

# CALIFORNIA WILDLAND FIRE COORDINATING GROUP



## California Wildland Fire Coordinating Group CHARTER

### Authorization

The California Wildland Fire Coordinating Group 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 California Wildland Fire Coordinating Group (CWCG) is established to further interagency cooperation, communication, and coordination and to implement interagency fire management direction.

### Purpose

- Provide interagency leadership and coordinated implementation of fire management policies, directions and standards.
- Instill professionalism in all aspects of wildland fire management and develop a full partnership, trust and mutual assistance among the wildland fire protection entities.
- Establish committees, task groups and teams to support CWCG activities.
- Recommend a unified course of action based upon the principles of the National Cohesive Wildland Fire Management Strategy and the California Fire Plan in order to promote safety and provide oversight in all aspects of fire and incident management including the following:
  - Firefighter and public safety
  - Ecosystem management
  - Wildland Urban Interface (WUI)
  - Fuels and resource management
  - Fire management planning and decision support
- Provide input to the geographic areas interagency wildland fire safety and risk programs
- Provide input to the geographic areas interagency wildland fire training programs
- Approve California nominations for Advanced Incident Management (S-520)
- Approve California nominations for Area Command (S-620) training
- Facilitate efficiencies in all California incident operations at all levels including:
  - Monitor and evaluate the performance of all federal California interagency Incident management teams (IMT)
  - Serve as the California Multi-Agency Coordination Group (CALMAC)
  - Coordinate with both California Geographic Area Coordination Centers (GACC) - Northern California Operations Coordination Center (NOPS) and Southern California Operations Coordination Center (SOPS) and assist in resolving issues as necessary.
  - Approve the Geographic Area Mobilization Guide and other interagency guides as necessary
- Recommend policy changes to agency administrators
- Serves as the geographic areas point of contact for requests requiring interagency action.

## **Membership**

The California Wildland Fire Coordinating Group (CWCG) is made up of the State and Regional Level fire managers from

- California Department of Forestry and Fire Protection (CAL FIRE)
- Bureau of Indian Affairs, Pacific Region (BIA)
- Association of Contract Counties
- National Park Service, Pacific West Region (NPS)
- Bureau of Land Management, California (BLM)
- California Governor's Office of Emergency Services (Cal OES)
- United States Fish and Wildlife Service, Pacific Southwest Region (FWS)
- United States Forest Service, Pacific Southwest Region (USFS)

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

One representative each from Northern California and Southern California Geographic Areas Operations Centers will serve as technical advisors to CWCG.

A representative from the National Multi-Agency Coordinating group will serve as a liaison 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.

## **Executive Assistance**

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

## **Meetings**

CWCG will have no less than four meetings a year but the norm is one meeting a month with additional meetings as necessary. The monthly meetings will typically be held the first week in the month. The minimum four meetings will be January, April, July and October meetings held the morning of the first day of the FIRESCOPE Board of Directors (FIRESCOPE BOD) meeting.

The Chair will develop the meeting agenda. Agendas and action items requiring CWCG decisions will 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**

CWCG identifies Standing Committees to assist as needed. The CWCG will provide direction and oversight of the committee activities.

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

The CWCG approved Standing Committees are:

- Operations Committee – coordinates interagency operational practices for mobilization and incident management team activities.
- Training Working Team – ensures quality interagency fire and aviation management training and provides focus and oversight of fire training and workforce development within the California Geographical Areas.
- California Interagency Incident Finance Advisory Group (CIIFA)– develops strategies and processes to improve interagency consistency and capacity in the areas of cost apportionment, reimbursement and fiscal efficiency.
- California Wildland Fire Safety and Risk Management Committee – establishes and maintains an interagency approach to wildland fire safety and risk management awareness programs.
- Wildland Fire Prevention, Mitigation and Education Committee – enhances interagency coordination in wildland fire prevention, mitigation and education programs.

Each Standing Committee will elect a Chair. Minutes of meetings or key decisions and action items will be documented and distributed to CWCG. Standing Committee Chairs, or the representatives, will report out on CWCG monthly meetings and as requested. Standing Committees may organize task groups to accomplish specific objectives. Task groups will be disbanded upon completion of the work assignment.

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

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CHARTER Update January 2022  
Signature Page

DocuSigned by:  
*Joe Tyler* In lieu of vacant CAL FIRE Director  
Director, California Department of Forestry and Fire Protection (CAL FIRE)

**NATHAN GOGNA** Digitally signed by NATHAN GOGNA  
Date: 2022.01.20 08:23:50 -08'00'  
Regional Director, Bureau of Indian Affairs, Pacific Region (BIA)

Representative, Association of Contract Counties

Jason Weber, Chair Association of Contract Counties 3.28.22

**MICHAEL MINTON** Digitally signed by MICHAEL MINTON  
Date: 2022.02.10 08:46:52 -08'00'  
Regional Director, National Park Service, Pacific West Region (NPS)

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**SCOTT LUCAS** LUCAS  
Date: 2022.02.11 08:10:59  
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State Director, Bureau of Land Management, California (BLM)

Director, California Governor's Office of Emergency Services (Cal OES)

Regional Director, United States Fish and Wildlife Service, Pacific Southwest Region (FWS)

**JENNIFER  
EBERLIEN** Digitally signed by JENNIFER  
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Regional Forester, United States Forest Service, Pacific Southwest Region (USFS)