



CAL FIRE - Office of the State Fire Marshal Risk Modeling Advisory Workgroup Charter

PURPOSE

The Risk Modeling Advisory Workgroup (Workgroup) will provide a means to understand and model wildfire risk for a community and specified parcels through the input of mitigating factors. The Workgroup will provide a forum for subject matter experts in wildfire related fields to address wildfire risk modeling issues of statewide concern.

GOALS AND OBJECTIVES

The Workgroup is being formed pursuant to Assembly Bill 642 (Chapter 375, Statutes of 2021) to act in an advisory capacity to CAL FIRE, the State Fire Marshal, and the Insurance Commissioner on wildfire risk modeling. This Workgroup reports to the Wildfire Mitigation Advisory Committee.

Goal:

To provide science based solutions to enable CAL FIRE, in consultation with the State Fire Marshal, and the Insurance Commissioner to make recommendations on how to understand and model wildfire risk for a community and specific parcels within the local responsibility area or state responsibility area through the input of mitigating factors.

Objectives:

- Provide science based solutions to enable CAL FIRE, in consultation with the State Fire Marshal, and the Insurance Commissioner to make recommendation on how to understand and model wildfire risk on or before July 1, 2023
- Provide a discussion on how parcels can affect the risk of other parcels in close proximity to each other and what impacts that has on wildfire risk modeling
- Provide an evaluation of the effectiveness of using natural infrastructure as a community buffer and what impacts that has on wildfire risk modeling
- Review and provide a list of other jurisdictions' applicable wildfire risk models and their modeling components
- Provide a list of identified barriers to determining the wildfire risk of a community and specific parcels



WORKGROUP MEMBERSHIP

Members of the Workgroup shall be all of the following:

- The State Fire Marshal, or their designee
- The Director of Emergency Services, or their designee
- The Insurance Commissioner, or their designee
- The Director of State Planning and Research, or their designee
- The Director of Housing and Community Development, or their designee
- A representative from insurers that has appropriate expertise in wildfire risk modeling, such as exposure measurement, risk modeling, and actuarial expertise, to be appointed by the department
- A representative from an insurance research organization that has appropriate expertise in wildfire risk modeling, such as exposure measurement, risk modeling, and actuarial expertise, to be appointed by the department
- A fire chief representative, to be appointed by the department in consultation with the California Fire Chiefs Association and the Fire Districts Association of California
- A fire prevention officer representative, to be appointed by the department in consultation with the California Fire Chiefs Association and the Fire Districts Association of California
- A representative from the California Professional Firefighters, to be appointed by the department
- A representative from the California Fire Science Consortium, to be appointed by the department
- A representative from the California Building Industry Association, to be appointed by the department
- A representative from a rural city or county of local government, to be appointed by the department
- A representative from a local government, to be appointed by the department

The State Fire Marshal may decide to add any other appropriate stakeholders, including representatives from local governmental agencies.

The chairperson of the Committee shall be the State Fire Marshal, or the State Fire Marshal's designee. The vice chairperson of the advisory workgroup shall be the person filling the fire chief representative position.

The appointed members of the advisory workgroup shall serve at the pleasure of the department. The members of the Workgroup shall serve without compensation, but



each member shall be reimbursed for their actual and necessary expenses incurred in the performance of their duties.

MEETINGS

- Schedule
 - The Committee shall meet on the **first Tuesday of each month**. If the meeting lands on a holiday, the Committee shall postpone and meet on the subsequent **Tuesday**.
- Location
 - Meetings shall be regularly scheduled in Sacramento
 - Meetings may be scheduled throughout the state on an as-needed basis
- Meetings will not be cancelled without cause

In order to ensure consistency and transparency, the following Roberts Rules of Order shall be adhered to:

- An approved published agenda,
- Meeting minutes,
- A quorum,
- Motions and seconds, and
- Voting requirements (including requests for roll call voting).

Rules for recognition and timelines for debate will be suspended unless specifically enacted by the membership.

Meetings may be rescheduled if the Committee is unable to meet a quorum.

A motion will be passed by a simple majority of the entire voting membership.

All members, voting and non-voting, may submit informational, discussion, and/or action items for the agenda prior to the meeting. Agenda items will take precedent and non-agenda items may be transacted upon if time permits.

COMMITTEE PROTOCOL

- The Committee shall comply with Bagley-Keene Open Meeting Act
- Only items listed on the published agenda as “Motion Required” may be acted upon
- The Committee chair has the authority to set time limits on any agenda item



PROCESS

- The Community Wildfire Preparedness and Mitigation Division will provide administrative support to the Committee
- Agenda items should be submitted to the Committee coordinator four weeks before the scheduled meeting date
- Minutes will be taken at each meeting that capture the essence and actions of the meeting
 - Draft minutes will be posted on the Office of the State Fire Marshal website for review by the Committee and other interested parties
 - After approval at the next meeting, final minutes will be posted on the Office of the State Fire Marshal website

QUORUM

A simple majority (50% plus 1) of the committee membership shall be a quorum.

RESPONSIBILITY OF THE CHAIR

- Interpretation and decisions are the purview of the chair