



EASTERN AREA COORDINATING GROUP CHARTER

2024

MISSION:

The Eastern Area Coordinating Group, hereinafter referred to as EACG, established to promote safe management of wildland fire and all hazard incidents (within limits of respective statutory authorities) through interagency cooperation, communication, coordination, and to implement interagency wildland fire management direction in the Eastern Geographic Area as defined in Chapter 10 of the National Interagency Mobilization Guide.

AUTHORITIES:

- Interagency Agreement 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. Powers Agreement.
- Cooperative Forestry Assistance Act of 1978 (P.L. 95-313, 92 Stat. 365; as amended; 16 U.S.C. 2101 (note), 2101-2103, 2103a, 2103b, 2104-2105).
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (P.L. 93-288 as amended).
- The cooperative wildland fire agreements between the Federal Land Management Agencies and States.

SCOPE:

The EACG shall only deal with issues and opportunities of an area-wide nature with individual agencies' business conducted at the local, state, or compact level. The EACG will address items having broader influence after consideration by the compacts and individual agencies on a sub-regional geographic basis.

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MEMBERSHIP:

The EACG is composed of the lead fire manager or his/her designee from each of the following organizations:

USDA, Forest Service
USDI, National Park Service
USDI, Bureau of Land Management
USDI, Bureau of Indian Affairs
USDI, Fish and Wildlife Service

State Forest Fire Compacts:

Northeastern Forest Fire Protection Commission
Mid-Atlantic Interstate Forest Fire Protection Compact
Great Lakes Forest Fire Compact
Big Rivers Forest Fire Management Compact

The organization representative will be responsible for ensuring that respective organizational policy and procedures are maintained, and administrators are informed. The members will coordinate recommendations for organizational acceptance and implementation. They will serve at the discretion of their organizations. Attendance at all meetings will be open to anyone who has an interest to attend.

EACG member organizations may be represented on the EACG by one or more individuals representing differing units of the organization; however, each organizational member will have one voice only when decisions are made by EACG.

CORE FUNCTIONS: The objective of the EACG is to provide the following core functions:

1. Provide interagency leadership and coordinated implementation of current policies, directions, and standards for wildland fire activities.
2. Instill professionalism in all aspects of wildland fire management and develop a full partnership, trust, and mutual assistance among the wildland fire protection entities.
3. Recommend a unified course of action to geographic agency/organization administrators in order to promote safety and provide oversight in all aspects of wildland fire incident management.
4. Serve as a Geographic Area clearinghouse and forum for the identification of interagency wildland fire management issues and their solutions.

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- a. Support and promote the role of wildland fire in ecosystem management, wildland/urban/rural interface, wildland fire prevention and education, and fuels and resource management.
- b. Manage geographic area interagency safety and training programs.
- c. Provide oversight to national training nominations at a minimum of S-520, L-580, ICS-300 and ICS-400.
- d. Establish task groups/teams to address area wide issues.

5. Serve as a geographic focal point for requests for interagency action to and from the national and local level.

6. Provide a communication link among local, state, tribal, and federal entities.

7. Facilitate efficiencies in all wildland fire operations at all levels, including:

- a. Select and manage Eastern Area Incident Management Teams, Dispatch Teams and National Buying Teams sponsored and directly supported by the Eastern Area GACC. The EACG supports IMT candidates nominated for area command teams and the training and development of state, compact and interagency teams.
- b. Provide oversight to the [Eastern Area Coordination Center \(EACC\)](#).
- c. Establish, when needed, a geographic area Multi-Agency Coordination Group (MAC).
- d. Provide oversight and approval of the [Eastern Area Interagency Mobilization Guide](#).
- e. Assess and promote long-term Incident Management Team (IMT) development and maintenance. Advocate for developmental opportunities for all IMTs within the Eastern Area and future team members.

OPERATING PROCEDURES:

Each organizational member shall have an equal voice in resolving issues before the EACG. EACG prefers to make decisions by consensus. Consensus is defined as the willingness to support and follow a course of action even though an individual member does not believe it to be the best. If a member or members cannot reach consensus, the

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reasons must be clearly articulated. In the event EACG consensus cannot be reached on an issue, the issue will be tabled until the next meeting, at which time it will be revisited. An EACG Meeting is defined as a traditional meeting or conference call. During the intervening time, the Chair and/or individual members will consult with the disagreeing parties to attempt to clarify and resolve obstacles.

In the event the EACG cannot reach consensus on an issue at the second meeting, the EACG may resolve the issue by a 2/3-majority vote of the EACG members. Any member may call the issue to a vote. The Chair would then be responsible to carry out the vote on the issue. EACG members are defined as all EACG members as listed in the EACG Charter, whether they are present at the meeting or not. If they are NOT present then a phone call, email, or similar “vote” shall be taken within five business days (Monday-Friday) excluding holidays. The Chair would be responsible for contacting and recording the vote of absent members and notifying the full membership of the results. If, following a decision made by vote, a member agency is unable to implement EACG’s decision, that member should so advise EACG immediately.

OFFICERS:

EACG officers consist of a Chairperson, Vice-Chairperson, and Past Chairperson.

The EACC will provide a permanent EACG Business Manager for taking meeting and conference call minutes (see below).

EACG Chair, Vice-Chair and Past-Chair will serve for a one-year term on a calendar year basis. These officers shall be the designated EACG representatives from the participating agencies/compacts. The dates of their service determined by the Chair and Vice-Chair matrix below.

Chairperson: The Chairperson is responsible for calling meetings and conference calls, conducts the meetings and conference calls, finalizes all meeting and conference call minutes in cooperation with the EACG Business Manager and distributes minutes in a timely manner, ensures task assignments to EACG members and Working Teams are complete and timelines adhered to, convenes the EA MAC group, preparation of end of year archives, and other duties as decided by EACG members.

This position represents EACG at National Meetings and National Conference calls as necessary.

Vice-Chairperson: The Vice-Chairperson will assume the full duties of the Chairperson during any absence of the Chairperson and will be the next Chairperson. The Vice-Chairperson is responsible for helping with meeting arrangements working in conjunction with the EACG member of the host agency/compact, is responsible for helping with preparing the agenda for meetings and conference calls in cooperation with the EACG Business Manager and Chairperson and distribution on the pre-agreed upon

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timelines. The Vice-Chairperson may attend National meetings with or without the Chairperson and participate in National conference calls, as needed.

Past-Chairperson: The Past-Chairperson will assist the other officers during any absence of the Chairperson or Vice Chair and provide continuity for the new Chair. The Past-Chairperson is responsible for assisting the Chair and Vice-Chair with any business requested.

EACG Business Manager: A permanent EACG Business Manager will be appointed by the EACC and serve at the discretion of the EACG. The EACG Business Manager will be responsible for the following: taking meeting and conference call minutes and ensuring that they are edited, filed, and distributed in a timely manner. This position works in conjunction with the Chair, Vice-Chair and Past-Chair to prepare and distribute meeting and conference call agendas, track and remind the Chair of timelines for all EACG business, ensure products from the Working Teams are reproduced and distributed to EACG members, ensure the yearly archives are prepared and distributed for storage. The EACG Business Manager and Chairperson will determine the extent of support needed at each meeting (e.g., note taking, recorder, computer, and/or facilitator).

Office Terms: *

YEARS	CHAIR	VICE-CHAIR	PAST-CHAIR
2021	NPS	BIG RIVERS	NORTHEAST
2022	BIG RIVERS	FWS	NPS
2023	FWS	GREAT LAKES	BIG RIVERS
2024	GREAT LAKES	BIA	FWS
2025	BIA	FS	GREAT LAKES
2026	FS	MID-ATLANTIC	BIA
2027	MID-ATLANTIC	NORTHEAST	FS
2028	NORTHEAST	BLM	MID-ATLANTIC
2029	BLM	NPS	NORTHEAST
	Repeat Cycle		

*Rotation is subject to change with approval of a majority of EACG members. Rotational changes will not require a resigning of current Charter.

Decision Making:

The EACG makes decisions through consensus of the group as defined elsewhere in the Charter. When prompt decisions need to be made before the next conference call or meeting, a conference call will be made with available EACG members to address the issue. If a quorum is not achieved on the call, a second call may be necessary. If time does not permit for follow up calls, a decision will be made using the available members.

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WORKING TEAMS:

Working Teams may be established under the Eastern Area Coordinating Group to provide an interagency approach to specific areas of wildland fire management. Working Teams are active until disbanded by the EACG. Ad Hoc Committees may be established by the EACG or by a Working Team for specific tasks and, upon completion of its task, shall sunset unless an additional task is assigned.

Each Working Team will operate under the following guidelines unless a Charter approved by the EACG designates otherwise:

Membership: Each Working Team membership is open to all member organizations. Each Working Team will have one EACG member assigned as liaison. The EACG Business Manager will maintain current working team membership list.

Officers: Each Working Team will elect a chair and a Vice-chair for a 1-year term, unless there is an EACG approved reason for a longer time period. The Chair is responsible for scheduling team meetings, setting the agenda, and reporting accomplishments to the EACG. Following a year of tenure, the Vice-Chairperson will serve a 1-year term as Chair and will assume the duties of the Chair during any absence of the Chairperson.

Meetings: Each Working Team will meet as often as deemed necessary to accomplish assigned tasks. Each Team may set up task groups and/or assign specialists to assist as needed.

Reports, Products, Recommendations: Final reports, products, and recommendations by any working Team will be presented to the Eastern Area Coordinating Group for action or approval.

Objectives: See Working Team Charters (<https://gacc.nifc.gov/eacc/eacg/eacg.htm>) for a list of objectives of each Working Team.

MEETINGS:

The EACG will meet at least once per year. The need for more frequent meetings maybe held if deemed necessary by the members. The Chairperson will establish meeting dates and times.

Any cost associated with meeting logistics will be borne by the meeting host's agency unless otherwise agreed.

All conference calls will be arranged by the EACG Business Manager at the direction of the Chair.

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ORGANIZATIONAL REVIEW:

It is important that EACG recommendations receive formal organizational review, acceptance, and distribution for implementation. Operational changes, which do not include policy changes or costs, maybe implemented directly through their appropriate channels. Any items requiring policy changes, modifications, or costs will be submitted for approval by organizational administrators.

FINANCES:

Each EACG and Working Team member organizations will fund all expenses incurred by the members in performance of duties as a member of the EACG and/or a working team. No EACG or working team member will incur expenses other than personal obligations without the authorization of member agency/organization administrators.

Finances related to the operational expenses of any shared facilities, staffing or other such cooperative operations are outlined in Annual Operations Plans and are available upon request from the Eastern Area Coordination Center.

EACC Website:

[Eastern Area Coordinating Group Charter](#)
[Eastern Area Training Working Team Charter](#)
[Eastern Area Operations Working Team Charter](#)
[Eastern Area Dispatch Working Team Charter](#)
[Eastern Area Incident Business Working Team Charter](#)
Eastern Area Fire Environment Working Team Charter

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APPROVALS

Term of this Charter shall be effective immediately upon signature below and will remain in effect for five years from the last signature date. Modifications to this Charter made at any time are subject to the consensus of all signature agencies. Any of the agencies may terminate their participation in this Charter by written letter of notification to the EACG Board.

U.S. Department of Agriculture, Forest Service

"for" Tony Dixon, Regional Forester
USDA, Forest Service, Eastern Region

U.S. Department of Interior, Bureau of Indian Affairs

Kimberly Bouchard, Regional Director
USDI Bureau of Indian Affairs, Eastern Region

U.S. Department of Interior, Bureau of Indian Affairs

Tammie Poitra, Regional Director
USDI Bureau of Indian Affairs, Midwest Region

U.S. Department of Interior, National Park Service

 Digitally signed by HERBERT FROST
Date: 2024.08.16 16:36:30 -05'00'

Herbert C. Frost, Ph.D., Regional Director
USDOI, National Park Service, Interior Regions 3, 4, & 5

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U.S. Department of Interior, National Park Service



GAY VIETZKE Digitally signed
by GAY VIETZKE
Date: 2024.09.19

Gay Vietzke, Regional Director
USDOI, National Park Service, North Atlantic Appalachian Region

U.S. Department of Interior, Fish & Wildlife Service

Will Meeks, Regional Director
USDOI, Fish & Wildlife Service, Midwest Region 3

U.S. Department of Interior, Fish & Wildlife Service



WENDI WEBER
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Date: 2024.09.13
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Wendi Weber, Regional Director
USDOI, Fish & Wildlife Service, North Atlantic-Appalachian Region 1

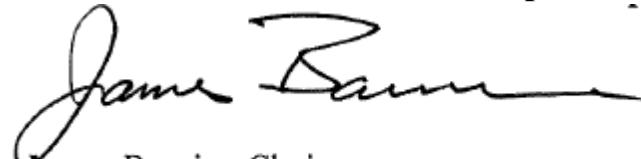
U.S. Department of Interior, Bureau of Land Management



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KICKLIGHTER
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Bart C. Kicklighter, State Fire Management Officer
USDOI, Bureau of Land Management, Eastern States, State Office

State Forest Fire Protection Compact, Great Lakes



James Barnier, Chair
Great Lakes Forest Fire Compact

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State Forest Fire Protection Compact, Northeastern



Thomas Brady

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Date: 2024.09.06

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Thomas Brady, Executive Director
Northeastern Forest Fire Protection Commission

State Forest Fire Protection Compact, Middle Atlantic



Chris E. Robertson

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Chris Robertson, Chair
Middle Atlantic Interstate Forest Fire Compact

State Forest Fire Protection Compact, Big Rivers



Darren Bridges

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Darren Bridges, Chair
Big Rivers Forest Fire Management Compact