

**OKLAHOMA PRESCRIBED BURN ASSOCIATION**

**BOARD MEETING**

**DECEMBER 8, 2011**

**10:00 AM – 1:30 pm**

**ROMAN NOSE STATE PARK**

**DRAFT MINUTES – 12/12/11**

**LOCATION:** Roman Nose State Park, Watonga, OK

**PRESENT:**

John Weir, OSU Extension  
Darrel Dominick, OCC – Sec/Treasurer  
Ron Voth, W&PHA  
Karsen Davis, Roger Mills PBA  
Paul Clark, NRCS  
Alva Gregory, ODWC

**Guests –**

None

**CALL TO ORDER:** John Weir called the meeting to order, welcomed participants and handed out an agenda for the meeting.

**INTRODUCTIONS:**

None

**READING OF LAST MINUTES:**

None

**CONFERENCE CALL:**

A conference call with Doug Rigdon, Rigdon and Associates, was held. The discussion points included:

- Texas Alliance of PBAs (TAPBA) has formed and ratified bylaws
- Developments with a prescribed burn in TX that escaped and the subsequent claims by the adjoining landowner (fences....land devalued due to loss of trees....)
- Premiums are to be paid up front
- Training requirements for burn bosses will be needed
- OK recreational land status discussion
- OPBA needs to get a copy of the bylaws ratified by the TAPBA from an attorney named Larry Joe Doherty
- General discussion

## **EXECUTIVE DIRECTOR'S (ED) DUTIES, COMPENSATION & BENEFITS:**

- Dominick handed out a draft copy of a possible contract with duties outlined
- This contract was discussed and the ED would be a contract employee with no benefits past an agreed upon compensation
- Compensation level is dependent on securing funds

## **FUNDING FOR OPBA/PROPOSED BUDGET:**

- It was agreed that Ron Voth would put together a one page document showing the needs to get the OPBA up and running
- It was agreed that the needs are \$150 K for five years
- A proposed budget was reviewed
- Potential partners to achieve this goal –
  - ODWC
  - OG&E
  - NWTf
  - Energy companies – Devon, Sandridge, Chesapeake
  - PLJVA
  - USFWS
  - Tribes
  - AFR/Farm Bureau
  - USDA agencies
  - Elected officials – state and national

## **STRUCTURE:**

It was agreed that the OPBA would initially work under the HPRC&D 501c(3) umbrella

## **BYLAWS:**

Dominick will contact Mr. Doherty in TX and attempt to get a copy of their bylaws

## **TIMELINES FOR OPBA BEING FUNCTIONAL:**

Within the next 12 months

## **PRIORITIES:**

- Fire on the ground ASAP with liability coverage
- Pay for the premium to get the coverage
- Work with the NW (Lesser Prairie Chicken) burn associations first

## **TRAINING:**

- Who, when and where
- Web training for the initial training
- Regional training possibly
- Centralize burn training in Stillwater with OSU

## **MEMBERSHIP:**

- \$5-\$10 for OPBA....may need to be more
- Pay into to OPBA to get more returned in form of grants and lower premiums

**PARTNERS:**

- Financial
- State and federal agencies
- OSU
- Rural Fire Depts./the state Fire Association
- State County Commissioner Association
- .Noble Foundation
- Private companies
- Other associations
- Business
- Tribes
- Other

**GOALS:**

- Secure funding
- Secure funding
- Secure funding

**WEBSITE:**

Weir will work on at OSU

**NEW BOARD MEMBER:**

It was agreed to add Verlin Hart.

## COMMITTEE REPORTS:

- **Education Committee** – Jay Pruett worked with Duane Elmore and developed a fact sheet called “Fire Facts” which was sent to major newspapers. This effort resulted in coverage by the Daily Oklahoman. There was also a visit with OKC Channel 9 TV station. Sands recommended a need to visit with television stations and target the weather staff due to their coverage of fire events and their ability to educate the public. Sands also indicated a need to talk about the components of fire involving wind, humidity, and temperature. Barth indicated that KS weather forecasters indicate days that are good for prescribed fires. Weir indicated that there could be an issue with this here in OK due to liability. The discussion also involved the need for a media day in which a prescribed fire was conducted.
  
- **Legislative Advocacy Committee** – The discussion centered on working with Clay Pope on getting with the Association of County Commissioners and having a display at their next statewide meeting. There is still a need to be proactive with this group and continue to educate concerning the criteria necessary for burn bans and exemptions. NOTE: <http://www.okacco.com/> is a link to their home page and schedule.
  
- **Training Committee** – Several items are being worked on currently.
  
- **Fund Raising** – Davis asked for direction for this committee. There was general discussion. NOTE: The December 2010 meeting indicated a need to work with the USFWS on grant opportunities.
  
- **Membership Committee** – No discussion.

**AMENDING BYLAWS:** Weir led a discussion about term length and the rotation of steering committee officers so as to not have a complete turnover and to maintain continuity. Weir recommended longer than one year terms. Pruett made a motion to have terms of two years for the Chair and Vice-Chair and for the Vice-Chair to rotate to the Chair's position. This was seconded by Hart. There was no discussion and it was approved by voice vote. Discussion about the terms of committee members was tabled until the next meeting.

**ANNUAL MEETING:** The OKPFC 1<sup>st</sup> Annual Meeting was held May 10, 2011 at the Arbuckle Conference Center in Sulphur, OK. Weir indicated that 75 attendees were present from three states and represented private, state, federal and NGOs groups. Weir indicated he received positive feedback on the meeting. Weir discussed the financing of the meeting with \$1275 collected in registration and meeting expenses of \$883.61. Weir discussed the next annual meeting and the steering committee set May 8, 2012 (second Tuesday in May) as the date. The choices for location include the Tall Grass Prairie Preserve or the Wichita Mountain Wildlife Refuge.

**TREASURER REPORT/BANK ACCOUNT:** Weir indicated that he had opened a bank account in Stillwater and that he and Duane Elmore were on the account. There is \$541.39 in the account. This figure comes from the \$391.39 left from the annual meeting and a \$150 donation Davis Printing, Elk City. The bank authorization requires two steering committee members' signature and this was signed by Karsen Davis and Jay Pruett. This bank account was approved by the steering committee with a first from Karsen Davis, a second from Clay Pope and approval by voice vote.

**LETTERS OF SUPPORT FROM MEMBER ORGANIZATIONS:** Weir discussed the need for support letters from various entities. Weir handed out examples he has received from the Noble Foundation and the Chickasaw National Park (NPS). Pruett encouraged each of the entities represented at the table submit a letter.

**PRESCRIBED FIRE DAY 2012:** Pope indicated he has made arrangements for this event in the 4<sup>th</sup> floor rotunda of the Capitol for Thursday April 12, 2012. It was recommended that the OKPFC develop a marketing package (ex. match book with logo) and take to each representative and senator. Last year there were at least 10 displays and that number or more is expected for 2012.

**OKLAHOMA PRESCRIBED FIRE (BURN - OPBA) ASSOCIATION:** Weir discussed the efforts taking place to form the OPBA as an "umbrella" organization for the regional associations (14 organized; six active) so that affordable liability insurance can be attained. The OPBA would also work with the legislature, various associations and the private sector. The OKPFC would work with the OPBA on joint meetings and efforts. Crouch discussed the possibility of funding this effort with grant funds from the NFWF

through the PLJV and matching with non-federal funds and in-kind services 9ex. prescribed fires without federal assistance). These funds would possibly be available in November. Crouch explained that Ron Voth was working under a Conoco-Phillips grant on this effort. Efforts need to be directed at the Lesser Prairie Chicken work with benefits for other areas of the state. Weir indicated that funding would be a key to keep this effort rolling. A question arose about dues structure and whether or not people would pay to have access to liability insurance. Hart indicated he believed there would be support for the effort.

**BURN TRAILERS FOR PBAS:** Weir handed out an equipment/cost list for burn trailers. The effort to equip trailers has been assisted financially with a Forest Stewardship grant. Quail Forever also donated \$5000 for this effort. There is a need for additional funds to fully equip four more. Creek County is interested in starting a PBA. Beaver County is also interested. Each trailer is equipped with decals with the OKPFC logo on them. OSU distributed two trailers last year.

**WEBSITE CALENDAR UPDATES:** Weir indicated this calendar needs updating and he needs information from the steering committee to get the information for updates.

**OTHER NEW BUSINESS:**

- Diana Hinson, ODEQ, updated the group on smoke management and EPA's effort in wanting a plan in place by the end of 2011. A draft was out for comment from states and there are terminology changes from previous efforts. Efforts concerning emission studies, possibly from OSU and KSU, are possible with grants. DOD also has some grant opportunities.
- Pope discussed that the legislature passed authorities for the ODAFF to conduct prescribed burns on private lands and they can assess a fee.
- Weir indicated some local fire departments are helping with prescribed fires.
- Pope indicated he would get the OKPFC in the door with the Association of County Commissioners.

**ADJOURN:** Meeting was adjourned – 1<sup>st</sup> by Pruett and a 2<sup>nd</sup> by Davis with voice vote approval.

Submitted by: \_\_\_\_\_

M. Darrel Dominick, Sec.-Treasurer, OPFC

Date

Approved: Steering Committee Meeting Date:

1<sup>st</sup>: \_\_\_\_\_

2<sup>nd</sup>: \_\_\_\_\_

Voice Vote: