

**ALASKA WILDLAND FIRE COORDINATING GROUP  
FIRE RESEARCH DEVELOPMENT AND APPLICATION COMMITTEE  
CHARTER**

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**I. PURPOSE**

The purpose of the Fire Research Development and Applications Committee (FRDAC) is to identify and prioritize fire research needs in Alaska, and facilitate the development and exchange of fire effects, fire behavior, fire danger and weather information and applications to meet the needs of the member agencies of the Alaska Wildland Fire Coordinating Group (AWFCG).

**II. AUTHORITY**

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

**III. MEMBERSHIP**

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

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

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

**IV. FUNCTIONS**

The FRDAC will:

A. Develop, periodically update and prioritize a detailed problem description and analysis of fire management research needs and applications and identify options and partnerships to best address those needs.

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- B. Prepare statements of work for high priority fire management research projects as part of the research proposal development process.
- C. Assist principal investigators with incorporation of statement of work for specific projects into detailed research proposals.
- D. Function as interagency coordination point with USFS PNW Research Station, the Interior Fire Coordinating Group, the USFS Northern Forest Fire Laboratory and other fire research sources for fire management research in Alaska.
- E. Provide a member of the committee to function as Point of Contract or Contracting Officer's Authorized Representative to insure progress and completion of contracted interagency fire management research projects.
- F. Provide a member of the committee to represent Alaska interagency fire management research interests at national meetings convened to prioritize, select and fund fire management research projects.
- G. Serve as a forum for dispensing information and coordinating interagency activities relating to fire management research development and applications, and make recommendations to the AWFCG to resolve issues and problems.
- H. Provide technical expertise in fire management applications including fire behavior, fire danger, fire fuels and weather to support activities of other committees within AWFCG.
- I. Perform any other functions related to fire management applications such as fire behavior, fire danger, fire fuels and weather as directed or requested by the Alaska Wildland Fire Coordinating Group.

**V. ORGANIZATION AND STRUCTURE**

- A. The FRDAC members will elect a Chair. The Chair responsibilities will rotate between the committee members, with the Chair term of office set at two years.
- B. A quorum consisting of four (4) members of the FRDAC is required to conduct official business.

## VI. TASK GROUPS

Task groups may be organized by the FRDAC to address specific technical issues that can be resolved within a short term and finite time period. Task group reports and recommendations will be submitted to the FRDAC for approval and/or further action.

## VII. MEETINGS AND REPORTS

- A. Meetings of the FRDAC will be held as often as necessary, at least biannually. The Chair is responsible for scheduling these meetings. Some meetings may be held by teleconference.
- B. The Chair 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.

## 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 FRDAC members and approval by the AWFCG Chair.

Approval: William B. Cella  
Chair, Alaska Wildland Fire Coordinating Group

Date: January 28, 1998