

## FEJF Salt Lake City Meeting Notes - Dec. 8-9, 1998

### Issues that apply to ALL groups

**ISSUE:** Interacting with other organizational entities (including government agencies) and identifying them. Create a comprehensive list and protocol for inclusion.

**ANSWER:** Outreach Policy will apply to all groups and will be FEJF Workplan policy. Create a mailing and communication database of affected parties for outreach and potential working partners. Database will be dynamic, based on needs and task products. Outreach vs. Working partners - outreach will identify and offer to include affected parties while the working partner will need to have prior contact and agreement before inclusion in Workplan. Affected parties need to have key contact identified for FEJF product review.

**ISSUE:** Common QA/QC methodology for Workplan. How to incorporate from other entities.

**ANSWER:** Create general QA/QC policy for all products/tasks consistent for FEJF consistent with WRAP internal communications plan. A review will be done to insure meeting of IOC/TOC requirements. Recognize differences between products and potential QA/QC process.

**ISSUE:** Consistent definitions of terms SMP's/ Emission Reduction Methods/ Annual Emission Goals. Clearly define differences and overlaps between "Agricultural" burning and "Wildland" burning.

**ANSWER:** Identify the terms of confusion/debate and possible misunderstanding. Do a literature search - using existing definitions where possible. Create operational definitions as needed. Be specific on confusing definitions. Have each subgroup identify terms and uses. Include agricultural and wildland definitions. Annual Emission Goals to be defined through Assessment and/or operational definition process (see emission subgroup notes).

**ISSUE:** Scope of FEJF work. What is in our charge? States to include. Pollutants/impacts to consider.

**ANSWER:** Work products apply to WRAP states, may be useful elsewhere. Information and data from western states with others by task product. Focus on visibility impairing pollutants, see GCVTC Emission Inventory. Flag other pollutants as they come up.

**ISSUE:** To what extent is WRAP Communications available as a resource to FEJF? Protocols for posting info on WRAP website.

**ANSWER:** Draft Internal Communications Plan being finalized soon - will have website protocol. They will help! Internal Communication Plan protocol to be included in FEJF general Workplan policy.

**ISSUE:** Identify FEJF member responsibilities as stakeholder representatives.

**ANSWER:** Use SMP and PEOW language as general policy for FEJF.

**ISSUE:** Workshops are extremely time-consuming to put on.

**ANSWER:** Attempt to consolidate workshops across some tasks and work products.

**ISSUE:** MONEY to do this work.

**ANSWER:** Need to identify money needs and attach to Workplan.

**ISSUE:** KISS - Can we keep it simple?

**ANSWER:** Agree to keep is simple and concise. Need to make it public friendly if it goes to the public. Complexity according to the audience.

**ISSUE:** Can the FEJF do all this?

**ANSWER:** Provide direction, arrange consultants and develop consensus.