

ROCKY MOUNTAIN FIRE PROGRAM ANALYSIS COMMITTEE CHARTER

Mission Statement:

The Rocky Mountain Fire Program Analysis Standing Committee (herein referred to as the RM FPAC) is established under the Rocky Mountain Coordinating Group (RMCG) to provide an interagency approach to the implementation and support of the Fire Program Analysis (FPA) system.

Membership:

The Committee will be comprised of representatives from each of the following RMA Agencies:

- Bureau of Indian Affairs (Southwest, Rocky Mountain and Great Plains Regional Offices)
- Bureau of Land Management (Colorado, Wyoming and Montana/Dakotas State Offices)
- Forest Service (Rocky Mountain Region)
- National Park Service (Intermountain Region, Midwest Region)
- Fish and Wildlife Service (Mountain -Prairie Region)
- States of Colorado, Kansas, Nebraska, South Dakota and Wyoming.

Agency representatives will be responsible to ensure that respective agency policy and procedures are maintained and agency administrators are informed.

The RM FPAC will make all decisions and recommendations using a consensus-based approach (http://gacc.nifc.gov/rmcc/RMCG_WEB_Postings/Consensus%20Decision%20Model_Final.pdf).

One member of the RMCG shall act as a liaison to the FPA Committee.

Purpose:

- Assist the RMA Fire Planning Unit (FPU) leads and agency specialists by providing advice, monitoring and assistance to field units in the interagency implementation of FPA.
- Provide a communications link between RMA FPUs and the national level FPA group for successful interagency implementation of FPA.
- Coordinate the implementation of FPA accordance with national guidelines and timeframes.
- Assist the RMA FPU's as they work to resolve local issues associated with the implementation of FPA, including but not limited to sharing of fire management resources and boundary management.
- Assess and coordinate FPA training needs between the RMA FPUs and the National FPA Implementation Coordination Group.
- Identify, draft, and/or recommend strategies required for interagency implementation of FPA.
- Develop a geographic area protocol for FPA review processes.

Officer Duties and Responsibilities

A Chair and Vice-Chair will provide leadership for the RM FPAC. The term for Chair is one year; however the term may be extended based upon individual circumstances and agreement by the committee. At the end of the Chair's term or if the Chair position becomes vacant, the sitting Vice-Chair will assume the Chair position and a new representative will move into the Vice-Chair position.

There will be an agency rotation of the seats, so that all agencies participate equally over time. The agency rotation will be: USFS, BLM, BIA, NPS, FWS, State. If circumstances warrant, there may be a change in the rotation if approved by the RMCG.

Chair:

- Serves as the primary contact for the National FPA Implementation Coordination Group (ICG) in the role of the Geographic Area Lead for RMA.
- Disseminates pertinent FPA information to the Committee members and briefs the RMCG as needed or requested.
- Is responsible for sharing information with the Fire Planning Units (FPU) leads speaking in one voice for the geographic area agencies.
- Serves as the focal point for collecting and summarizing FPA issues from the geographic FPUs. Issues that cannot be resolved at the geographic level and require national resolution will be elevated to the ICG.
- Ensures all topics and/or issues are resolved to the satisfaction of the standing members. Issues that are unable to be resolved will be elevated to the RMCG Liaison for attention and/or further action.
- Ensures that Committee meeting/teleconference notes are recorded, edited, filed and distributed to committee members, FPU leads, each RMCG Standing Committee Chair, Rocky Mountain Area Coordination Center Website Manager, and the RMCG. This duty may be delegated to the Vice-Chair.

Vice-Chair:

- Coordinates RMA FPA training/workshops with the ICG and the RMA FPU leads, keeping records for the geographic area.
- Functions as the Chair for all conference calls or meetings in the absence of the Chair.

Meetings/Teleconferences:

The FPA Committee will convene as often as necessary to accomplish assigned tasks or resolve issues, but should convene twice a year as a minimum. Meetings are open to agency fire planners and other interested parties. Any Committee member can request additional meetings or teleconferences if the need arises.

Task Groups:

The Committee may also set up task groups and/or assign specialists to assist as needed. These groups will operate under the following guidelines:

- The FPA Committee may define task groups to assist in completing projects or review proposed FPA modules business rules.

- The FPA Committee will provide direction and oversight to the task groups by clearly identifying the task to be completed, the scope of the task and the timeline for completion.

Reports:

The Committee will provide an annual report to the RMCG consisting of a status report of FPA implementation, issues resolved and/or in need of attention by the RMCG.

Finances:

Cost of the meetings will be borne by the sponsoring agencies.



Chair: Rocky Mountain Coordinating Group

Date: 2-1-11