

Washington Department of Natural Resources (DNR) | Electric Utility Wildland Fire Prevention Task Force
DRAFT Task Force Work Plan v. 8.10.20

Work Plan Purpose: The draft Work Plan is intended to be a living document to help DNR and Task Force members work towards a set of recommendations for reducing wildland fire risk. Task Force members will be asked to accept an initial Work Plan at their November meeting. See [enabling legislation](#) for the full duties assigned to the Task Force and to DNR.

Duties of the Task Force are to advise the department on issues including:	Expected Product	Status	Notes
A. Developing, for consideration by the department and individual electric utilities, a model agreement for managing danger trees and other vegetation that pose a risk of wildland fire and associated utility liability due to the proximity to electrical transmission wires and other utility equipment (Per legislation, DNR must distribute a voluntary model danger tree agreement, with assistance from the Task Force).	<ul style="list-style-type: none"> Model Agreement template 	In progress (Subcommittee)	<ul style="list-style-type: none"> A recommendation for a Model Agreement template will be presented at a September meeting Comment Period: Task Force provides written comments in advance of September meeting Revised Model Agreement to be reviewed by Task Force at October 1 meeting.
B. Assist the department with the distribution of the model danger tree management agreement developed in (a) to utilities for their consideration for execution with the department.	<ul style="list-style-type: none"> Model Agreement distribution recommendations 	In progress (Subcommittee)	<ul style="list-style-type: none"> See above
C. Developing communication protocols and educational exchanges between the department and electric utilities for identifying and addressing issues relating to utility infrastructure to reduce the risks of wildland fires (Per legislation, DNR must make available the form of communication/education exchanges).	<ul style="list-style-type: none"> Recommended protocols/tools for education and information exchange outside of an investigation 	In progress	<ul style="list-style-type: none"> Task Force to review initial draft recommendation on August 13.
D. Developing protocols, including thresholds, for implementing the relevant provisions of RCW 76.04.015 when the department's investigation involves electric utility infrastructure or potential electric utility liability (Per legislation, DNR must publish the protocols and thresholds).	<ul style="list-style-type: none"> Recommended protocols for alerting an investigation is underway Recommended protocols for information gathering and education during investigation 	In progress	<ul style="list-style-type: none"> Task Force to review updated draft recommendation on August 13 Comment Period: Task Force provides written comments in advance of September meeting Need to further discuss thresholds for implementation
E. Creating rosters of certified wildland fire investigation firms or persons and third-party qualified utility operations personnel who may be called upon by the parties as appropriate (Per legislation, DNR must issue a roster).	<ul style="list-style-type: none"> Criteria for third-party investigators and recommendations for use of roster 	In progress	<ul style="list-style-type: none"> DNR developing a draft list of expertise and criteria needs for third party investigator
F. Other issues brought forward by Task Force members.			

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Meeting Five August 13, 2020	Meeting Six September 16, 2020 (To Confirm)	Meeting Six October 1, 2020
<p><i>Meeting Objective:</i> Review draft recommendations and identify next steps/offline comment/review process for documents</p> <p><i>Agenda Topics:</i></p> <ol style="list-style-type: none"> 1. Presentation from Subcommittee <ol style="list-style-type: none"> a. Task Force Questions b. Next steps for updated draft 2. Review updated recommendations for investigation protocols <ol style="list-style-type: none"> a. Identify points of further discussion b. Next steps for first draft of recommendations 1. Review initial recommendations for third party investigator criteria and roster development <ol style="list-style-type: none"> c. Identify points of further discussion d. Next steps for first draft of recommendations 3. Review initial recommendations for communication and education exchanges outside of investigations <ol style="list-style-type: none"> a. Identify need for further discussion 4. Review/update Task Force work plan 	<p><i>Agenda Topics:</i> Review Model Agreement template and identify points of further discussion needed to finalize recommendation documents.</p> <p><i>Agenda Topics:</i></p> <ol style="list-style-type: none"> 1. Presentation: Model Agreement template from Subcommittee Lead <ol style="list-style-type: none"> a. Questions & comments b. Discuss written comment process c. Confirm next steps 2. Review recommendations for investigation protocols <ol style="list-style-type: none"> a. Identify any points of disagreement among Task Force members b. Next steps toward final recommendations 2. Review recommendations for third party investigator criteria and roster development <ol style="list-style-type: none"> c. Identify any points of disagreement among Task Force members d. Next steps toward final recommendations 3. Review recommendations for communication and education exchanges (if needed) 4. Review/update Task Force work plan 	<p><i>Meeting Objective:</i> Finalize recommendations for all duties</p> <p><i>Agenda Topics:</i></p> <ol style="list-style-type: none"> 3. Review and accept Model Agreement recommendations from Subcommittee <ol style="list-style-type: none"> a. Come to consensus recommendation b. Capture minority opinions as needed 4. Review investigation protocols recommendations <ol style="list-style-type: none"> a. Come to consensus recommendation b. Capture minority opinions as needed 5. Review recommendations for third party investigator criteria and roster development <ol style="list-style-type: none"> a. Come to consensus recommendation b. Capture minority opinions as needed 6. Consensus recommendations for communication and education exchanges outside of investigations
<p><i>Post Meeting Tasks</i></p> <ol style="list-style-type: none"> 1. Task Force members provide written comments on Investigation Protocol recommendations so comments can be incorporated in advance of September meeting 2. Subcommittee finalizes Model Agreement recommendations and distributes to Task Force for review 3. DNR further develops draft recommended investigation protocols 4. DNR further develops draft recommended criterion for 3rd party investigators 5. DNR drafts meeting summary 	<p><i>Post Meeting Tasks</i></p> <ol style="list-style-type: none"> 1. Task Force members provide written comments on Model Agreement template to Subcommittee so comments can be incorporated in advance of October meeting 2. Subcommittee updates Model Agreement template 3. DNR updates recommendations for investigation protocols 4. DNR updates recommendations regarding roster of 3rd party investigators 5. DNR drafts meeting summary 	<p><i>Post Meeting Tasks</i></p> <ol style="list-style-type: none"> 1. DNR drafts meeting summary