



# NOTES

April 06, 2012

<i>Attendees</i>	
<p><b>Members:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Bill Kaage – NWCG</li> <li><input checked="" type="checkbox"/> Douglas MacDonald – I-Chiefs</li> <li><input checked="" type="checkbox"/> Glenn Gaines – DHS/USFA</li> <li><input checked="" type="checkbox"/> Jim Erickson – ITC</li> <li><input checked="" type="checkbox"/> Jim Karels – NASF</li> <li><input checked="" type="checkbox"/> Kirk Rowdabaugh – DOI</li> <li><input checked="" type="checkbox"/> Mary Jacobs – NLC</li> <li><input checked="" type="checkbox"/> Ryan Yates – NACo</li> <li><input checked="" type="checkbox"/> Tom Harbour – USFS</li> </ul>	<p><b>Support Staff:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Roy Johnson – DFO – OWF</li> <li><input checked="" type="checkbox"/> Shari Shetler – Exec. Sec. – OWF</li> </ul> <p><b>Others:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Caitlyn Pollihan</li> <li><input checked="" type="checkbox"/> Joe Stutler</li> <li><input checked="" type="checkbox"/> Jenna Sloan</li> <li><input checked="" type="checkbox"/> Patti Blankenship</li> <li><input checked="" type="checkbox"/> Tom Quigley</li> <li><input checked="" type="checkbox"/> Brad Simpkins</li> <li><input checked="" type="checkbox"/> Mike Zupco</li> <li><input checked="" type="checkbox"/> Sandy Cantler</li> <li><input checked="" type="checkbox"/> Ann Walker</li> <li><input checked="" type="checkbox"/> Danny Lee</li> <li><input checked="" type="checkbox"/> Alan Quan</li> </ul>

#	Topic
1	<b>Welcome/Introductions</b>
2	<p><b>Meeting Objectives &amp; Expectations</b></p> <p><u>Description:</u> Outline the objectives and expectations of this meeting</p> <p><u>Outcome:</u> 1. Understanding what we need to accomplish</p> <p><u>Reference Material:</u> 1. Final Agenda</p>
3	<p><b>Review Final WFLC Agenda</b></p> <p><u>Description:</u> Review final WFLC agenda and identify any guiding principles related to the meeting.</p> <p><u>Outcome:</u> 1. Understanding of the final WFLC agenda and how the meeting is going to be conducted</p> <p><u>Reference Material:</u> 1. TBD</p> <p><u>Key Points:</u> 1. The purpose of this meeting is to be prepared for the WFLC meeting 2. It is WFEC making the recommendation to WFLC 3. Need to clearly understand what we are asking to WFLC do – clear proposal</p>
4	<p><b>Phase II Report</b></p> <p><u>Description:</u> Identify comments and recommendations for change to the WFEC approved Phase II Report as it went through the review process</p> <p><u>Outcome:</u> 1. Understanding of comments received on the Phase II Report.</p> <p><u>Reference Material:</u> 1. Presentation Material</p>



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	<p><u>Key Points:</u></p> <ul style="list-style-type: none"> <li>• Have not heard back from OMB on the final changes</li> <li>• Bill Kaage – page 21 – Proposed different wording: multiple objectives instead of resource objectives</li> <li>• Kirk characterized this as the best case review</li> <li>• Had an hour and a half conversation with OMB to explain some of the intent of the content</li> <li>• A bit concerned about some of the balancing content and how to interpret some of the language</li> </ul> <p><u>Decisions:</u></p> <ol style="list-style-type: none"> <li>1. WFEC is comfortable with the document in its current form with the one change identified above</li> <li>2. Recommend to WFLC that they move this to the secretaries – asking to approve for submission to the secretaries – get signatures of the secretaries</li> <li>3. One clean Phase II report will be sent to WFLC</li> </ol> <p><u>Actions:</u></p> <ol style="list-style-type: none"> <li>1. Amend agenda to reflect what we are asking WFLC to do. Need to reflect that there is a decision to make – accepting our recommendation and take action</li> </ol>
5	<p><b>Phase II Roll-Out Proposal</b></p> <p><u>Description:</u> Present the Phase II Roll-Out Proposal – including process, press releases, partner letters, timing and Hill visits</p> <p><u>Outcome:</u></p> <ol style="list-style-type: none"> <li>1. Understanding of Phase II Roll-Out Proposal including resources, assignments, timeline, etc.</li> <li>2. WFEC Recommendation for Phase II Roll-Out Proposal</li> </ol> <p><u>Reference Material:</u></p> <ol style="list-style-type: none"> <li>1. Presentation Material</li> <li>2. Phase II Roll-Out Proposal</li> </ol> <p><u>Key Points:</u></p> <ul style="list-style-type: none"> <li>• When we engage with the hill we should have a final document that is signed by the secretaries</li> <li>• Letters of support should be sent by members in support of Phase II to WFLC</li> <li>• Documents: Transmittal letter, Phase II document and the roll-out</li> </ul> <p><u>Actions:</u></p> <ol style="list-style-type: none"> <li>1. Jenna will distribute the secretarial transmittal to WFEC prior to the WFLC meeting</li> <li>2. Sandy will make the changes as identified by WFEC members</li> <li>3. Proposal: Jenna content, Shari Format</li> </ol>
6	<p><b>Public Comments</b></p> <ul style="list-style-type: none"> <li>• No comments</li> </ul>
7	<p><b>CSSC – Phase III Comprehensive Program of Work</b></p> <p><u>Description:</u> Review the presentation on the Phase III comprehensive Program of Work. Specifically identify the Phase III Expectations</p> <p><u>Outcome:</u></p> <ol style="list-style-type: none"> <li>1. Agreement on content of presentation</li> <li>2. WFEC Recommendation on Phase III expectations</li> </ol> <p><u>Reference Material:</u></p> <ol style="list-style-type: none"> <li>1. Presentation Material</li> <li>2. Phase III Expectations for WFLC approval</li> </ol> <p><u>Key Points:</u></p> <ul style="list-style-type: none"> <li>• Looks like it is purely information – don't see where there is a decision necessary</li> </ul>



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	<ul style="list-style-type: none"> <li>• The document does speak to the expectations</li> <li>• The agenda reflects that there is a decision</li> <li>• Need to leave it as a decision so that we have explicit agreement so that WFLC knows what is going to be done and the resources that need to be committed in order to accomplish the activities</li> <li>• WFLC is being asked to approve or amend the phase III expectations</li> <li>• Jim E sent editorial comments to Jenna to determine if there are changes that should be incorporated prior to sending the final document to WFLC</li> </ul> <p><u>Decision:</u></p> <ol style="list-style-type: none"> <li>1. Keep the document as it is for distribution to WFLC</li> </ol>
8	<p><b>Communications</b></p> <p><u>Description:</u> Review the communications presentation. Identify specific communication actions</p> <p><u>Outcome:</u></p> <ol style="list-style-type: none"> <li>1. Review, discussion and acceptance of the Communication presentation.</li> <li>2. Agreement on WFEC Recommendations for Communication Actions</li> </ol> <p><u>Reference Material:</u></p> <ol style="list-style-type: none"> <li>1. Presentation Material</li> <li>2. Communication Actions Proposal</li> </ol> <p><u>Key Points:</u></p> <ul style="list-style-type: none"> <li>• Brief WFLC on where we are with communication</li> <li>• Fill in verbally – just an update</li> <li>• Erin has been assigned the lead for this</li> <li>• Judith identified messages <ul style="list-style-type: none"> <li>○ Three communication groups – role of national groups as well as activities that are being accomplished within the regional strategy committees</li> <li>○ Identified national stakeholders that haven't been involved</li> <li>○ Looking at how to increase dialogues at the national level</li> <li>○ Have been working on the website</li> </ul> </li> <li>• There needs to be an ability to regroup quickly and be able to react without getting additional approvals</li> <li>• Acknowledge the federal investment in implementing the communication strategy</li> <li>• Want WFLC to agree with the communication program of work</li> <li>• Acknowledge there is work to be done and resourced if we are going to be successful</li> <li>• There was some follow-up from the last WFLC meeting <ul style="list-style-type: none"> <li>○ One might be the integration of existing personnel</li> </ul> </li> <li>• Bill – talked about the communication framework in November – there is no comment related to that communication framework – it is reflected in the regional powerpoint presentation</li> <li>• No specific decision or approval necessary for this agenda item – this item is more detail related</li> </ul>
9	<p><b>Regional Risk Analyses</b></p> <p><u>Description:</u> Provide a briefing on the presentation for the WFLC meeting. Describe the interactive and iterative process between the Regional Strategy Committees and the National Science Team.</p> <p><u>Outcome:</u></p> <ol style="list-style-type: none"> <li>1. Review, discussion and acceptance of the Regional Risk Analyses presentation</li> <li>2. Agreement on WFEC Recommendations for the process to complete the Phase III Risk-based Analysis</li> </ol> <p><u>Reference Material:</u></p> <ol style="list-style-type: none"> <li>1. Presentation Material</li> </ol>



#	Topic
	<p>2. WFLC Proposal on the process to complete the Phase III Risk-based Analysis</p> <p><u>Key Points:</u></p> <ul style="list-style-type: none"> <li>• Intent to use similar briefing material that have been used with the regional strategy committees</li> <li>• Identifies how we are proceeding</li> <li>• How we are rolling the regional assessment into the national picture</li> <li>• This is adding detail to what has already approved in the</li> </ul> <p><u>Actions:</u></p> <ol style="list-style-type: none"> <li>1. Amend the agenda to reflect – Information and discussion only – no decision or approval – moving forward</li> </ol>
10	<p><b>Regional Programs of Work</b></p> <p><u>Description:</u> Review the presentations on the regional programs of work.</p> <p><u>Outcome:</u></p> <ol style="list-style-type: none"> <li>1. Review, discussion and acceptance of the RSC Regional Programs of Work presentation.</li> <li>2. Agreement on WFEC Recommendations</li> </ol> <p><u>Reference Material:</u></p> <ol style="list-style-type: none"> <li>1. Presentation Material</li> <li>2. Regional Programs of Work Proposal</li> </ol> <p><u>Key Points:</u></p> <ul style="list-style-type: none"> <li>• Will emphasize that we will have a single cohesive strategy in the end</li> </ul>
11	<p><b>Phase III Contingency Plan</b></p> <p><u>Description:</u> Review the Phase III Contingency Plan and develop a WFEC recommendation for key messages and options for completing the CS on time.</p> <p><u>Outcome:</u></p> <ol style="list-style-type: none"> <li>1. Review, discussion and acceptance of the Phase III Contingency Plan presentation.</li> <li>2. Agreement on WFEC Recommendations for the Phase III Contingency Plan.</li> </ol> <p><u>Reference Material:</u></p> <ol style="list-style-type: none"> <li>1. Presentation Material</li> <li>2. Phase III Contingency Plan Proposal</li> </ol> <p><u>Key Points:</u></p> <ul style="list-style-type: none"> <li>• Better to have too much than not enough</li> <li>• If certain events occur, how might we might escalate needed responses</li> <li>• What if we are asked to respond to something before we are ready to do that</li> <li>• Think this is addressed within the contingency plan and can be pulled out of the information</li> <li>• Content is fine</li> <li>• If WFLC wants something else, they will identify what that is</li> <li>• Joe – contingency for marching forward with the CS strategy – this is great</li> <li>• Joe – important beyond that, WFEC huddle up to have clear consistent messages</li> <li>• We could provide advice to the secretaries – not so flexible because of the FACA requirements</li> <li>• Subcommittees could be much more nimble to quickly respond</li> <li>• WFEC always need to go through WFLC to get recommendations to the Secretaries</li> <li>• WFEC needs to think about a subcommittee to be able to do that</li> <li>• What groups exist that can take on this responsibility</li> <li>• Need to have a conversation about operational responsibilities</li> <li>• Use this item to have a conversation with WFLC about roles and responsibilities</li> </ul> <p><u>Actions:</u></p>





#	Topic
	<ol style="list-style-type: none"> <li>1. Review 2) under keys to continued success – grammar needs to be corrected</li> <li>2. page 5 – replace severe with active – also in 4) replace trade-off with the wording that was used in the comprehensive program of work</li> <li>3. Modify the WFLC agenda to reflect that this is just information and discussion</li> </ol>
12	<p><b>Wildland Fire Governance</b></p> <p><u>Description:</u> Review the presentation on the WFEC Charter and relation to other governance Groups</p> <p><u>Outcome:</u> 1. Review, discussion and acceptance of the Governance presentation.</p> <p><u>Reference Material:</u> 1. Presentation Material</p> <p><u>Key Points:</u></p> <ul style="list-style-type: none"> <li>• Put forth the concept of re-evaluating the entire fire governance structure</li> <li>• We talked about modifications to the WFEC charter at our administrative meeting</li> <li>• This is informational</li> </ul>
13	<p><b>Identify Follow-up Agenda Items for the April 20 WFEC Meeting and Closeout</b></p> <ul style="list-style-type: none"> <li>• Bill will identify items coming forward from NWCG – work with Roy to put together a calendar to address those items</li> <li>• Follow-up from the WFLC meeting</li> <li>• Roll-out</li> <li>• Administrative session on Wednesday afternoon – focused on Strategic Management Plan</li> </ul>