NOTES
April 20, 2012

Attendees

Members:
☑ Bill Kaage – NWCG
☑ Douglas MacDonald – I-Chiefs
☐ Glenn Gaines – DHS/USFA
☑ 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:
☑ Caitlyn Pollihan
☑ Jenna Sloan
☑ Patti Blankenship
☑ Tom Quigley
☑ Alan Quan
☑ Erin Darboven
☑ Judith Downing
☑ Alan Quan
☑ Kathrine Davies – American University College of Law

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<th>Topic</th>
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<tr>
<td>1</td>
<td>Welcome/Introductions</td>
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<td>2</td>
<td>Meeting Objectives &amp; Expectations</td>
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<td></td>
<td>Description: Outline the objectives and expectations of this meeting</td>
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<td>Outcome:</td>
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<td>1. Understanding what we need to accomplish</td>
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<td>Reference Material:</td>
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<td>1. Final Agenda</td>
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<td>3</td>
<td>WFLC Meeting Action Items</td>
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<td>Description: Review the action items from the 4/17-18 WFLC meeting, develop tasks and follow-up actions. Identify and prioritize next steps and assign responsibilities.</td>
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<td>1. Develop tasking for contingency planning</td>
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<td>2. Develop tasking for governance</td>
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<td>Outcome:</td>
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<td>Completed Taskings</td>
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<td>Key Points:</td>
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<td>Federal Register Posting</td>
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<td>• WFEC – will investigate if it is appropriate to publish notification of the Phase I and Phase II reports – Shari and Jenna</td>
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<td>• Make reference to the approved documents via <a href="http://www.forestsandrangelands.gov">www.forestsandrangelands.gov</a></td>
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<td>Contingency Plan Tasking</td>
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<td>• Develop a tasking to include the major elements that we heard from WFLC</td>
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<td>• Assigned to: Tom Harbour, Bill Kaage, Mary Jacobs</td>
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<td>• Complete by end of next week to be ready for the May 4 WFEC agenda</td>
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Governance
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|    | • Be ready to bring recommendations back to WFLC by November meeting  
|    | • Scope of what we should be focusing on for the task of Governance  
|    | • Short Term – WFEC charter – update and verify  
|    | • Mid Term –  
|    | • Long Term -  
|    | • Need an extended dialogue  
|    | • DOI is also doing their assessment  
|    | • WFEC asked to do – focus on collaboration – what are the things that we know we are going to recommend – minor tweaks to the WFEC Charter to be in place before the transition in the administration  
|    | • What are those things that are simple?  Structure – How do we capture other folks’ ideas?  
|    | • Hubbard’s comment – looking at the levels of the roles and responsibilities and then take a look at membership – use the documentation that exists –  
|    | • Members come back with their thoughts on roles and responsibilities, interaction between groups  
|    | **Action(s):**  
|    | 1. Shari send out background information on current documentation related to all of the wildland fire governance organizations. |

### Public Comment – Open Discussion

**Jenna**  
- CSSC met yesterday – talked about the National and Regional report outlines  
- Next meeting (May 4) – proposal for WFEC  
- The CSSC talked about all the things WFEC talked about today – talked about the future – next years and what they could look like. Also looked at communications.  
- WFEC now has to create the taskings for our subcommittees which will define the membership again.  
- Will be working with you to draft those and bring to the next WFEC meeting (May 4)

**Roy**  
- We have made a contact with NGA to get a name and anticipate sending that forward soon.

### Phase II Roll-Out

**Description:**  
Review the comments received through the WFLC meeting including identification of WFLC members and WFEC members that would be assigned to the roll-out  

**Outcome:**  
Clear Assignments  

**Key Points:**  
- No scheduled discussion with the Hill – looking at May 7 roll-out  
- Looking at some informal conversations with the hill.  
- Official large group meetings as we did with the Phase I document – set those up for June or July. More in depth discussion – farther along in our Phase III activities  
- We are all in this together – the best messages come as a group  
- **By next WFEC meeting, we have more discussion for May 4. What, who, when.**  
- Important to coordinate with CSSC  
- The strategy of all hands, all lands include a lot of things. Additional messages?  
- Anticipated questions or messages?  
- Maintain consistency with potential legislative pushes that congress may want to entertain in the next 6 to 18 months, looking at opportunities to address management issues and response issues – fire budgeting. Several look at ways to address the key guiding principles of the cohesive strategy through legislation. We can provide insight and expertise to help guide that activity.

**ADJOURN**