



Interagency Interoperability Oversight Group Wednesday, August 26, 2009 – IIOG Telephone Meeting

Meeting Summary Notes

Attendance: Scott MacPherson, Jim Douglas, Jimmie Porter, Mike Field, Matt Cnudde, Ellen Waterman, Kendall Jones, Xaviera Slocum, Shane Compton, Russell Sveda, Stuart Ott, Vaughn Stokes, Rick Prausa, Bob Kuhn, Kim Thorsen, Kolleen Shelley

Summary of the Summer Meeting to Oregon/Idaho

- IIOG members to review summary notes (including in 8/26 meeting invitation) and provide feedback to Kolleen by 9/3 so that they can be finalized. These are not comprehensive but rather a high level summary of where we went and topics discussed. Once complete, summary notes will be posted along with all of the powerpoint presentations and other appropriate information in the QuickR Teamroom. **RESPONSIBLE: IIOG Membership - DUE: 9/3/09** back to Kolleen
- Once summary is final (shortly after 9/3) there will be a table summary of action items (both short term, delegated to others and IIOG engaged projects). This will be available for your review by 9/15 for finalization during our 9/29-30 meeting. This summary will be continued to track the various to-do list items from this point forward in IIOG. **RESPONSIBLE: Kolleen / Jim - DUE: 9/15**

Access Authentication and Service First 1IT Cooperation

Kolleen described the effort of the Service First 1IT (SF1IT) group as it relates to the Access Authentication (AA) project. They have created a work-around for USFS employees to access BLM systems. Kolleen created a draft briefing paper on the AA project and incorporated the interim fix (draft). The SF1IT group is creating documentation to replicate their success as an interim for those who need this access and cannot wait until February 2010 when AA pilot is completed. However before these instructions are distributed, Vaughn and others need to ensure that there is no conflict with department policy or security concerns. This needs to happen both on the USDA side and the DOI side. **ACTION / RESPONSIBLE:** Kolleen will schedule a meeting (either immediately pre or post September IIOG meeting) between the parties **ACTION / RESPONSIBLE:** (list of FS names from Vaughn and list of DOI from Tim Quinn) and include the documentation created by the SF1IT group for consideration. – **BOTH ITEMS DUE: 9/15**

Dispatch Effort – Discussed the various feedback received when briefing leadership of the organizations they represent. They found no real opposition to this effort. In the next couple of weeks the original group that worked on the papers (Tim, Jim, Kim, Kolleen, Kirk, Bob) will come back together to chart a proposed path forward (recommendations possibly to Secretary levels, etc.), resources needed, approach, etc. The group will report back to the IIOG in September on the progress. **ACTION/RESPONSIBLE:** Jim will set up the meeting. - **DUE:** Group report to IIOG during 9/29-30 meeting.

Analog to Digital Migration Project – Items Due by 9/25 for 9/29-30 meeting

- Dashboard - describing the current situation, current policy, funding and environment. **RESPONSIBLE:** IRA – Russ/Jimmie (Mike F, Tim Q, Stewart Ott) - **DUE:** 9/2-30 presentation at our meeting (by 9/25 to Kolleen)
- Address Issues - A quick initial assessment which will allow management to make the go/no-go decision in a relatively short time. Specifically, the fundamental question is: Am I paying more for digital vs analog (Kirk's & Rick's question). If so, then what other factors... lifecycle, how easy to use, etc. **RESPONSIBLE:** IRA – Russ/Jimmie (Mike F, Tim Q, Stewart Ott) - **DUE:** 9/29-30 Presentation (due to Kolleen by 9/25)
- Draft Policy Statement – Mike VanDermyden and Simon Strickland were assigned the task of drafting an interim policy specifically toward the requirement for contract aircraft to have a P25 radio for the 2010 season. **RESPONSIBLE:** Simon Strickland / Mike VanDermyden - **DUE:** 9/25 to Kolleen for 9/29-30 discussion
- Draft Phase II Analog to Digital Migration Project Charter – With the help of IRA members, Kolleen will take the lead at the first draft of a charter. Draft to be sent out in time for review/feedback/revision so that a second and near final version will be available for the 9/29-30 discussion. **RESPONSIBLE:** Kolleen with help from Russ, Jimmie (IRA) - **DUE:** 9/18 for review by IIOG members by 9/22. **RESPONSIBLE: IIOG Members** review first draft to be sent out by 9/18 - **DUE:** 9/22 so that near final version is ready for IIOG review during 9/29-30 meeting.

Towers

Discussed the need for a follow-on project based on what we learned about the effort in Oregon to map/inventory towers and coverage areas. Jimmie Porter / Mike Field and Russ Sveda will lead the discussion on how we might expand upon what was done in Oregon. They will be prepared to give a presentation during the September meeting on the current situation, the issues, what could be done, potential obstacles (policy, organization, funding, maintenance standards, organizations in place to maintain) and perhaps what barriers IIOG might need to address. Our radio program managers need to speak to the program of work, help create a guidance document for implementation/use nationally. In many places folks are already doing this but it needs to be made official. We need to look at standardization, spectrum management (sharing), the most efficient way to support (maintenance/help desk) and ensure that we engage our partners (local, state, federal, etc.).

RESPONSIBLE: Russ Sveda / Jimmie Porter - **DUE:** Presentation during 9/29-30 meeting

IIOG Project Workload / \$ Needs – Futuring / Work Plan, etc. – Discussed the need for this, particularly in the area of planning ahead for funding needs. The IIOG needs to consider how many projects can be handled at once, perhaps look at sequencing projects and ensuring that proper resources are available to carry out the goals of chartered projects. Mike suggested that we also consider finding a method to capture the success, display savings, improvements to service delivery, measure success and contributions. In September meeting, we will brainstorm toward the future, look at what other areas we need to address.

ACTION: Kolleen will get NWCG template and build upon that with IIOG portfolio for review during 9/29-30 meeting. **DUE:** 9/25 for review by IIOG membership prior to meeting.

Marketing / Communication re IIOG – Kolleen brought up the need to market and outreach about IIOG and the projects we have chartered. Suggestions include a website and/or periodic newsletter. It was agreed to initiate that action. We need to ensure that we are clear in our messages about the work of the IIOG. Specifically we need to make it clear that IIOG work does not supplant that which is already being done elsewhere. The focus of the IIOG is to take on the big issues that require involvement at the Senior Executive level to resolve. It would be appropriate to see how the use of data.gov might interface with the IIOG web page. Kolleen will investigate.

RESPONSIBLE: Kolleen - **DUE:** Status report back during 9/29-30 meeting

Kolleen also shared that there is an IIOG Mail Profile set up to be used similarly to the one that NWCG uses. A good example would be memos signed by the Chair which should be distributed both through the FS and through DOI Bureaus.

Reviewed draft of September Agenda – Based on feedback, Kolleen and Jim will work to finalize.