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**OKLAHOMA PRESCRIBED BURN ASSOCIATION**

**BOARD MEETING**

**December 7, 2017**

**12:20 PM – 2:43 PM**

**H&H Shooting Sports Complex – Oklahoma City, OK**

**MINUTES –** 12/7/17

**LOCATION:** H&H Shooting Sports Complex – Oklahoma City, OK

**PRESENT:**

John Weir, OSU Extension/Chairperson

Russell Stevens, Noble Foundation/Vice Chairperson

Chad Schiehing, Canadian Rivers PBA

Kate Schiehing, Canadian Rivers PBA

Harry Fritzler, Central OPBA Coordinator

Ken Gee, Southern OPBA Coordinator

Carl Bunch, North Central Range Improvement Assoc.

Seth Coffey, Arbuckle Rangeland Restoration Assoc.

Brandon Reavis, NRCS

Bill Inman, Creek County PBA

**ABSENT:**

Lisa Knauf, Oklahoma Conservation Commission

Karsen Davis, Roger Mills PBA

Kyle Johnson, ODWC

Bud Patterson, North Central Range Improvement Assoc.

Russ Horton, ODWC

Dink Novotny, Pawnee PBA

Alva Gregory, ODWC

Verlin Hart, Cross Timbers PBA Brian Hajny, NW OPBA Coordinator

Steve Glasgow, NRCS

Allen Fulton, Pawnee PBA

**GUESTS:**

Laura McIver, Quail Forever

**CALL TO ORDER:** John Weir called the meeting to order at 12:20 PM and welcomed the participants. Agenda was provided.

**INTRODUCTIONS:**

None.

**DRAFT MINUTES REVIEW/APPROVAL:**

Minutes from previous board meeting (5-16-17) were distributed for review. Inman motioned that the minutes be approved and Chad Schiehing seconded the motion. Motion carried and minutes were approved.

**FINANCIAL REPORT:**

Financial statement report distributed to the board and reviewed by Weir. Reviewed year-to-date transactions in 2017. Weir made a point of note – 87% of funds go back to PBAs. Chad Schiehing made the motion to approve, Inman seconded, all approved.

**GRANT FUNDING UPDATES:**

* **NRCS**:
  + Still have funds remaining in agreement, about $10k. Will work to get that awarded early next year. Discussed NRCS RCPP grant. Need to apply. Maybe include LPBA coordinators funds for their efforts of getting fire on the ground. Need to put group together to work with Steve Glasgow on writing grant. Partner position open in Buffalo on prairie chicken and one in Stillwater on monarch. Will have another position open soon to be located in Ardmore through NWTF.
* **The Nature Conservancy:**
  + No report.
* **Quail Forever:**
  + Biologists can work with two new LPBAs: Harper County and Coal County.
  + Working on three initiatives for QF OK Chapter to get funding. When awarded, OPBA can apply for funding.
* **OCC/OSU:**
  + No report.
* **NWTF:**
  + OPBA did not apply for Oklahoma State NWTF Grant. Will apply next year.
* **ODWC:** 
  + Scott Perry indicated to Weir that money for funding OPBA was set aside. Need to invoice ODWC for $20K.
* **Other grants:** 
  + None.

**WESTERN REGION COORDINATOR REPORT (Bryan Hajny):**

* No report. Bryan Hajny was not present.

**SOUTHERN REGION COORDINATOR REPORT (Ken Gee):**

* Made 6 site visits.
* Prepared 3 burn plans and assisted with 3 prescribed fires.
* Assisted with 2 prescribed fire workshops.
* Attended 2 LPBA organization meetings.

**CENTRAL REGION COORDINATOR REPORT (Harry Fritzler):**

* Helped organize and attended prescribed burn workshop and demonstration burn in Snyder.
* Fielded several calls for assistance with prescribed fire information and assistance.
* Worked on organizing a prescribed fire workshop with Toby Halstead in Jan. and may also organize a workshop in Chattanooga.

**OLD BUSINESS:**

* **Tax return:** Need LPBAs to send in bank statements each year. Working on guidelines on what we need for end of year paperwork. IRS kicked off two LPBAs due to IRS not recognizing as an extension of OPBA. OPBA re-installed these LPBAs. Form 990 will be completed by tax accountant.

* **PBA video:** Delayed due to other OSU work (videographer).
* **Travel funds for meetings:** PBA special session at Fire Congress in Orlando FL. 30-40 in attendance from across the nation interested in forming PBAs. OPBA will cover Carl Bunch’s travel and meals in the amount of $750. Inman made motion to approve. Chad Schiehing seconded. All approved.
* **Prescribed Fire Summit:** Working on agenda. Target Texas attendance. Would like to have 300 plus attendees.
* **Burn trailers:** Major County PBA trailer will be relocated to Harper County PBA. This trailer was an original trailer that needs more equipment. Okmulgee PBA trailer will be relocated to Coal County PBA. This trailer was a more recent trailer so little upgrading will be needed.

* **Other equipment needs:** Carl Bunch is giving a 200 gallon sprayer to Coal County PBA.
* **OPBA Calendar:** Update on web site needed.

**NEW BUSINESS:**

* **Coalition of Prescribed Fire Councils:** There are currently 36 prescribed fire councils in 30 states. May be able to get PBAs in 7 states to collaborate with councils to create a national prescribed fire organization. If so, does OPBA want to join? Inman made a motion to become a member and Reavis seconded the motion. All approved.
* **Gate signs:** OPBA purchased 100 more gate signs. They are the same design as the previous gate signs but larger. Signs were distributed to board members for distribution.
* **Regional Coordinator update:** Bryan Hajny changed jobs and has not had time to do much for OPBA. Need for another coordinator, available funds and who was discussed by the board. Seth Coffey was mentioned as a candidate. Inman made a motion to hire Seth Coffey. Stevens seconded the motion. All approved.
* **Other items:**
  + OPBA web site: events page updated, smoke page being worked on, Bramlett Agency insurance information was removed, the OK LPBA map was updated, created a photo gallery of equipment, added Southern Fire Exchange information, updated OPBA board of directors and added a blank to enter the burn boss name on the prescribed fire plan template.
  + Trainings/workshops and upcoming needs:
    - Noble will conduct two prescribed fire workshops in 2018, one on January 18 and the other on August 2.
    - There will be a Alfalfa County LPBA formation meeting in Cherokee from 12:00 – 2:00 on January 18.
    - A wildfire forum will be held in Beaver on February 13.
    - OPBA will host a growing season prescribed fire afternoon session at the OK Natural Resources Conference in Tulsa on February 23.
    - A Teachers and Fire workshop will be held at Jenks High School in June.
    - The 2nd Great Plains Fire Summit will be held in Ardmore on October 1 -3.
    - The Quail Forever State Convention will be held in March and they would like OPBA to help with a workshop on forming LPBAs.

**Adjourn:** Seeing no other business or discussion needed, Weir asked for a motion to adjourn. Stevens made a motion to adjourn at 2:43 PM with a second from Inman, all approved.

**Next Meeting:** TBD

MINUTES APPROVED: 1ST\_\_Bill Inman\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2ND\_\_\_Alva Gregory\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

VOICE VOTE APPROVAL: YES NO

APPROVED MINUTES SUBMITTED:\_\_Russell Stevens 5-25-18 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Russell Stevens DATE

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