

Southwest Area Wildland Fire Prevention and Information Committee Charter

I. Purpose and Authority

The Southwest Coordinating Group (SWCG) established the Southwest Area Wildland Fire Prevention and Information (SWA WFP&I) Committee to ensure collaboration and cooperation amongst the Federal, State, and Tribal partners within Arizona and New Mexico. Successful implementation of the *Federal Wildland Fire Policy*, the *National Fire Plan*, and the *Cohesive Strategy* are top priorities for the U.S. Department of Agriculture, Department of the Interior, the State of Arizona, and the State of New Mexico. The SWA WFP&I Committee is committed to collaborative and cooperative approaches and processes to implement the common purposes reference in the above documents, related to prevention, information, mitigation, and education.

II. Objectives

- Provide a forum for discussing and making recommendations for resolving issues affecting prevention, mitigation, education, restrictions/closures, and information.
- Identify procedures to assist units and eliminate ongoing and potential duplication of efforts.
- Provide technical expertise and support to the field units.
- Encourage partner agencies to “speak with one voice.”

III. Specific Actions

- Establish a conference call schedule as needed.
- Develop an annual work plan
- Develop task groups to include field personnel as necessary to complete the work plan.
- Update contact list of internal and external related field personnel for mentorship, participation, and awareness.
- Provide an annual report to the SWCG to track the progress of the committee’s activities.

IV. Committee Structure/Membership

- The core membership of the SWA WFP&I Committee shall consist of Federal and State agencies with wildland fire responsibilities within the SW GACC. Each agency/entity will appoint one representative to serve as their primary (voting) member to the group.
- Zone Prevention, Information and Education Committee Chairs will be non-voting members of the committee, participate on monthly calls, and attend the annual committee meeting.
- Ad-hoc members may also include interested parties such as zone board chairs, representatives from other SWCG committees, public affairs officers, public information officers, prevention technicians, other interagency partners and may participate on task groups, conference calls, and attend SWA WFP&I meetings to help facilitate collaboration and cooperation as well as encourage partnerships.
- Monthly conference calls are open listening forums. Issues or topics will be communicated to the committee members for discussion, either through the agency representative or the zone

chair, for inclusion on the agenda. The committee may elect to have non-members raising issues or topics participate in discussion or provide background.

V. Task Groups

Task groups will be identified and created by the SWA WFP&I Committee as needed. Each task group will report regularly as directed to the SWA WFP&I Committee. The SWA WFP&I Committee will appoint a primary member as a liaison to each created subcommittee or task group.

VI. Administration

The SWA WFP&I Committee will hold a face-to-face meeting annually. As necessary, additional conference calls, task group meetings, or events may be organized at the request of any member.

The Chair will be held for one year with a rotation occurring in January. Chair rotation will be as follows:

- USFS
- NM BLM
- NM State Forestry
- USFWS
- NPS
- BIA Southwestern, Western and Navajo Regions
- AZ BLM
- AZ Department of Forestry and Fire Management

The Vice-Chair will be the agency representative following the Chair on the membership list above and will fulfill the duties of the Chair as needed. The Vice-Chair will advance to the Chair after the Chair's term in office.

Costs associated with individual agency travel, per diem, communications, supplies, and equipment will be the responsibility of each agency.

Once approved by the SWCG Chair, this charter is valid until changes, deemed by member agencies, are required. This charter may be terminated at any time by SWCG.

Recommended by:

Approved by:

Teresa Rigby, Chair
SWA WFP&I

Date

Darrell Willis, Chair
SWCG

Date

Name	Phone No.	Committee Agency	Agency	Address	Email Address
Michelle Fidler	520.733.5136	NPS	NPS-SW Region	3693 S. Old Spanish Trail Tucson, AZ 85730	michelle_fidler@nps.gov
Carrie Dennett	602.417-9215	BLM (AZ)	BLM	1 N. Central Ave., Suite 800 (8th Floor) Phoenix, AZ 85004-4427	cdennett@blm.gov
Teresa Rigby Chair	505.954.2256 505.264.5699	BLM (NM)	BLM	301 Dinosaur Trail Santa Fe, NM 87508	trigby@blm.gov
Kenneth Jaramillo	505.563.3375 505.980.6240	BIA Regions Southwestern, Western & Navajo	BIA-NIFC	SWRO-BIA Forestry 1001 Indian School Rd. NW Albuquerque, NM 87104	Kenneth.jaramillo@bia.gov
Wendy Mason	505.476-3209	State Forestry (NM)	NMSF	1220 S. St. Francis Santa Fe, NM 87507	Wendy.Mason@state.nm.us
		USFWS	FWS		
Aaron Casem	602.771.1403	DFFM (AZ)	AZDFFM	1110 W. Washington Suite 100 Phoenix, AZ 85007	acasem@dffm.az.gov
Francisco Salazar	505.842.3897	USFS	USFS R3	333 Broadway Boulevard SE, Albuquerque, NM 87102	Francisco.Salazar@usda.gov
John Cervantes	505.563.3370	SWACG Co-Liaison	BIA – SW Region	1001 Indian School Rd. Pete V. Domenici Indian Affairs Albuquerque, NM 87104	john.cervantes@bia.gov
Eric Walker	505.954.2187	SWACG Co-Liaison	BLM NM	301 Dinosaur Trail Santa Fe, NM 87508	ewalker@blm.gov

Ad Hoc Committee Members

Dolores Garcia	602.417.9241	BLM (AZ)	BLM	1 N. Central Ave., Suite 800 (8th Floor) Phoenix, AZ 85004-4427	dagarcia@blm.gov
Tiffany Davila	602.540.1036	DFFM (AZ)	AZDFFM	1110 W. Washington Suite 100 Phoenix, AZ 85007	tdavila@dffm.az.gov