

Meeting Synopsis

The Meeting

Fire Program Analysis Oversight Group
McArdle Room, Yates Building, Washington DC
October 13th and 14th, 2010

Participants

Kirk Rowdabaugh, John Phipps, Marty Dumpis, Vicki Christiansen, Danny Lee, Brian McManus, Joe Frost, Jeff Scott, Tim Murphy, Bodie Shaw, Tate Fischer, Bill Breedlove (For specific discussions: Becky Brooks, Ted Milesnick, Doug Havlina) and (For the LANDFIRE discussion: Henry Bastian, Frank Fay)

Key Discussions

Federal Fire Policy Council Briefing - The Federal Fire Policy Council was briefed on Tuesday, October 12th by FPA's Board of Directors (BOD). The briefing provided an overview of FPA's past, present and future. The Council approved a new FPA Charter and requested periodic updates on the program's status, including the external independent business and technical review that will be initiated in the spring of 2011. The Oversight Group has formally replaced the Executive Oversight Group. Actions assigned.

LANDFIRE (LF) Linkages to FPA - The discussion focused on four aspects of LANDFIRE's linkages with FPA. The first linkage was the LF data to be used for the FY 2012 Analysis. Three options were considered, there was agreement to use the LF 2008 Refresh data. The second linkage was computer processing capability. FPA has additional needs, LF does not. FPA will increase its capability and the programs will explore opportunities to share capability. The third linkage was governance for the programs. It was agreed that FPA's Board of Directors will provide interim oversight for LF. The fourth linkage was the Cohesive Strategy. There was agreement that there are linkages between specific underlying components of FPA, such as fire history data and risk analysis and that the relationship will be an evolving process. Reference the October 13, 2010 "FY 2012 Improvement Process Update" for action items.

FY 2011 Improvement Process Update - The discussion focused on elements of the Improvement Process. Reference the October 13, 2010 "FY 2012 Improvement Process Update" for a description of the elements and action items.

FY 2011 Guidance Memo - The discussion focused on the need to issue formal FY 2011 interagency guidance. A draft memo was reviewed, the memo needs to be updated and issued as soon as possible. The new charter and the FY 2011 Improvement Process Update will be enclosed with the memo. Actions assigned.

The Path Forward - The discussion focused on organizing and initiating actions for the Oversight Group around the newly approved FPA charter. Key discussions included: 1) confirming membership of the Oversight Group, Board of Directors and advisory teams; 2) drafting and distribution of the FY 2011 interagency guidance, which will include the program's intent; and, 3) the planned external independent review relative to intent, development/management practices, technical aspects and program effectiveness. Note - the Executive Director announcement opened October 14th. Actions assigned.

FY 2010 (Year-2) Stakeholder Review - The discussion was limited due to time constraints. Members reviewed the Year 2 Stakeholder Summary and Action Table prior to the meeting and aspects of the review were incorporated into the October 12th Federal Fire Policy Council interaction and the October 13th LANDFIRE Linkages and the Improvement Process discussions. Members indicated the review will be helpful as they establish the path forward.

Action Items and Target Dates

1. Distribute the FY 2011 Interagency Guidance, enclose the new charter and the FY 2011 Improvement Process Update - Oct 22nd - OG-BOD
 - a. Prepare "signed" copy of the guidance memo for distribution - Oct 21st - Bill
 - i. Provide the BOD the first revised draft for review - Oct 18th - Bill
 - ii. Provide feedback to Bill on updated drafts of the memo - thru Oct 19th - BOD
 - iii. Provide final draft to BOD for approval - Oct 20th - Bill

- b. Prepare "signed" copy of charter, with appendices, for distribution - Oct 20th - Bill
- c. Prepare "FY 2011 Improvement Process Update" for distribution - Oct 20th - Bill
 - i. Provide BOD and selected reps a review copy - Oct 18th - Bill
 - ii. Provide feedback to Bill - Oct 19th - BOD and Selected Reps
2. Provide the Federal Fire Policy Council periodic updates on the program's status, including the external independent review - TBD - BOD with Executive Director support
 - i. Discuss components and parameters of the external review - Jan 14th - OG
 - ii. Initiate the external review - Spring 2011 - BOD with Executive Director support
3. Provide the Oversight Group periodic updates on elements and action items of the FY 2011 Improvement Process - TBD - Project Staff and IST, Executive Director to coordinate
 - i. Reference the "FY 2011 Improvement Process Update" for elements and actions
4. Distribute discussion outlines and supporting documents for the Nov 23rd call, the Jan 11th thru 13th LF/FPA/GP training, and the Jan 14th OG meeting - Bill
 - i. Develop discussion outline for Jan 11th thru 13th LF/FPA training - LF/FPA/IST reps with Bill

Notes

1. The FY 2011 Interagency Guidance memo and the revised FY 2011 Improvement Process Update that will be issued to the field provide additional key information.
2. Transition to the full Oversight Group is ongoing.

Prior Pending Items

1. Chart the "Path Forward", including: Discuss / confirm business protocols and linkages for the Oversight Group, Board of Directors and advisory teams; Identify and initiate actions to support change management and needed actions; Consider Line Officer and Management Staff briefings through electronic venues; and, Establish interagency business rules for the use of FPA.
2. Identify and adopt a strategy that compiles/documents science principles, concepts and logic utilized in FPA by mid 2011 that could serve as documentation for the external review. Include resource and funding needs and timeline.
3. Discuss / modify / approve the draft O&M plan.
4. Review and concurrence of MAT operating plan / charter.

Upcoming Oversight Group Meetings

Purpose: FY 2011 Improvement Status Update...

Date: November 23rd, 2010

Time : 1300 to 1500 MDT

Location: Phone number & web link to be distributed with discussion documents.

Purpose: LANDFIRE, Fire Program Analysis, Goal Programming overview / training...

Date: January 11th thru 13th, 2010

Time: 0800 to 1700 MDT

Location: Specific location TBD - Boise, ID

Purpose: Oversight Group business protocols; review / refresh program intent, FY 2011 Improvement Process Update, and other topics to be determined...

Date: January 14th, 2010

Time: 0800 EDT on 13th to 1700 MDT

Location: Specific location TBD - Boise, ID