

Illinois Prescribed Burn Manager Certification Board
Minutes of the 5th Meeting
(Subject to approval at the 6th Meeting)

Illinois Department of Natural Resources
Heron Room
One Natural Resources Way
Springfield, IL 62702

Wednesday, March 14, 2012

5-1) Call to Order, Roll Call, and Introduction of Attendees

The meeting was called to order at 10:15 a.m.

Members Present: Randy Heidorn, Illinois Nature Preserves Commission (INPC); Michael Moos, Office of the State Fire Marshal, Manager of Homeland Security; Bob Szafoni, Illinois Department of Natural Resources (IDNR), Office of Resource Conservation (ORC), Division of Natural Heritage; and Tom Wilson, IDNR, ORC, Division of Forestry.

Members Absent: Paul Brewer.

Others Present: Ed Bakowski, Illinois Environmental Protection Agency (IEPA) and Debbie Reider, INPC.

5-2) Adoption of Agenda

It was moved by Szafoni, seconded by Wilson, and carried that the agenda be adopted.

5-3) Approval of the Minutes of the 4th Meeting, September 14, 2011

It was moved by Moos, seconded by Wilson, and carried that the Minutes of the 4th meeting, September 14, 2011, be approved.

5-4) FY 2012 Meeting Schedule

June 13, 2012 - Heron Room, IDNR Headquarters, 10:00 a.m.

Randy Heidorn stated for the record that the December 14, 2011 meeting was canceled.

He asked that the IPBMCB meetings be changed to Tuesday for the next fiscal year. The quarterly meeting schedule for FY 2013 will be presented at the meeting on June 13, 2012.

5-5) Status of Certification of Prescribed Burn Manager Process

Tom Wilson stated that there were currently 425 certified applicants with another six applications being reviewed.

Mr. Wilson stated that for FY 2012, the IPBMCB has received \$700 in application fees. A total of \$12,650 has been received since FY 2010. The money is being deposited into 905 (Forestry Development Fund), under the burn managers' code. He reminded the Board members that there was no way to track from the code how much money the program has actually spent and how much money was actually in that fund.

The grandfathering provision and the apprentice program were discussed. Mr. Wilson asked for suggestions on developing a standardized letter to outline what is needed for the application to simplify the process. He also discussed the challenges of helping the applicants understand the process and what has been done to date to educate the people who are inquiring about the requirements.

Mr. Heidorn stated that there was a basic form letter being used by staff in the Division of Natural Heritage.

After much discussion, it was decided to have a basic form letter that outlines the procedures and information needed.

5-6) Equivalent Course Work Standards Crosswalk and Evaluation Form

Bob Szafoni presented the equivalent course work standards crosswalk and evaluation form matrix, and it is attached as Exhibit A. Mr. Szafoni discussed the content of the form.

It was moved by Wilson, seconded by Moos, and carried that the following resolution be adopted:

The Illinois Prescribed Burn Manager Certification Board approves the equivalent course work standards crosswalk and evaluation form matrix as presented under Item 6 of the 5th meeting.

(Resolution 5-7)

The possibility of having this form available on the web site was discussed. It would be convenient if the form could be completed electronically, then printed for submission.

5-7) Request Pursuant to 17 Ill. Administrative Code 1565.70 e for Approval of the Midwest Prescribed Fire Crew Training as a Substitute for the Requirement of S130 and S190 for Certification of Prescribed Burn Managers under 17 Ill. Administrative Code 1565.20(a) (1)

Randy Heidorn stated that this item has been deferred in the past because the Board was waiting on the approval of the equivalent course work standards crosswalk and evaluation form matrix. That form was approved today, and the next step would be to send the form to Ed Collins and Jim Anderson for the final step. Once that is done, it will be sent out to the Board members for

review before the June 13, 2012 meeting. Mr. Heidorn stated that he would forward the form to Mr. Collins and Mr. Anderson.

3-8) Equivalent State Prescribed Burn Manager Certification Programs

Randy Heidorn stated that equivalent course work standards crosswalk matrix would be used for state programs. The Illinois Prescribed Burning Act states that we can accept people who are certified prescribed burn managers in other states as long as they are equivalent. The IPBMCB makes the equivalency determination. He stated that the determination process is slightly different than the 130 and 190 because the entire apprenticeship will be considered. He asked for input on how to proceed in the development of that procedure work flow.

Tom Wilson stated that there have been no requests for the equivalency for the state provisions.

Mr. Heidorn stated that the number of requests for this type of certification will be small because most states use the National Wildfire Coordinating Group (NWCG) standards.

After much discussion, it was decided to have the applicant work through their state organization to submit documentation that shows the equivalency crosswalk. A sample form could be provided to guide that process until an independent group could be contracted to do that process. Mr. Wilson stated that he will work through the Illinois Fire Service Institute (IFSI) to see if a grant could be obtained for this project.

5-9) Annual Report on Prescribed Burning Under Illinois Prescribed burning Act 525ILCS37

Randy Heidorn stated that he will work with Tom Wilson to prepare the annual report using the resolutions, meeting minutes, and any report of escapes. The report will be submitted for approval at the June 13, 2012 meeting.

5-10) Modifications to the Administrative Rules

Randy Heidorn reviewed the proposed modifications to the Illinois Prescribed Burning Act. One of the changes was adding an additional member to the IPBMCB to bring the number of members to six. Four representatives are designated by the Director of the IDNR, including one who is not employed by the State of Illinois. The second change was to Section 1565.20(d) where the date was changed to 2015. The third change was to Section 1565.70 to add (g) "The Illinois Prescribed Burn Manager Certification Board may conduct its meetings via conference call or other electronic means provided all participants are in locations open to the public that have been published in compliance with the Illinois Open Meetings Act [5 ILCS 120]." The fourth change was to Section 1565.70 to add (h) "A quorum of the Illinois Prescribed Burn Manager Certification Board shall be defined as four members."

It was moved by Wilson, seconded by Szafoni, and carried that the following resolution be adopted:

The modifications to Part 1565 Illinois Prescribed Burning Act, as presented under Item 10, are approved and will be forwarded to the IDNR's legal counsel for the final approval process.

(Resolution 5-8)

5-11) Illinois Prescribed Burn Manager Certification Board Web Page

Tom Wilson stated that the list of the approved applicants has been posted on the website; however, it needs to be updated.

Mr. Heidorn asked that the IPBMCB agendas and meeting minutes be posted on the web page.

5-12) IEPA Proposed Air Quality Open Burning Regulations

Ed Bakowski, Air Quality Permit Section Manager, IEPA, gave a presentation on the IEPA's Administrative Rules regarding open burning which will be taken before the Illinois Pollution Control Board later this year.

After much discussion, it was decided to recommend further discussion between the IDNR Director and the IEPA regarding the compatibility and consistency of the IEPA's Administration Rules regarding open burning and the Illinois Prescribed Burning Act.

It was moved by Moos, seconded by Wilson, and carried that the following resolution be adopted:

The Illinois Prescribed Burn Manager Certification Board recommends that the Illinois Department of Natural Resources Director have an inter-agency discussion with the Illinois Environmental Protection Agency on the impacts of the Environmental Protection Open Burning Act and the Illinois Prescribed Burning Act as they relate to the application process.

(Resolution 5-9)

5-13) Public Comment

There was no public comment.

5-14) Other Business

Mr. Heidorn discussed the changes in the open meetings act. He advised the Board members that they would have to take this online training. Each was asked to send a copy of the training certificate to him upon completion of the training.

5-15) Adjournment

It was moved by Wilson, seconded by Szafoni, and carried that the meeting be adjourned at 11:30 a.m.