

## **APPENDIX D**

### **STANDARDS FOR INTERAGENCY HOTSHOT CREW OPERATIONS NATIONAL INTERAGENCY HOTSHOT CREW STEERING COMMITTEE CHARTER**

#### **CHARTER AUTHORITY**

The National Interagency Hotshot Crew (IHC) Steering Committee will function under the authority of the IHC Sponsor Agency Directors and/or Fire Directors.

#### **MISSION**

The National IHC Steering Committee will provide the IHC community, fire managers, and agency administrators a means for proactive problem and issue resolution; will promote safe and effective IHC operations and will strive to ensure consistent adherence to national fire management policies. Interagency Hotshot Crews are those crews identified as National Shared Resources.

#### **OBJECTIVE**

The National IHC Steering Committee will assist fire managers, agency administrators, and IHCs in the management of the hotshot program through solicitation, review and validation of input and concerns relating to fire operations that are national in scope. The Steering Committee will facilitate the exchange of information between the above groups.

#### **STEERING COMMITTEE COMPOSITION**

The Steering Committee will consist of 16 standing members to include the following:

- Five Operations representatives appointed from each agency.
  - The U.S. Forest Service (USFS)
  - The Bureau of Land Management (BLM)
  - The Bureau of Indian Affairs (BIA)
  - The National Park Service (NPS)

The following steering committee members will operate under the consensus model:

- Three IHC Superintendents representing Department of Interior agencies.
  - One representing BLM crews
  - One representing BIA crews
  - One representing NPS crews
- One IHC Superintendent representing the non-federal crews.
- Seven USFS IHC Superintendents selected by the IHC Superintendents in these Regions:
  - One representing the Northern Rockies Region
  - One representing the Pacific Northwest Region
  - One representing the Intermountain Region
  - One representing the Pacific Southwest Region
  - One representing the Southwest Region
  - One representing the Eastern and Southern Region
  - One representing the Rocky Mountain Region

## **CONSENSUS MODEL:**

### **Decision Making Process**

1. A quorum consisting of at least 9 voting members of the IHC Steering Committee is required to conduct official business
2. The IHC Steering Committee will utilize consensus in the decision making process. For the purpose of this document, consensus is defined to be: "All voting committee members can fully support the decision although it may not be their personal choice or preference."
3. When consensus cannot be reached, the reason(s) must be clearly articulated. The steering committee can:
  - a. Table the issue until the next predetermined meeting, at which time it will be revisited, or
  - b. Refer the issue to an existing working team or task group with a specific task order to address concerns in an attempt to clarify and resolve obstacles.
4. If after reconsideration, consensus is not resolved, the Chair of the steering committee will elevate the item to the agency Operations representatives for resolution.

## **CHAIRPERSON**

A Chairperson and Co-Chair will be elected for a 2-year term from the superintendents listed above.

## **ELECTION PROCESS**

Elections will be held at the beginning of the National IHC Steering Committee meeting. Committee members will nominate the new chair and co-chair, outgoing chair will facilitate the election process.

## **MEMBERSHIP TENURE**

IHC Superintendents serve a 4-year term that can be extended with the support of their agency sponsors. Agency committee members serve at the pleasure of their selecting sponsor.

## **MEETING FREQUENCY**

The National IHC Steering Committee will meet annually, at a minimum. Meetings will be conducted in the various geographic areas; technical specialists may be invited to participate.

## **STANDARDS FOR INTERAGENCY HOTSHOT CREW OPERATIONS**

The National IHC Steering Committee will facilitate the process for any national IHC operations standards revisions under the direction of the IHC Sponsor Agency Fire Directors.

## **NATIONAL IHC WORKSHOP**

The National IHC Steering Committee will recommend the need for and timing of National IHC workshops.