

# Alaska Wildland Fire Coordinating Group Fire Modeling and Analysis Committee

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## **I. PURPOSE**

The purpose of the Fire Modeling and Analysis Committee (FMAC) is to provide cohesive direction and collaborative response to address interagency needs for fire modeling and analysis within Alaska. This committee would provide comprehensive integration and coordination in support of statewide data needs, analysis and modeling concepts and training/mentoring. It would also provide consolidated responses to data and information requests to ensure Alaska-specific needs, anomalies, and conditions are supported in national systems

## **II. AUTHORITY**

The Fire Modeling and Analysis Committee is established under the authority of the Alaska Wildland Fire Coordinating Group (AWFCG): Memorandum of Understanding Sec V.

## **III. MEMBERSHIP**

A. The membership of this committee is based on specific skill sets providing subject matter expertise from the AWFCG agencies. It will consist of a core group of up to two representatives from each agency. Committee members should possess knowledge and skills related to fire modeling and analysis. If an agency does not have personnel with this type of subject matter expertise, it will be the responsibility of that agency's AWFCG member to be the "point of contact" to this committee for needed information or data calls. Members will have agency authority and responsibility to work with national and statewide analysis and modeling programs and speak for agency needs. Core committee members will be nominated by the AWFCG representatives.

B. The core group will coordinate multiple modeling and analysis needs. They will request assistance and participation by specific subject matter experts for individual or agency-specific needs. Short-term task groups consisting of a combination of core members and invited specialists may be developed to address specific problems or data requests.

C. Members from other AWFCG committees maybe invited to coordinate proposals and projects.

## **IV. FUNCTIONS**

A. Ensure Alaska is on the cutting edge of fire behavior/fire modeling practices and knowledge through workshops, technology transfer, mentoring, and development of skilled practitioners.

B. Provide consolidated interagency response to local and national data requests.

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- C. Provide consolidated feedback and critique of systems to ensure they include Alaska and local agency needs.
- D. Provide guidance to agencies to incorporate fire modeling and analysis in fire program decision support.
- E. Provide analysis/review/distribution of evolving fire modeling and analysis information from national and international sources.
- F. Identify local and national subject matter experts who can assist with planning, analysis, and mentoring needs.

## **V. ORGANIZATION AND STRUCTURE**

- A. The core members will elect a Chairperson and Vice-Chair. The Chairperson's responsibilities will rotate between the committee members, with the chairperson and vice-chair's term of office set at one year.
- B. For purposes of this committee, a quorum (minimum number required to conduct official business) requires a majority of the core members.
- C. Task groups may be developed to address specific technical issues that can be resolved with a short term and finite time period. Task group reports and recommendations will be submitted to the committee for approval and/or further action.

## **VI. MEETINGS AND REPORTS**

- A. Meetings will be held as often as necessary. The Chairperson is responsible for scheduling these meetings.
- B. The committee will keep meeting notes and the Chairperson will maintain storage of minutes and decisions made in committee meetings. These notes will be stored in a format that allows long term storage and access to all committee members.
- C. Meetings are open to the all interested entities.

## **VII. MEMBER DUTIES AND RESPONSIBILITIES**

- A. Chair
  1. Establish the time and place for all committee meetings, arrange for meeting facilities and provide agendas prior to meetings.
  2. Request attendance of specific individuals at committee meetings.

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3. Represent the committee at AWFCG meetings as necessary.
4. Assemble, collate and prepare all material to be acted upon by the committee.
5. Maintain minutes, notes, and other files/data as needed.

## B. Vice-Chair

1. Serve as the Chair when the Chair is absent.

## C. All members

1. Function as leaders in the fire community in their area of expertise including building and maintaining relationships with national, state, and local programs as appropriate.
2. Members will be practitioners in fire modeling and analysis programs and systems within Alaska.
3. Participate in conferences, webinars, and other opportunities to remain in the forefront of fire modeling and analysis. Members will bring forward to the committee emerging issues, program updates, state-of-the-art changes and enhancements to national and statewide programs.
4. Each member is required to mentor their future replacement to the committee for continuity and allow the committee to continue to excel.

## VIII. FINANCIAL SUPPORT

Routine costs of members will be borne by the respective agencies. Training costs will be primarily borne by the sponsoring agency, with assistance from other members as needed.

## IX. APPROVAL

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

Approval

  
Chair, Alaska Wildland Fire Coordinating Group

Date:



