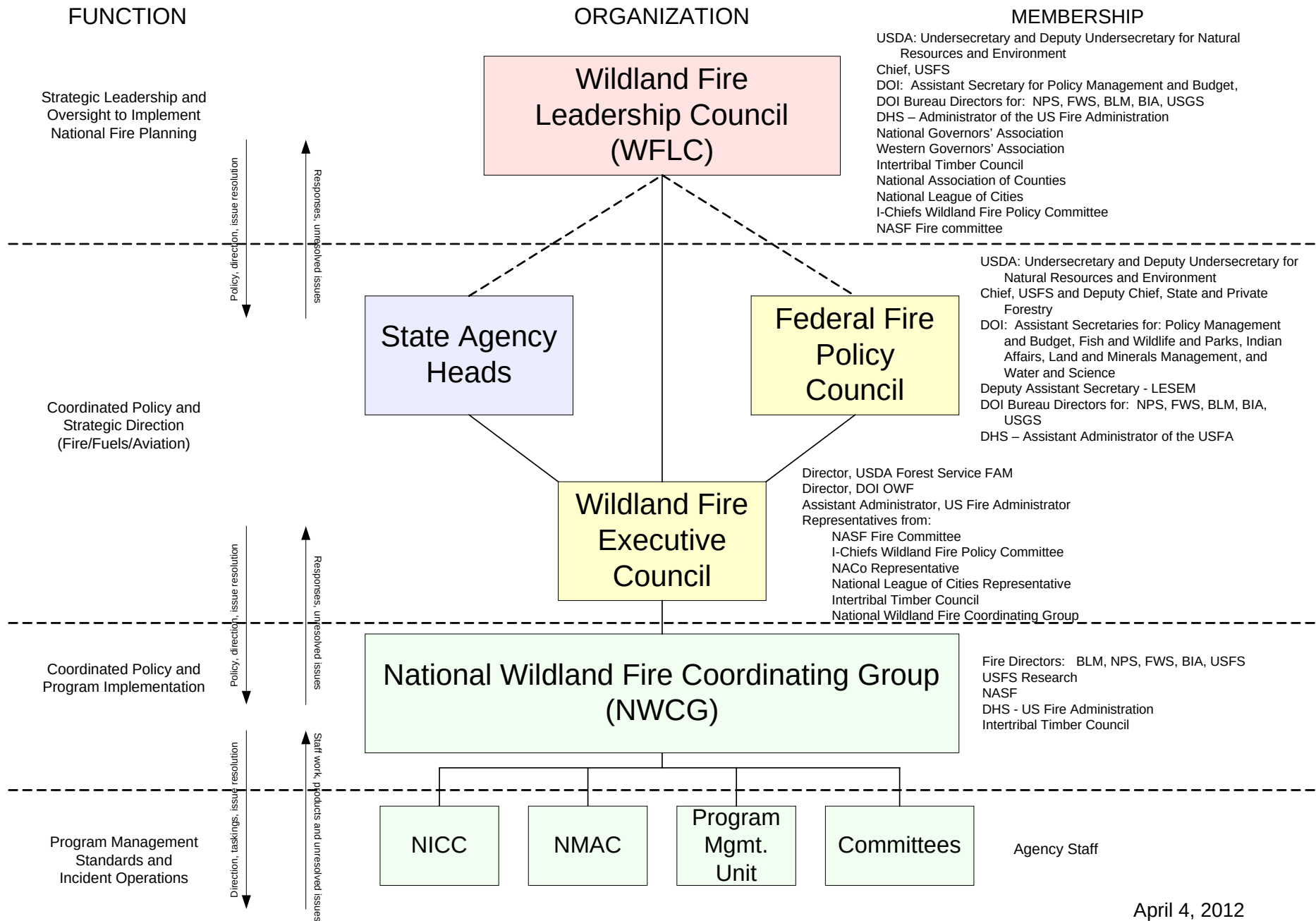


Interagency Wildland Fire Governance Structure



April 4, 2012



Meeting Agenda

National Association of Counties Office
25 Massachusetts Avenue NW Suite 500
Washington, DC 20001
April 17 – 18, 2012

Meeting Objectives:

- Agree on the Roll-Out of Phase II
- Agree on the process, timeline and deliverables for Phase III

TUESDAY APRIL 17, 2012

Time	Topic	Objective(s)	Lead
0830 – 0845	Welcome, introductions and meeting objectives	- Information	Butch Blazer, USDA Kim Thorsen, DOI
0845 - 0930	Phase II Report – discuss significant changes, if any, to the report as it went through the review process	- Information - Discussion - <i>Decision: Accept the WFECC recommendation to move the final Phase II Report to the Secretaries for signature</i>	Tom Harbour Kirk Rowdabaugh
0930 – 1030	Phase II Roll-Out Proposal – including process, press releases, partner letters, timing and Hill visits	- Information - Discussion - <i>Decision: Approve or amend the Phase II Roll-out Proposal</i>	Tom Harbour Kirk Rowdabaugh
1030 – 1100	BREAK		
1100 – 1200	CSSC – Phase III Comprehensive Work Program including process, roles/responsibilities, timeline and deliverables	- Information - Discussion - <i>Decision: Approve or Amend the Phase III Comprehensive Program of Work (end of day)</i>	Mac MacDonald Jenna Sloan
1200 – 1300	Lunch Break – on your own		
1300 – 1330	Communications – follow-up on Communication Strategy. Review what has been accomplished and upcoming activities.	- Information - Discussion	Mary Jacobs Judith Downing Erin Darboven



1330 – 1430	Regional Risk Analyses – Interactive and iterative process between the Regional Strategy Committees and National Science Team	- - -	Information Discussion	Ryan Yates Danny Lee Tom Quigley RSC Chairs
1430 – 1500	BREAK			
1500 – 1630	Regional Programs of Work – RSC Chairs will present their Phase III work including timelines and deliverables	- - -	Information Discussion	Bill Kaage Joe Stutler Mike Zupko Brad Simpkins
1630 - 1645	Public Comment Period			Sandy Cantler
1645 – 1700	Review of the day/Final Comments Adjourn	- -	Discussion <i>Decision: Approve Phase III Comprehensive Work Program</i>	Butch Blazer. USDA Kim Thorsen, DOI
1700	Optional group dinner at Thunder Grill (Union Station)			



WEDNESDAY APRIL 18, 2012

Time	Topic	Objective(s)	Lead
0830 – 0845	Fire Season Projections for 2012	- Information - Discussion	Tom Harbour Kirk Rowdabaugh
0845 – 0930	Phase III Contingency Plan – Discuss contingency options if it should be an active fire season including key messages and WFLC and WFEC roles and responsibilities in a highly political wildfire situation.	- Information - Discussion -	Tom Harbour Kirk Rowdabaugh Joe Stutler
0930 – 1030	Wildland Fire Governance – WFEC Charter and relation to other governance groups.	- Information - Discussion	Tom Harbour Kirk Rowdabaugh
1030 – 1045	BREAK		
1045 – 1145	Open Dialogue - Next meeting; interim conference calls - Other	- Discussion	Butch Blazer Kim Thorsen
1145 - 1215	Public Comment Period		Sandy Cantler
1215 - 1230	Closing Remarks		Butch Blazer, USDA Kim Thorsen, DOI
1230	Adjourn		



Proposal

Date: April 17, 2012

Description of Issue or Assignment:

Acceptance of the Phase III Comprehensive Work Plan

Discussion of Proposed Recommendation(s):

See attached document: Phase III comprehensive Work Plan (February 2012 – February 2013)

Rationale for Recommendation(s):

The purpose of the attached document is to define the following:

1. Intent and broad explanation of the five commitments in the draft Phase II report
2. Tangible end deliverables
3. Interim and end deliverables for each subcommittee and associated deadlines
4. Major tasks and activities associated with each end deliverable.

Recommendation(s):

WFEC recommends that WFLC accept the Phase III Comprehensive Work Plan. The WFEC additionally recommends that the WFLC allow the comprehensive work plan to be dynamic, enabling the WFEC to make adjustments, additions, and shifts in priorities as the year progresses. Any significant change would be discussed with the WFLC if the need arises.

Decision Method used:

- ☒ Consensus
- ☐ Modified Consensus (explain, i.e. majority, super-majority)
- ☐ DFO Decision

Contact Information:

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WFEC-DFO

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WFLC Decision:

- ☐ WFLC Approves
- ☐ WFLC Approves with Modifications (not required to resubmit for WFLC approval)
- ☐ Need More Information (required to come back to WFLC for approval)
- ☐ WFLC Does Not Approve

Chair, Wildland Fire Leadership Council

Date

Notes regarding decision:

Date: April 17, 2012

Description of Issue or Assignment:

Acceptance of the Cohesive Strategy Phase II Report

Discussion of Proposed Recommendation(s):

The DOI Office of Wildland Fire and Forest Service submitted the Phase II Report to the Office of Management and Budget (OMB) and received mostly editorial feedback. No significant changes to the Phase II Report have resulted from the OMB review. As of April 6, the OMB was reviewing the final few edits in response to the OMB feedback. It is our expectation that the OMB will accept the final edits and provide clearance for the Phase II Report prior to the April 17th. The Wildland Fire Executive Council (WFEC) reviewed and accepted the final draft Phase II Report, which included the edits made as a result of the OMB review. A final hard-copy will be presented at the WFLC meeting. The electronic version distributed prior to the WFLC meeting reflects all edits proposed to OMB, though it is noted that edits are still pending with OMB as of April 6.

Rationale for Recommendation(s):

The agreed upon approval process has been followed, extensive review has been completed, OMB's comments have been incorporated and the Phase II document is ready for final signature and transmittal to Congress.

Recommendation(s):

WFEC recommends that WFLC accepts the Phase II report as amended to reflect edits received from the OMB and forward to the Secretaries of Agriculture and Interior for signature and forwarding to Congress.

Decision Method used:

- ☒ Consensus
- ☐ Modified Consensus (explain, i.e. majority, super-majority)
- ☐ DFO Decision

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- ☐ Need More Information (required to come back to WFLC for approval)
- ☐ WFLC Does Not Approve

Chair, Wildland Fire Leadership Council

Date

Notes regarding decision:

Date: April 17, 2012

Description of Issue or Assignment:

Acceptance of the Phase II Report Roll-Out

Discussion of Proposed Recommendation(s):

The WFEC recommends the following as the roll-out process and timeframes for release of the Phase II Report. The roll-out assumes OMB clearance on the Phase II Report prior to the WFLC meeting as well as WFLC concurrence on the Phase II Report on April 17.

If we are unable to get final OMB clearance prior to the WFLC meeting or if the Phase II Report is not concurred with by the WFLC, a revised Phase II Roll-out schedule will be prepared.

As in Phase I, we would like to get partners' letters of support for the Cohesive Strategy. The letters of support will be included in the briefing materials for the Secretaries of Agriculture and the Interior. The DOI/FS joint press release will also include from the partners' letters. Once the DOI/FS joint press release has been issued, all partners may follow with their own press releases.

Rationale for Recommendation(s):

The roll-out of the Phase II Report is based on the same process that was used for the Phase I Report roll-out.

Recommendation(s):

WFEC recommends that WFLC accept the following actions and timeline for the roll-out of the Phase II report.

Action	Timing
Final OMB Concurrence	Clearance expected prior to April 17
WFLC Acceptance of Final Draft	April 17
Partner Letters of Support	April 18
Joint FS/DOI Press Release	May 7
Partner Press Releases	Post May 7
Letter from Chief to FS and DOI Directors to their bureaus announcing the Phase II Report	Post May 7

Letter from partner organization leaders to their employees and stakeholders announcing the release of the Phase II Report	Post May 7
Hill Visits	Post May 7

Decision Method used:

- ☒ Consensus
- ☐ Modified Consensus (explain, i.e. majority, super-majority)
- ☐ DFO Decision

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WFLC Decision:

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- ☐ Need More Information (required to come back to WFLC for approval)
- ☐ WFLC Does Not Approve

Chair, Wildland Fire Leadership Council

Date

Notes regarding decision: