

Alaska Wildland Fire Coordinating Group
Fire - Invasive Species Committee

I. PURPOSE

The purpose of the Fire - Invasive Species Committee (FISC) is to provide awareness of potential invasive species issues associated with fire management activities and provide for a collaborative approach to preventing and mitigating the spread of invasive species before, during, and after fire operations in Alaska. The committee will bring together invasive species and fire management specialists in a coordinated effort to inform Alaska Wildland Fire Coordinating Group (AWFCG) member agencies of invasive species concerns and provide recommendations of best management practices for prevention and eradication of infestations.

II. AUTHORITY

The Fire - Invasive Species Committee is established under the authority of the AWFCG: Memorandum of Understanding Sec. V.

III. MEMBERSHIP

- A. Membership on this committee is based on specific skill sets providing subject matter expertise from AWFCG agencies and organizations. It will consist of a core group of representatives from each agency and a liaison to AWFCG. It is recognized that more than one invasive species specialist from an agency may be desired due to regional differences in species and concerns. If an agency does not have a member on this committee, it will be the responsibility of the liaison or chair to ensure that the agency's AWFCG representative is aware of committee activities.
- B. Specialists from agencies or organizations that are not AWFCG members may participate in committee meetings and other activities. However, management decisions will be internal to AWFCG member agencies and organizations.
- C. Members from other AWFCG committees may be invited to participate in committee activities where there is an overlap in functions.

IV. FUNCTIONS

- A. Provide management guidelines for invasive species concerns most relevant to fire management activities using scientifically supported data, methods, principles, and best management practices.
- B. Review laws, regulations, policies, and land management decisions relevant to invasive species and fire management in Alaska.
- C. Review and consider other states' and Canadian practices.
- D. Identify target audiences to receive invasive species information.
- E. Identify existing data sources on invasive species occurrence in Alaska and develop a means to effectively display and distribute the data to appropriate audiences.

- F. Review and provide updates as needed to existing Alaska fire management documents concerning invasive species control including the Alaska Statewide Annual Operating Plan.
- G. Provide support to Agency Administrators or Incident Management Teams on invasive species concerns.
- H. Recommend methods to educate the wildland fire community in Alaska and visiting personnel on how to recognize, report, and avoid the spread of invasive species.
- I. Assist with Burned Area Emergency Response activities as needed.
- J. Provide updates on invasive species concerns and best management practices to Resource Advisors (READs).

V. ORGANIZATION and STRUCTURE

- A. Committee members will elect a Chairperson and Vice-Chair with each term set at one year, beginning in October after the Fall Fire Review. The Vice-Chair will assume the Chairperson role at the end of the year, resulting in a two-year commitment.
- B. A quorum consisting of four committee members is required to conduct official business.
- C. Task groups may be organized by the FISC to address specific technical issues that can be resolved within a short, finite time period. Task group reports and recommendations will be submitted to the FISC for approval and/or further action.

VI. MEETINGS and REPORTS

- A. Meetings, defined as face-to-face meetings or teleconferences, will be held as often as necessary, with a minimum of two per year prior to the Fall Fire Review and the spring Agency Administrator's Meeting. (See Appendix A for items to be covered in meetings).
- B. FISC activities and accomplishments will be reported to the AWFCG at the annual Fall Fire Review, during monthly teleconferences as needed, or as otherwise requested by the AWFCG.

VII. MEMBER DUTIES and RESPONSIBILITIES

A. Chair

1. Establish the time and, if in person, place for all FISC meetings, arrange for meeting facilities/virtual platform, provide agendas prior to meetings, and provide meeting notes;
2. Request attendance of specific individuals at meetings;
3. Represent the FISC at AWFCG meetings as necessary. Provide updates on activities to FISC liaison to AWFCG as needed;
4. Assemble, collate, and prepare all material to be acted upon by the FISC; and
5. Maintain current roster of committee members.

B. Vice-Chair

1. Serve as the Chair when the Chair is absent;
2. If the Chair must vacate their position, the Vice-Chair automatically becomes interim Chair for the remainder of that term and becomes Chair the subsequent term as would normally occur;

3. Interim Chair appoints an interim Vice-Chair to finish out the shortened term. Vice-Chair election takes place for subsequent term as would normally occur.

C. All Members

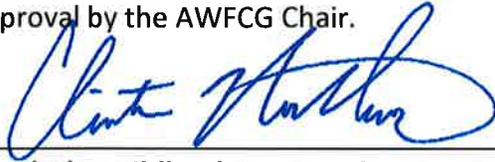
1. Evaluate invasive species concerns most relevant to fire management activities. Prioritize species to be controlled and methods taken;
2. Participate in teleconferences, meetings, tasks, and other activities sponsored by the FISC. Provide written feedback on agenda items and meeting notes if unable to attend meetings;
3. Ensure that recommendations and products developed by this committee are consistent with member agency/employer policies and protocols and cannot supersede agency land management plans;
4. Recommend a replacement if a member leaves the task group.

VIII. FINANCIAL SUPPORT

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

IX. APPROVAL

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

Approval: 
Chair, Alaska Wildland Fire Coordinating Group

Date: 8-10-2020

APPENDIX A

Suggested Agenda Items for Each Meeting

- A. Review of minutes from last meeting
- B. Agency updates
- C. Discussion of new science, technology, and relevant publications
- D. Discussion of new developments in invasive species prevention Best Management Practices
- E. Discussion of new and/or problematic invasive species to the state by region
 - a. Interior
 - b. Southcentral
 - c. Southwest
 - d. Southeast
- F. Discussion of opportunities for collaboration with other AWFCG committees
- G. Discussion of invasive species updates to plans and other documents, as needed
- H. Action Items
- I. Adjournment