

A Publication of the
**National Fire
Prevention
Education
Team**

**Katrina National Fire Prevention Education
Team**

DELEGATION OF AUTHORITY

Sponsored by
**Louisiana
Department of
Agriculture &
Forestry**



**Louisiana Department of Agriculture & Forestry
Katrina National Fire Prevention Education Team**

DELEGATION OF AUTHORITY

To: National Fire Prevention & Education Team Leader

From: LA. Dept. of Agriculture and Forestry, Cyril LeJeune, Associate State Forester

Subject: Delegation of Authority for Fire Prevention Education Team Activities

Effective October 10, 2005, we have delegated the authority and the responsibility for the activities of the National Fire Prevention/Education Team to Team Leader Paul Waddell. The Team will conduct fire prevention awareness activities on behalf of the Louisiana Dept. of Agriculture and Forestry and cooperators.

- A. The following individuals are designated as agency contacts for the duration of the Team's activities under this delegation:

Paul Orr	Chief, Information and Education	225-925-4500
Cyril LeJeune	Associate State Forester	225-925-4500
David Campbell	District Forester	985-543-4057

These individuals will be the primary contacts for assistance to the Team, including; identifying key public contacts; helping to make arrangements for printing and media contacts; reviewing publications of the Team (including news releases) to ensure consistency with department requirements; and joining the Team in meeting with the public, if needed. Other individuals with the various agencies may be designated to assist the Team, if warranted.

- B. Team members must be sensitive to local political and social issues related to public and private land management and use. Keep in mind that large numbers of the public as well as employees of the USDA FS and State of Louisiana have just gone through a tragedy, losing friends and family, homes and property. The Team should be sensitive to this and provide aid and comfort with the attitude of compassion and service.

2A-02-P410-HO

2 of 6

- C. It is imperative that the relations with the public be maintained or improved by the Team and that all actions of the Team have positive public relations as an underlying theme.
- D. The use of prescribed burning is very important to the ecology of the southern forest. Team members should always convey the good use of fire in the forest environment when promoting the prevention of carelessness and arson caused wildfires.
- E. **Objectives for the Team are:**

The following action items were developed by the State of Louisiana, Office of the State Forester and the National Fire Prevention Education Team Leader. These task objectives are designed by three levels of priority:

Priority 1 Actions – The team will undertake immediate action.

Priority 2 Actions – The team will address these elements and treat them as immediate but implement them in the priority sequence.

Priority 3 Actions – The team will consider these elements, but in all likelihood not accomplish implementation and will re-evaluate as needed.

National Fire Prevention Organizational Status:

This task analysis has been developed with the assumptions and commitment from the host agency that there will be a series of a minimum of three team rotations. This will ensure planning, development and program implementation.

Team Action 1 – Priority 1

Team 1 will develop an extensive multi-media fire prevention awareness campaign to address concerns about the fire related issues resulting from recent hurricane damage and the catastrophic wildfire potential.

Team Action 2 - Priority 1

Team 1 will develop a fire prevention awareness sign program proposal. The team will consult with the Louisiana Dept. of Agriculture and Forestry and local government and law enforcement to determine any local jurisdictional differences on signing regulations when developing the signs. The team will assess appropriate signing standards, types of signing options and availability.

Team Action 3 - Priority 1

Team 1 will work to develop two 30 second and two 60 second radio public service announcements to increase awareness of debris burning safety and fire wise concepts. Team will review the availability of existing Public Service Announcements and customize as needed. The team should consult with cooperators to ensure Public Service Announcement's do not conflict with other messages. PSA's will include a contact number or reference where radio listener can get more information.

Team Action 4 - Priority 1

Team 1 will customize an existing wildfire prevention newspaper insert on wildfire prevention awareness. This insert will increase fire prevention awareness throughout the affected area. The existing insert has been successfully used in several southern states. This insert will be placed in all daily and weekly newspapers in the affected areas.

Team Action 5 - Priority 1

Team 1 will develop a training program to conduct three two-hour hazard mitigation workshops for forest landowners to raise awareness of their mitigation options. One half-hour will be allotted group discussion. Mitigation options will be focused on prescribed burning and mechanical mitigation. Team will utilize expertise from the Louisiana Department of Agriculture and Forestry, Louisiana State University Extension Service, Louisiana Forestry associations, and other cooperators. Team will develop information folders for the attendees. This folder will containing pertinent reference literature and contact information.

Team Action 6 - Priority 1

Team 1 will develop fire hazard assessment standards for communities near Katrina damaged national or state forestland. These hazard assessment standards will be utilized by future team activity.

Team Action 7 - Priority 1

Team 1 will develop a community hazard mitigation planning standard template. The community hazard mitigation planning standards will be utilized by future team activity.

Team Action 8 - Priority 1

Team 1 will develop a fire prevention poster to raise wildfire prevention and Firewise program awareness. Poster will include Web site addresses and contact numbers.

Team Action 9 - Priority 2

Team 1 will develop a tri-fold brochure based on the debris removal information and techniques. This brochure will be a reference for forest landowners and community members living near forestland. Appropriate web site links and contact numbers will be included in the brochure. Brochure will be distributed by mail and placed at community buildings and garden stores. Brochure will be made available electronically on the Louisiana Department of Agriculture and Forestry and National Forests in Louisiana Web sites.

Team Action 10 - Priority 2

Team 1 will develop fire prevention awareness billboard signs. Team members will contact with surrounding state forestry agencies to research the applicability of existing billboard designs. They will consult with local government and law enforcement to ensure billboards are posted in high public use or hazard areas. Billboards will include contact numbers to the Louisiana Department of Agriculture and Forestry and local law enforcement.

Team Action 11 - Priority 2

Team 1 will review the Wildfire Prevention Education CD-ROM for Louisiana. This educational CD-ROM, developed by ITM, is developed to help schoolteachers and youth understand the benefits of prescribed fire and dangers of wildfire. Furthermore, learn how to prevent wildfire and better protect their homes. The interactive training tool, uses: video clips, virtual reality graphics, interactive exercises and tests, internet links, and glossary of wildland fire terms.

This CD will educate the youth population about wildfire, prescribed fires and fire prevention. It will allow students the opportunity to realize they are not isolated from their forests and the risks associated with them. This CD has been successfully implemented in several southern states.

The Team will prepare the plan to assist in presenting approximately 25 workshops in local schools in the Katrina affected three parish area to introduce the existing Wildfire Prevention CD to local school teachers and students.

Team Action 12 - Priority 3

Team 1 will investigate the feasibility of updating the Louisiana Department of Agriculture and Forestry website to raise awareness on alternative debris removal, prescribed burning, and mitigation programs.

Team Action 13 - Priority 3

Team 1 will investigate options for alternative methods of debris disposal. Team members will consult with Louisiana Department of Agriculture and Forestry, Louisiana Department of Environmental Quality and Parish sanitation departments to review their current vegetation debris removal guidance and locate established emergency vegetation debris chipping and collection sites.

Team members will contact the Louisiana State University Cooperative Extension Service and USDA Forest Service Technology Marketing Unit to determine what local forest product markets and primary processors there may be for the debris.

- F. The work of the Team shall be conducted with efficiency and effectiveness, and with emphasis on the personal safety of team members.
- G. All federal, state and local laws, regulations and ordinances will be adhered to. These laws include- but are not limited to – state motor vehicle operations, regulations, cultural and archaeological protection laws, health and welfare regulations, and environmental protection and hazardous materials.

Paul Orr, Chief Information and Education
Louisiana Dept. of Agriculture and Forestry

Date

Paul Waddell, Team Leader
National Fire Prevention/Education Team

Date