

Section 5:

Plan Implementation and Maintenance

Overview

The plan implementation and maintenance section of this document details the formal process that will ensure that the Lane County Community Wildfire Protection Plan (CWPP) remains an active and relevant document. This section provides the foundation for the formation of the Lane County’s CWPP Advisory Committee, hereby referred to as the Committee. This section outlines how the Committee will prioritize community wildfire protection projects. Finally, this section includes a schedule for maintaining and updating the plan.

It is critical for Lane County to have a “living document” and not a plan that will simply sit and gather dust on the shelf. The plan’s format allows the Committee to review and update sections as new data becomes available. New data can be easily incorporated, resulting in a community wildfire protection plan that remains current and relevant to Lane County and all the CWPP partners. The benefits of a current and relevant CWPP include:

- Allowing communities to identify local priorities and shape management decisions on public lands around them;
- Building community partnerships and collaboration between fire districts, fire departments, local/state/federal governments, and private landowners;
- Opening a variety of funding sources and opportunities to communities; and
- Facilitating fuels reduction and forest health treatments across the landscapes, in accordance with Healthy Forest Restoration Act (HFRA) and Healthy Forests Initiative goals.¹

Plan Implementation

The Healthy Forest Restoration Act (HFRA) requires that three entities must mutually agree to the final contents of a CWPP:

- Lane County Board of Commissioners;
- Lane County Fire Defense Board; and
- Oregon Department of Forestry

The Lane County CWPP is a shared plan and was developed and implemented based upon a collaborative process. The plan will be adopted by resolution by the Lane County Board of Commissioners and acknowledged by the Lane County Fire Defense Board and Oregon Department of Forestry in order to meet HFRA and Federal Emergency Management Agency (FEMA) Pre-Disaster Mitigation requirements. The effectiveness of the Lane County non-regulatory CWPP will be contingent upon the implementation of the plan and action items identified therein. The action items provide a framework for building and sustaining partnerships to support wildfire risk reduction projects.

Advisory Committee

In accordance with action item 1.1.1, the plan development steering committee will become the advisory committee (the committee), and will: oversee implementation, identify and coordinate funding opportunities and sustain the CWPP. The Committee will act as the coordinating body and serve as a centralized resource for wildfire risk reduction and wildland-urban interface issues in Lane County. Additional roles and responsibilities of the committee include:

- Serving as the local evaluation committee for wildfire funding programs such as National Fire Plan grants, Senate Bill 360, and the Pre-Disaster Mitigation program;
- Developing and coordinating ad hoc and/or standing subcommittees as needed;
- Prioritizing and recommending funding wildfire risk reduction projects;
- Documenting successes and lessons learned; and
- Evaluating and updating the CWPP in accordance with the prescribed maintenance schedule.

Co-Conveners

Lane County Emergency Management and Lane County Land Management Division will serve as co-conveners to oversee the plan's implementation and maintenance. They will co-chair the CWPP advisory committee and fulfill the chair responsibilities. These two entities will be responsible for calling meetings to order at scheduled times or when issues arise, (e.g., when funding becomes available or following a major wildfire event).

Emergency Management roles:

- Coordinate Committee meeting dates, times, locations, agendas, and member notification;
- Document outcomes of Committee meetings in *Appendix B: Implementation and Maintenance Documentation*;

- Serve as a communication conduit between the Committee and key plan stakeholders, (e.g., monthly meetings of the Fire Defense Board); and
- Identify emergency management related funding sources for wildfire mitigation projects.

Land Management roles:

- Serve as gatekeeper to the project prioritization process;
- Incorporate, maintain, and update Lane County’s Wildland-Urban Interface Risk Assessment GIS data elements (Action 2.2.3); and
- Utilize the Lane County Wildland-Urban Interface Risk Assessment as a tool for prioritizing proposed fuel reduction projects (Action 2.3.1).

Members

The following organizations were represented and served on the Committee during the development of the CWPP. These groups will continue to be members of the Committee in the implementation and maintenance phases of the CWPP.

- Lane County Emergency Management
- Lane County Land Management Division
- Oregon Department of Forestry – East Lane and South Cascade Districts
- Lane County Fire Prevention Cooperative
- Lane County Fire Defense Board
- Lane County Public Works, GIS Unit
- United States Forest Service
- Bureau of Land Management

Because of the importance that the CWPP planning process places on collaboration and the fact that wildfire mitigation is a shared responsibility among a number of diverse stakeholders, the Committee may look to expand the current membership of the Committee.

Potential future committee members may include:

- Siuslaw, Long Tom, McKenzie, Coast Fork Willamette and Middle Fork Willamette Watershed Councils
- Eugene Water and Electric Board
- Home Builders Association
- Insurance representatives

- Local elected officials
- Oregon Small Woodlands Association (non-industrial forest land owners) Lane County Tax Equalization Group (industrial forest land owners)

Plan Maintenance

Plan maintenance is a critical component of the CWPP plan. Proper maintenance of the plan will ensure that this plan will benefit Lane County’s efforts to reduce risk in the wildland-urban interface. Lane County and CWPP partners have developed a method to ensure that a regular review and update of the CWPP occurs. The Committee will be responsible for maintaining and updating the CWPP through a series of meetings outlined in the maintenance schedule below.

Table 5.1: Plan Maintenance Meeting Schedule

Semi-Annual Meeting	Annual Meeting	Five-Year Review
Review Current Actions	Update Risk Assessment Data and Findings	Evaluate and Update CWPP and Integrate it into the Lane County Natural Hazard Mitigation Plan Wildfire Annex
Identify New Issues and Needs	Updates on Local Planning Efforts	
Prioritize Potential Projects	Discussion of Methods of Continued Public Involvement	
	Documenting Successes and Lessons Learned	

Source: ONHW/CPW, 2005

Semi-Annual Meeting

The Committee will meet on a semi-annual bases to:

- review existing action items to determine ‘ripeness’;
- identify issues that may not have been identified when the plan was developed; and
- prioritize potential wildfire mitigation projects.

Lane County Emergency Management will be responsible for documenting the outcome of the semi-annual meetings. The process the Committee will use to prioritize all projects, including fuel reduction projects, is detailed in the section below.

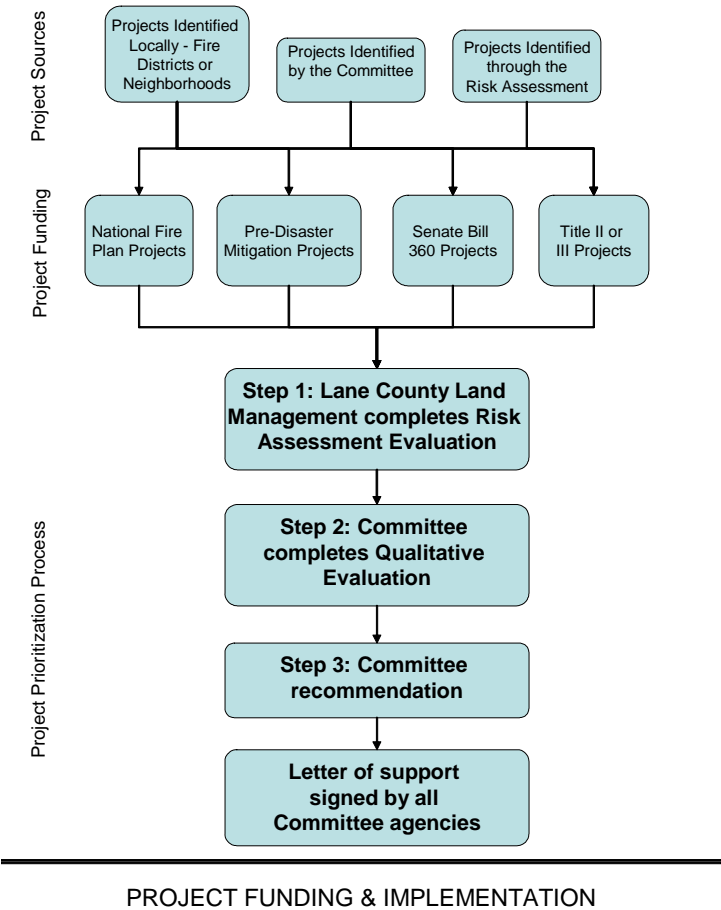
Project Prioritization Process

The requirements of HFRA state that the CWPP Advisory Committee will establish community hazard reduction priorities for projects. In accordance with Objective 2.3 the CWPP Advisory Committee will

support and prioritize wildfire risk reduction projects within Lane County.

The projects that are presented to the CWPP Advisory Committee will often come from a variety of sources; therefore project prioritization process needs to be flexible. Examples of methods in which projects may be identified include: Committee members, local fire districts or professionals, or the Risk Assessment may identify issues. Depending on the potential project’s intent and implementation methods, several funding sources may be appropriate. Examples of wildfire mitigation funding sources include: National Fire Plan, Title II funds, Title III funds, Pre-Disaster Mitigation grants, and Senate Bill 360 funds. These examples are used in the figure below to illustrate the project prioritization process. The prioritization process utilizes the countywide Risk Assessment to prioritize projects to help ensure that mitigation dollars are used effectively.

Figure 5.1: Project Prioritization Process Overview



Source: ONHW/CPW, 2005

Step 1: Risk Assessment Evaluation

The Lane County Land Management Division will use the Risk Assessment to document the risk rating and characteristics of proposed projects for the Committee. During this step, no decision is made, LCLMD only documents the risk rating from the Risk Assessment (high, medium, or low) and documents the characteristics of the site that contribute to its rating (fuels, protection capabilities, access, etc).

Step 2: Qualitative Evaluation

The Committee will evaluate the proposed projects according to qualitative criteria drawn from the Risk Assessment, current wildfire research, and funding source criteria. The qualitative evaluation worksheet is located in at the end of this section.

Step 3: Committee Recommendation

Once the Risk Assessment and qualitative evaluations are complete, the Committee will make its recommendations on whether or not the project should receive the Committees support.

If **NO**, the submitter is notified of the decision and provided with rationale behind the decision.

If **YES**, the Committee lists of the project under the appropriate goal and objective in the Action Item Matrix and provides the submitter with a signed copy of the Project Evaluation Worksheet. The worksheet will be signed by all agencies represented on the Committee and can be used by the submitter as documentation of support in the grant applications.

Annual Meeting

The Committee will meet annually to review updates of the Risk Assessment data and findings, get updates on local CWPP planning efforts, discuss methods of continued public involvement, and document successes and lessons learned based on actions that were accomplished during the past year.

On an annual basis, LCLMD and LCPW will complete the following tasks in an effort to incorporate, maintain, and update Lane County's Wildland-Urban Interface Risk Assessment GIS data elements (Action 2.2.3).

- Meet semi-annually with rural fire protection district boards and fire departments representatives to update community maps and digitize local data as appropriate to the RFPD and FD needs;
- Update the Risk Assessment GIS data layers on a timely basis as new Oregon Department of Forestry, U.S. Forest Service and Bureau of Land Management studies or assessments are available;

- Create a standardized format for local communities to use in submitting risk assessment data to supplement the CWPP GIS layers;
- Integrate local CWPP assessments and mapping when available into the Lane County CWPP;
- Update local and regional CWPP websites with information provided by the Lane County Fire Cooperative and Fire Defense Board;
- Support community efforts in the drafting of local CWPPs by providing access to the Risk Assessment GIS data;
- Assist local community efforts in identifying potential fuels reduction projects and drafting of Title II RAC grant applications; and
- Coordinate with local communities for involvement of the Lane County Forest Work Camp personnel in local fuels reduction projects.

Lane County Emergency Management will be responsible for documenting the outcomes of the annual meetings in *Appendix B: Implementation and Maintenance Documentation*.

Five-Year Review of Plan

Because the CWPP will be integrated into the wildfire annex of the Lane County Natural Hazard Mitigation Plan, complete plan updates will be set for five-year intervals to meet the requirements of the Disaster Mitigation Act of 2000. During this plan update, the following questions should be asked to determine what actions are necessary to update the plan. Lane County Emergency Management will be responsible for documenting the outcomes of the five-year plan review in the *Appendix B: Implementation and Maintenance Documentation*. Table 5.2 provides a list of questions that can be used by the Committee to update the CWPP.

Table 5.2: Five-Year Plan Review Questions

5-year Plan Review Questions

Background Data - Section 1

Has the wildfire protection framework at the local, state, or federal level changed?
Have responsibilities of partner agencies changed?
Has recent fire occurrence been accurately reflected in the plan?

Risk Assessment Data - Section 2

Has the wildfire risk across the County changed?
Have new tools emerged to better evaluate the wildfire hazard?
Have local communities developed plans and implemented activities that might change the County's overall risk?

Outreach Data - Section 3

Are there new players that should be brought to the table?

Action Plan Data - Section 4

Do the CWPP goals, objectives and actions address current or expected conditions?
Have actions been effectively implemented?
Are there new funding sources available to mitigation the wildfire hazard?
Are there new actions that should be added to action plan matrix?

Plan Implementation Data - Section 5

Are the structures and methods established for implementing the plan still relevant?
Have there been any lessons learned documented from significant wildfires in other parts of the state that might be applicable to Lane County?
Has implementation occurred as anticipated?
What obstacles and challenges have arisen that have prevented or delayed implementation? Legal? Financial? Institutional?
What opportunities have arisen that could accelerate implementation?

Source: ONHW/CPW, 2005

¹ Tucker, Lena. 2005. Testimony for the House Resource Committee, Subcommittee on Forests and Forest Health. *Development and Implementation of Community Wildfire Protection Plans in Oregon*.