p><i>11/21- there is no place in WFDSS to note why a new decision is being created (we might know why, but it's not transparent to others). For example when you 'copy' a fire behavior run there is a pop up box in which analysts can enter notes. Perhaps we can have a similar box for when decisions are copied or new decisions are being made? Mitch added this to the list of potential changes.</i></p> <p><i>12/18/14- there is New feature "Incident Notes" which may be able to fit this need.</i></p> <p><i>01/15/15- would like feedback regarding if Incident Notes fits this need, but also on list potentially for May release</i></p> <p><i>2/19/15- no update</i></p> <p><i>3/19/15- no update</i></p> <p><i>12/2/2015 –group voted on whether or not the incident notes fit the need described above. 57% said it met the need, 43% said did not meet the need. Need to continue to evaluate how to handle</i></p> <p><i>1/21/16- can't make an adjustment until fully transitioned to new vendor- can discuss again in fall 2016</i></p>		
Action Item #14-1	Status: Solution in the works	Assigned: Andrew Bailey
<p>Issue: Changing Font/Text on WFDSS Maps: Andrew will report back to the group regarding investigating alteration of fonts on WFDSS maps. Users have trouble making map readable/usable when there are many MAPs for an Incident. It is potentially an expensive fix to be able to drag/drop text boxes but Andrew will investigate alternatives.</p> <p><i>11/17/14- Depending on the layer, WFDSS labels are of two types; some layers are generated by ESRI and labels are embedded in the map "tiles" for the layers for which they're relevant. Examples of these kinds of labels include Jurisdictional Agency, Management Requirement Shapes, and Wilderness. Other labels, such as those for Fire Perimeters, MAPs, and Other Unit Shapes, are created "on-</i></p>		

the-fly” when the map draws. The tiled (first) layers and labels are the fastest to draw, and the more of those kinds of labels we have, the snappier the performance for a user. The “on the fly” (second) labels are the only ones that could be dynamically sized, and they are also the ones that take longest to draw. If we add many of those labels, and add features to them such as resize or move on the fly, they will drag performance of the system down. We are investigating adding the option to turn labels off, which could potentially be done with either style of label.

- Would being able to turn off a label be of help/meet need? From poll 69% felt that this would assist with the need.

12/18/14- no update at this time

1/15/15- this is on the list to have in by the fire season, and will continue to discuss other potential solutions

2/19/15- no update

3/19/15- no update

12/2/2015 – No change or movement on this item until the layers are updated

1/21/16- can't make adjustment until fully transitioned to new vendor- can discuss again in fall 2016

11/17/16 – Andrew Bailey reports that this is something that is being considered for the current enhancement contract.

Action Item #14-5

Status: Closure Candidate?

Assigned: Tim

Issue: Investigate ways to help users understand the DOA template. The DOA template was rolled out a little too late in the 2013 fire season for users to know how to utilize it; Marlana will look into other ways to publicize its use and potentially create a YouTube video for instructions.

2/20- will update next month, busy with release this last month

3/20- will get update next month

4/17- this will be deferred as there is an effort to improve the decision format and other things that might help improve utility of this function. Nothing specific will be on DOA at this time. Revisit later if needed.

11/21/14- ideas for improvement were discussed on AAR Call. Multiple GAEs expressed concern over use due to Aas not having time/space/energy to engage it within WFDSS. The RD&A has some possible ideas on how it could be utilized better and will share those on monthly calls as appropriate given feedback.

12/18/14- no update

1/15/15 no update

2/19/15- no update

3/19/15- no update

12/2/2015 – Tim gave overview of plans for project on how to improve/change DOA and leaders intent to make creation easier and better link to decision. Some NIMO involvement and field/line representation involved. As this project takes shape it will be shared with the GAE. GAE comment and assistance is welcome. Contact Tim if interested.

2/18/16- A concise package of materials is ready for review, this will be sent out soon. Feedback is welcome and hoping some units will test drive the materials this summer with hopes to make changes to redbook after the field season.

4/21/16- the package for testing will be available soon

5/19/16- DOA template package is ready and Morgan will email out soon

11/17/16 – the proposed changes were submitted to the Red Book Committee and they in turn are moving those back to the agencies for feedback.

Action Item #14-6

Status: On-going

Assigned: Tim

Issue: Investigate ways to export the DOA template. The GAEs recommended that the DOA template should be populated with relevant Incident information and then exported as a Word document so that users can edit as they wish.

1/16/14- this must be approved by the change control board, Marlana will make note to discuss at their next meeting.

11/17/14- ideas for improvement were discussed on AAR. Multiple GAEs expressed concern over use due to Aas not having time/space/energy to engage it within WFDSS. The RDA has some possible ideas on how it could be utilized better and will share those on monthly calls as appropriate given feedback and will report out on possibility of exporting for edit outside of WFDSS.

12/18/14- no update

1/15/15- no update

2/19/15- no update

3/19/15- no update

12/2/15- See 14-5, as project of 14-5 takes shape it may include better methods for easier/simpler creation and sharing of DOA.

4/21/16- see item 14-5,

Action Item #14-12

Status: On-going

Assigned: Marlana Hovorka/all RDA

Issue: RDA to provide information on the WFDSS homepage to highlight changes/updates that resulted from GAE/field feedback

6/19: GAE asked for status of this effort

7/17: We will begin reporting this info for new release items not for past, so look for it in the future.

11/21: We produce a spring document highlighting new WFDSS things each year and will continue to do so as well as post release notes and share info on regular monthly calls. If GAEs have specific suggestions on how items you would like to see let us know.

<p>12/18/14: Diane will be creating videos (with captions) that will show/demonstrate changes to WFDSS during releases so users can visually see changes to WFDSS. Plan is to post on the Login page.</p> <p>1/15/15- Diane has provided a video of 5.1 and will do so for all releases that affect users. Release notes are provided for each release.</p> <p>2/19/15- no update</p> <p>3/19/15- video on release 5.2 will be posted to the log in screen soon.</p> <p>12/2/2015 – The following is a list of what the RDA has done/is doing to meet this action item: creating videos of changes and posting to login page and on WFDSS youtube channel, added a segment to monthly calls on frequent feedback/helpdesk issues, continually updating the Help to keep up with changes or add clarification if needed, tweeting some new things/changes, infrequently mass emailing (generally don't like to do this as it can be perceived as spam and limit to most urgent issues and targeted audience). In the future will continue tweeting, when frequent feedbacks/helpdesk items are identified Morgan will work with documentation group to get those added to the WFDSS page right hand side and share with Ben for tweeting, add where it works to the fun WFDSS facts.</p>		
Action Item # 15-2	Status: Closed	Assigned: Kristy Swartz, Gwenan Poirier, Shari Miller, Peter Butteri
<p>Issue: NWCG Memos #005-2012 WFDSS and Role of IMTs and #012-2011 WFDSS Decision Documentation and GACG Responsibilities may be stale. We need to determine if action is needed to refresh, retract, do nothing.</p> <p>12/3/15- There may be a need to refresh the #012-2011 with regard to timeframes for decisions, and removal of flame act funding statement. Volunteers to draft language changes include Shari Miller and Peter Butteri (on behalf of AK folks). It was also noted that the language from the memo has made its way to the Redbook and perhaps rather than update a memo that gets stale, updates should go to the more permanent home that is the Redbook? Any suggested changes for should come from a group that consists of reps from all agencies (including BIA since not part of Redbook) and specifically to include OWDC to ensure operations people are on board/aware. Also noted changes should be tracked through Operations and Training Committee</p> <p>For #005-2012, Is there a way to incorporate this info into Appendix N of the Redbook? That would perhaps be a better home than refreshing an old memo?</p> <ul style="list-style-type: none"> Tami sent a note to Paul Schlobohm asking the process of retracting or updating memos so they aren't floating around with outdated info. He responded to say he is "anticipating that we will track and manage the currency of all our memos, which we currently don't do." <p>01/21/16- Volunteers to work on this task are Kristy Swartz, Gwenan Poirier, Shari Miller, Peter Butteri.</p> <p>3/17/16- Gwenan and Kristy met in Boise and made some edits. Gwenan will get those updates to Shari and Peter for comment and additional edits.</p> <p>6/16/16- for 012-2011 Group is recommending rescinding memo and edit the info under GAE Editor Duty's document to include some info. Additionally noticed that info is in multiple places and not consistent so included recommendations regarding that. Additionally edits maybe needed to the GAE Reference Guide to include some of this info.</p> <p>For 005-2012- they recommend rescinding the memo and editing the info in Ch. 11 of redbook to cover, however some of the wording changes affect policy and would need ran past NWCG Fire Planning and Operations and Training committees for review prior to submission to redbook for edits.</p> <p>Morgan emailed out both of the suggested changes they have made (6/16/email) and would like GAE feedback by the end of July to Peter and Gwen, then we will touch back with Lisa to coordinate getting the recommendations in front of the proper committees.</p> <p>8/18/16- this has morphed into making redbook edits. Edits are now in the hands of Diane Rau as there is a need for them to be in agreement with the WFDSS Help.</p> <p>11/17/16 – These edits are in the hands of the Red Book Committee and therefore the edits to the WFDSS help are on hold.</p>		
Action Item # 15-3	Status: Closed	Assigned: Tonja Opperman
<p>Issue: There is desire to know how large an impact state users/fires/decisions are having on GAE workloads.</p> <p>12/3/15: Query the WFDSS database for the trend (year to year) of users by agency. This should provide an idea of if state users are increasing, decreasing etc. If possible tie this to GA in order to determine which GAs have greatest impact.</p> <p>2/18/16- Still working on the query and teasing out the data to get at the question</p> <p>5/19/16- Tonja still trying to determine if there is info in the SQL data base we can use to provide information</p> <p>11/17/16 – Colorado now has their own GAE and therefore the workload has decreased significantly. No report from other GAs</p>		
Action Item # 15-8	Status: Closed	Assigned: Morgan Pence
<p>Issue: Having GA's SOP with regard to WFDSS and/or fire behavior analysis protocols is useful for other GAEs and the RD&A when assisting or mobbing to GAs.</p> <p>12/3/15: Morgan to remind GAEs on spring monthly calls that the RDA is willing to collect and host SOP data on our website under GAE resources.</p> <p>1/21/16 and 2/18/16- reminded on call opening</p> <p>11/17/16 – Mark Hale (WFM RD&A) gathered the individual files and distributed them upon request. No GAEs spoke up when asked if it would be helpful to have these posted to the RD&A website.</p> <p>SUGGESTED TO BE CLOSED – GAEs are sharing their own protocols and do not require the use of the RD&A as a dissemination tool.</p>		
Action Item # 15-9	Status: Solution in the works	Assigned: Mitch, Shari Miller, Kristi Swartz, Rick Stratton, and Andrew Bailey

<p>Issue: Users have a need to manage incident groups in WFDSS beyond the current functionality.</p> <p>12/3/15: A number of ideas were presented with regard to possible updates and changes for managing incident groups. Although changes will not be able to be made in the short term due to contract changes it was agreed to:</p> <ul style="list-style-type: none"> Identify a small group to identify desired changes - Mitch Rewrite/update RDAs complexing document – Andrew <p>1/21/16: Volunteers Shari Miller, Kristi Swartz, Rick Stratton</p> <p>3/17/2016: RDA has a draft document to replace the current complexing one and will be reviewing it week of March 28th, then can send to subgroup for comments/additions. Mitch has contacted those in the subgroup. With contract no updates will be occurring in WFDSS but they will be able to start working out some ideas perhaps in late spring and will need to keep concepts/thought flexible.</p> <p>5/19/16- Document is close to complete, wording still being worked on regarding a few items</p> <p>7/21/16- the document was sent out in June. During winter months/when contract allows Mitch and small group will flush out needed changes for groups.</p> <p>11/17/16 – Mitch Burgard reports that a group will gather in January to finalize decisions on the changes to incident groups. These changes will be made under the enhancements contract that is now in place for WFDSS development. The changes will likely roll out prior to the peak of fire season (April/May).</p>		
Action Item # 15-10	Status: Closed	Assigned: Lisa, Brian Sorbel, Jeremy Sisneros, Brenda Wilmore
<p>Issue: Incident Objectives are not required to publish decisions, should they be?</p> <p>12/3/15: a poll indicated GAEs on the call do think they should be required. We will need to convene a group to identify implications of doing so. Contact Lisa is you would like to be a part of this.</p> <p>1/21/16: Volunteers Brian Sorbel, Lisa Elenz, Jeremy Sisneros, Brenda Wilmore</p> <p>4/21/2016- no update on this one at this time.</p> <p>7/21/2016- undecided what to recommend at this time, opinions are split, nothing new to report.</p> <p>8/18/16-Tonja did a query of 2015 and 2016 to get some stats on how often they are and aren't included and asking for more feedback. Given changes can't occur for a while we are still in a info gathering phase. Add this as a topic for the Fall AAR.</p> <p>11/17/16 – Brian Sorbel shared that in 2015 89% of published decisions included at least one obj. 87% in 2016 incident requirements were roughly half those numbers. Since overall roughly 90% already included at least one incident objective is this really an issue? Perhaps the bigger issue is having GOOD incident objectives?</p> <p><u>Decision Point</u> – At this point in time we vote to close this and recommend that the RD&A regularly run the statistics to determine if the ~90% number is holding or if it drops at some point. Renewed focus is on improving incident objectives.</p>		
Action Item # 15-12	Status: Closed	Assigned: Rick, Tami, Kyle, Chuck, Tonja
<p>Issue: Some concerned about GSANs potentially operating outside of their scope when asked to do things bc in WFDSS the FB Specialist role doesn't allow someone to know if they are a GSAN or an LTAN and what the difference is in duties/skills etc.</p> <p>12/3/15: It was noted that red card quals and management is a separate issue to WFDSS, but was agreed that we would resend the guidance document with regard to who gets FBS specialist role that the GAEs agreed to discuss on upcoming monthly call to determine if changes are needed to the document. Will be good to communicate with Tonja/Chuck with regard to any changes in GSAN.</p> <p>2/18/16- Action to have FB Subcommittee , 495 Co-chairs, and GAE (Rick Stratton) discuss options. Discussion included stressing mentorship, it being the responsibility of the GAEs, it being the responsibility of NWCG training to address.</p> <p>5/19/16- Tonja presented information that will be detailed in a white paper and distributed via the FB Subcommittee regarding interaction between FBS, GSAN, LTAN, what duties each does, how training works, etc.</p> <p>11/17/16 - This action item is outside the scope of managing and maintaining the WFDSS Application and therefore the group feels that due diligence has been accomplished and it is sufficient to continue to educate users and the fire community on the qualifications requirements. Recommendation to close this for now.</p>		
Action Item # 15-13	Status: Closed	Assigned: Tom St.Clair, Cody Wienk, Brenda Wilmore
<p>Issue: Some feel sharing analyses in review status with analysts that are not in the Incident Contact list is overly difficult and causes confusion.</p> <p>12/3/15: On the call we voted to determine if GAEs felt it was of enough concern to evaluate possible ways to address it. 2/3 of voters felt it should be looked into. Agreed to convene a group of GAEs to evaluate how this works and was noted the group should consist of super analysts and regular non super analysts (side note super analysts are going away in the future).</p> <p>1/21/16: Tom St. Clair, Cody Wienk, Brenda Wilmore</p> <p>3/17/16: because of the note that Super analysts are going away in the future the group will hold on discussion/efforts for now to see how that takes shape and changes things for users.</p> <p>11/17/16 – Mitch Burgard reports that the RD&A held discussions with multiple GAEs and the goal is still to retire the Super Analyst Role as there are only 2 unique things that they can do. The consternation surrounding this role seems to be in the name and some felt it was a qualification rather than a role in an application. The RD&A is looking into a name change for this role and other possible changes that would allow for a regional user role were someone could see the larger picture within their region/GA.</p> <p>The sharing of analyses was at first limited to the Analysis (sharing was set when the analysis was published) it then moved to the incident level (if you had incident privileges you had analysis privileges) the next step is to open them globally (a certain number of</p>		

people could go in and see ANY analysis)

Would there be concerns if analyses in review status could be seen by any other analyst? (could be additive meaning that the ability to bring someone into the incident privileges group to give them analysis viewing privileges)
 - with no major opposition heard the recommendation of the group is to open the viewing privileges to all analysts being able to view all analyses in review status.

Action Item # 15-14

Status: On Hold

Assigned: Lisa

Issue: AK sent enhancement ideas with respect to CFDRS to RDA in November and haven't heard a response yet.

1/21/16: Enhancements were received and a response will be forthcoming, sorry for delay.

2/18/15- RDA responded, short term nothing can be done because of contract, but list of ideas will be kept for possible work next winter.

11/16/17 – this is still on “the list” however it is a very large task which will require many dollars and so while the RD&A recognizes that this is a need this will not be able to include this until the winter of 2017/18 at the earliest.

Complete items below this line

Action Item #14-9

Status: ~~Closed-out~~

Assigned: ~~Lisa Elenz~~

Issue: ~~The NWCG memo regarding the new RCA is not widely distributed (at least to the FS).~~ Field folks (type 5 and some 4 ICs) don't about changes that only appear in Redbook. The BLM and NPS did produce a cover letter for their agencies explaining the change.

2/20: ~~Will look to post those cover letters (BLM and NPS) to the RDA site and to get the FS to produce a similar cover letter for their employees~~

3/20: ~~Lisa is still pursuing this and will update next call~~

4/17 ~~Lisa is not getting traction on this in commo with Steve Gage and Tim Sexton. R2 would like info to clarify. Noted this issue is larger than RDA, but trying to determine if RDA can help facilitate.~~

6/19: ~~no memo will be coming out from national level – regions may be sending their own.~~

Action Item #13-6

Status: ~~became item #14-1~~

Assigned: ~~WFM RD&A – Andrew / Ben~~

Changing color layers in ArcMap — this would be very helpful.

~~Note 5/16 – Update from Ben – this will be a difficult task to accomplish but we will look at it.~~

~~11/21 – Very expensive change relative to the amount of benefit they will get, it is not something that is built into the current software so they would have to write custom software. If something changes with software that didn't require custom programming we would re-evaluate. On hold for now~~

~~Note 12/10/13 – GAE group was updated that the status continues to be On Hold; there was discussion about adding the ability to manage font sizes and backgrounds in order to make maps more legible. Two new background layers are being added (USGS Topos, plain white). Users would like to be able to drag text boxes to reposition them; this would also be an expensive alteration, but Andrew will investigate this or alternatives. This was added as a 2014 (new) action item.~~

Action Item #13-13

Status: ~~became #14-7~~

Assigned: ~~WFM RD&A~~

Renaming / organizing MAPs — There is interest from the group and others in having more flexibility with MAPs. There is also a need to address how MAPs are being used tactically versus long term planning as they were originally intended.

- ~~Whitepaper – MAP use~~

~~Note 5/16 – Additional ability to renumber MAPs until a decision is published has been added. A white paper about MAP has not been completed given the ongoing discussion about MAPs (strategic/tactical).~~

~~Note 6/20 – feedback is that the map produced for the MAPs with all of the MAPs isn't useful. There will be a map image for each MAP so you can print a report and have a product that will be more useful. Trying to complete this for the August release.~~

~~Note 11/21/13 – this is a topic items for the fall 2013 AAR~~

~~12/10/13 – on the AAR there was a lot of discussion regarding this topic, and resulted in the action item 14-7~~

Action Item #14-7

Status: Complete

Assigned: **Stu Hoyt**

Issue: Obtain S-482 (new SOPL class) Lesson Plan information from Ingrid Sather to share with the group. Stu was involved with developing this class, which is geared toward SOPLs. If we think it would be useful, the RD&A could add it to the WFDSS website or RD&A website to share with others as a guide.

Action Item #14-8

Status: **Complete**

Assigned: **Andrew Bailey/Ben Butler**

Issue: **Can the Situation map be projected in Albers for AK?** Andrew/Ben will report back to group at January meeting regarding if/why the Situation Map can be projected in Albers. The distortion in AK negatively affects the products when used in briefing line officers, etc.

1/16/14 This should be taken care of with the new maps that will come in the next WFDSS release

Action Item #13-2

Status: Complete

Assigned: **WFM RD&A – Lisa**

Organizational needs assessment update:

Note 3/8—The proposed ONA/Complexity analysis used a combination of the current complexity analysis, RRA and ONA to work through three steps depending upon the complexity of the incident. The preliminary draft was taken to NWCG in January. OWDC has been working on it as well. The intent is to have something to test this summer. If you know units that would follow through on testing let Lisa know.

Note 5/16—Currently waiting NWCG approval to move forward with testing a draft version this summer.

Note 6/20—A copy will be sent to the GAE with the latest information provided to the field. Please do not distribute widely as the OWDC is trying to keep it somewhat under wraps so the field does not get confused about which version to use. If you have a few units that will provide good feedback and use it please work with them but let Lisa know so she can notify OWDC.

Note 9/19—OWDC is still working on this. Feedback from the field is being considered. Paul heard a little feedback from the operations/risk folks. They were concerned with some of the initial language in the firefighter safety assessment in the section A which was sent back to Larry Sutton. Goes in front of OWDC on October 9th. Roger Statts looked at it on the Clear Nez—not sure where the feedback was provided.

Note 11/15—OWDC is moving forward with the combination of the two documents and hoping to have it in the red book this year. WFDSS will make modifications to utilize the same process. Look for update from RDA in Spring regarding release date.

Note 12/10/13—Should be implemented in WFDSS in its new format by May or sooner and we will advise the GAEs when it is functional

1/16/14—developers are working on incorporating the changes now

2/20/14—incorporated and will be shown in demo on GAE call

Action Item #14-10

Status: **Not feasible at this time**

Assigned: **Marlena Hovorka**

Issue: ~~There is a KMZ available for Spot Weather Forecasts—can we get this incorporated into WFDSS?~~

2/20: Marlena will look into if we can do this.

3/20: Marlena will update next call

4/17—WFDSS won't ingest a KMZ, and it would take some rebuilding to do this.

Action Item #13-13.1

Status: **complete**

Assigned: **Mitch/Marlena**

- **13-14.1 Validation Tab**—there is still interest in this tab being removed from the system. Although we thought it was fixed last year so people didn't have to double validate, we aren't sure it was. The WFM RD&A is asking folks to give it a bit more time with some of the new changes in initiating a decision coming with this winter's updates. Additionally there is concern with removing it because the Alaska folks use it regularly for fires that are following their preplanned response but don't need a decision made on them. WFM RD&A doesn't see it going away for 2013 but we will continue to look at it. Please provide your feedback.

- *11/17/14—Will be removed in December*

Action Item #13-13.2

Status: **complete**

Assigned: **Mitch/Marlena**

- **13-14.4 Preplanned Response in COA**—remove it

- *11/17/14 it's gone*

Action Item #14-4

Status: **addressed issue for 2015 offering, complete**

Assigned: **Tonja Opperman/Mitch Burgard**

Issue: ~~Investigate ways to inform Fire Behavior users that their actions can affect the WFDSS Decision.~~

Larry Hood brought up that he has seen non federal S495 graduates make errors when dealing with perimeters, shapefiles, masks, etc and they negatively impact the Decision documentation (accidentally update incident acreage, delete data); would like to see some emphasis for students to impress upon them that the work they do in WFDSS is not done in isolation from the Decision. Tonja will report back on how this will be incorporated into S495.

3/20—S495 not taught until spring 2015, will work to build guidance in for that offering

11/21—the S495 steering committee is addressing this issue in an online lesson (lesson 8) in which they will learn more about communicating and working with SOPL/FBAN etc. and will also be covered in class (April 2015). Additionally a new feature is in the works to change the default shape type in the shape upload box to try to prevent users from uploading a perimeter instead of an ignition file if that is what they meant to do.

Action Item #14-11

Status: **Complete**

Assigned: **Marlena Hovorka**

Issue: ~~Old Relative Risk guidance is gone from WFDSS website, would like new guidance that is similar in nature for the RCA~~

<p>5/15: noted that we removed the RR guidance and will work to have similar info available for RCA and let GAEs know when it is posted. Larry Hood offered to help if needed.</p> <p>6/19: This is drafted and being reviewed</p> <p>7/17: in draft and working to get it in the Help</p> <p>8/21: will be done soon and Lisa will email it out and post to wfdss-site/help</p> <p>11/21 it was posted to the site and sent to GAEs in late August. We will be making updates to the RR in WFDSS to ensure it functions the same way as the paper copy.</p>		
Action Item #14-13	Status: complete	Assigned: RD&A and GAEs
<p>Issue: GAEs would like to discuss changing the response time the RDA On-Call Coordinators have for fire behavior requests. The current response time is 30 minutes. Some GAEs feel this doesn't give enough time for them to locate an analyst before being contacted. On the 2014 Fall AAR it was decided to spend more time discussing this on a monthly call and through a survey to come to a common decision on response time.</p> <p>12/18/14: Per the survey distributed after the 2014 AAR the majority was to keep the current response to 30 minutes. RDA will double their efforts to ensure that we still to the 30 minutes and don't rush the situation.</p>		
Action Item #14-14	Status: complete	Assigned: RD&A and GAEs
<p>Issue: The RR and ONA sub menu items will now become a tab across the top in WFDSS. The proposed location will be before the objectives tab. GAEs requested time to think about placement and provide feedback. This will be discussed on the next GAE monthly call.</p> <p>12/18/14: based on the survey to the GAE and additional queries the tab will be placed initially after the situation tab.</p>		
Action Item #14-15	Status: complete	Assigned: Morgan Pence/ Diane Rau
<p>Issue: The RDA would like to hear from GAEs on what audience(s) need targeted for training and what materials we should focus our training on. Send out a survey to GAEs asking for specific feedback on the audience and the training the RD&A should target.</p> <p>12/18/14 a survey was distributed, thanks for the feedback.</p>		
Action Item #14-17	Status: Complete	Assigned: Ben/Morgan
<p>Issue: With SFP being adopted by many units in the next 2 years extra communication on this topic is needed. Ben will send out the strategic shape update dates (there will be 6), and it will be added as an on-going topic to our monthly calls in the short term.</p> <p>12/18/14 ben sent out after AAR Call</p>		
Action Item #14-18	Status: Complete	Assigned: Andrew Bailey/Morgan Pence
<p>Issue: Send out IRWIN data precedent doc to all GAEs and/or link to where it is posted.</p> <p>12/18/14 was emailed out post the Fall AAR.</p>		
Action Item #14-17	Status: Complete	Assigned: Lisa and/or Lead
<p>Issue: GAE do not know who in the RDA does what (example, Diane is the main contact for Help documentation, Mark is the main contact for Spatial Fire Planning) therefore they do not know who to contact if they have an email with info they think would be worth sharing/want to communicate with the RDA on the topic. Request to have a document put together that indicates who is main contacts for projects/programs pertinent to the GAEs Or should they just go with what they know and what they don't sent to Lisa as a default?</p> <p>12/18/14 Lisa not on call, Morgan will visit with her and determine if this is worth effort providing.</p> <p>1/15/15 main contacts for WFDSS related items were added to the bottom of the agenda and will be on subsequent agendas. Noted that GAEs recommended this and other duties/jobs be added to the 'about us' page on the RDA website.</p>		
Action Item #14-16	Status: closed	Assigned: Tim/Lisa and Shari for GAEs
<p>Issue: Some of the GAEs put together a letter requesting a different process for a WFDSS change board and other suggestions (Morgan will send out letter so all can read). On the Fall AAR Tim addressed some concerns with the letter and indicated he would follow up with the suggested items on our next few monthly calls.</p> <p>12/18/14 no update (Tim/Lisa not on)</p> <p>1/15/15 no update (Tim at Fire Directors meeting/Lisa on A/L)</p> <p>2/19/15 no update (Tim at Extreme Fire Behavior workshop)</p> <p>3/19/15 current GAE coordination meets the need of what is standard/required. Having a GAE specifically sit on the change board would 1) require weekly/constant input from a GAE and 2) would negate the need for the monthly interaction because GAE on the</p>		

change board would represent the larger group. Poll was launched to see who felt the issue has been dealt with vs who feels the issue needs more discussion. 54% felt it is resolved, 46% feel it's not resolved. Because a significant percentage of people still felt it wasn't resolved the GAEs will provide more concrete thoughts on what they would like to see change/happen that are workable for a majority of the GAEs and the RDA. Shari Miller will head up that effort.

Action Item 15-1

Status: **complete**

Assigned: **Lisa**

Issue: GAEs would like to know the plan/timeframe of roll out for WFDSS refresher training for line officers for this year so they can start to make some plans.

1/15/15 Morgan will follow up with Lisa and report back on what the timeframe is.

2/19/15 Lisa will work to coordinate trainings/materials. GAEs requested these start toward the beginning of April rather than later.

3/19/15 documents and resources are being finalized now and will be posted soon. Webinars will be occurring in April and schedule will be out soon.

Action Item #14-3

Status: **complete**

Assigned: **Marlena Hovorka**

Issue: ~~Make ONA easier in WFDSS.~~ ONA Button is desired, but the placement is not clear. It might be best placed at the Course of Action so that this information from the Decision can be used to populate the ONA. On hold until the UCD review is complete and new ONA/RR is implemented to determine if need still exists.

11/17/14 ONA will be simplified in new release as a result of UCD and GAE AAR

12/18/14 changes coming in Feb. release

1/15/15 new tab will help with this and will demo on next call

2/19/15 no update

3/19/15 new release may have alleviated issue, need to determine if there is still an issue or if it is resolved

12/2/2015 the ONA has been moved and change, it is located on the left menu, in addition within the assessment tab, Poll indicates: 100% agreed these changes meet the action item.

Action Item #13-14

Status: **complete**

Assigned: **WFM RD&A**

● **13-14.3 Rationale** Still concern with it being hidden. The group is interested in making it easier to find where to enter it. *(The WFM RD&A still stands that it is important that the Rationale is entered when the decision is written and reviewed because it should be a synthesis and synopsis of the decision. Please be patient with a few of the changes this year that should help folks get to the right place. Continue to evaluate and provide feedback.)*

○ 11/17/14 new changes coming to the decision content order and decision editor, which may alleviate this concern:

○ 12/18/14 waiting on new changes to determine if this is still a need

○ 1/15/15 Simple decision editor and other flow process a solution to this, will like to hear your feedback once we see February release

○ 2/19/15 no update

○ 3/19/15 New release may address this, need to determine if there is still an issue or if its resolved

12/5/2015 Complete based on the poll

Action Item #15-4

Status: **complete**

Assigned: **Morgan Pence**

Issue: Some users don't understand the strategy slider and may have inadvertently used not knowing what it did. Morgan did some research on its use in 2015.

12/3/15 Provide a summary of the findings from the Strategy Slider research to GAEs.

1/21/16 summary document provided as attachment in call invite

Action Item #15-5

Status: **complete**

Assigned: **Morgan Pence & Andrew Bailey**

Issue: Circulate the Data Management Committees draft guidance they are compiling on mergers for public comment. Andrew will send to Morgan for distribution to the GAEs

12/3/15: Andrew will get to Morgan when its out on the street

1/21/16 was emailed as an attachment in the call invite for January.

Action Item #15-11

Status: **complete**

Assigned: **Morgan can pass to 495 chairs and AFPU**

Issue: There is concern over misuse and overuse of the FSPro tool.

12/3/15: Some have observed FSPro being refreshed too frequently and refreshing for upcoming weather, this may be conditioning users/line officers that the footprint should always be in the red and/or improper use of the tool when STFB or NTFB would be better. Ideas:

- Ask the Advanced Fire Practices Unit to address at their spring refresher webinar they are tentatively planning...potentially invite Finney on to address this specifically

<ul style="list-style-type: none"> Communicate with S495 so they can work best practices with regard to this into materials for new GSANs <p>1/21/16 Morgan passed info to Advanced Fire Envi Group and to 495 Co Chairs in December</p>		
Action Item #15-7	Status: complete	Assigned: Andrew Bailey
<p>Issue: Andrew to contact Shari Miller to provide information about regional data layers and MAP vertex limits that she requested. If information is applicable to the wider GAE audience please report out on an upcoming monthly GAE call.</p>		
Action Item #14-2	Status: complete	Assigned: Ben Butler
<p>Issue: Improve population presence for Risk assessments in WFDSS—Ben is working on investigating a way to improve this in WFDSS, potentially using a product called “night lights” (its not just nighttime lights in the data so it will pick up more than that based on an algorithm). He will report back to the group by March 30 on his progress.</p> <p>2/20—its called LandScan data, have results still digesting and will give further update on next call with goal of having this data in WFDSS at some point</p> <p>3/20 Ben gave an update on the main portion of the call see call notes from 3/20 for details. Will be providing info at the May fire conference.</p> <p>11/21 still working on. It's a raster layer which we don't display on the maps so is still being weighed for pros/cons. On plan for 2015.</p> <p>12/18/14 planning to get in by June</p> <p>1/15/15 no update</p> <p>2/19/15 no update</p> <p>3/19/15 no update</p> <p>12/2/2015—working on how to best load this data, will determine if the data should be converted to vector data from the raster format, want the data to look the same—grid format. May have to do this upload in phases, it would appear on the map as well as in the values</p> <ul style="list-style-type: none"> Represents population density, night time data is likely the best to use at this time ETA not set at this point but shooting for next fire season it will be ready to use <p>04/16 this data set is loaded and available in WFDSS, see WFDSS Help for information on the layer</p>		
Action Item #15-6	Status: complete	Assigned: Tami
<p>Issue: schedule AA WFDSS webinars earlier and provide dates to GAEs</p> <p>12/3/15: GAEs would like these scheduled sooner than later</p> <p>1/21/16 Tami will get dates out soon</p> <p>2/18/16 March 24th and April 20th, invites out shortly</p> <p>4/21/16 completed, feedback on format, length, topics, etc. please sent to lisa elenz</p>		
Action Item #15-18	Status: complete	Status: Tami/Morgan
<p>Issue: Forest Service Line Officer Guide—is it being updated and when will it be available</p> <p>4/21/2016 Yes it is being updated for 2016 and will be ready soon, Tami is finalizing and we can notify group when it is ready</p> <p>5/19/2016 complete and has been sent out. Although this is FS centric at the beginning, the Appendices are probably applicable to all agencies, they touch on WFDSS and other standards used by all agencies.</p>		
Action Item #15-15	Status: closed	Assigned: Marlena
<p>Issue: GAE Calendar Use/who can post/notifications</p> <p>3/17/2016: Some GAE have tried to use the calendar but it is usually empty and therefore not useful, but they would use it if it had info. For example right now March and April are blank and RDA has webinars planned and an outage planned that could be posted. GAEs wanted to know if anyone can post to the calendar or just a person with permissions (Marlena) for example can they post their training dates? GAEs wanted to know if there was a way to have it email notifications (for those that want them) when calendar items are added so they aren't reliant on remembering to check the calendar.</p> <p>4/21/2016: the calendar has been fixed to properly show items that have been entered. Calendar items get added through a firenet account that Marlena and Morgan have access to, so items for the calendar should be sent to them. RDA will post dates of webinars and outages and training dates they are aware of. There is not a subscription service to the calendar, however it has been added as an agenda item so we can preview the month on our calls.</p> <p>6/16/16 close out, using now and have put in our monthly agenda to review the calendar</p>		
Action Item #15-17	Status: closed	Status: Lisa
<p>Issue: WFDSS AA/Line Officer webinars need posted to the Line Officer Resources page on RDA site</p> <p>4/21/2016 Lisa is converting the files and will inform group when they are posted</p> <p>6/16 email to GAEs regarding the posting went out in May.</p>		

