Community Fire Council Recommendations

1. **Purpose and objectives:**
   a. **Purpose:**
      i. The (community name) Fire Council is to serve as a forum to provide coordination of efforts to reduce wildfire risk in the city of (community name) through community fire planning, fuels management and efficient suppression response.
   b. **Objectives:**
      i. Coordinate with the fire department, municipal, state, federal and private landowners to manage the hazardous fuels on adjacent lands to reduce wildfire risk around and within (community name).
      ii. Plan and implement community wildfire education, such as Firewise
      iii. Plan, coordinate and implement community fuel reduction projects
      iv. Provide information to agency managers, residents and landowners on the status of community fuels and education efforts
      v. Annually review and update the (community name) CWPP

2. **Committee Structure**
   a. The (community name) Fire Council is made up of representatives from the following agencies/groups:
      i. City Council and/or mayor
      ii. Planning Commission
      iii. Emergency Management
      iv. Chamber of Commerce
      v. Parks and Recreation/Open Space/Forestry
      vi. Fire department
      vii. HOA president
      viii. Community council leadership
      ix. Community members
      x. CERT
      xi. Community Safety Team
      xii. County fire warden, state and federal agencies will serve as advisory members
      xiii. Other important stakeholders deemed necessary by the group
   b. The (community name) Fire Council includes members with the following responsibilities:
      i. Chairperson: Responsible for distributing information to committee members; scheduling meetings; maintaining regular contact with county, state and federal partners; presenting status updates to city council
      ii. Task group: When needed, the (community name) Fire Council will identify a need for the creation of a task group in order to complete special projects, tasks or gather information (e.g. distributing educational materials, planning community Firewise events, etc.

3. **Committee Tenure**
   a. Chairperson will serve a minimum of one (1) calendar year, terms can be extended with the approval of the committee.
   b. Representatives will not have a maximum term length.

4. **Meeting Structure and Frequency**
   a. The (community name) Fire Council will meet at least four (4) times per year with the option of more as needed (e.g. planning a community education or fuels reduction event).