

AZPFC NAZ TREX Working Group meeting

7-28-14 0900 NAU rm. 35

Members present: Mark Shiery (AZPFC)– IC, Neil Chapman (TNC) – FIN, Blair Foust (TNC) - LOGS, Brandon Oberhardt (KNF) - Coord., Holly Krake (KNF) – PIO, Jeff Thumm (COF) – OPS, Jim Pond (AAGG) – PLANS, Jeremy Bailey (FLN), Bruce Greco (AZPFC)

1. Functional updates:

- a. OPS – burn sites/plans, agency agreements, alternative activities, coordinators
 1. Jeff still trying to talk with Eric G. (NPS) to get overview map over proposed burn sites – permission received from NPS to contact direct
 2. Still waiting on some burn plans from FS due to current plans being updated
 3. Jeff mentioned they are trying to get some National Forest Foundation money that is being passed from Salt River Project for RX fire on Beaver Creek Watershed that could then be a potential burn site for TREX
 4. Still waiting conformation from Williams RD on KNF for burn sites – Mark S. followed up with District FMO and they will provide information when contact person returns from fire assignment
 5. Agreements from FS agencies still being finalized (Vic)
- b. LOGS – meals, facilities, porta johns, communication (radio cache, travel freq)
 1. meal contract complete – feed 30 people per day
 2. porta johns being contracted
 3. need H2O, batteries, files, tools, etc.
 4. working on parking plan and map for Hart Prairie Ranch
 5. discussed use of FS travel channel for module use during travel to and from sites– should be OK to use
 6. Need Comm. person to clone radios and oversee PFAC radio cache – Jim P. will talk with Eric True (HFD) for this position
 7. Can use some ERI vehicles for transportation if needed
- c. PLANS – IAP parts (generic)
 1. went over IAP parts that would be needed and check-in procedures
- d. PIO – Festival of Science, staff, plan
 1. need key contact people information to Holly
 2. budget – will utilize resources from District
 3. maps – Eric Gdula, being contacted
 4. Festival of Science – Sat. field trip potentially on Flagstaff FD site
 5. Coconino Comm. College Basic Wildland Firefighter class wants to come out to same Sat. site for hands on training
- e. FIN:
 1. discussed participant payment protocols (handled through TNC – check or credit card) and due date
- f. IC – objectives, welcome letter, initial briefing agenda, t-shirts

1. Incident objectives reviewed (attached for review)
 2. discussed participant Welcome letter (attached for review)
 3. Mark will come up with an agenda for the morning of 9-24 with the afternoon scheduled for burn site visits
 4. discussed T-shirt and design – all thought good idea (TNC can pay with internal funds if our income can't pay for all)
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2. Application review and Participant selection
 - a. discussed dropping participant number from 20 to 18 to provide room for local part time participation and special guests observing the events – all agreed
 - b. selected participants with alternates (list attached)

Tasks:

1. LOGS (Walker/Blair) – develop list of logistical needs for Hart Prairie ICP/camp (signs, copying supplies, propane/water costs, couple porta johns, etc.), acquire some TNC King radios for event,
2. PIO (Holly/Karen) – provide a list of key contacts to Holly ASAP so she can start implementing Comm. Plan
3. OPS (Jeff) – continue to collect burn unit info and plans (include pile burn opportunities in case of inclement weather)
4. PLANS (Jim) – create generic IAP forms and collect burn plan info as it comes in from Jeff
5. FIN – (Neil) will check with TNC folks regarding on-line credit card payment process and provide address for check payment
4. IC (Mark) – send e-mail to participants selected to attend with request of intent to attend. Send follow up Welcome Letter to confirmed participants, call Paul Summerfelt regarding potential Sat. burn site for Festival of Science visit and CCC class training,
5. ALL – Please let me know of any items we are missing that you may think of

Next TREX Working Group Meeting: Aug. 26, 2014 @ 0900 in room 035 at School of Forestry Bldg. We will have a Call In Number on the Agenda when it is sent out. (contact Mark Shiery 928-699-5683 if you need a Parking Pass – vehicle make and Lic. #)