



NATIONAL WILDFIRE COORDINATING GROUP

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NWCG Memorandum No. 14-010

Date: 4 August 2014

TO: NWCG Program Management Unit (PMU) and NWCG Committee Chairs

FROM: Dan Smith, Chair, NWCG Executive Board

A handwritten signature in black ink that reads "Dan Smith".

SUBJECT: Guidance for NWCG Committee Activity as it Relates to Inherently Federal Business

The attached memorandum from the Fire Management Board (FMB) requests NWCG assistance relative to the Federal Advisory Committee Act (FACA). Based on this request, the NWCG Executive Board is charging the NWCG Program Management Unit (PMU) to work with the NWCG Committee Chairs to develop and implement standard processes that ensure clear distinction between federal and intergovernmental work. The PMU will contact NWCG Committee Chairs to initiate this effort.

If you have any questions or suggestions, please do not hesitate to contact Sean Cross, NWCG Program Manager, 208-387-5444.

Attachment: FMB Memorandum No. 14-001

cc: Fire Management Board, NWCG Executive Board



## Fire Management Board

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FMB Memorandum No. 14-001

Date: 5 August 2014

TO: Dan Smith, Chair, National Wildfire Coordinating Group

FROM: William Kaage, Chair, Fire Management Board *William Kaage*

SUBJECT: NWCG Activity as it Relates to Inherently Federal Business

National Wildfire Coordinating Group (NWCG) committees and subgroups have historically dealt with federal and intergovernmental wildland fire business. To ensure clear delineation between federal and intergovernmental issues and remain compliant with the Federal Advisory Committee Act (FACA)\*, these groups either held federal member only meetings or limited certain decisions to federal members. Recent changes in national wildland fire governance structures have indicated the need to formalize these practices.

The federal Fire Management Board (FMB) does not wish to establish a parallel organizational structure to address inherently federal wildland fire issues. Instead, we would like to conduct inherently federal business within the current NWCG structure. We are therefore asking NWCG to develop and implement standard processes that ensure clear distinction between federal and intergovernmental work in order to maintain FACA compliance.

The FMB appreciates your patience and support as we all begin working within the new wildland fire governance structures. Expect additional discussion and direction regarding this topic as we formalize FMB business and associated processes. If you have questions or suggestions, please do not hesitate to contact Bill Kaage, FMB Chair, 208-387-5225, if you have questions.

*\* The FACA establishes requirements for federal advisory committees; NWCG committees when performing inherently federal work must meet these requirements.*

cc: Fire Management Board