

**Charter**  
**National Wildfire Coordinating Group**  
**Wildland Fire Learning Portal Governance Board**

**Purpose**

This charter establishes and provides direction to the National Wildfire Coordinating Group (NWCG) Wildland Fire Learning Portal (WFLP) Governance Board

**NWCG Wildland Fire Learning Portal Governance Board Mission**

The WFLP Governance Board provides national level oversight, authority, and long-term strategic direction of the WFLP by ensuring all stakeholders interests are represented.

- Establishes, maintains and enforces WFLP business processes for the development, implementation and maintenance of the WFLP.
- Ensure the WFLP accurately reflects the business requirements of the user community.
- Reviews and approve modifications to the WFLP to ensure appropriate agency and stakeholder requirements are met and are based on a demonstrated business need.
- Review and approve all WFLP modifications that may affect business requirements, user security roles, or have a major effect on the learner.
- Develop strategic direction to ensure the long-term sustainability of the WFLP.

**Authorities**

The NWCG Wildland Fire Learning Portal Governance Board is established pursuant to the NWCG Charter.

**Membership**

Primary members are voting members, advisory or other ad-hoc members are non-voting.

Membership will consist of one (except as noted) primary member from:

US Department of Agriculture, Forest Service

- Fire and Aviation Management

US Department of Interior

- Bureau of Indian Affairs
- Bureau of Land Management
- Fish and Wildlife Service
- National Park Service

Wildland Fire Management RD&A

National Association of State Foresters (2)

International Association of Fire Chiefs (2)

United States Fire Administration

NWCG Training Development Program

Membership will consist of one advisory member from:

National Wildfire Coordinating Group Staff

Geographic Area Training Representative

Wildland Fire Information and Technology

A member of the NWCG Executive Board will serve as a liaison.

Members will serve two-year terms. Members may be reappointed for additional terms.

The WFLP Governance Board will select a chair from among the membership. The chair will be reviewed and approved by the NWCG Executive Board to serve for two years. The chair may be extended if approved by the Executive Board.

The Chair is responsible for scheduling, organizing and facilitating all meetings and conference calls; dissemination of notes to Board members and other stakeholders as appropriate; and serve as the single point of contact to the NWCG Executive Board.

All members will review agency requests prior to bringing them to the Board for consideration

**Charter Maintenance**

The charter is reviewed annually by the NWCG Executive Board, updated as necessary, and effective until terminated.



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Chair, NWCG Executive Board

6/18/2020

Date