

**NBTT Meeting Notes  
Santa Fe, New Mexico  
December 5, 2000**

**Attendees:**

Darla Potter, WDEQ; Carl Gossard, BLM; Pete Lahm, FS; Jim Russell, FS; Sam Sandberg, FS Fire Research; Mike Ziolk, Oregon Dept. of Forestry; Mark Fitch, AZDEQ; Shelley Nolde, FS, Kathy Van Dame, WRAP Communications Committee; Bob Palzer, Sierra Club; John Graves, BIA/FS/ADEQ; William Malm, NPS; Tim Rogers, SD Dept. of Environment & Natural Resources; Dave Jones, San Joaquin Valley Air Pollution Control District; Tom Pace, EPA; William Malone, White Mountain Apache Tribe; Coleen Campbell, Colorado Air Pollution Control District; Rose Lee, Yakama Nation; Bob Habeck, Montana DEQ; Ken Evans, Phelps Dodge; Pat Shaver, USDA/NRCS; Rebecca Reynolds, NBTT Consultant/Facilitator.

**I. January Workshop Invitees Update**

New Nomination Deadline: Wednesday, 12/20

Circulate Invitee List in Santa Fe by COB 12/6

Mail Postcard to them by week of 12/11

Rebecca and Darla work with Deb to create ASAP

NBTT review nominees on a conference call (Carl set up) 12/21, 2:00 PM MST. Carl,

Pete, Darla, Mike, Ken, Rose

Limited funding (case by case) may be available for travel money – see Pete for decision

**II. January Workshop Agenda Review**

**Keynote**

Jim Souby, WGA Director, considering → Pete should know within the week

Lyle Laverty, FS – possible, if Souby is unavailable

Add Bio addendum to agenda handout – 2-3 sentences per person: Rebecca will include in next e-mail of Agenda draft, week of 12/11

Add affiliation of each individual to agenda (Rebecca)

**Visibility Presentation – Dennis Haddow**

Add: potential apportionment of organics and fire smoke (Dennis should work with Bill Malm on this)

**White Papers for all Presenters (include in workshop packet)**

Talking points to keynote – Pete

Paper: Agee – Jim R

Paper: Omi – Pete

Paper: Quinn – Pete

Paper: Hayslip – Pete

Paper: Dennis (link with Bill Malm) – Coleen

Paper: Rebecca & Carl – Darla

All email papers to Carl by 12/20 who will format for likeness; Carl emails all to Darla by 1/9.

### **Regulatory Context -- Dick Hayslip Salt River Project**

Pete is following up with Dick and will assist in preparing White Paper.  
Increase time on agenda from 15 minutes to 20 minutes.

### **Role of Fire Panel – 1 hour 15 minutes, moderated by Sam Sandberg**

Wildland – Agee 15 minutes

Native American Cultural – Omi 15 minutes

Agricultural – Quinn 15 minutes

Q&A – 30 minutes

Scribe questions – noting bin items, and prepare as resource for breakouts, Rebecca with assistance. (Include in final report)

### **Classification Method/Decision Tree**

1. RBR -- Intro
2. Darla – assumptions/definitions (highlights only) – add one NBTT context slide
3. Sam – Decision Tree presentation (Rebecca scribe questions for breakouts, distinguish between content and process questions)

### **Blue Dot-Green Dot Exercise: Capture First Impressions**

Each participant does their own – approx. 25 minutes – and turns in at end of the first day (1/24). Results are tallied for presentation at end of second day (1/25).

Question: should the participants do the exercise all together on a big board, and/or use a multiple vote process?

### **Breakouts**

Goal of these groups:

1. Understanding
2. Input
3. Consensus

Directions for them – Rebecca and Sam will develop, stress efficiency!

Breakout Group timeframe:

1.5 hrs on understanding the Tree – do they agree we've covered all sources? (Start the groups at different branches to make sure entire trees gets covered amongst all of the groups)

2.0 hrs on Classification – scribe rationale/explanation with examples behind all classifications

0.5 hr on finalizing the product they will report back on to the group and on discussing tracking issues/implications (if they have time)

All classifications will be included (minority opinions will be carried forward) – so consensus is not mandatory

Decision Tree criteria must be clear and trackable: As you are considering this, keep tracking function in mind

NBTT will Pre-determine the Breakout groups membership and their initial concentration focus (Pete and Darla will do this by 1/3/01) Review or Breakout groups may be necessary after the blue/green dot exercise results are final.

### **Facilitator Update**

10 volunteer facilitators will help with the breakout sessions on 1/25 (4 from FS, 2 from EPA, 1 from NPS, 1 from BLM, 2 from State of CO).

Rebecca will conduct facilitator training at WGA on 1/16/01 AM.

Two facilitators may be assigned to each breakout group (one to scribe, one to facilitate) depending on the number of workshop participants.

### **Presentation Mat Update**

Rebecca and her assistant prepared a “trial presentation mat” which will be used during the breakout groups for their work with the decision tree. Digital photographs of the trees were shown to the group. Post-it notes will be used as the hexagons and boxes on the tree with drafting tape and black marker being used for the lines. All present approved of the “trial presentation mats” and agreed that digital pictures should be taken of the maps at the end of the breakout group session to be included in the workshop report.

### **Context/Framing -- Rebecca and Carl**

Values – openness

Result – understanding, input, consensus where possible, all results will be included.

**Add to January Agenda:** post session Q & A that is optional on the first evening (1/24) Jim R. will lead with assistance from Pete, Carl, Sam, and Mike. Scribes: John Graves & Ken Evans → Location TBD, 7:30 – 8:30 p.m. Scribes bring results back for NBTT Mgt. Team to discuss that evening 8:30 – 9:30 p.m.

**Annotate Agenda** (each item with its objective) Rebecca will email to NBTT 12/8 COB

### **Budget Review**

Darla presented a rough estimate of anticipated expenses to prepare and host the NBTT workshops to the group. Based on the rough estimate the group decided to provide lunch at both workshops for the workshop participants, NBTT, speakers, and facilitators.

### **III. Pre Work Materials for the January Workshop**

#### Pre work To Darla COB 12/21, Deb mail 1/3

1. Agenda & Bio – Rebecca
2. FEJF Storyline – done, Darla
3. Priority: FEJF/NBTT Definitions/Glossary – Darla
4. Priority: FEJF/NBTT Assumptions – Darla
5. Priority: Decision Tree Overview and Tree – Darla
6. Position Papers – Pete (email ones that come late to Darla)
7. FEJF and WRAP Flow Diagrams\* – Darla & Pete
8. NBTT Context Paper\*\*– Sam et al
9. Logistics Info – Rebecca
10. Directions and Map – Rebecca
11. Participants List (if available) – Darla (Deb)
12. Adams Mark Brochure - Rebecca

\*Flow Diagram (WRAP – FEJF – NBTT): add to pre work  
Mike has a draft of something like this, he will email to Darla 12/11  
Darla and Pete will finalize

\*\*NBTT Context Paper: add to pre work  
Describing NBTT’s Task 1, 2, 3 (history & decision)  
Sam will lead, assistance from Pete, Jim, & Bill Malm -- email 12/21 to Darla

#### Letter and Logistics

1. Rebecca to incorporate Shelley’s comments!
2. Get comments to Rebecca COB 12/8/00
3. Add paragraph on Position Papers
4. Add Carl & Darla’s contact info (phone/email)
5. Change “citizens groups” → “public interest groups”
6. Strengthen language re: prep.?
7. Add paragraph telling them to focus on priority items – (Deb print priority items on different colored paper!)
8. Adams Mark brochure, add website address
9. Add lunch provided gratis
10. Last sentence, second paragraph – “will be used to develop recommendations to WRAP on how to handle fire emissions classification.”
11. Book room and shuttle under “WRAP”
12. Room block 1/23 (10 ok), 1/24 (50 ok), 1/25 (8 ok)
13. Add Adams Mark fax, website, full address with zip
14. Add 800 number for Super Shuttle
15. Check with Concierge re: what’s happening 1/23, 1/24 (sports, theatre)
16. Mention Free mall shuttle – no need for car – add RTD website
17. Add our hotel contact (name, phone, email)

Position Papers to Carl for formatting by 12/18 → to Darla for Pre-Work by 12/21

1-2 pages, Carl will prepare format and paragraph guidelines for Pete to use.

Note: In addition to those below, add some state regulatory agencies, and local government?

1. Rich Damberg / EPA
2. Greg Schaffer / Arch Coal – Industry (yes)

(Working on two more industry)

3. Ken / Phelps Dodge
4. CV Mathai / Utilities
5. Colleen Cripps / Nevada AQ Reg (yes)
6. Art Dufault & Jim Hubbard / State Forestry (yes)
7. Bill Leenhouts / FLM FWS (yes)
8. Jerry Williams & Ann Acheson / FLM – FS
9. Who? / Environment
10. Manuel Cunha / Ag
11. Mark Wagoner / Ag
12. Chas Erickson / Public Lands Ranching → Pat will get contact name for private ranching to Pete
13. Rose & Kevin & Bill draft: ITC (Timber Council) / Tribal

#### **IV. Policy Makers Workshop**

March 15, 2001. 1 full day in Tempe, Arizona.

20 Policy Makers & 20 Support Staff

Outcomes: “Implications of Implementation”

1. Resolve Undecided Classifications from January Workshop
2. Identify policy issues/implications that may pose challenges to the method: The political reality of dealing with this. “How does it affect what I do?”
3. Endorsement of the Decision Tree and the Classifications – How can I defend this? Is the classification consistent with the Regional Haze Rule, Clean Air Act?

Goal: RHR 2064

1. Visibility Goals vs. Ecosystem Restoration, Cohesive Strategy, & the National Fire Plan
2. Equity question of other industries (regulated entities) and other emissions
3. Legislative barriers
4. Resources – costs and infrastructure, technical
5. National Consistency (RPO’s involvement?)
6. Public / Media
7. Technical Tasks – what more do they need? #'s?

Add a Disclaimer re: Task ???

### March Agenda (Rebecca will do a draft)

1. January Results → Resolve Classification
2. Break Out on Implications
3. Endorse

### Thoughts & Ideas that came up in re: March Workshop

1. Take 34+ classification boxes and “quantify” (to some extent) the emissions attached (low, medium, high?)
2. Questions that deal with the initialization of process over the result (Implications of implementation)  
E.g., Ag: not able to meet objective due to state leg laws (jurisdictional limitations)
3. FEJF input
4. Are the policy makers willing to accept an info system grounded at lowest level?

### **V. NBTT Reporting and Products**

NBTT needs to determine schedule for this – Management Team will address  
Northern Air Managers Committee needs update – after January workshop (Pete)  
Rebecca/Darla revise NBTT Calendar, email to all

### **VI. Decision Tree Changes**

#### NBTT Edits from Santa Fe Meeting

1. Add one NBTT Context slide
2. Change objective to match the re-written version
3. Use USDA photo library website for more Ag. Slides
4. Prescribed Fire Slide: change photo from range to forestry
5. Native American Burning slide: small changes from Rose still need to be incorporated; Rose will also try to get a photo
6. Wildland Fire Managed for Resource Benefit: delete “aka”
7. SMP: 2<sup>nd</sup> red bullet, add “and other sensitive receptors” and change “state, tribe, or local agency” to “state, tribe and local jurisdiction” – find & replace all. (Bob Palzer may have more comment on this slide)
8. Sources Addressed Under Hazard Reduction: change photo to hydro mower (?) – Carl will get to Darla
9. Ag. Burning Assumption: Put it in quotations and reference it, as it is in the Assumptions doc (or should be...)
10. Wildland Fire Assumption: change first bullet to: “A change in type and accumulation of fuels...”; second bullet to: “...in order to restore natural fuel densities” – OR consider one paragraph only.
11. Sources of Smoke Emissions: get new Ag. Photo
12. Factors (2<sup>nd</sup> one): Flip “Purpose & Objective” with “Regulator”

13. Do not use side by side presentation format (i.e., do not build tree on a separate screen).

### Comments Received by Darla on the Decision Tree that need NBTT Decision

#### Workshop Suggestions:

1. Out of current scope
2. Will be addressed generally by having groups start at different places in the Tree, and will be specifically addressed in Task 1.

#### Definitions:

1. Covered in Ag. Definition.
2. Change definition of Wildland Fire: “Fire not on Ag. Land” and delete reference to FEJF.

#### Decision Tree Comments:

1. Out of scope.

#### Glossary:

1. Patrick will add Rangeland examples where possible and get back to Darla.
2. Covered (yes).
3. SMP vs. Burn Authorization Process: Sam, Pete & Mark F. will revise for clarity/distinction.
4. Need examples throughout: Carl will add Wildland, Dave will add Ag., and Patrick will add Rangeland. Darla will format all into bulleted items under the definitions. Pete will add a definition for Ecosystem Restoration on the Ag. Tree.
5. Waste Disposal: Sam will revise.
6. Natural Fire Season: much discussion over the meaning of this, and whether to include “historical”, delete it, or add replace it with something else (e.g., “pre-historical”) – the group tabled this to come back to, but did not.

#### Assumptions:

1. Change the order as Tim suggested, plus change SMP from #12 to #4.

## **VII. Assignments**

### Rebecca

Rebecca and Darla work on postcards with Deb to create ASAP

Add Bio addendum to agenda handout – 2-3 sentences, Rebecca include in next e-mail

Annotate Agenda – each item with objective email to NBTT 12/8 COB

Letter and Logistics – Rebecca to incorporate Shelley’s comments!

Policy Makers Agenda (Rebecca do draft)

Santa Fe Meeting Report to Darla by 12/11

Facilitator Instructions

Meeting Logistics (with Darla & Deb)

Outline of Workshop Introductory Comments, Blue Dot/Green Dot Exercise Instructions,

Breakout Groups Instructions

Directions & Map to Adams Mark

Adams Mark brochure to include in pre-work packet

Workshop Packets (Rebecca & Darla)  
January Meeting Agenda & Hotel Info to NBTT Mgt. Team + (Rebecca & Darla)  
February Meeting information to NBTT (Rebecca & Darla)

#### Darla

Rebecca and Darla work on postcards with Deb to create ASAP  
Pre-determine Breakouts → for initial concentration focus (Pete and Darla, by 1/3)  
Finalize Decision Tree, Overview, & Presentation  
Finalize Definitions/Glossary, Assumptions  
Pre-Work Materials Collation  
Finalize Workshop participants & breakout groups (with Pete)  
Workshop Packets (Rebecca & Darla)  
January Meeting Agenda & Hotel Info to NBTT Mgt. Team + (Rebecca & Darla)  
February Meeting information to NBTT (Rebecca & Darla)  
Participant List (for pre-work if available)  
Update NBTT Call/Mtg. Schedule  
Flow Charts (Pete and Darla, by 12/20)

#### Pete

Finalize Workshop participants & breakout groups (with Darla)  
Pre-determine Breakouts → for initial concentration focus (with Darla, by 1/3)  
White Papers (see above for specific assignments)  
Position Papers – email to Darla by 12/21  
Flow Charts (Pete and Darla, by 12/20)  
NAMC Update after January workshop  
Travel assistance for workshop participants  
Follow up with Jim Souby on Keynote for January

#### Carl

Format white papers for likeness; Pete can email what he has so far.  
Position Papers, Carl will prepare format and paragraph guidelines for Pete to use, ASAP.  
Format Position and White Papers, then email to Darla by 12/21 and 1/9/01 respectively.  
Set up conference calls (see above and NBTT Schedule for dates/times).  
Workshop Introductory Remarks (with Rebecca)  
Wildland examples for glossary, to Darla by 12/20  
Electronic picture of hydro-mower, to Darla ASAP

#### Sam

NBTT Context Paper & Slide (with Pete, Jim, Bill), due 12/21  
Breakout Group Instructions (with Rebecca)  
Finalize Presentation (with Darla)

#### Mike

Flow Diagram / add to pre work, Mike has draft, will email to Darla 12/11

Pat

Range examples for glossary, to Darla by 12/20  
Private ranch name to Pete for position paper

Dave Jones

Ag examples for glossary, to Darla by 12/20  
Ag burn photos (electronic), to Darla ASAP

Coleen

Contact Dennis Haddow regarding white paper

Rose

Native American Cultural Burning electronic photo, to Darla ASAP

NBTT

NBTT review nominees - Carl, Pete, Darla, Mike, Ken, Rose 12/21 conf. call  
Letter and Logistics – Get comments to Rebecca COB 12/8/00

NBTT Mgt. Team

Meeting January 8/9 Portland (Carl, Darla, Jim, Mike, Shelley, Pete, Mark, Sam,  
Rebecca)

Finalize January Wkshp Objective  
Reporting & Project Schedule

Rebecca Reynolds Consulting, Inc. 12/11/00 (303) 655-3773