

# ALASKA WILDLAND FIRE COORDINATING GROUP FIRE PROGRAM ANALYSIS COMMITTEE CHARTER

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## I. PURPOSE

The purpose of the Fire Program Analysis Committee (FPAC) is to collaborate with the national Fire Program Analysis Core Team in the development of the Fire Program Analysis (FPA) as mandated by federal fire policy and Appropriations Language, and to promote and implement cooperation on a statewide, landscape scale Fire Program Analysis (FPA) project for AWFCG members.

The Committee will also serve as the focus and implementation group to develop and produce an initial interagency FPA-PM for Alaska by September 30, 2004 and ultimately an Alaska FPA that will include all FPA modules.

## II. AUTHORITY

Alaska Wildland Fire Coordinating Group: Memorandum of Understanding Sec. V.3.

Department of the Interior and Related Agencies Appropriations Act for 2003, House Appropriations Committee Language.

## III. MEMBERSHIP

A. The FPAC will consist of one representative from the following agencies:

- Alaska Department of Natural Resources, Division of Forestry
- Bureau of Indian Affairs
- Bureau of Land Management - Alaska Fire Service
- National Park Service (AWFCG Liaison)
- U.S. Fish and Wildlife Service
- U.S. Forest Service
- Regional Native Corporations(s)

B. Other agencies, organizations and institutions will be contacted to consult, advise, or assist the FPAC as determined by the members.

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- C. Other agencies, corporations or entities are welcome to contact the Committee and request to participate.

#### **IV. FUNCTIONS**

The FPAC will:

- A. Provide member(s) of the committee to function as Point of Contact for the national FPA Core Team and other FPA development groups.
- B. Provide member(s) of the committee to represent Alaska interagency fire management at national meetings concerning development and implementation of the FPA.
- C. Work with the national FPA Core Team to use Alaska as one of four prototype areas for development and implementation of the Fire Program Analysis Preparedness Module (FPA-PM) program.
- D. Work with the national FPA Core Team to assist in the development and implementation of further FPA modules to complete the FPA.
- E. Function as the Alaska interagency coordination point for development of landscape approaches to fire management and planning for FPA inputs and objectives.

#### **V. ORGANIZATION AND STRUCTURE**

- A. The FPAC members will select a Chairperson for each Module of the FPA.
- B. A quorum consisting of four (4) members of the FPAC is required to conduct official business: however, tasked members may perform project work and implementation outside of the quorum requirement.
- C. In conjunction with the FPA Core Team, key milestones will be identified and will require approval of the AWFCG. Once approved, that milestone is set and no longer subject to review. An exception may be made in extraordinary cases.

#### **VI. TASK GROUPS**

Task groups with a responsible Lead may be organized by the FPAC to address specific technical issues that can be resolved within a short term and finite time

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period. Task group reports and recommendations will be submitted to the FPAC for approval and/or further action.

## VII. MEETINGS AND REPORTS

- A. Meetings of the FPAC will be held as often as necessary, at least quarterly. The Chairperson is responsible for scheduling these meetings. Some meetings may be held by teleconference.
- B. The Chairperson is responsible for arranging meeting modes or facilities, providing advanced meeting agenda, preparing timely reports of the meeting minutes, and preparing and presenting any reports to, or requested by the AWFCG and the FPA Development Core Team.
- C. Notice of meetings and meeting minutes will be provided to the AWFCG.

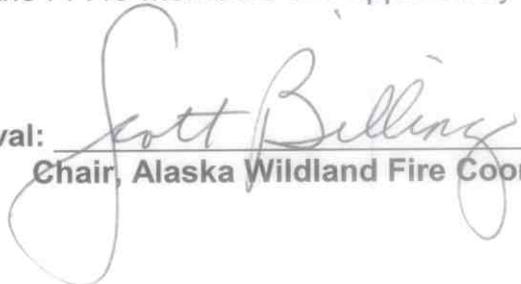
## VIII. FINANCIAL SUPPORT

Routine costs of members will be borne by their respective agencies.

## IX. APPROVAL

This charter is effective as of the date signed and approved by the AWFCG Chair. This charter will be revised only upon recommendation of a majority of the FPAC members and approval by the AWFCG Chair.

Approval:

  
Chair, Alaska Wildland Fire Coordinating Group

Date: 11/11/03