

**Fire Equipment Working Team
Mobile Fire Equipment Task Group Charter
November 2006**

Mission Statement

The primary mission of the Fire Equipment Working Team (FEWT) Mobile Fire Equipment Task Group is to promote the safety and well being of all personnel involved in fire equipment operations commensurate with cost effective fire management. The Task Group recommends standards for equipment used on the fire line, specifically fire engines, water tenders, and other mobile fire equipment.

Background

This Task Group is formed under the direction of the Fire Equipment Working Team (FEWT), a working team of the National Wildfire Coordinating Group (NWCG). The Task Group is established by the FEWT to address issues identified by the FEWT and to recommend solutions.

I. Purpose/Objectives

As directed by the Fire Equipment Working Team (FEWT):

- A. Explore new technology and procedures as they relate to wildfire suppression.
- B. Provide a framework, within which agencies, states, counties, and vendors can acquire specific guidance, e.g.: the Wildland Fire Engine Guide.
- C. Solicit and report concerns of field managers with mobile fire equipment operations, personnel qualifications, and performance.
- D. Recommend interagency standards for mobile fire equipment. Review and evaluate current interagency equipment, standards, and management issues and report findings to FEWT.

II. Task Group Composition

This Task Group is to be made up of representatives from land management agencies to include: USFS, BIA, BLM, USFWS, NPS, and States. The number of permanent members shall be limited to 2 representatives from each agency, the National Association of State Foresters and one technical advisor from one of the USFS T&D Centers as a non-voting member. Additional subject matter experts and technical specialists/advisors may be requested as needed by the Task Group. The terms for each representative shall be indefinite with a minimum commitment of 3 years.

- A. The chair shall be selected by the FEWT. The co-chair shall be selected from the Task Group.
- B. Attendance of non-participating agencies not represented in the Task Group will be requested as needed.

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- C. This Task Group will meet or confer at a minimum of every 12 months. Additional meetings shall be scheduled as required. Attendance should be limited to designated representatives and invited guests.
- D. A quorum will consist of 70% of voting Task Group members with majority consensus. An alternate representing a Task Group member will have voting privileges. Consensus and voting decisions will be documented and maintained.
- E. Minutes (including recommendations, concerns, and action items) will be submitted to Task Group members and the FEWT chair within 30 days of any Task Group meeting.

III. Expected outcome

The expected outcome shall be reports and recommendations forwarded to the FEWT, outlining discussions and identifying those issues which are interagency in nature and require joint resolution by directors and concerned agencies.

IV. Sub-Groups

- A. The Task Group may assemble sub-groups. Sub-group membership shall be approved by the Task Group.
- B. The Task Group will provide direction and oversight to the sub-groups by clearly identifying the task to be completed, the scope of the task and time line for completion.
- C. Individual agencies may request additional involvement of subject matter experts or specialists.
- D. A sub-group will dissolve upon completion of assigned tasks unless assigned additional work.

V. Task Group Chair Responsibilities

- A. Facilitate the time and place for all Task Group meetings and conference calls.
- B. Request attendance of guest participants. Coordinate guest participation and attendance timeframes.
- C. Ensure sub-group tasks are monitored and completed.
- D. Represent the Task Group at FEWT meetings.
- E. Assure meeting notes, decisions, and information are recorded and disseminated to the Task Group members, the FEWT Chair, and others as applicable.
- F. Assemble, correlate, and prepare all material to be acted upon by the Task Group.
- G. Delegation of work assignments.

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VI. Co-Chair Responsibilities

- A. Assume duties of the Chair in their absence.
- B. Assure minutes, decisions, and voting results are recorded for all meetings and conference calls.
- C. Assemble, correlate, and prepare all material to be acted upon by the Task Group.
- D. Coordinate with the Chair for delegation of work assignment.

VII. Charter Approval

Prepared By:

/s/ Dave Haston
Task Group Chair

11/7/2006
Date

Approved By:

/s/ Tory Henderson
FEWT Chair

11/7/2006
Date