

# CALIFORNIA WILDLAND FIRE COORDINATING GROUP



## Memorandum

**Date:** January 21, 2016

**Subject:** S-375, Air Support Group Supervisor **Selection Notification**

**To:** Course Nominees, Supervisors, and Training Officers

**Congratulations!** You have been selected for the S-375 Air Support Group Supervisor session to be conducted at the Wildland Fire Training Center, McClellan, CA. This course leads students through the duties and responsibilities of the air support group supervisor (ASGS) and addresses aviation safety, risk management, airspace coordination, dispatch relations and coordination, fixed wing, rotor wing, and military operations. The desired outcome of this course is to prepare students to make the transition from being a type 1 Helibase manager (HEB1) to an ASGS.

The Course will be held on **Tuesday, March 8, 2016 at 1300 hours and conclude on Thursday, March 10, 2016 at 1700 hours.** To receive a certificate for this course, you must attend from the scheduled opening to the scheduled completion, there will be no exceptions.

### Pre-work

Pre-work required and can be found at: <http://onlinetraining.nwcg.gov/node/207>. You must complete and return pre-work, via Email only, to the Course Coordinator, Erik Newell ([enewell02@fs.fed.us](mailto:enewell02@fs.fed.us)), due **February, 26, 2016**

### Tuition Costs

The cost for this course is \$400.00

### Cancellations

Late cancellations and no show students may also be subjected to the full tuition charge. Please contact your training representative/course coordinator of any cancellations in a timely manner.

### Training Location

For directions to the training center, hotel lists or any other logistical information, please visit: <http://www.fs.usda.gov/detail/r5/fire-aviation/management/?cid=STELPRDB5363444>.

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The Wildland Fire Training and Conference Center is located at 3237 Peacekeeper Way, McClellan, CA 95652.

If you fly to the session, your destination is the Sacramento Airport. The Training Center does not provide transportation while you are here for your session. Individuals flying into Sacramento must make their own rental car arrangements at the airport. (Or take Super Shuttle for about \$25 each way)

## **Climate**

Spring weather can be rainy and windy or nice; temperatures usually are in the 50s to 60s during the day down to 40s-50s at night.

Local weather information can be found at this website:

<http://forecast.weather.gov/MapClick.php?lat=38.66942832560808&lon=-121.39205932617187&site=sto&smap=1&marine=0&unit=0&lg=en>

## **Billing Information**

### **Other Agencies (Department of Forestry, Fire Departments, Hoopa, etc.)**

A bill will be issued to your agency at the end of the Training Season.

### **Other Federal Agencies (F&WS, BIA, USCG)**

The Approved NWCG Nomination Form will be used for payment if it is completely filled out with the proper agency codes and signatures.

### **Forest Service**

The Approved NWCG Nomination Form is used for payment. This form should have been completed with job code and signature when submitted for nomination for this session.

Please be sure to include your treasury account symbol on all forms for billing purposes.

## **Attire for the Course**

Students are to wear casual office attire. This means attire suitable for public contact (no shorts, tank tops, flip flops, etc.)

Reminder – this is a NO HAT Facility.

The value of this assignment, to you and to your agency, depends on your interest, attention and participation. We urge you to apply yourself and make the most of this opportunity.

**Questions regarding this course should be directed to the Course Coordinator, Erik Newell via email @:[enewell02@fs.fed.us](mailto:enewell02@fs.fed.us)**