



Wildland Urban Interface Mitigation Committee

Conference Call Minutes – May 6, 2020

Notes by:

Time: 1200 MT

Roll Call: Jeremy Taylor, Erin O’Conner, Jonathan Bruno, Faith Berry, Jolene Ackerman, Jennifer Hanssen, Sarah McCaffrey, and Pam Leschak, Greg Philipp

Approve April Minutes: Pam moved that we approve, and Jolene seconded. Jeremy corrected the minutes from last meeting so that it is not February but April minutes.

Amendments to the agenda

New Committee Introductions

Greg Philipp US Forest Service (will be transitioning into Pam’s role on the committee) worked for the US Forest Service for the past 20 years in western North Carolina on the Pisgah National Forest. I have worked as an Assistant District Fire Management Officer and District Fire Management Officer on the Grandfather Ranger District. I worked for the North Carolina Forest Service for two years prior to that as a seasonal smokechaser. I’m a veteran of the US Army and a graduate of the University of North Carolina at Asheville with a Natural Resources Management degree. My passion has become prescribed fire and I see it is an integral part of any mitigation strategy. I recently accepted a new position as the Project Coordinator of the Grandfather Restoration Project, one of the CFLRP projects in the East. Pam and Jon came to my District with the CMAT to help us with mitigation in our community and it really paid dividends in solidifying existing relationships and making new ones.

Announcement Pam Leschak is retiring as of June, her retirement is delayed a few months. The delay will enable Pam to transition her responsibilities with Greg. We are glad she is not retiring right away. Congratulations from us all.

Work Planning Document Review (Jeremy and Erin)

Work Planning Document (Jeremy) Erin, and Jolene have been working on this piece. Jeremy has taken the lead role to revise the initial write up to track ideas about what work has been completed and where it is. They will be utilizing the spread sheet as a working team tracker, as well as identify items that need to be revisited. The table looks at the NWCG document, task status, the web location, task lead, subcommittee and tracks any additional notes

Each chair will be responsible to record information on the status of the work they do and update it. Jeremy will then update the master document.

WUI committee went through the document and ensure that he is not missing anything. Erin updates as the team discusses.

- **Review and discuss missing items**
- NWCG items 2 (PMS Guides and Glossary of Terms) open to discussion for any additional updates. Jolene shared; Glossary of terms, are there new terms are being proposed by other committees, maybe not that frequent. They are different than what this committee owns. We own 10 of them per Jeremy. Per the committee no other content pieces are missing in this category.
- Committee questioned value in identifying when we update any of these terms, January the first is when we historically do the review.

• ACTION ITEM: Find out when NWCG wants them in, when do they update them?

- Revisit S 203 before we decide to add to courses, we need to decide the objective. Pam shared PIO's most don't talk about mitigation much. We want to make sure mitigation best practices are discussed as there are a lot of things that are not best practices out there. Jeremy, per NWCG's request to give them enough content to speak to it. Deb re PIO position, we should be talking about position standards for PIO, look at this when the position updates are posted. They are working on getting feedback, IPD's out for review right now.
- IPD once they are done, they will decide on what needs to be taught. If we want that to get in PIO training, it needs to be in the IPD. Pam asked if we want this to be added to PIO training, what do we want to accomplish? Is this a high priority now? Pam was concerned this might undermine the need for trained mitigation specialists. Our goal is to get mitigation specialists on the team.
- The team discussed, if PIO's do speak to this, we do want them to be communicating properly, maybe just give them an overview. Perhaps they need something in their training, they can have a place holder in their training courses that will be updated.
- **ACTION ITEM: Keep our eye on which positions are up for review and which ones we want to have input on such as PIO 203. As courses come up have a committee member keep an eye on them and decide what comes up for review.**
- For Now, just maybe provide talking points to them maybe not require formal training. Let's set this aside for now.



Wildland *U*rban *I*nterface *M*itigation *C*ommittee

- Mobilization guide will be reviewed this month as well. Pam provided some input on the MOB guide. Pam had some additional changes, this needs to be shared as soon as possible. Pam edited information about what is CMAT and how it is mobilized.
- **ACTION ITEM;** Review MOB guide every year to make sure that it is correct. The committee will need to know who is leading MOB guide because it is not a NWCG publication check with NIC per Deb.
- **Identify Subcommittee members for task items**
- For the Firewise subcommittee, we need to find new folks to be on the committee we can check with NASF and others, Pam sent out a request for comments, this is something that needs to be reinvigorated per Pam. Committee members asked for clarification on subcommittee, is it NFPA focused? Pam shared it is only to review FW information, just to give feedback to NFPA about questions and needs raised by state representatives. When Pam retires, she will pass on her role as leader to Greg or another Forest Service contact. Any concerns about FW goes to this committee.
- Identify missing items

NWCG WUI MC Mission Membership and Work Plan

Follow-up Items

- WUI Specialist Job Description (Pam is working on this)
- IRPG (Jeremy and Deb) IRPG have fingerprint on that publication frequently.
- Pam and Deb submitted 6 changes to IRPG document 6 submitted two accepted. Next IROD meeting may want to submit for review again.
- **ACTION ITEM; Make sure all the information for this is in one place.**
- S-130 (Jeremy) S130 Needs a subcommittee formed they are looking for update to WUI content. It needs a quick review looking for volunteer. Jeremy was just notified, that content was already provided it just needs a second check.
- **ACTION ITEM; Jolene will look at it side by side to see what was included and what was not. And then Sara will double check as well. If Jolene sees anything substantial will send out an email to the team. John can also look at, Greg can also take a look at it. As soon as it is edited will send out to all.**
- - Due date May 15th, 2020

- **Reviewing the website some names are outdated, and it needs to be updated**
- **ACTION ITEM: Looking at the WUI mitigation document, we need to make it helpful for new folks coming into the committee. The document update will be led by Pam and Jeremy.**
- Last 3 things on the webpage are the correspondence. Do we need to track these? They are historical documents, the Firewise talking points do we want to keep on the website or do these need to be updated? One of them is a memo a 2013 one.
- **ACTION ITEM: We need to all look at and decide what needs to be archived, one is memoish and does not need to be there.**
- Anything missing the web page we should add? Left open look through the links for the next agenda
- **ACTION ITEM FOR NEXT AGENDA; Please send comments/ changes to this document for the webpage. The intent is to have additional reference material and more information about the committee to help new individuals. This will be helpful to most new individuals on the call.**
- **NOTE REVISIT TERMS NEXT AGENDA**

Community Risk Hazard Map Online Website Briefing (Jeremy)

- Heads up for the community risk webinar. They want to have a 45 minute call, but is this the same webinar we already have seen? If this is the one, we have already seen, we don't want to tie up a whole meeting for those who have not.
- **ACTION ITEM: Jeremy will check to make sure this is not the same material, if so will reschedule.**
- James Fortner
- 45 minute call to review new Online Website
- Determine meeting date and time

WUI MC Correspondence

- Emails received in the general NWCG website mailbox
- **FYI general questions we get; one came in about structure products, Jeremy answered that this committee does not approve products.**

Round Robin None

Meeting adjourned @ 1:00 MT

Next meeting: June 3, 2020 (conference call)