Alaska Wildland Fire Coordinating Group FUELS MANAGEMENT COMMITTEE CHARTER

I. Purpose

The purpose of the Fuels Management Committee (FMC) is to provide a forum for statewide coordination to enhance collaboration, efficiencies, and alignment of hazardous fuels and vegetation management projects, prescribed burning activities and community assistance efforts. These programs have a high degree of interagency coordination opportunities. The FMC will provide a focal point and conduit for the Alaska Wildland Fire Coordinating Group's (AWFCG) participating agencies and collaborators in these opportunities. The FMC will assemble fuels, fire and resource specialists to inform AWFCG member agencies of areas of commonalty and provide recommendations to enhance strategic consideration of statewide efforts in these programs.

II. Authority

The FMC is established under the authority of the AWFCG: Memorandum of Understanding Section V.

III. Membership

A. Core FMC membership will consist of one representative from each of the following AWFCG agencies.

U.S. Forest Service
Bureau of Land Management
Association of Village Council Presidents
Alaska Department of Natural Resources
Bureau of Indian Affairs
U.S. Fish and Wildlife Service
Tanana Chiefs Conference
National Park Service
Chugachmiut
Alaska Department of Fish and Game

- B. Core FMC members should possess knowledge of fuels, prescribed fire, community assistance and similar programs of the agency represented. If an agency does not have a member on this committee, it will be the responsibility of that agency's AWFCG member to be the point of contact when appropriate to support the committee.
- C. Members from other AWFCG committees or other agency resource specialists may be invited to coordinate projects, proposals or provide expertise where there is an overlap in functions.
- D. Other external agencies, organizations or institutions may be contacted to consult, advise or coordinate with the FMC.

IV. Functions

- A. Consider agency specific hazardous fuels, vegetation management, prescribed fire and community assistance programs for relevant coordination and collaborative opportunities.
- B. Develop collective opportunities to help prioritize or identify areas of interest.

- C. Identify and coordinate fuels management focus areas based on a collaborative landscape-level and risk-based approach.
- D. Review and consider appropriate inputs to Alaska fire management documents and meetings to reflect fuels, prescribed fire, and community assistance components.
- E. Provide expertise, guidance and recommendations related to technical requirements and feasibility of fuels, prescribed fire, and community assistance projects.
- F. Recommend, coordinate, and facilitate interagency agreements with respect to agency specific guidelines to accomplish shared goals.
- G. Foster communication at the local level regarding national and regional priorities, implementation, and accomplishments.
- H. Coordinate with the Wildland Fire Education and Prevention Committee to identify and emphasize collaborative intersections on activities such as Firewise programs or Community Wildfire Protection Plans.

V. Organization and Structure

A. The officers of the FMC include a Chair and Vice-Chair. The Chair and Vice-Chair serve for a term of one year in each capacity, one year as vice chair and one year as chair. Transfer of Vice-Chair to Chair and member to Vice-Chair occurs at the beginning of the calendar year. Interim vacancies will cause the rotation of the Chair and Vice-Chair to move accordingly. The rotation for the Chair and Vice-Chair is:

U.S. Forest Service
Bureau of Land Management
Association of Village Council Presidents
Alaska Department of Natural Resources
Bureau of Indian Affairs
U.S. Fish and Wildlife Service
Tanana Chiefs Conference
National Park Service
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Alaska Department of Fish and Game

B. Task groups may be developed to address specific technical issues that can be resolved within a short-term and finite time frame. Task group products and recommendations will be reviewed by the FMC for further action including recommendations to AWFCG.

VI. Meetings and Reports

- A. Meetings will occur as often as necessary with a minimum of two per year. The Chair is responsible for scheduling and facilitating.
- B. The FMC will keep meeting notes. The Chair will assure the cataloging and storage of meeting notes and relevant decisions, products or reports and submit final notes to the AWFCG liaison.
- C. The FMC Chair will report out as necessary at the Alaska Interagency Spring Operations meeting and the Alaska Interagency Fall Fire Review.
- D. The FMC Liaison will report routine information back and forth between the FMC and the AWFCG and facilitate detailed reports or in person attendance at AWFCG meetings from individuals associated with the FMC when needed.

E.

VII. Recommendations Process

- A. A quorum shall consist of five core committee members. A quorum must be present to make it an official meeting. The Chair will confirm a quorum has been met through roll call at each meeting.
- B. As the committee is made up of subject matter experts, it is expected that its rationale and recommendations will be useful to decision makers within the member agencies. Any decision needs to comply with contributing agencies policies and regulations and final decisions will generally be made by Authorized officers or Agency Administrators in each agency.
- C. Decisions will be made through consensus. As appropriate, recommendations will be forwarded to AWFCG.

VIII. Member Duties and Responsibilities

A. Chair

- 1. Establish time and place or communication platform for all meetings, provide agenda and facilitation of meetings;
- 2. Request attendance of specific individuals or representation from organizations desired for collaboration;
- Represent the committee at AWFCG meetings as necessary and serve as the primary point of contact to AWFCG;
- 4. Guide work on behalf of the committee and commit such resources as are available;
- 5. Assemble, catalog, and make available committee notes, products, and reports, including a yearly report to AWFCG; and
- 6. Maintain current roster of core committee members.

B. Vice-Chair

- 1. Serve as Chair when Chair is absent and assumes direct leadership in their absence; and
- 2. Support Chair as primary note taker, in developing agendas, facilitation of meetings and attendance at other meetings when needed.

C. All members

- 1. Evaluate fuels, prescribed fire and community assistance projects in support of interagency collaboration;
- 2. Ensure that committee activities are consistent with their agency's policies and regulations;
- 3. Serve as their corresponding agency representative to provide specific goals, missions, and expectations to maintain interagency coordination; and
- 4. Provide for and mentor temporary or permanent FMC replacements for continuity of efforts.

D. Liaison

- 1. Attends FMC meetings and AWFCG meetings.
- 2. Must be an AWFCG member.
- 3. Facilitates information transfer between AWFCG and the FMC.

IX. Approval

This Charter is effective and approved as of the date signed by the AWFCG Chairperson. This Charter will be revised upon recommendation of a majority of core committee members and through approval by the AWFCG.

Approval:		Date:	
	Chuck Russel - Chair AWFCG		