



Wildland Urban Interface Mitigation Committee

Conference Call Minutes – January 5, 2022

Notes by: Faith Berry

Time: 1200 MT 1/5/2022

Roll Call

Faith Berry, Jeremy Taylor, Johnathan Bruno, Martin Cassellius, Sheryl Page, Deb Fleming, Erin O'Connor, Sarah McCaffrey, Jon Skinner, Annie Schmidt, Jennifer Hansen

Approve December Meeting Minutes

No changes, December meeting minutes approved

Follow-up items

- **Wildfire Mitigation Specialist Position & Task Books** – Lead/Member (Jeremy & Sheryl) The position and task books are listed on the NWCG website. Committee members were asked to share the information widely and to determine a way to best share the position on behalf of the committee. Link; [Agency Specific Position Task Books | NWCG](#)
- **Definition Revision Requests for co-owned terms and terms owned by other committees.** (Deb) Any revision request must be submitted to the NWCG webpage for review, comments that are reviewed by the responsible committee, then is adjudicated and published. Upon the glossary stewards inserting their terms into Edge, the terms requesting revision will trigger emails to the NWCG committees for review. Comments can then be inserted into the Edge platform for revision or approval.
- NWCG will assist with the process as needed. Terms in need of revision would begin to first communicate with the term's responsible committee before submitting or revising the term.

Action Item: Jeremy will review terms and committees that own terms reflecting "risk" and share for further consideration and select priority of terms for revision. Deb will double check on Edge to see if there are recent updates. WUI committee members will evaluate terms and contact the respective committees as appropriate as a committee for review.

Wildfire Mitigation Field Guide (Sheryl)

- Streamline Report-out on status; The subgroup met on the 4th and are getting content streamlined and making sure no there is no duplication in the content. Faith and Sheryl will cross reference the Field Guide and the Standard for inconsistencies, then the streamline subcommittee will finish the review and layout remaining content.
- Next steps; Looking at an April/May deadline for the finished product.

Wildland Urban Interface Mitigation Standard (Jeremy)

- Report-out on status; Jeremy went through the Google Doc again for another review and it needs some organizational work and consistency with the field guide. The subcommittee is on track for getting this completed.
 - Google Doc
 - [Clean NWCG-Pubs1-template.docx - Google Docs](#)

- Structure Hardening Sheet
 - [Structure Hardening WUIMC - Google Sheets](#)
- Action Item: Jeremy will copy the cells of the structure hardening table into Google Docs and then the committee can review it again. During Crosswalk review this will be compared to the field guide.
- Action Item: Request to give NWCG Jesse the Standard and Field Guide for review in February.

FY23 NWCG Funding Guidance and Projects Request (Jeremy)

- Action item: We need to itemize any funding needed, if we do face to face regarding travel, explore the possibility of a funding request for travel.
 - Request form
 - <https://www.nwcg.gov/budget-guidance>
 - Requests due January 21, 2022

Report outs (All)

Discussion about the possibility of creating new WUI discussion topics such as; Urban Fires, business impacted by wildfire, box stores and wildfire, and areas outside of the WUI but contain wildfire characteristics.

Action Item; Add to agenda for next call.

Round Robin:

Sheryl, Mitigation Branch Chief Gwen Beavins is retired, her position is closed and working on identifying folks that qualify for her position.

Jon B., shared the WUI mitigation course is moving forward and it will be offered again perhaps in February, the sign up for this is full already. The class is being moving forward with a formal recognition process, it is listed in the US Forest Service in IQCS and added as a course here. It now needs to be formalized through NWCG.

Meeting adjourned: 1:02 pm

Next meeting:

February 2, 2022 (Regular meeting via conference call)