### Attendees

#### Members:
- Bill Kaage – NWCG
- Douglas MacDonald – I-Chiefs
- Glenn Gaines - DHS
- Jim Erickson - ITC
- Jim Karels - NASF
- Kirk Rowdabaugh - DOI
- Mary Jacobs – NLC
- Ryan Yates – NACo
- Tom Harbour – USFS

#### Support Staff:
- Roy Johnson – DFO – OWF
- Shari Shetler – Exec. Sec. – OWF

#### Others:
- Roberta D’Amico
- Caitlyn Pollihan
- Joe Stutler
- Jenna Sloan
- Patti Blankenship
- Dan Smith
- Caitlyn Pollihan
- Danny Lee
- Mike Zupko
- Ann Walker

### Topic

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| 1 | **Welcome/Introductions**  
- The chair called the meeting to order at 0800  
- Roll call above  
  **Decisions:**  
  1. None  
  **Actions:**  
  1. None |
| 2 | **Discuss Outcomes of Jan 11 WFLC Call.**  
- Two items were considered on the call  
  1 – the Phase II report  
  2 – implementation strategy  
- WFLC members had another opportunity to provide comments by COB today, January 20  
- No comments that we know of at this time  
  **Decisions:**  
  1. The next steps in both documents will remain the same as they are.  
  2. WFEC accepts the NSAT report as presented.  
  **Actions:**  
  1. None |
| 3 | **Follow-up on Communication Issues**  
- Roberta was the lead for the Communication Group and is transitioning back to her NPS job  
- Thanks to Roberta for all her help  
- She will maintain her role as the communication director for fire with NPS  
- Framework is appropriately posted on the forestsandrangelands.gov website  
- See proposal for details  
- See Tasking Memorandum for reference – not ready to take action until we know who is going to be involved  
- Our small work group had a difficult time connecting with the regional strategy committees and the National Science and Analysis Team  
- This tasking will be re-written |
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<tr>
<td>1.</td>
<td>DHS/USFA - wants to participate in developing the communication plan – will look into availability of resources</td>
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<td>2.</td>
<td>Emphasize the importance within our agencies</td>
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<td>3.</td>
<td>Good effort – have freedom with the tasking – could be shortened because much of this is included in the communication framework. – the tasking does not really say what they will do – need an end state identified so that we will be able to close out the tasking at the appropriate point</td>
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<td>4.</td>
<td>Page 2 – does the liaison have to come from the steering group itself? Seems like this might not be necessary and someone from the regional committee might actually be the liaison.</td>
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<td>5.</td>
<td>Fuzzy between the CSG proposal and the 60 to 80 hour requirement</td>
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<td>6.</td>
<td>The 60 to 80 hours was more dedicated staff time than the steering committee oversight</td>
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<td>7.</td>
<td>Need to figure out the crossover</td>
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<td>8.</td>
<td>We may not be ready to formally approve a tasking for a couple of months</td>
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**Decisions:**
- none

**Actions:**
1. Post Agency Points of Contact List – Shari
2. Next steps
   - a. Need to verify that we still have the NASF and IAFC representatives available
   - b. Identify key leads – staffing with Kirk and Tom
   - c. Finalize the tasking proposal for decision
   - d. WFEC will then send tasking to the group

### CS Sub-Committee Status Reports

#### CSSC
- Focused on getting ready for the face to face meeting – January 31 – February 2
- Outcomes
  - Mutual understanding of Phase III end outcomes and deliverables
  - Large discussion to develop a draft proposal for the program of work – include what needs to be done, staffing, budget, timeframes, deliverables
- There will be opportunities during that agenda to touch base with the WFEC members
- Put it into the proposal format for approval at a future WFEC meeting

#### W-RSC
- Have a conference call today – vetted the Western Assessment and received 50 to 60 pages of feedback – need to decide how to deal with them
- Share the latest version of the Program of Work
- Will share the agenda for the meeting at the end of the month
- Have at least 6 requests from stakeholders for someone to come to their spring meetings and provide updates on CS Phase 3 and how they can be involved.
- High interest

#### NE-RSC
- Brad Simpkin is the new chair
- Had three retirements and an additional person who will not be able to continue their participation
- Had their conference call yesterday
- Spend the next two weeks to start thinking about questions to guide future regional analysis
- Interest in looking at new management scenarios in terms of what Phase III will analyze
- Don’t believe they will go out with another review of the regional assessment

#### SE-RSC
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| | • Having a challenge in re-engaging the RSC membership  
| | • Did not plan to re-vet the Southern Assessment  
| | • Had good stakeholder input  
| | • Discussing how to identify opportunities for stakeholders to engage during Phase III  
| | • Had a RSC call this week – missing about 1/3 of the agencies  
| | • Bring them up to speed related to what has transpired  
| | • What are the next steps – before the Phase II document is approved  
| | • One challenge is the support that comes and goes to contact stakeholders  
| | • Talked about the Phase III expectations and what that process might be  
| | • Briefly discussed the need for a work plan  
| | • Mike developed a brief work plan and has not received feedback yet.  

**NSAT**

| | No specific update – getting ready for the CSSC meeting |

**Decisions:**

None

**Actions:**

None

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### Identify Follow-up Agenda Items for the February 3 WFEC Meeting

| | Opportunity to the subcommittee chairs to join us in the Yates Building – update on the activities for earlier in the week – be prepared to identify any critical decisions or issues that WFEC should address  
| | Doodle poll – face to face meeting – March 13 – proposed for DC – will talk about face-to-face gatherings for the year. Opportunistic to meet with the various RSCs. |

**Decisions:**

None

**Actions:**

None

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### Follow-up on W-RSC Program of Work

| | Have updated the POW with some dollar figures  
| | Will take it to the CSSC meeting at the end of the month  
| | Have been able to keep people engaged and would like to move forward with this program of work in order to keep the momentum going forward  
| | Liaison is a believer in the way the west is approaching this  
| | If our format is to do something at a national level from the communication and interacting with the interest groups – that is what is occurring in the west  
| | Ways that we can start saying yes to contract and dollars  
| | We are still not moving in as coordinated effort as we can  
| | We need to wrap our arms around it and haven’t done that yet  
| | Need to provide some leadership to the regions through the review and approval of the programs of work dealing with funding, etc.  
| | Very encouraged  
| | Great to lay out goals and expectations  
| | We have to put forth the leadership role of WFEC to support the sub-committees. Need to identify the stakeholders that need to be involved. People committed to Phase II, not necessarily to Phase III  
<p>| | Take this POW and clearly understand the resources needed to implemented those POWs and make those available |</p>
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<td>Outcome of the meeting in January is really going to be important – do we wait for some decisions or do we remain in staging – or what do we do</td>
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<td>What is the message and how are we going to deliver that</td>
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<td>Need to give us some sense of direction when we are</td>
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<td>On February 3, there may be an opportunity to pull together those critical decisions that could go to WFEC at that time as soon as possible</td>
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<td>West does rely on a contract with METI for support</td>
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<td>Decisions:</td>
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<td>Actions:</td>
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**Round Robin**

- Communication piece – some brainstorming of organizations and agencies who aren’t currently engaged and perhaps should be. Many more opportunities.
- How we interact with WFLC should be discussed – expectations – what can we do better?
- Many things in the NWCG arena that could be shared with the group – some information – some for decision. Will have to coordinate with
- Share the update of the NWCG strategic plan – how that ties into the national wildland fire issues
- Share how NWCG interacts with all the different groups
- Incident management succession plan
- Putting together an implementation plan
- Serious Accident Investigation
- Data standards
- IT Committee
- Terminology Subcommittee
- All Hazard intent document
- Interactions with NFPA and FEMA National Integration Center
- Standup of the Wildland Fire Institute
- Re-doing the paradigm for training
- Need to talk about what our true role and scope is – a lot that needs to be discussed and shared
- Sharing of information is going to be critical – the more parts of the puzzle you understand, the more we understand the big picture.
- We have all those tasks that WFLC provided us
- Don’t know what WFLC wants us to be engaged in
- What do they want us to be involved in
- What all does the wildland fire component consist of
- Seeing more disconnects between our council and WFLC
- Need to provide clarification on roles and responsibility on the Wildland Fire Governance between WFLC and NWCG – how do we all tie together – what is our governance roll
- FEMA is in the midst of rolling out a new qualification system based on NIMS – using a very well orchestrated – high standards for their employees – when there are opportunities for these major fires in the wui – you will see an increase in capability in the personnel who are deployed – embracing FQS – growing sense of the increasing threat within the WUI
- Need the help of WFEC to get the message out
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| **Public Comments** | Dan Smith – Bill comments about all the activities with NWCG are a good thing to engage in  
Caitlyn – none  
Mike Z – Presidential Stafford Act declaration and access to restoration funds – identify where there are some hurdles that WFEC could help with  
Ann W – would like to see WFEC address the Aviation Strategy  
We have a goal of resilience landscapes – lots of folks on WFLC that are interested in active land management |