AGENDA
March 2, 2012
Yates Building, McArdle Room (1st floor)
USDA Forest Service Headquarters
1400 Independence Ave. SW
Washington, DC 20250
10:00 AM – 2:00 PM – Eastern Time
Conference Number: 1-866-675-7534; Passcode: 874608#

Reminder: Agendas, Notes and Handouts are available at myfirecommunity.net – WFEC Neighborhood

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<th>Topic</th>
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<tbody>
<tr>
<td>1</td>
<td>Welcome/Introductions</td>
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<tr>
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<td><strong>Meeting Objectives &amp; Expectations</strong></td>
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<tr>
<td></td>
<td><strong>Description:</strong> Outline the objectives and expectations of this meeting</td>
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<tr>
<td></td>
<td><strong>Outcome:</strong> 1. Understanding what we need to accomplish</td>
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<td><strong>Reference Material:</strong> 1. Final Agenda</td>
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<td></td>
<td><strong>Key Points:</strong></td>
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<td><strong>Decisions:</strong></td>
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<td><strong>Actions:</strong></td>
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<td>2</td>
<td>CS Sub-Committee Status Reports</td>
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<td><strong>Description:</strong> Sub-Committees will report on the following:</td>
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<tr>
<td>1.</td>
<td>Identify actions, milestones and deliverables that were <strong>planned</strong> to be accomplished since the last status report.</td>
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<td>2.</td>
<td>Report on <strong>actual accomplishments</strong> during that time period.</td>
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<td>3.</td>
<td>Identify actions, milestones and deliverables planned to <strong>be completed</strong> between now and the February 3 WFEC meeting.</td>
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<td>4.</td>
<td>Identify any issues or barriers that need to be resolved.</td>
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<td>5.</td>
<td>Identify what, if anything is needed from WFEC.</td>
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**Outcome:**

1. Understanding of the activities of each sub-committee.
2. Agreement on any modifications to deliverables or timelines
3. Identify of next steps to resolve any pending issues and/or barriers

**Reference Material:**

1. CSSC – Status Report
2. WRSC – Status Report
3. NERSC – Status Report
4. SERSC – Status Report - None
5. NSAT – Status Report - None
6. CS-CW – Status Report – None

**Key Points:**

**CSSC**

- Congratulations to Dan Smith for taking on the Chairmanship
- Got 6 to 7 fairly large activities going on
- Finish key milestones – have a good draft
- Should have that ready for the next WFEC meeting
- Working on the regional action plan and national action plan template
- Developing a contingency plan in case of a very active fire season
- Started to tackle a consolidated list of key barriers or issues to report back to WFEC for consideration to take some action on or pass up the chain
- Revising the CSSC charter and have a subgroup looking at governance prior to the March 14 meeting
- One question – what are the expectations of WFEC for material for the April WFLC meeting
- Also, refer to the written status report

**WRSC**

- See written status report
- Reviewing the 65 pages of comments
- Sorted into 4 bins
- Soliciting/identifying people to participate on both the technical and strategic group
- By Monday or Tuesday, we will have our analysis complete for the bin 1 items
- Planning activities with the National Science Team
- Putting together a timeline/program of work that takes us through this calendar year
- Putting together a more current power point presentation

**NERSC**

- See written status report
- Talked about additional barriers
- Working on communication and outreach plan – prioritizing our activities
- Talked about the steps for phase III and interaction with the science team
- Still looking for working group members
- Next call is March 8 – hope to have a final roster
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<td>SERSC</td>
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<td>• Only additional work – request from the SERSC members for communication members</td>
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<td>• Small group meeting next meeting – information subgroup – take several items and chart the way forward</td>
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<td>• Have a short list for the technical and strategic science team membership</td>
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<td>• Challenges – some agencies have deep resources and some do not – working through some of the organizations on availability of staff support</td>
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<td>CS-CW</td>
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<td>• Draft funding request being prepared</td>
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<td>• Beginning to look at specific tasks for the communication program of work</td>
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<td>• DOI has been going with a 120 day detail – expect to have a person on board by mid March who can stay on for a year – have the capability to extend beyond that if necessary</td>
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Decisions: none

Actions: none

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**CS Program of Work for 2012**

**Description:**
1. Presentation of the CS Programs of Work through February 2013

**Outcome:**
1. Agreement on Proposal

**Reference Material:**
1. Proposal for CS Program of Work
2. RSC Programs of Work Combined

**Key Points:**
- Reviewed the per-work material: Proposal and combined programs of work
- Approval will allow for the continuation of the forward momentum for the RSCs as well as the CSSC
- These will continue to be revised and focused
- Any significant change will be discussed with the WFEC
- Will collectively these get us to the commitments from the Phase II documents and timelines.
- Does the sum of these give us a way from getting from here to there?
- CSSC will continue to monitor the activities and work with the RSCs to ensure that the deliverables identified are completed
- Does Danny/Tom believe the same from their perspective?
- The timeline is extremely ambitious – we will do the best we can with the time available.
- The time we spend during the interactions will have to be very intense.
- We will be challenged to meet all the expectations we have given for ourselves
- When we look over all the plans, they appear to be in alignment with what the science team is pursuing
- Executing the plan given the realities that we face will be the real challenge
- Mary – they need to have this approved to go forward – set the bar a little high and push to achieve it – worst is that we
- Jim E. – would assume that this would depend on funding available – DOI and USFS has some financial resources to contribute
- Caitlyn – DOI and the USFS will be helping to support staffing as well as some of the outreach/communication needs for each of the regions
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|    | • The RSCs will have to work on priorities based on the amount of funding available  
• Jenna – DOI is covering the Invitation Travel – so USFS will fund different requests from the regions – also looking at the National Communications Group – some groups have specific requests/needs, where others are still developing those needs.  
• Probably can’t satisfy all the requests, but will be able to support the workplans submitted by the RSCs  
• There will have to be some trade-offs  
• MAC – we will get the best product we can with what is given to us  
• Jim K – we will struggle where there isn’t federal dollars available – push all the respective members to get involved and stay involved – we need to give them a real reason to be involved – why do we want all of our partners involved  
• Glenn – be willing to shift dollars when needed – may have to prioritize at some point – looking at if some of the need for the same skill set can be combined  
• Kirk – no better ideas than what is presented here  
  
Decisions:  
• Unanimous approval of the proposal as presented and we recommend to WFLC that this be the Programs of Work for the calendar year  
  
Actions:  
Provide a summary of the Programs of Work for WFLC  

| 5  | Public Comments  
Ann – CS Stakeholder Workshop – March 27 – Official invite  
Alan – good  
Mike Z – looking forward to look forward with the POW and working closely with CSSC  
Brad S – good  
Joe S – appreciate the support by CSSC and others including WFEC that are working on the Programs of Work – have a lot of stakeholders that want to engage – immediately jumping to solutions – identifying what the priorities should be – we need to let the interaction with the science team to come up in with information to inform those decisions – need to focus on cohesive strategy behavior. Really trying to focus on the immediate opportunities and successes that are already using the principles of the cohesive strategy.  
Tom Q – scheduled interactions have been sent out – will send out the dates again for confirmation – want to stay ahead of that  
Danny L – none  
Caitlyn – none  
Jenna – WFEC  
Roy – March 14 meeting – Ryan has volunteered the NACo conference room. – planning a full day beginning at 0800 and going to 1630 – sent out some pre-work – use the time most productively  
Mary – none  
Jim E – none  
Mac – none  
Jim K – none  
Glenn – are we interacting with IBC related to WUI threats – not as WFEC, but as agencies we are. Should have a conversation between Tom, Kirk and Chief Gaines.  
Kirk -  

| 6  | Distribute Business Rules for Invitational Travel  
Description:  

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| 7 | DOI Business Rules for Invitational Travel will be distributed. Jenna will give an overview of what is included.  
**Outcome:**  
1. Understanding of Invitational Travel rules  
**Reference Material:**  
1. Invitational Business Rules  
**Key Points:**  
- Reviewed the pre-work  
- Put these rules so that we don’t have to request approval for travel for each trip  
- Reminded folks to report dates, locations of meetings to Shari  
- Reminded folks who is covered and for what  
- Contact for Invitational Travel is Eileen Zahara  
**Decisions:**  
None  
**Actions:**  
None |
| 7 | Follow-up on Communication Issues  
**Description:**  
Update on current activities and pending decisions  
**Outcome:**  
1. Understanding of Communication activities and issues  
**Reference Material:**  
1. None  
**Key Points:**  
None  
**Decisions:**  
None  
**Actions:**  
None |
| 8 | Identify Follow-up Agenda Items for the March 16 WFEC Meeting  
1. Prepare for WFLC meeting – content – who is leading presentations  
2. Communications |
| 9 | Closeout/Open Discussion  
**What do we want to provide to WFLC:**  
1. Working on the combined Program of Work  
2. Identifying barriers that are national in scope  
3. The DOI Bureau reps are very interested in the workload commitments for working on the Comprehensive Strategy – the more we can reflect back to WFLC, the better the questions can be addressed  
4. Background material as explicit as we can  
5. Presentation – higher level information  
6. Be prepared to draw on detailed information to answer the bureau’s questions  
7. Understanding of the Phase II document – should have it back from OMB  
8. Highlight any changes resulting from the OMB review  
9. Expectation for Phase III  
10. Need for WFLC to be thinking strategically after Phase III  
11. Encourage WFLC to identify what they see occurring after Phase III |