



# AGENDA

September 2, 2011

Yates Building, McArdle Room (1<sup>st</sup> floor)  
 USDA Forest Service Headquarters  
 1400 Independence Ave. SW  
 Washington, DC 20250

10:00 – 12:00 AM – Eastern Time

*Reminder: Agendas, Notes and Handouts are available at [myfirecommunity.net](http://myfirecommunity.net) – WFEC Neighborhood*

Time	#		Topic	Presenter
1000 – 1005	1		<b>Welcome/Introductions</b>	Roy Johnson
1005 – 1010	2	<input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision	<b>Meeting Objectives &amp; Expectations</b> <u>Description:</u> Outline the objectives and expectations of this meeting <u>Outcome:</u> 1. Understanding what we need to accomplish <u>Reference Material:</u> 1. Final Agenda	Tom Harbour
1010 – 1030	3	<input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision	<b>CS Sub-Committee Status Reports</b> <u>Description:</u> Sub-Committees will report on the following: 1. Identify actions, milestones and deliverables that were to be accomplished between the August 19 WFEC meeting and now. 2. Report on actual accomplishments during that time period. 3. Identify actions, milestones and deliverables planned to be completed between now and the September 16 WFEC meeting. 4. Identify any issues or barriers that need to be resolved. 5. Identify what, if anything is needed from WFEC. <u>Outcome:</u> 1. Understanding of the activities of each sub-committee. 2. Agreement on any modifications to deliverables or timelines 3. Identify of next steps to resolve any pending issues and/or barriers <u>Reference Material:</u> 1. Sub-Committee Status Reports	Kirk Rowdabaugh (CSSC)  Douglas MacDonald (RSC – West)  Tom Harbour (RSC – Northeast)  Jim Karels (RSC – Southeast)  Mary Jacobs (CS-CW)
1030 – 1045	4	<input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision	<b>CS Sub-Committee Status Reports</b> <u>Description:</u> The CSSC was tasked to develop an outline for the final Phase 2 report. The outline will be presented for WFEC approval.	Kirk Rowdabaugh



<i>Time</i>	<i>#</i>		<i>Topic</i>	<i>Presenter</i>
			<u>Outcome:</u> 1. Approval of Phase 2 report Outline <u>Reference Material:</u> 1. Proposal for Report Outline 2. Report Outline	
1045 – 1100	5	<input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision	<b>CS Communication Strategy Framework</b> <u>Description:</u> The tasking for the development of the communication strategy framework will be presented for concurrence. <u>Outcome:</u> 1. Approved tasking which includes deliverables and timeline. <u>Reference Material:</u> 1. Communication Strategy Communication Strategy Framework Tasking Memo	Mary Jacobs
1100 – 1110	6	<input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision	<b>October WFEC Meeting</b> <u>Description:</u> Review the proposal for conducting the October Face-to-Face WFEC meeting. This meeting will focus on the review and acceptance of the Regional Strategy Committee Phase 2 reports. We will also be developing our recommendation to go forward to WFLC in November. <u>Outcome:</u> 1. Concurrence with October Meeting Proposal <u>Reference Material:</u> 1. October WFEC Meeting Proposal	Roy Johnson
1110 – 1120	7	<input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision	<b>2012 Face-to-Face WFEC Meetings</b> <u>Description:</u> Present ideas for meeting in each of the regions to share information and receive feedback. <u>Outcome:</u> 1. Meet face-to-face with the Regional Sub-committees and related publics 2. Share information on status of Phase 2 3. Gain insights for Phase 3 <u>Reference Material:</u> 1. 2012 Face-to-Face WFEC Meeting Proposal	Roy Johnson
1120 - 1135	8	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Discussion <input type="checkbox"/> Decision	<b>Round Table Discussion</b> <u>Description:</u> WFEC members have the opportunity to share information with the committee and identify issues that may result in potential future agenda items. <u>Outcome:</u> 1. Understanding of activities within the members' organizations.	WFEC Members



<i>Time</i>	<i>#</i>		<i>Topic</i>	<i>Presenter</i>
1135 – 1150	9	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Discussion <input type="checkbox"/> Decision	<b>Public Comments</b> <u>Description:</u> Time for WFEC to hear from the public. Specific topics to be determined <u>Outcome:</u> 1. Awareness of public opinions related to WFEC activities <u>Reference Material:</u> 1. TBD	Public
1150 – 1200	10	<input type="checkbox"/> Information <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision	<b>Closeout</b> <u>Description:</u> 1. Review the outcomes of this meeting 2. Review decision and actions 3. Identify potential agenda items for September 16 <u>Outcome:</u> 1. Agreement on decisions and actions 2. Agreement on focus for next meeting	Tom Harbour
1200	11		<b>ADJOURN</b>	