

CALIFORNIA WILDLAND FIRE COORDINATING GROUP CHARTER



May 12, 2011

Authorization

The California Wildland Fire Coordinating Group (CWCG) members are authorized by each of their respective agency administrators and work under the various Master Cooperative Fire Protection Agreements in place for California. (See list of authorities and agreements, attached as Appendix A)

Mission Statement

The CWCG is established to further interagency cooperation, communications and coordination, and to implement interagency fire management direction.

Purpose

- (1) Provide interagency leadership and coordinated implementation of fire management policies, directions and standards.
- (2) Instill professionalism in all aspects of fire management and develop a full partnership, trust and mutual assistance among the wildland fire protection entities.
- (3) Establish committees/task groups/teams to support CWCG activities.
- (4) Recommend a unified course of action to Geographic Area agency administrators in order to promote safety and provide oversight in all aspects of fire and incident management, including:
 - Firefighter and Public Safety
 - Ecosystem Management
 - Wildland Urban Interface
 - Wildland Fire Prevention and Education
 - Fuels and Resource Management
 - Fire Management Planning, Fire Program Analysis (FPA) and Wildland Fire Decision Support System (WFDSS).
- (5) Provide input to geographic area interagency safety and training programs, as needed.
- (6) Approve national nominations to S-520 / S-620.
- (7) Facilitate efficiencies in all California incident operations at all levels including;
 - Select, manage and provide oversight of CA Federal Incident Management Teams.
 - Nominate Area Command team candidates.

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- Monitor and evaluate the performance of all Federal IMTs in California.
- Serve as the California Multi-Agency Coordination Group (CALMAC)
- Monitor Geographic Area Coordination Center performance and resolve issues as necessary.
- Approve the Geographic Area Mobilization Guide and other Interagency guides as needed.
- Recommend policy changes to agency administrators.
- Serve as the geographic area(s) point of contact for national and local requests requiring interagency action.

Membership

The California Wildland Fire Coordinating Group (CWCG) is made up of the State/Regional level Fire Managers from:

- (1) California Department of Forestry and Fire Protection (CAL FIRE)
- (2) Bureau of Indian Affairs, Pacific Region (BIA)
- (3) CAL FIRE Contract County Representative
- (4) National Park Service, Pacific West Region (NPS)
- (5) Bureau of Land Management, California (BLM)
- (6) California Emergency Management Agency, Fire and Rescue (CAL EMA)
- (7) Fish and Wildlife Service, Pacific Southwest Region (FWS)
- (8) United States Forest Service, Pacific Southwest Region (USFS)

Agency representatives will be responsible to ensure that respective agency policy and procedures are maintained and agency administrators are informed. The members will coordinate recommendations for agency acceptance and implementation.

A representative from both North and South Operation Centers will serve as technical advisors to CWCG.

Chair and Vice Chair

A Chair and Vice Chair serve on a one-year rotational basis, and follow the order of the membership roster, above. The Vice Chair will succeed the Chair. In the event a vacancy should occur at either the Chair or Vice Chair positions the rotation order will move up to fill the vacancy. Adjustments to rotation will be made as deemed necessary.

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Executive Assistance

To maintain continuity in the administration tasks for CWCG, it is desirable to have a permanent person be selected from the area fire community who can assist with note taking, distribution of notes and correspondence to the members and other designated recipients. Cost for the assistance will be borne by the supplying agency.

Meetings

The CWCG will have quarterly meetings and have additional meetings as needed. The quarterly meetings will typically be held in January, April, July, and October.

An agenda will be developed by the Chair. Agendas and action items requiring CWCG decisions are to be distributed to the membership prior to each meeting.

Minutes of each meeting will be kept and copies will be forwarded to CWCG members and the signatory agency administrators. The Chair will make arrangements for a note taker at each meeting.

Standing Committees

Standing Committees are identified to assist the CWCG. The CWCG will provide direction and oversight of Committee activities.

Each committee will have a charter with a mission and a purpose statement. Committee charters will be reviewed and approved by the CWCG (See Appendices B – F).

The following is a list of Standing Committees:

- Operations Committee– coordinates interagency operational practices for mobilization and incident management team activities.
- Training Working Team – to ensure quality interagency fire and aviation management training and provide focus and oversight of fire training and workforce development within California Geographic Areas.
- Interagency Incident Finance Advisory Group – develop strategies and processes to improve interagency consistency and capacity in the areas of cost apportionment, reimbursement, and fiscal efficiency
- Wildland Fire Safety Officers Committee – establishes and maintains an interagency approach to wildland fire safety awareness programs.
- Wildland Fire Prevention, Mitigation, Education Committee – to enhance agency coordination in wildland fire prevention, mitigation and prevention programs.

Each committee will elect a chairperson. Minutes of meetings or key decisions and action items will be documented and distributed to CWCG. Committee chairpersons or their representatives

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will report to the CWCG as requested. Committees may organize groups to accomplish specific objectives. Task groups will disband upon completion of the work assignment.

The CWCG will designate one of its members as a liaison to each committee.

Expenses

The costs of salary, travel, per diem, and operating expenses for CWCG, Standing Committee and Task Group members will be borne by the member's agency.

The CWCG will determine how to cover costs of special projects.

Appendices

- A. Agreements and Authorities
- B. Training Working Team Charter
- C. Operations Committee Charter
- D. Interagency Incident Finance Advisory Group Charter
- E. Wildland Fire Safety Officer Committee
- F. Fire Prevention, Mitigation and Education Committee

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Signatures by Agency:

<p style="text-align: center;"><u>Ronald P. Rescher</u></p> <p><i>for the</i> Regional Director, Pacific Region, BIA</p>	<p><u>5/12/11</u></p> <p>Date</p>
<p style="text-align: center;"><u>Ken Pumbott</u></p> <p>Director, CAL FIRE</p>	<p><u>5/18/11</u></p> <p>Date</p>
<p style="text-align: center;"><u>Margaret J. Kolac</u></p> <p><i>Acting</i> Regional Director, Pacific Southwest Region, FWS</p>	<p><u>5/12/11</u></p> <p>Date</p>
<p style="text-align: center;"><u>[Signature]</u></p> <p>Secretary, CAL EMA</p>	<p><u>6/4/11</u></p> <p>Date</p>
<p style="text-align: center;"><u>JAMES Wesley Arnold</u></p> <p>State Director, BLM California</p>	<p><u>5.12.11</u></p> <p>Date</p>
<p style="text-align: center;"><u>John B. Drupp</u></p> <p>Contract Counties Representative</p>	<p><u>5/20/11</u></p> <p>Date</p>
<p style="text-align: center;"><u>Deoxy J. Turchel</u></p> <p><i>Acting</i> Regional Director, Pacific West Region, NPS</p>	<p><u>5/12/11</u></p> <p>Date</p>
<p style="text-align: center;"><u>[Signature]</u></p> <p>Regional Forester, Pacific Southwest Region, USFS</p>	<p><u>5/12/11</u></p> <p>Date</p>

Appendix A

Authorities

Cooperative Fire Protection Agreements between Bureau of Land Management, Bureau of Indian Affairs, National Park Service, U.S. Fish and Wildlife Service of the United States Department of the Interior, and the Forest Service of the United States Department of Agriculture, and the State of California. These agreements are implemented under the authorities of:

- The Reciprocal Fire Act of May 27, 1955 (42 USC 1856a, P. L. 84-46)
- Cooperative Forestry Assistance Act of 1978, as amended (16 USC 2101-2114, P.L. 95-313)
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (P.L. 93-288 as amended)
- Economy Act of June 30, 1932, (31 U.S.C., 1535 as amended)
- Disaster Relief Act of May 22, 1974, (42 U.S.C. 5121 as amended)
- Homeland Security Act of 2002 (H.R. 5005-8)
- Homeland Security Presidential Directive-5 (HSPD-5)
- California Public Resources Code, Section 4125 to 4127 and 4141
- California Government Code, Section 8619

Agreements

- Interagency Agreement for Fire Management between Department of Interior (BLM, BIA, NPS, FWS) and Department of Agriculture (USFS)
- California Cooperative Wildland Fire Management and Stafford Act Response Agreement

Appendix B

Training Working Team Charter

Appendix C

Operations Committee Charter

Appendix D

Interagency Incident Finance Advisory Group Charter

Appendix E

Wildland Fire Safety Officers Committee

Appendix F

Wildland Fire Prevention, Mitigation and Education Committee