

**National Wildfire Coordinating Group
Wildland Fire Education Working Team**

Meeting Minutes

February 16 –17, 2000
Columbia Gorge, WA

Team Members Present

Rick Gibson, Oregon Department of Forestry
Willie Begay, BIA
Cathy Rezabeck, USFWS
Rem Hawes, BLM
Lou Southard, Virginia Department of Forestry
Maureen Brooks, Maryland Forest Service

Guests Present

Roberta D'Amico, NPS
Pat Durland, BLM
Patrick Goggins, Center of Excellence

Arson Project Update: The project is nearing completion. An update will be sent to team members to wrap up the loose ends. A report of the project will be written this spring.

Communicators Guide: This is a project which is identified in the Fire messages strategy which was a cooperative effort with the Fire Use Working Team. Currently the guide is near completion with the contractor, Ohio State University. The WFEWT is now taking responsibility for completion, marketing and distribution. The team decided that the final product will be made available on the Electronic Bibliography and at the COE. The team will assist the COE with marketing via the Hotmail System. The team will be in contact with OSU to determine the needs for finishing this project by 10/1/00.

Electronic Bibliography/ Web Design: The contractor for the Electronic Bibliography has found and reviewed more than 300 websites. They are currently working on the organization and design of the website. The team reviewed some sample designs provided by the contractor and made comments. There will be a sample site on the web for team review by May.

Brochure: The team reviewed a color copy of the brochure on Fire Ecology in the United States provided by the artist and made several decisions on the final size, photos, editing, and content. Another copy will be available for review when the changes are completed.

Distribution Center/COE: The team will be entering into an agreement with the Center of Excellence to distribute team products. The COE catalog is currently on the web. WFEWT products would appear in the web based catalog under the Fire Education Section. The COE is willing to assist in printing the upcoming brochure and providing the team with an initial amount of brochures to distribute for marketing purposes. The team will use the Hotmail to notify users that the brochure is available.

National Education Strategy Product: Contractor will be selected to do an assessment of fire awareness (of messages) of different audiences. Final product would be how to communicate these messages to the general public. The end result is to get more tools into the “toolbox” for agency personnel.

Hotmail email list: The list is being generated by the contractor for the Electronic Bibliography. Hot mail will be used by the team for announcements, marketing team products and to distribute minutes. It is expected to be in operation in May.

Patrick Goggins – Center of Excellence: The team discussed several items relating to the Center of Excellence including availability of space at the distribution site for team materials, the Space at the center is at a premium. He explained new Symbols.gov. The group agreed that the symbols could go internally and externally. We saw the Indiana Fire Station video and the new “don’t play with fire “ PSAs. Talked about their relationship with the Ad Council.

Roberta D’Amico - Assigned to NIFC, her job will be working in PA, education, and internal communication. The team reviewed a video on prescribed fire called “The Missing Fire” and provided feedback.

Pat Durland – Provided the team with a summary of the current fire prevention /education training courses which are on the shelf at PMS. These course are updated every ten years at a minimum. Team may need to monitor the courses for necessary revisions prior to the ten year mark as the team is responsible for technical input and content control. The project to write the Education Guides series is completed. A list of the guides was provided. Most of the guides are currently available on the web and all are available from PMS. The WFEWT will make sure that the guides appear in the electronic bibliography with a link to the PMS section for downloading. Prevention Teams Training was also discussed at length. The team will consider including sponsorship of the training in the strategic plan. Pat also provided an update on the WUI Working Team and the Firewise Community workshops. Several workshops are planned over the next couple of years which may involve some team members in their home locations around the country.

NWCG Parent Group Business:

PMS Committee – The WFEWT representative is Rick Gibson.

Business Practices Plan – Team will review and provide comments.

Planning Session – The team spent the remainder of the meeting discussing and working on the WFEWT 3-year strategic plan to be presented to the parent group by April 1, 2000.