

LA PLATA COUNTY
POSITION DESCRIPTION
VOLUNTEER – Wildfire Advisory Board (WAB) (v 2021-06-04)

Purpose:

The Wildfire Advisory Board (WAB) shall make recommendations to the Board of County Commissioners (BoCC) concerning wildfire planning matters and decisions. WAB may make formal recommendations to the BoCC about the adoption of ordinances based upon the International Wildland-Urban Interface Code.

Duties:

The WAB shall review specific matters submitted to it for consideration by the BoCC or the Community Development Department (CDD) and perform such other functions as prescribed by the BoCC and identified in the annual work plan. In addition, the WAB shall:

- A. Utilize recommendations from any relevant research or report, to reduce wildfire risks to La Plata County communities.
- B. Review, understand, and evaluate relevant research and model code language such as, potential amendments to the land use code, building code, or other portions of the county code.
- C. Working with community partners and the Wildfire Adapted Partnership, support and further public education about defensible space, fuels reduction, reducing structural ignitability, preparedness and family planning for evacuations and general forest health and continued vegetation maintenance.
- D. Stay informed of, and make recommendations with respect to, updates to building and mitigation standards in relation to wildfire.
- E. Research and review sources of potential grants and other funding mechanisms and make recommendations to develop and implement programs that maximize mitigation funding.
- F. Contribute to Community Wildfire Preparedness Planning (CWPPs) and updates to the La Plata County CWPP.
- G. Formulate, recommend and provide guidance on mitigation planning activities and wildfire preparedness strategies. Annually evaluate such recommendations and strategies. Provide recommendations on alignment and timing of countywide mitigation priorities and wildfire preparedness strategies, giving priority to the protection of at-risk communities and watersheds, and to the recommendations in the county's CWPP.
- H. Evaluate fire mitigation related proposals, work plans and strategies developed by federal and state agencies, other governmental entities and private industries, at the request of the BoCC.
- I. Support the utilization of forest products when related to management of forested lands to promote forest health and reduce the hazards of wildfire.
- J. Educate and make recommendations on strategies to prevent the proliferation of noxious weeds in fuel reduction areas.

See La Plata County Code: Chapter 2 Administration, Article III. Boards, Committees, Commissions, Division 38. Wildfire Advisory Board, Sec. 2-700

Membership Composition:

The members of the WAB shall be appointed by the BoCC and shall consist of a maximum of fourteen (14) members, seven (7) of whom are regular voting members, up to three (3) alternate members, and four (4) of whom are ex- officio non-voting members providing agency representation from the United States Forest Service, Bureau of Land Management, Colorado State Forest Service, Bureau of Indian Affairs or local fire district chief or the chief’s designee. To the maximum extent possible, the WAB shall represent a broad range of interests and expertise in the community.

Term Length:

The terms of the regular members shall be staggered. Of the members first appointed, two (2) shall serve for three (3) years, three (3) shall serve for two (2) years and two (2) shall serve for one (1) year. Thereafter, appointees shall serve for three (3) years, except any member shall serve until a successor has been appointed.

Regular members of the WAB shall serve at the sole discretion of and may be removed by the BoCC at any time, with or without cause. If a vacancy occurs on the WAB, the BoCC may appoint a regular member to the WAB to fill the unexpired term.

Compensation:

Members of the WAB shall receive no compensation for their services, except they shall be reimbursed for actual expenses incurred, subject to applicable provisions of the state statutes and county policies and procedures for reimbursement of expenses.

Qualifications:

1. Each regular member of the WAB shall be a resident of La Plata County.
2. Each regular member should have a demonstrated interest and experience in one or more of the following: land use planning, architecture, building and construction, landscaping, wildfire mitigation, forest health, engineering, utilities, real estate, insurance, emergency response, law, agriculture, firefighting, environmental science/policy, natural resources and conservation, forestry or forest ecology, utilization of forest biomass, or the planning, protection, science, or mapping of watersheds or forests.
3. Each regular member shall have knowledge of the county.
4. Each regular member shall demonstrate a dedication to public service.
5. Each regular member shall commit to being properly prepared for all meetings, shall attend at least seventy-five (75) percent of all meetings at which attendance is required, and shall have access to the technology necessary to review materials. At a minimum, meetings will occur monthly.

Personal Commitments:

1. To attend all meetings of the Wildfire Advisory Board unless previously excused by the Chair;
2. To follow the direction and formal guidance of the Board of County Commissioners;
3. To be well informed and prepared to discuss the proposed issues and business at scheduled meetings, including having read all materials relevant to the topic at hand prior to the meetings;
4. To fully participate in meetings of the Wildfire Advisory Board;
5. To avoid any conflicts of interest or circumstances which would create a perception of impropriety;
6. To observe local, state and federal laws, particularly open meetings and open records laws;
7. To cooperatively work with and respect the opinions of other Wildfire Advisory Board members;
8. To treat all constituents and staff members with honor, dignity and respect;
9. To avoid the acceptance of any gifts or favors related to one's service in this position;
10. To conduct myself in accordance with the Wildfire Advisory Board's adopted rules of procedure;
11. To honor and comply with the La Plata County Code of Ethics policy (attached);
12. To attend at least one Boards and Commissions volunteer orientation during the duration of my appointment.

I understand and agree to abide by these personal commitments and understand that I serve at the pleasure of the La Plata County Board of County Commissioners.

Name: _____ Date: _____

Signature: _____