

**MINUTES FROM THE  
NWCG WILDLAND URBAN INTERFACE WORKING TEAM MEETING  
Burlington, Vermont  
Oct. 2-4, 2002**

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## NWCG WILDLAND URBAN INTERFACE WORKING TEAM

Burlington, Vermont

Oct. 2-4, 2002

### *Working Team Members:*

Dave Halstead (NEMA)	Sam Scranton (DOI/BIA)
Pat Durland (DOI/BLM)	Janet Anderson-Tyler (USFS)
Joe Stam (NASF)	Jim Smalley (NFPA)
Ginny Desautels (FEMA)	Jack Cohen (USFS)

### *Guests:*

Craig Sharman – National Volunteer Fire Council  
Joan O’Hara Wehner - NASF  
Dan Bailey – USFS Firewise  
Facilitator: Barbara Kennedy (USFS)  
Notetaker: Nancy Porter (USFS)

Meeting called to order by Sam Scranton, Vice Chair.

### Agenda adjustments:

0900 – 1000 Thurs. Jim Brenner will not be here & will move 10-yr Implementation plan from Friday to that spot.

## **UPDATE – OLD BUSINESS**

### **Firewise Communities Program**

#### *Firewise Communities/USA recognition program*

Dave Halstead provided an update on the training for state forestry staff for this program. Each 3-day session is set up according to weather and the location of the first recognized Firewise Communities/USA, for 30 people maximum per session. State Foresters will be asked whether they will participate in the overall program and will submit the names of staff to attend. The program will pay for 3 per state to attend training.

#### The tentative schedule:

Jan.21-23 - Daytona, FL – Adams Mark Hotel  
Feb. 24-28 - Tucson/Prescott, AZ – Includes both training and WUI WT meeting  
April 8-10 - Boise, ID  
April 22-24 - Salt Lake City, UT  
May 6-8 - Spearfish, SD

Joan O’Hara Wehner indicated that states would prefer to attend the closest workshop to them geographically, and recommended that a cover letter signed by Jim Hull go out with the Firewise training information. An invitation will be issued to all the states. Joan suggested using NASF regions to announce training sessions. Joan will get letter of endorsement to Jim Smalley to go out with this information. Joan also noted that State Foresters are working with the Ad Council on a project designed for distribution to fire departments.

#### *Firewise Communities Workshops*

Dan Bailey noted that the 18<sup>th</sup> workshop in the series was just completed in Bolton Landing, NY. It was a great mix of people with senior management level NY State participants. There are 11 workshops remaining, the last of which will be in Sante Fe, NM, in November 2003.

The first of the California Workshops was held in Agoura Hills at the end of August. The state of California is providing funding for this workshops series, while Firewise staff provide support. California is using a 2-day format and including information on state-wide planning.

Firewise staff are working with FEMA to develop and administer a 5-day version of the workshop as a training course at FEMA's Emergency Management Institute.

#### *Workshop Materials*

Jim Smalley noted that a new guide, "Insiders Guide for Workshop Facilitators" is now available. CD #4 in the Firewise workshop set will be shipped to past participants within the next 2 weeks.

#### *Community Support*

Jim Smalley noted that communities recognized under Firewise Communities/USA will receive priority rating for pre-disaster & mitigation money from FEMA. FEMA has also agreed to provide hazard data to communities for which we provide ArcView software. Firewise will begin providing the Arc 8 version of the software to eligible applicants. However, we will no longer designate "ArcView Communities". All community assistance will be directed in the communities towards moving them to meet the Firewise Communities/USA standards.

A request for proposals was issued and a contract awarded to the Research Division of the American Planning Association to conduct a follow-up on all past workshops, collecting data and documentation. The project will be done in May, and should help us see what is successful as well as where we need to provide follow-up and additional assistance.

#### *Public Education/Awareness/Information*

Nancy Porter reported that the poster for the National Association of Science Teachers (NSTA) Journal is complete and will appear the November NSTA Science Scope Journal. Science Scope goes out to almost 20,000 teachers. Firewise staff is working on a distribution plan for additional copies.

Nancy noted that six Firewise Kiosks (in beta testing phase) will be in place Jan. 1 at Lowe's, Home Depot, True Value Hardware, Monrovia Nursery, MOSI, and the World Forestry Center. These units will be collecting data.

Firewise staff are working with NFPA and the American Red Cross to complete a wildland fire module. They are also completing wildland fire module for Risk Watch, along with the U.S. Fire Administration, NPS, BLM, and NFPA.

Nancy reported that the Cache couldn't let contracts because of funding in '02, but items should be in stock by February. Firewise items include Key Chain, luggage tag, java jacket, brochure.

Firewise display exhibits have been sent out to geographic coordinators. The location of these will be posted on the website.

The Firewise website had over half-a-million hits in September 2002. The new website should be up by next week (mid October 2002), to include a new section covering the Firewise Communities/USA program ([www.firewise.org/usa](http://www.firewise.org/usa)).

The September 2002 issue of Wildfire News & Notes is at the printer but is already on the web.

A short article on Firewise gardening/landscaping was submitted for the NAPS program, in both English and Spanish. The English version has had 22 million readers. NAPS has run the article for 3 months, and it has hit different states than we have before – western and southeast.

#### *Other Projects*

- *Keeper of the Flame*  
Dan Bailey distributed a draft script for review by the Working Team and asked for comments by October 25. Still sorting out if it will be aired on National Geographic or not. The documentary is scheduled to be

finished April 30<sup>th</sup>; want to begin promotional activity by Nov. 1. A website is currently under construction at [www.keeperoftheflame.org](http://www.keeperoftheflame.org).

- **MOSI**  
Pat Durland reported that the Museum of Science and Industry in Tampa (MOSI) is waiting on a National Science Foundation Grant for \$1 million to develop the “Disasterville” exhibit. MOSI has been doing some prescribed fire planning and want to do a prescribed burn on their 40-50 acres on site
- **Public Lands Trek**  
Pat described this event. One team started in Canada and another from Mexico and met in Salt Lake City. Teams were exposed to a number of wildland resource issues. There was a Firewise exhibit at the Salt Lake City finale. Did not get as much publicity as expected. Will be doing follow-up with posters, articles, website, etc.
- **SCA**  
The Student Conservation Association’s Fire Education Corps is working on an MOU with DOI to diversify to fuels, fire effects, etc. Pat suggested that perhaps states could use interns to organize Firewise Communities to bring onboard as Firewise Communities/USA.

#### *Upcoming Meetings*

- **Roundtable**  
The “National WUI Roundtable II” will be held on November 7 at the Doubletree hotel in Crystal City (Arlington, VA). The focus will be on the new Firewise Communities/USA program. The program will be explained and awards given to the new communities. Representatives from each state will have about 5 minutes for presentation during a moderated session.
- **Stakeholders**  
The fourth annual Stakeholders’ meeting will take place from 10 a.m. – 2 p.m., December 5 in Washington, D.C. Participants will highlight what they have contributed so far and what they can do in the future.

#### **National WUI Fire Program**

- **NEMA**  
Dave Halstead represented the WUI Working Team at the NEMA Conference of about 150 people and made presentation on Firewise. Had the chance to spend time with FEMA Director.
- **NASF**  
Craig Sharman reported that his group is working with the State Foresters on FEPP Program legislation to move it back up to top priority. It is late in the Congressional year so may not happen this year. Hope to pick it back up in January 2003.
- **USDA Forest Service**  
Janet Anderson-Tyler noted that she held a short meeting yesterday on the National Fire Plan and the issue of the WUI being one of the most controversial parts – looking at opportunity to rebuild next plan to fix this. May want to tie into Kennedy school of Govt. to help bring into public discussion before finalizing policy.

Janet further reported that FEMA/NASF/USDA/DOI are currently formalizing an MOU to coordinate grants more closely and make sure the Fire Departments that need help the most receive it. USDA rural Development may also sign onto MOU.

- **DOI**
  - **BLM**  
Pat Durland – A modified DOI Risk Assessment Process (RAMS) is being developed to include community assessment. On Nov. 7<sup>th</sup> 2002 , doing broadcast from Phoenix with live downlink for middle school live remotes in Florida, Boise. Website Themes – Wildlands have to burn but houses don’t & Firefighters can’t do it alone. Pat reported that DOI has been successful in obligating money for redo of Burning Issues CD Rom over the next 2 years.
  - **BIA**
  - **FWS**
  - **NPS**

- **FEMA/USFA**  
Ginny Desautels noted that FEMA backs the Firewise initiative and is working to get information out. FEMA and Firewise are in the initial stages of meeting with FEMA's Emergency Management Institute (EMI) personnel to move Firewise Workshop training to EMI. Ginny noted that the FEMA & USFA Fire Grant program is having a meeting at end of the month to set criteria for FEMA Fire grants next year. May want to make sure wildland is represented.
- **NFPA**  
Jim Smalley described three firefighter safety video scripts that are being worked on with reps from volunteer fire departments, the IAFC, USFA, USFS, BIA, BLM, and Orange County (CA) Fire Department. The video working team is discussing packaging all 3 videos together with CD, book and black-and-white masters for overheads. Want to talk to NVFC about distribution. These will be available after Jan 1, 2003. The working titles are Fire Behavior in the Interface; Firefighter Safety in the Interface; and Incident Management Considerations in the Interface. Videos will be about 20 min. in length.
- **IAFC**  
Jack Cohen noted that the International Association of Fire Chiefs is sponsoring the Interface 2002 Conference on Dec. 4-6<sup>th</sup> along with the Int'l Assoc. of Wildland Fire and the Rocky Mountain Research Station. It will take place in Kansas City, MO. For more info, check [www.iawfonline.org](http://www.iawfonline.org) or [www.iafc.org](http://www.iafc.org) PH: 703-273-0911 [exhibits@iafc.org](mailto:exhibits@iafc.org)
- **States**  
FLORIDA – The state Division of Forestry is developing a CD-Rom program called “Living on the Edge”. Dave Halstead will check into how they are representing themselves to other states. Dave mentioned that he applied for and received a hazard mitigation grant of \$100,000 for Firewise Communities. Florida is also developing “best management practices” regarding WUI development. Dave would like the WUIWT to consider a national project along these lines.  
ALASKA – The Alaska education coordinator has developed a workshop called Fire in Alaska and has developed teaching kits. The coordinator is in the process of making this information accessible through distance delivery -- it is being well received. May 6-8<sup>th</sup> is the next Firewise conference in Fairbanks, Alaska.
- **Other**  
Joe Stam reported that the first-ever National Fire Managers meeting will take place during the week of January 6, 2003, in San Antonio, TX.  
Jim Smalley reported that retiring NWCG Chair Don Artley was presented with a framed Dolack print for his contributions to NWCG and support of Firewise.

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**NEW BUSINESS**

**DEFINITIONS** – Jim Smalley was asked by the NWCG to review definitions of terms and decide which ones we want to take ownership of and new ones that need a definition.

**CHARTER REVIEW & APPROVAL**

Jim Smalley noted that the Charter had been revised to include FEMA. This is the only change made from the current signed charter. The USFA & Ichiefs will remain on the working team.

Joe Stam moved to accept the revised Charter. Sam Scranton seconded. There was no discussion. The WUIWT voted unanimously to accept the revised Charter.

**2003 PLAN OF WORK**

Jim presented ongoing project items:

- Wildfire News & Notes
- Firewise Communities Information Kiosks
- NADF Building with Trees Support
- Firewise Website
- Firewise Communities/USA Recognition Materials

- Firewise Communities Workshops
- Firewise Community Support
- Printing & Distribution of selected materials in English/Spanish
- Workshop & Conference Participation

Discussion ensued on several new items:

***ITEM: Rapid Response Team Reports***

DISCUSSION: Jack conducted a pilot course in May '02. This requires more to be able to interpret what burns. This money covers videos, labor, more. Need to change attitudes of operations chiefs. Don't really support Rapid Response Team idea.

- Is there a way to build interactive CD like the one done on arson?
- The objective needs to be changed. This should be the first step in overall objective.
- First step is training people in skills. Define strategies and protocol to develop curriculum. Joe will work with Jack on objective – We are trying to get to IMT's with wrong approach. Need to go through National MAC.

DECISION – Jack, Joe, Jim will rewrite this.

***ITEM: Firewise Communities Perspective Book***

DISCUSSION: This book would be for general distribution and to all stakeholders. We will engage folks that understand the multiple discipline approach. There will be an editor.

DECISION: Accept

***ITEM: Firewise Challenge Exhibits***

DISCUSSION: BLM has done work on developing a plastic prototype, but is very heavy. Back to looking at cardboard houses. How will we accomplish this – great national model, but don't want to be keeper of this kind of stuff. We would develop list and plans if people want to build one of these. We would have models that we would take to exhibits and trade shows.

DECISION: Accept

***Item: LACES for WUI Fire Fighting video –***

DECISION: Delete

***ITEM: Mobile Unit***

DISCUSSION: May be premature to do this. Think this type of thing is a good deal but need to look at research and who could staff. Also, the addition of an engine (other than a trailer) adds complications.

DECISION: Delete

***ITEM: Comprehensive Communications Plan***

DISCUSSION: Don't have full proposal yet. Jim, Dan, Judith met with Fleishman Hillard PR Firm – Communications company. They would help craft the message and pull it all together. May want to do a brainstorming session with the PR Firm and invite Rep from Fire Education Working Team – Need ½ day for this in Arizona at next working team meeting.

DECISION: Accept

***ITEM: Performance Measures for Firewise***

DISCUSSION: Jim stated that we are setting aside funds in case we want to expand upon this year's work in evaluating workshop performance. This would be the second phase if needed.

DECISION: Accept, hold pending APA report May 2003

***ITEM: Firewise Communities Planning Textbook***

DISCUSSION: Firewise staff have had universities inquire on how to integrate Firewise ideas into curriculums. This would put information into textbook for folks to carry on Firewise effort. The concept fits into the 10-year strategy plan. May want to connect with NACO on this project. There are a lot of link opportunities with this.

This would be a stand-alone Firewise textbook. This would be used in urban planning class. It would fit into curriculums on hazard mitigation planning.

**ITEM: *Statistics of the Wildland Urban Interface (ISO)***

DECISION: Accept

**ITEM: *Firewise Landscape Plant Lists***

DISCUSSION: We would not own and maintain plant lists but we would collect those out there and provide in uniform format on web.

DECISION: Accept - Partner with states to find out what is there – Do an assessment as to what is out there. Talk to Extension Forestry and others.

**ITEM: *Keeper of the Flame Promo items***

DISCUSSION: Keeper of the Flame will be a documentary that chronicles the history of fire, interface and puts into perspective with mitigation. Everything that has come out to date is suppression oriented. Sets interface issue in perspective. It's not a dated piece, and not like anything that has been done.

- What kind of policy review has it gone through? Concerned if this comes out and starts presenting different look then people will care. This is an agency thing because agencies are paying for it. Concerned about losing future effectiveness if not approved before release.
- This does not require that same thing, this is not strictly an agency product– statistics have been checked and peer review, National Geographic has also reviewed technical side. Both Departments have looked at rough script.
- Don't think need to have a sign off but just make sure they are in loop. Agencies just want to make sure no one is surprised. There will be a review of rough cut before this is finalized. It would not go out without stamp of approval. Will take script to NWCG next week and give opportunity for their input. Don't see State and local govt. represented. May want to include state & local in project write-up.

DECISION: Accept -- Get script input to Dan by Oct. 25<sup>th</sup>

**ITEM: *One-Day Firewise Communities Workshop "Refresher" seminars***

DECISION: Accept - Hold pending APA report due May 2003

**ITEM: *Firewise Magazine***

DISCUSSION: How will this be different than our other materials? They want to do this magazine targeted at homeowners – it would be a quarterly.

DECISION: Set aside \$50,000 of this money to buy reprints of Firewise related articles --Wildland Firefighter magazine may be one of them.

**ITEM: *Firewise Youth Messages***

DECISION: Accept. Leave money in there for now and define if and how to spend it.

**ITEM: *Firewise Insert***

DECISION: Accept. Go through State Forestry organization and have available as template to use locally or can be done through PR Firm.

**ITEM: *Firewise Communities/USA Assessment training***

DECISION: Accept

**ITEM: *Firewise Communities/USA Introductory Video for VFDs***

DECISION: Accept -- On hold till after meeting with AdCouncil.

**ITEM: *Firewise Conference Planning 2004***

DISCUSSION: Pre-Conference printing/notification/reservation costs

Objective is to advance training and local efforts of communities. Originally we talked about it being a celebration/recognition of what has been accomplished and where we are going.

DECISION: Accept

**ITEM: EMI Firewise Course**

DISCUSSION: Idea is to provide our expertise to work with EMI curriculum development folks to develop course.

DECISION: Accept

**ITEM: Development of FW Web/CD-Rom Training**

DISCUSSION: We will be ending the workshop but need to leave exercises and training in a useable format. Will be available from all outlets.

DECISION: Accept

**ITEM: Firewise University Design & Development**

DISCUSSION: Online Learning Center development to make links and develop how it would work.

DECISION: Accept

**ITEM: Geospatial Landscape Analysis Center**

DISCUSSION: This is technical part of support for communities that gets to sharing of data bases, etc. Using web to build data sets and share with others. This will be contracted out. Need to determine maintenance costs.

DECISION: Let's determine if there is a compelling need – Think there is a need for this.

**ITEM: Community Wildland Urban Interface Evaluation**

DISCUSSION: This is a project we could do with ISO. We think there is a way to establish a rating mechanism for determining the communities' commitment to solving interface problems.

It would be developing criteria. This is the feasibility study of the initial phase. This is different from 1144 stuff.

- What is the value of this? It is our responsibility if we see a community that is not committed that we educate them and change that. We have to create criteria through fire plan that can be applied at the local level and this would be a tool that could do this, but the price is far too high. Could also be done without this. Sounds like an insurance company issue. Our job is to facilitate reduced ignitability.

DECISION: Delete

**ITEM: Individual Property Hazard Risk Analysis**

DISCUSSION: ISO project using 1144 feasibility study to build a national database.

DECISION: Delete. Work with NASF Committee and change issue objective to 10 Year Plan item. Bring up on FY '04 Plan of Work.

**ITEM: MUSIC CD –**

DISCUSSION: Jim will ask PR Firm their feedback and with conference call or email decide on project.

DECISION: Accept with advice from Fleishman Hillard

**ADDITIONAL DISCUSSION:**

After the 2002 fire season, WUIWT members were asked to give feedback on the disconnect between federal fire staff and volunteer fire staff. One idea is to have a workshop with volunteers to put together a course that touches on the important issues, including qualification systems. Jim & Craig will work on strategic planning session to bring folks together. It was suggested ISO be contacted (esp. Tim Murphy). Other potential players include Mike Long from Florida, Colorado folks, ODF, deputy IC of Stuttler's team, others.

**DECISION:** Add to this year's work plan under Task I - Rural & Small Community Roles and Responsibilities in the Wildland Urban Interface.

Janet Anderson-Tyler moved to accept the modified 2003 work plan. Jack Cohen seconded the motion.

Discussion involved waiting to hear back on decisions for the items tabled at this meeting. The WUIWT unanimously accepted the 2003 work plan.

## OTHER ISSUES

### MOU

MOU signed on Monday at NASF conference. We need to coordinate PPT with video and review video so we have consistency of message.

### Working Team Book Review

Take a look at this and give comments and edits in to Jim by Nov. 1<sup>st</sup>. Will Update once a year with current work plan.

### **2003 Meeting Schedule:**

Feb. 24-25, 2003 - Prescott, AZ

June 4-6, 2003 - Charleston, SC

Oct 21-23, 2003 - Oklahoma City, OK

## AGENDA ITEMS

1. Position paper on WUI Definitions
2. Ten-Year Implementation Plan
3. Shelter in Place
4. FW Concept with other Forest Land Management Issues

### **1. WUI Definitions – Dave Halstead**

Jim had identified some this team should work on: WUI; I-Zone; Urban; Urban Interface; Rural; Greenbelt; Buffer; Risk. The Team should defer to experts on ones that apply to them. The NASF & Western State Fire Mangers have done a lot of work on this. WUIWT needs to be involved in whatever definitions Agencies come up with. This is related to Goal 4 in the ten-year plan.

Jack will take on definition of WUI and elaborate on WT's definition. Will aim to make as general to phenomenon as possible. Team will review and decide if there are other definitions to be tackled.

**Due Date: Oct. 31<sup>st</sup>**

### **2. Ten-Year Implementation Plan**

Janet will email out a better version to read. Picked out 5 Action items that affect WT and we should be involved in and have completed one of them. A signed Firewise MOU is completed. The elements of the ten-year plan that touch on Firewise are as follows:

- **Promote Community Assistance** – Communities at risk have increased capacity to prevent losses from wildand fire and the potential to seek economic opportunities, resulting from treatments and services.
- **Implementation Task – Assess training, equipment, safety of rural fire depts.** NASF has the lead on this. Jim Hull will form collaborative group to do assessment to identify needs and decide how to report to congress. WT needs to contact Hull to be a part of this group. **DECISION:** Joe will call Janhke to coordinate and ask what he thinks our role should be. Someone from NFPA should be tied in because they maintain FD inventory. Joe will report back by email to WT.
- **National Fire Prevention Plan Template for WUI Communities** – NWCG WUI is the lead on this. Missing piece is from ED WT. Jim has completed the Firewise piece. Next piece is how are we accountable. Dave will attend the Fire Prevention team meeting to coordinate. The Leadership Team will be looking at the ten-year strategy on October 16.
- **Develop and adopt local land use plans and ordinances that provide for the maintenance of defensible space & fuel mgmt on municipal & private property.** NACO (Nat'l Assoc. of Counties) is the lead. The WUIWT should wait till after 16<sup>th</sup> to see how we can tie in with this. NASF is asking WUI WT be the monitor/partner. **DECISION:** Janet will monitor and get info back as to how we can get info to NACO.
- **Develop nationally compatible definitions for identifying at risk WUI communities and a process for prioritizing communities within state or tribal** NASF (Hubbard) will head up group to work with FS and DOI. Outcome of this committee will be a set of criteria that can be applied. **DECISION:** Dave will work

with Hubbard & remind WT need to be involved in this. Joe will contact Janhke also. Jack is working on this issue with Hubbard and will clear with this group before going out.

### **3. Shelter-In-Place**

DISCUSSION: Issue came up at Perry Park. This team has talked about this for about 6 years but has never really seriously dealt with this issue. We need to figure out where shelter in place fits in our ultimate vision. We can ignore it, but in some communities they have no options but shelter in place under some conditions. We need to have a way of dealing with those questions

DECISION: Each work on position and send into Dave to coordinate for review in Feb.

### **4. Firewise concept and other forest/land mgmt. issues**

DISCUSSION: Sierra Club folks are using argument that the USFS doesn't need to do anything other than treat around the house. May need position paper on how all this fits together – how FW is only part of the solution, everyone has part of the solution and that we publish so that everyone understands. Need to be on record so our philosophy is clear.

- Our group needs to explain that there are more than residential values at risk.
- Part of the reason is because we don't have a good definition of the wildland urban interface. Environmental groups are saying nothing is tied to the wildland, but they are ignoring a whole set of values.
- Need to be careful about how we define those values and how this is approached. This is somewhat the issue working on with Hubbard to start with definition and what that means in terms of doing something about this problem, then operationally how we deal with this problem.

DECISION: Need to start with basic definition first to draw contrast. Position paper tied into what Jack is doing. Need to be consistent. Discussion at Feb. meeting.

### **AGENDA ITEMS for next meeting (Feb 24-25, 2003 – Prescott, AZ)**

1. Finish up 3 position papers/product - Definitions/Shelter in Place/FW Concept & other Forest/land mgmt. issues
2. Keeper of the Flame – allow four hours for discussion
3. Update on 10-year strategy
4. Final draft of WT Book
5. Executive Session – Sunday 6-7pm
6. PR Firm presentation
7. Tour Timber Ridge 3-5pm Tues.
8. Prescott Fire Marshal presentation – Ted Galde
9. State Forester welcome
10. Update on Firewise USA Training - Judith Leraas Cook
11. Progress update on FW projects- 1 hr. Tuesday
12. Working lunch

### **Things that need closure –**

1. Joe - PLT project inclusion in workplan - \$50,000 to create materials for PLT - done by PLT Alaska. Jim will edit proposal and send out.
2. Dave - Masters of Disaster – Try to include.
3. Jim - Need to work on new agreement because current one ends in 03.
4. Joe – May 6-8 Firewise Conference in Alaska is really going to be national template. Need to see if we can use national team.
5. Item 1 of work plan – Rapid Response Team - Jim, Jack, Joe, Janet to work on this.
6. Roles & responsibilities of rural and urban fire depts. This fits into this but may need to address separately.
7. Need legalities and maintenance costs on geospatial project.

**MEETING ADJOURNED TO EXECUTIVE SESSION.**