

National Predictive Services Oversight Group Charter

The National Predictive Services Program [mission](#) is to integrate climate, weather, fuels, situation and incident resource status information to enhance the ability of managers to make sound decisions for both short and long range strategic planning. Working as cohesive units, Predictive Services will blend the functions of intelligence, fire management analysis and meteorology for delivering decision support products and services in support of Geographic Area and National decision-making.

Purpose

The Predictive Services Oversight Group (PSOG) provides management oversight and direction to National Predictive Services Program. The group coordinates, directs and oversees the development and implementation of nationally standardized products and services. Consistent Group dialogue and effective communication with Predictive Services staff and stakeholders ensures the integrity and cohesiveness of daily operations and provides for a sustainable and effective program.

Authorities and Responsibilities

PSOG is accountable for and has the authority to coordinate and provide management oversight to the National Predictive Services Program on behalf of its stakeholder groups and the Wildland Agencies.

PSOG is responsible for fulfilling the following management duties:

- Provide a common and integrated approach to national program strategy, planning and implementation.
- Facilitate communication with National and Geographic Area Center Managers, the National and Geographic Area Multi-Agency Coordinating Group, who as stakeholders provide well-defined communication pathways to interagency fire leadership at the field level.
- Ensure management coordination of changes to national program products and services.
- Serve as a deliberative body to review and resolve national issues for which Predictive Services program staff has failed to reach consensus.

Governance

The Fire Management Board (FMB) provides executive oversight to PSOG. Issues that can't be resolved by PSOG will go to FMB for final arbitration.

Organization & Relationships

PSOG serves as a functioning management team in accomplishing its purpose. Coordination Center Managers are integral to PSOG's purpose, engaging as leaders and supervisors to their respective Predictive Services Units. Geographic Area Coordinating Group guidance and oversight for localized products and services is equally necessary. In both cases, PSOG provides a framework for Geographic Area coordination and cooperation.



PSOG may establish standing or ad hoc working groups whose purpose is to provide effective, coordinated and sustainable management to the National Predictive Services Program.

Membership

PSOG will consist of the following core (voting) membership:

- Fire Management Board (FMB) Representative
- NMAC Representative
- CGAC Representative
- NICC Center Manager
- Two GACC Manager Representatives, representing east and west GACCs
- Two Agency Fire Management Representatives, representing East and West agencies.
- Predictive Services Fire Analyst Working Group Representative
- Predictive Services Intelligence Working Group Representative
- Predictive Services Meteorologist Working Group Representative

PSOG may reach out to liaisons from other groups and entities, such as the NWCG Fire Environment Committee, for advice and consultation on special topics or issues.

Membership Roles and Responsibilities

- Chair and Vice-Chair: The Chair of the PSOG will rotate among the NICC/GACC Center Managers, the CGAC rep and the Fire Management Representatives, serving a two year term that begins in January of every other year.
 - The Chair is responsible for scheduling meetings, setting the agenda, and performing other functions as necessary to accomplish the purpose and responsibilities of the Group.
 - PSOG may select a Vice-Chair from amongst its members to serve a two year term that begins in January of every other year.
 - The Vice-Chair performs the duties of the Chair when the Chair is not available or as requested by the Chair.
- Members
 - Members generally serve three year terms and may serve successive terms. Membership changes will be staggered to preserve cohesiveness and corporate memory.
 - Group members are expected to attend meetings and actively participate in the discussions and are encouraged to contribute to the development of meeting agendas.
 - Members are expected to communicate PSOG activities to their respective organizations.
 - When necessary, members may designate a representative to attend PSOG meetings on their behalf.



- Any such representative should be fully cognizant of the functions and activities of the PSOG and have full authority to make decisions on behalf of their principal.
- Members are encouraged to minimize the use of “actings” to ensure consistency and continuity in the business of the PSOG.

Executive Secretary

The Chair may appoint an Executive Secretary to assist in the development of meeting agendas, and meeting logistics. The Executive Secretary will record the proceedings of the Group by documenting the decisions and actions. The Executive Secretary is also responsible for distributing and communicating information about the PSOG and for keeping and securing permanent records of the meetings.

Meeting Administration

- Meeting Scheduling:
 - Members will be provided with advance notice of meetings and, to the greatest extent possible, will be provided with the agenda and supporting materials in sufficient time to prepare for the meeting.
- Decision Making: A quorum must be present for all PSOG decisions:
 - A quorum consists of at least six members including the Chair or Vice-Chair, and at least three other management representatives and one Predictive Services representative.
 - Decisions will be based on a consensus of those members present.
 - All decisions will be recorded.
 - If consensus cannot be reached by the members, the decision will be elevated to FMB.
- Meetings and Records:
 - The Group will meet as necessary to perform its functions.
 - Records of meetings, including agendas, materials, and decisions will be kept and made generally available.
- Operating Rules: The Group may adopt any additional operating rules necessary to implement the provisions of this charter.

Approval

This charter takes effect upon the signature of the Chair of the Fire Management Board and remains in effect until rescinded. PSOG may suggest updates to FMB for review and approval.

A handwritten signature in black ink, appearing to be 'R. O.', is written over a horizontal line.

Chair, Fire Management Board

12/03/2019

Date