

WASHINGTON PRESCRIBED FIRE COUNCIL STEERING COMMITTEE

Meeting Minutes

February 26, 2020

3:00 pm – 5:00 pm

Luigi's Italian Restaurant, Spokane, WA

Present: Chris Martin, Chair; Reese Lolley, Treasurer; Mike Norris, Secretary; Matt Eberlein; Jon Culp; Lee Hemmer; Sami Schinnell; Carolyn Kelly (alt. for Karen Arnold, liaison); Sean Hopkins (liaison); Lonnie Newton (alt. for Richard Parrish); Joe Murray (phone) ; Jason McGovern/phone (alt. for Dana Skelly), Mason McKinley (alt. for Sarah Hamman)

Not Present: Michael Barajas; Jonathan Tallman; Tonya Neider; Jay McLaughlin; Ken Meinhart; John Richardson; Dale Swedburg; Ernesto Alvarado; Steve Pietroburgo

Also Present: Kara Karboski, Coordinator; Jason Cirksena

1. Agenda

Discussion/ Decisions No additions or changes to existing agenda.

2. Previous Meeting Minutes

Actions Minutes from June 19, 2019 Steering Committee meeting approved with below changes.

Discussion/ Decisions **Changes:** Under section 5, change to “Reese Lolley has self-nominated as Treasurer of the Council”

Motion: Lee Hemmer makes motion to accept Minutes as amended. Sami Schinnell seconded, which was approved unanimously.

3. Staff Updates

Discussion Kara provided an update on work since last Steering Committee meeting.

- Strategic Plan: Updated at spring facilitated strategic plan meeting
- TREX Update: 2019 Fall Cascadia TREX completed. Upcoming 2020 NE WA TREX (April 26 – May 9, 2020) and fall 2020 Cascadia TREX (dates TBD).
- Certified Prescribed Burner Program: DNR is developing and WPFC is supporting. Working with Forest Stewards Guild and DNR to develop a summary report on nationwide state Certified Burner Programs. Will share with the Council.

4. Treasurer's Report

Actions Will send out financial report to all Steering Committee members.

Reese will follow-up on question around carrying over DNR contract money.

Discussion/
Decisions

WPFC Finances: Council Officers and Coordinator working with Washington RC&D (fiscal sponsor) to transition from tracking grants on balance sheet to moving towards a budget. Working to develop plan of work on Council priorities, build out budget for coming year, and identify funding needed vs funding we have.

Potential Funding Sources: Chris asks everyone to keep their eyes open for potential funding sources that might be applicable to the fire council. Share with Kara.

A multi-agency agreement is being developed between BLM, USFS, and DNR to support prescribed fire, TREX, and fire adapted communities.

5. By-Laws

Actions

Motion to move proposed by-law changes to next meeting. Process will be to send a clean version out and then discuss and vote at next meeting.

Discussion/
Decisions

Liaisons: Sean wanted clarification on liaisons role within Steering Committee. Confirmed that liaisons are requested to be a part of the Steering Committee to provide input. Additionally, Reese brought up that air quality regulatory agencies that are currently liaisons could be representatives on the Steering Committee as voting members if they were interested. Nothing in By-laws that prohibits. It was an original request of air quality regulatory agencies to be non-voting members.

Policies: Starting to develop a policy section in the By-Laws to clarify processes of Council.

Proposed By-Law Changes: Reviewing proposed changes for a vote at a future meeting. Feedback or clarifications on changes can be sent via email. Proposed changes are summarized below and clean version of proposed changes will be sent to Steering Committee members.

- 5.3: Adding language that clarifies that while the same entity can have multiple individuals on the steering committee, there is only one vote per entity.
- 5.6: Adding language to allow for email vote for Council positions and language that allows for forming and approving official positions on legislative policy.
- 6.2: Change date of Officer terms to begin at spring Steering Committee meeting and added Steering Committee renewal commitment and vote at each spring meeting.
- 6.3: Change meeting timing for Officer vote to spring annual meeting. Change language from two-thirds agreement to majority agreement (in case of 2 people running for the same position).

Motion: Joe Murray motions to move vote on proposed by-law changes to next meeting. Jon Culp seconded the motion, which was approve unanimously.

6. Strategic Plan Review & Prep

Actions

Will share Janice Peterson's One-Pager on PE Rules

Kara will share Prescribed Fire and Smoke Outreach Toolkit.

Add to Training Priority Action: Bottleneck with NWCG Rx Class. Jason McGovern can look in to it with the regional groups. Council will work on writing a letter to address this.

Identified leads on Priority Action Areas and on specific Actions/Goals:

- **Mike Norris is lead for Training Priority Action Area. Sami Schinnell will support.**
- **Lee Hemmer will help develop outreach toolkit.**
- **Carolyn Kelly and Sean Hopkins can help or support Outreach Priority Action Area.**
- **Jon Culp is lead for Operations Priority Action Area.**

Discussion/ Decisions Goal of current discussion is to review the Strategic Plan notes, work through to see if there are any proposed updates or changes, and identify leads.

Policy and Issue Resolution

Smoke Management Plan: Currently with EPA and in the process of figuring out what the demonstrations will be. Could be something for Council to follow-up with.

Training, Cert, Expertise & Learning

Bottlenecks to Training: Rx Classes: There are a limited number of prescribed fire NWCG classes offered each year, each with very limited slots available, especially for state programs. These classes are required for prescribed fire qualifications.

Jason McGovern's understanding is that training opportunities are managed by the NWCG coordinating group (Not USFS, BLM, etc.). NWCG has the rights on how these courses are presented. Some are offered through regional training programs while others can only be taught at national level. Jason can follow-up with regional training group to clarify.

Council could help demonstrate the regional group that there is a need and a bottleneck and a demand for certain Rx related classes. Council could write a letter.

Tracking Rx Acres Burned: Having metrics on acres burned across all lands would be useful for all agencies and partners.

Could be incorporated into DNR 20-Year Plan tracking system they are developing. Would be useful to have an annual report to the Council on completed acres. DOI agencies use NFPORS – it is a repository of all federal lands that get burned.

Action Items:

- Add NWCG Class Bottlenecks to Priority Action Area
- Mike Norris will be lead on Training Action Area. Sami Schinnell will support.

Outreach, Advocacy, Engagement & Communications

Measure of success: More increased individual outreach between burners and neighbors.

Action Items:

- Develop outreach toolkit -> Lee Hemmer volunteers to lead
- Carolyn is willing to support/help. Sean is also down as willing to help.
- Kara will share prescribed fire and smoke outreach toolkit that is hosted on Box (examples of outreach and other materials developed through projects including 2928 and TREX).

Partnering, Collaboration, and Funding

Participation in clean air advocacy groups – Sean and Carolyn can help connect us and get us on agendas. Can also help connections internally within agency teams (Ecology): How we intersect, what the goals are, etc.

Action Item: Sean will connect WPFC with clean air groups.

Council Operations

No definition of Council membership. Next meeting: Better define Council membership (currently only Steering Committee is tracked).

Action Item: Jon Culp will take lead on Council Operations priority action area.