

IMWG – Minutes 20200505 - 0600 (NZST)

IMWG

1. Do we still wish to have a shared chairperson (co-chair) as with other WG? And what would be the conditions for that?
 - a. *Agreed we do wish to have a share chair roles*
 - b. *Jeff M Agreed to be the co-chair*
 - c. *INSARAG Questionnaire talks about terms for roles – Possible staggered to maintain consistency or have the opportunity to re-elect same people*
 - d. *Both Chairs have equal standing – 100% partnership*
 - e. *PW & JM to have a chat about how it will work, this then presented to WG.*
2. Develop a robust and sustainable IMWG
 - a. Firm up our relationships with other associated WG (TWG/UCC) and link up our comms lines and integration with them to ensure a cohesive and integrated outcome across all functions and work groups
 - i. *Agreed that **this is important and we should leverage off our current relationships and members that sit across other working groups***
 - b. Is everyone still on board?
 - i. *Yes*

Updates and changes of forms and system

3. Forms change an implementation into ICMS
 - a. *John and Aidan will begin this process*
 - b. *Will need to have a marketing program around changes*
 - c. *Specify a date the changes will take place (01/01/2021)*
 - d. *Training systems will go live some months before live system*
4. Plan to utilise updates in the Esri (Dashboard) to improve and add function that we were unable to do under the old system. This will need to wait for the changes to come out of Beta.
 - a. *Aidan to review the possible improvements to system as a result of upgrades*
 - b. *Major methodology changes should be programmed for TL meetings where as upgrades can be an ongoing model*

New futures

5. Planning for the next steps (ICMS)
 - a. Use of Mission / workforce for Team/Squad Level task management
 - b. What learnings exist that allow us to review current methodology
 - c. develop an operational intent and set of work plans for next 12-24 years
 - i. *Stage 2 development focused around teams and squads via “Mission and Workforce” to provide end to end Team based solution.*
 - ii. *Set up a lessons learned program*
 - iii. *Push out a 12 and 24 month statement of work and intent*

Planning beyond ICMS

6. Planning beyond ICMS
 - a. Ref IMWG terms of ref
 - b. new technology to support USAR ops
 - i. Eg: UAS integration
 - ii. Blue force / accountability
 1. *IMWG should be asking what else ERS would like us to look at as our mandate is more than ICMS. We have possibilities to include Drone images as well results from ASR 1. Also it will be possible to in cooperated data from EMT or others.*

Licences

7. Discuss the secretariat looking after the licenses and the implications of them forming the relationship with Esri and long-term funding model
 - a. *ERS want some input and involvement here, needs to be managed initially by IMWG, but a plan should be to get ERS to manage Esri relationship, funding and non-technical admin functions. IMWG will follow up regularly with ERS with teams has to add. IMWG like to welcome a VP from ERS in the team in order to strengthen the relation.*

Online training

8. Development of online training and what this might look like, including what agencies have capacity to develop this.
 - a. *Very important now.*
 - b. *Two possibilities or a combination of both*
 - i. *Series of videos*
 - ii. *A Training session with slides and exercises*

We will propose some ideas to the Regional Chairs in June so that we can start latest in July.

Other topics or questions

9. Tasks
 - a. *Solvieg to publish out a set of damage models*
 - b. *Manuals need to go up onto the INSARAG.org*
 - c. *Online training planning*
 - i. *Videos*
 - ii. *PowerPoint training sessions*
 - d. *Planning meeting (next monthly?) for next 12 & 24 months*
10. *Next meeting June 2nd 2020*