

NATIONAL BURNED AREA EMERGENCY STABILIZATION AND REHABILITATION GROUP CHARTER

MISSION STATEMENT

The National Burned Area Emergency Response Coordinators Group (the group) exists to provide program recommendations and guidelines for implementing Burned Area Emergency Stabilization and Rehabilitation programs. They accomplish this by functioning as a seamless interagency group to coordinate program issues, implementation, training, oversight, sharing of information, and evaluation.

AUTHORITY, PURPOSE, AND RESPONSIBILITIES

The group is a national level staff designated by each of the five federal wildland management agencies that have wildland fire suppression responsibilities; the Bureau of Indian Affairs, the Bureau of Land Management, the U.S. Fish and Wildlife Service, the National Park Service, and the USDA Forest Service. The group will also include representation from the DOI Office of Wildland Fire Coordination. The group takes their direction from the chair of the Wildland Fire Leadership Council (WFLC).

The group is responsible for the following:

- Coordinate program issues, implementation, training, oversight, sharing of information, and evaluation of the Emergency Stabilization and Rehabilitation programs.
- Develop and maintain directives, manuals and an Interagency Burned Area Emergency Stabilization and Rehabilitation Handbook.
- Develop a mechanism for achieving and broadly disseminating the results of monitoring treatment effectiveness.
- Support, manage, and conduct an overall performance review and evaluation of national BAER incident teams. Provide policy recommendations to the WFLC.
- Define programmatic needs such as waivers and interagency agreements.

MEETINGS AND COMMUNICATION

The group will meet at least twice a year and on an as needed basis to discuss and resolve issues which may arise concerning program philosophy, funding, allowable treatments, personnel/equipment, training, documentation, etc. Conference calls should be utilized to keep travel costs at a minimum for on-going teamwork.

The group will:

- Provide a forum where issues are presented for action or resolution.
- Promote communication opportunities for field personnel within participating agencies.

- Develop a web page to inform and solicit feedback.
- Promote a better understanding of various agency specific policies and procedures.
- Promote technology transfer and standardization.
- Share information on treatments approved, treatment effectiveness and monitoring etc. among their agencies as well as other federal, state, and local land management agencies.
- Discuss the possibility of any program changes to address problems that may arise.
- Communicate between agencies and will investigate available technologies, such as website development, to disseminate information and policy direction to the field and the public.

MEMBERSHIP

Each federal agency with wildland fire fighting responsibilities will provide and maintain one representative as follows:

- The Bureau of Indian Affairs
- The Bureau of Land Management
- The U. S. Fish and Wildlife Service
- The National Park Service
- The United States Department of Agriculture Forest Service
- The Department of the Interior Office of Wildland Fire Coordination

The group will also include representation from the national BAER team leaders as ad hoc members.

Ad hoc work groups can be formed with subject matter experts (line officers, fire management officers, cache managers, incident management team members, computer systems personnel, incident business management coordinators, law enforcement specialists, clerical personnel, etc.) as needed.

All travel and administrative costs for members will be paid for by each member's home agency unit.

TENURE

Each agency will appoint their member to the Group. The term will be determined by the agency.

OPERATION PROCEDURES

Each member shall have an equal voice in resolving issues before the group. The group will operate by consensus. Consensus is defined as the willingness to support and follow a course of action even though an individual member may not believe it to be the best. If the group cannot reach consensus, the group will vote with a simple majority deciding the issue at hand. Three affirmative votes are required to constitute a simple majority. Any member may present a

minority opinion for consideration to the WFLC prior to their decision. In the event of a tie, the WFLC will be consulted for a final decision. The ad hoc members do not have voting rights but may present an opinion on the voting issue to the WFLC.

OFFICERS

The group will select a Chairperson and a Vice-Chairperson. Ad hoc representatives will not become officers.

- The tenure for the Chairperson and Vice-Chairperson is one year.
- The Vice-Chairperson will rotate into the Chairperson position after a year as Vice-Chairperson.
- A new Vice-Chairperson will be rotated from the membership each year.

RESPONSIBILITIES AND DUTIES

CHAIRPERSON

- Conducts administrative actions to ensure completion of the group mission.
- Establishes time and location for all group meetings.
- Charters work groups and makes assignments.
- Ensures dissemination of reports and information to the WFLC, the BAER, rehabilitation and fire management communities is accomplished in a timely and accurate manner.
- Represents and coordinates representation at appropriate forums and meetings.
- Assembles and prepares all material to be acted upon by the working group.

VICE CHAIRPERSON

- Assumes the duties and responsibilities of the Chairperson during the absence of the Chairperson.
- Ensure group meeting notes are recorded, edited, filed and distributed to members.

GROUP MEMBERSHIP (including ad hoc members)

- Check and report on assigned projects.
- Assist Chairperson or Vice-Chairperson as requested.
- Review information submitted.
- Serve as a representative of the emergency stabilization and rehabilitation community to address issues and concerns.
- Serve as liaison between the group and interested parties.

WORK GROUPS


- Ad hoc work groups may be formed to assist in completing assigned emergency stabilization and rehabilitation tasks.
- The work group will assign tasks to members and provide direction, oversight and clearly identify the expected product with a defined timeframe for completion of the task by the work group.

ADOPTION OF POLICY

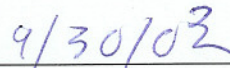
Recommendations and/or reports by the group will be presented to the WFLC for approval or recommendation for adoption.

REVIEW OF CHARTER

The group's charter is a working document and will evolve and change as needed. It will be evaluated in year 2008 and every five years thereafter.



Chair, Wildland Fire Leadership Council



Date