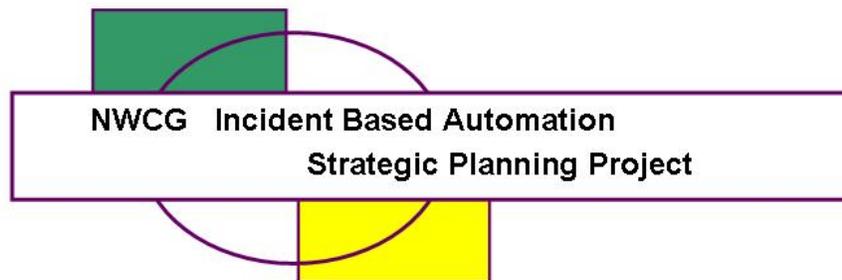


# NWCG Interagency Incident Base Automation Project Phase 2 Strategic Planning Project



Status Report

April 1, 2005

NWCG Interagency  
**Incident Based Automation Strategic Planning Project**  
 (IBA-Phase 2)

**Quarterly Status Report**

**Project Name: Incident Based Automation Strategic Planning Project**

**Lead Agency: US Forest Service**

**Agency IRM Contact: Bill Rush**

**Project Manager: Dorothy Albright**

**Business Lead: Mary Ann Szymoniak**

**Project Advisor: Jon C. Skeels, PMP**

**Report Period: January 1, 2005 – March 31, 2005**

**Date: April 1, 2005**

**Status Summary:**

- Project Team held a working meeting January 25-27, 2006 in Denver to develop the draft site visit plan and data collection/interview process.
- Project Team met with the Incident Business Practices Project on January 28, 2005 in Denver to share information and develop a coordination strategy. Mary Ann Szymoniak will serve as liaison between the two projects.
- Project Team held a working meeting February 28 – March 2 in Boise to develop “As Is” incident business models to validate during the site visit interviews.
- Project Team will meet on May 4 - 6 in Portland to finalize the data collection and interview process for site visit interviews.
- Site visit interviews will begin after the May meeting depending upon the level of activity.
- IBA2 Project team is in the process of developing a website at

**Key Milestones, Deliverables, and Accomplishments:**

- IBA2 one-page briefing paper finalized on March 16, 2005
- Project Site Visit Plan finalized on March 18, 2005
- Completed preliminary reviews of incident related literature and existing automation to establish the “as is” architecture
- Developed bibliography database tool to document and manage references for the strategic plan

**Schedule:**

<u>Phase</u>	<u>% Complete</u>	<u>Planned Start Date</u>	<u>Planned End Date</u>	<u>Actual Start Date</u>	<u>Actual End Date</u>
<b>Project Initiation</b>	<b>100%</b>	<b>04/05/2004</b>	<b>07/30/2004</b>	<b>04/05/2004</b>	<b>11/1/2004</b>
<b>Planning</b>	<b>97%</b>	<b>11/1/2004</b>	<b>01/28/05</b>	<b>11/1/04</b>	<b>Pending final Project Plan approval</b>
<b>Strategic Analysis</b>	<b>46%</b>	<b>1/3/05</b>	<b>10/12/05</b>	<b>12/16/05</b>	
• “As Is” Model	71%	1/3/05	5/20/05	12/16/05	
• Site Visit Planning	93%	1/3/05	3/25/05	1/3/05	
• Site Visits	0%	5/9/05	8/31/05		
• “To Be” Model	0%	8/18/05	10/12/05		
<b>Strategic Planning Report</b>	<b>0%</b>	<b>7/28/05</b>	<b>1/12/08</b>		
• Report Format	0%	7/28/05	9/14/05		

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 (IBA-Phase 2)

**Quarterly Status Report**

• Draft Report	0%	9/22/05	11/30/05		
• Final Report	0%	11/30/05	1/12/06		
<b>Close-out</b>	<b>0%</b>	<b>02/02/2006</b>	<b>02/08/2006</b>	<b>Not Started</b>	<b>Not Started</b>
<b>Project Management</b>	<b>35%</b>	<b>07/19/2004</b>	<b>02/08/2006</b>	<b>07/19/2004</b>	<b>In-Progress</b>

***FY-2005 - Budget Information:***

<u>Phase</u>	<u>Planned FY-2005 Budget</u>	<u>FY-2005 Budget Received</u>	<u>Estimated Expenses through 03/31/2005</u>	<u>% Expended</u>
Project Initiation	0	0	0	0
Planning	0	0	0	0
Strategic Analysis and Report	\$400,000	\$380,000	\$17,000	5%
Close-out	\$0	\$7,000	\$0	0%
Project Management	\$100,000	\$100,000	\$49,000	49%
<b>Total</b>	<b>\$500,000</b>	<b>\$487,000</b>	<b>\$66,000</b>	<b>14%</b>

***Project Staffing and Contracting:***

- Michael Morgen, BLM, will participate in the project as an Information Technology Subject Matter Expert
- SAIC, the contractor for the project, has hired Steve Pedigo and Dave Lukens as Incident Management Subject Matter Experts.

***Issues and Impacts:***

- Funding for FY 05 was reduced to \$487,000. With some minor adjustments, the IBA2 Team should be able to complete the project on time and within budget.