

# CALIFORNIA WILDLAND FIRE COORDINATING GROUP



## OPERATIONS COMMITTEE CHARTER

### MISSION STATEMENT

The Operations Committee is established under the California Wildland Fire Coordinating Group (CWCG) to provide an interagency approach to operational activities of wildland fire management.

### MEMBERSHIP

The Operations Committee will be composed of representatives from the CWCG agencies. These members will have voting responsibility. Liaisons will be provided by CWCG, FIREScope, NOPs and SOPs.

### AGENCIES

USDA Forest Service  
National Park Service  
CAL FIRE  
Bureau of Land Management  
US Fish & Wildlife Service  
CAL-EMA Fire and Rescue  
Bureau of Indian Affairs  
CAL FIRE Contract County Representative

Each agency will provide a designated representative to the committee and is responsible to support consistency in agency participation to the extent possible. These designees are granted decision making authority for their agency with respect to this charter.

Technical Specialists may be needed to advise, assist and help complete tasks assigned to the committee. Operations Committee Technical Specialists and liaisons are non-voting members.

The Operations Committee may have sub-groups. These sub-groups include California Interagency Hotshot Committee and the Incident Management Teams.

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## PURPOSE

1. Review interagency operational practices and provide recommendations for coordinated direction on wildland fire management operational issues.
2. Monitor implementation of interagency policies and guidelines.
3. Annually review and amend the California Interagency Mobilization Guide.
4. Provide oversight to all Federal Incident Management Team (IMT) activities as established through the IMT Operating Guidelines. The IMT Operating Guidelines is reviewed annually. Reference Exhibit A.
5. Ensure state and federal Incident Management Team protocols are consistent whenever possible.

## OFFICERS ROLES & RESPONSIBILITIES

A Chair and Vice-Chair serve on a one-year rotational basis, and follow the order of the membership roster. The Vice-Chair will assume the duties of the Chair when they are not available, and will become Chair when the current Chair term ends at the closure of the fall meeting. 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.

The Chairperson's responsibilities include: Schedule and conduct committee meetings, develop agendas, provide a recorder to take and distribute minutes, produce annual work plan, identify issues, and report to the CWCG.

## MEETINGS

The Operations Committee will meet quarterly, prior to scheduled CWCG meetings. Conference calls will be utilized as necessary to identify and accomplish tasks.

## ADOPTION OF POLICY

Each agency representative will be responsible for their review of new policies and guidelines. Final reports will be presented to the CWCG for interagency adoption and distribution.

This charter will be reviewed on an annual basis.

  
CWCG Chairperson      Date