

CHARTER

THE NATURE CONSERVANCY, FIRE MANAGEMENT ADVISORY TEAM

I. BACKGROUND

In March 2003, the Conservancy adopted wildland fire position qualifications that meet or exceed those described in Wildland and Prescribed Fire Qualification System Guide (PMS 310-1). The Conservancy underwent a defined process for transitioning personnel into the new system, with a completion date of June 2005. The Training and Qualifications Team (TQT) was formed to provide oversight of the transition, communicate information to field-based personnel, and make recommendations for training guidelines to the Fire Management Coordinator.

In April, 2005, the members of the TQT reviewed its charter and the need to continue beyond the end of the NWCG transition period. The team identified an ongoing need to resolve questions pertinent to training, and to continue its communication role with field staff. The Fire Management Coordinator identified a need for advisement on issues in addition to training, and suggested broadening the scope of a future team to include issues relative to all Conservancy fire management requirements, guidelines, and procedures.

The External Risk Assessment of the Conservancy's fire program, conducted in the spring of 2005, recommended a continuing role for an advisory team.

The Fire Management Advisory Team (FMAT) replaces the Training and Qualifications Team.

II. AUTHORITY

The FMAT is sponsored by the Conservation Risk Officer, and is administered by the Director of Fire Management. The FMAT does not set standards, but provides guidance on issues and operating procedures related to U.S. fire management and training.

III. MISSION

The mission of the FMAT is to enable communication among fire practitioners in the Conservancy and to develop recommendations regarding possible changes in Conservancy fire management guidelines, requirements and procedures.

IV. OBJECTIVES

The FMAT will:

- Provide communication to and from field personnel; convey questions, requests, concerns, and information
- Serve as sounding board on new issues related to requirements, guidelines, and procedures
- Make recommendations to the Fire Management Coordinator on specific issues of concern relative to requirements, guidelines, and procedures
- Advise U.S. Fire Training staff on regional/local needs and opportunities
- Assist in monitoring of compliance with TNC standards, in cooperation with Fire Managers and Fire Management Coordinator
- Evaluate and make recommendations on qualifications of new staff through Qualification Review Committee process
- Assist in coordination of IQCS implementation
- Evaluate future changes to NWCG standards and how those changes may be implemented by TNC
- Communicate through Conservancy liaisons with NWCG working teams on fire issues

V. MEMBERSHIP

The FMAT will consist of the Director of U.S. Fire Training, and at least one representative from each of nine U.S. areas (**Figure 1**); additional representatives may be appointed for divisions with a large number of fire personnel in order to maintain effective communication. Liaison to Conservancy legal staff and to Operating Unit directors will also be appointed. Additional liaison to the National Wildfire Coordinating Group working groups may also be appointed. The Fire Management Coordinator decided upon initial team membership, with advice and agreement from the National Fire Training Coordinator and members of the outgoing Training and Qualifications Team. Future members will be nominated by outgoing team members or the Fire Management Coordinator, and agreed upon by the FMAT. FMAT members will serve two-year terms, and may serve for more than one term. Area representatives for the Chair and Vice-Chair positions will be nominated by the Fire Management Coordinator and approved by the Team. The Chair will serve for one year. The Vice-Chair will serve as the Chair the following year.

VI. ROLES AND RESPONSIBILITIES

The Chair will have the primary responsibility of scheduling, coordinating and facilitating meetings, and communicating relevant information to the organization's fire personnel. The FMAT chair will assign responsible for drafting meeting minutes and providing the minutes to the Team for review, approval and posting. The Chair is responsible for assigning Qualifications Review Teams and ensuring timely progress in those reviews. The Vice-chair will serve as a backup to the Chair for any function as needed.

VII. MEETINGS

The FMAT will meet via conference call at least bi-monthly and in person as opportunities arise (e.g. in conjunction with national meetings). Team members will solicit agenda items from the programs they represent. Non-team members are welcome to participate on calls and provide input, but will not be part of the decision making process. The Chair may appoint small working groups to complete specific tasks; such groups will be noted in the meeting minutes.

VII. DECISION MAKING PROCESS

Consensus will be the preferred method for developing recommendations to the Fire Management Coordinator. A quorum is necessary to make a recommendation. A quorum is one more member than 50% of current FMAT roster. In the event that consensus cannot be reached, the FMAT Chair will make the decision on recommendations.

VIII. DURATION

This Charter will be reviewed in June 2011, when a decision will be made as to further need for the Team.

Figure 1. Map of U.S. FMAT areas

