

# National Wildfire Coordinating Group

## Wildland Fire Education Working Team

### Meeting Minutes

October 20-21, 1999  
NFPA Headquarters, Quincy, MA

#### **Team Members Present:**

Maureen Brooks, Maryland Department of Natural Resources  
Rem Hawes, Bureau of Land Management, USDI  
Cathy Rezabeck, Fish and Wildlife Service, USDI  
Connie Rudd, National Park Service, USDI  
Lou Southard, Virginia Department of Forestry  
Billy Terry, Forest Service, USDA

**Annual Budget Submission to NWCG and Accomplishment Report:** Review of the budget submission and accomplishment report by the team members.

**Arson Grant program:** The final report for this project will be due in the spring of 2000. Final reporting by participating agencies is due to the team in January 2000. The report will be published on the web site and selected success stories shared via news articles.

**Guides and course update:** The last guide - Establishing Fire Prevention Education Cooperative Programs and Partnerships – is completed and will be available on the web and at the Publications Management System. A total of 11 guides have been developed which replace the Wildfire Prevention Handbook. The course – Wildfire Cause Determination for First Responders is nearing completion and will be available in the spring.

**Electronic bibliography:** The contractor has begun working on collecting fire education web sites from the original mailing list provided, has updated the mailing list and provided it to the committee, and is in the process of making a second request to organizations which have not responded. The team discussed and decided on a basic design for the web page. A draft of the page is expected by April 1, 2000 for team review.

**Hot mail list:** The team will use the mailing list developed by the contractor to develop a hot mail email list to be used by team members to notify agencies of new team products, updates, etc. This is expected to be operational in late spring.

**Fire Ecology Brochure:** The team reviewed the text of the brochure and provided additional comments. The brochure will be designed with the assistance of the staff at NIFC. Total budget request for completion of the project is \$40,000. The brochure is the first team product expected to be distributed by the Center of Excellence. An initial mailing of the brochure will be sent to agency representatives along with purchasing information.

**Distribution System:** A proposal has been sent to the Center of Excellence regarding the distribution of team products in the Fire Education section of the catalog. The team will provide the first printing and start up costs to the Center of Excellence which will sell items on a cost recovery basis for future printings.

**Education Strategy – Action Item 10:** The team reviewed a Power Point presentation about the Education Strategy that was shown to the NWCG last spring at their meeting in Seattle. Further team discussion on the strategy concluded that the team does not support the development of a mandatory course to transmit the messages about fire use. The team proposed that we work with

the Training Working Team on the revision of existing courses and development of new courses to ensure that the messages are incorporated in training.

**Guests:** An NFPA representative visited the group and reviewed their educational programs including Risk Watch, Learn Not to Burn, and the Sparky web site.

**Tasks:** The team completed the presentation for the NWCG made on Thursday, Oct. 21. The team made FY2000 Budget item assignments.

**Planning for future meetings:** Conference call updating team members on assignments scheduled for December 15, 1999. The next team meeting will be February 15-17, 2000. At this meeting the team will be planning work for the next 3-5 years.