



## **ROCKY MOUNTAIN COORDINATING GROUP**

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**Bureau of Indian Affairs** (Southwest, Rocky Mountain and Great Plains Regions)  
**Bureau of Land Management** (Colorado and Wyoming)  
**Fish and Wildlife Service** (Mountain/Prairie Region)  
**Forest Service** (Rocky Mountain Region)  
**National Park Service** (Intermountain and Midwest Regions)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

### **Rocky Mountain Coordinating Group Expectations of the Standing Committees :**

1. Nominations for RMCG awards shall come from the Committees through the Committee Liaison for RMCG approval. Nominations must be received by RMCG by January 15th to assure approval and presentation at the Spring Fire Management Meeting.
2. Each Committee Chair will be responsible for assuring the minutes of the Committee meetings are recorded and mailed to each RMCG member and other Committee Chairs.
3. The Committee Chair or a representative committee member will attend at least one RMCG meeting annually, preferably the January meeting. At that meeting the chair or representative will present a Committee report, both orally and in writing outlining issues, work accomplished and work planned.
4. Committees have the authority to appoint task groups to assist with issues within the Committee.
5. Committees are not allowed to task each other. If a Committee feels a task is beyond its scope of responsibility the task will go back to the RMCG and RMCG will deal with it appropriately.
6. Committees will actively address tasks submitted by RMCG but should not hesitate to tell RMCG if they feel unable to complete the task for whatever reason.
7. Each Committee chair will keep a notebook of Committee activities and meeting minutes. The notebook should be passed on to each new Committee chair as an historic record.
8. Committees will not set policy, direction or guidelines. Committees may make policy, direction or guideline recommendations to RMCG.
9. Each Committee will keep RMCG apprised of the need to replace Committee members. Committees will make recommendations, thru the Liaison, for selection of new members. RMCG will select new members based on Committee recommendations.
10. The Committee charter will be reviewed by each new Committee chair and the respective Liaison. Any changes or additions to a Committee charter will be proposed, thru the Liaison, to RMCG for consideration and approval.
11. Each Committee will annually review the Rocky Mountain Area Mobilization Guide (RMAMG). The Committees will then make recommendations for changes or additions, as needed, to the Rocky Mountain Area Coordination Center (RMC). Committees and RMC will concur on recommended changes before submitting to RMCG for approval.