

**Meeting Minutes**  
**Texas Prescribed Burn Board Meeting**  
**April 14, 2016 at 1:00 pm**  
**Texas A&M AgriLife Extension Service**  
**7887 N US HWY 281 San Angelo TX 76901**

**Board Members Present:**

Larry J. Doherty  
Kati Wooten  
Justin Penick  
Butch Taylor  
JK Brite  
Morgan Russell  
Randy Rivera

**TDA Staff:**

Christopher Gee (by conference call)  
Stephen Dillon (by conference call)  
Stuart Strnad

**Advisory Board:**

Ray Hinnant

**Members of the Public:**

Charles Tatton  
Brian Treadwell  
Rory Burroughs  
Chris Schenck

The **first** item of business was the calling of the meeting of the Prescribed Burning Board (PBB) to order at approximately 1:00 p.m. by Chairman Justin Penick, and recognizing that a quorum of members was present.

The **second** item of business was Chairman Penick’s opening remarks welcoming everyone to the meeting, including general introductions.

The **third** item of business was approval of the minutes of the previous Board meeting held in Austin, Texas on January 14, 2016. A motion was made and seconded; the board unanimously approved the minutes as written.

The **fourth** item of business was a report from the Insurance Subcommittee on the viability of the Bramlett/Evanston-Essex Insurance policies for state licensure of a Certified and Insured Prescribed Burn Manager (CIPBM). The recommendation was made by the board to accept the Bramlett/Evanston-Essex Insurance “per burn” policies for use as insurance that will meet program requirements, although individual policies will be subject to review by TDA and the PBB, as may be required, in accordance with existing practices and procedures.

A motion was made and seconded; the board unanimously approved the recommendation to accept the Bramlett/Evanston-Essex Insurance “per burn” policies for CIPBMs, provided that, upon certification, the terms of any such policies reflect compliance with applicable statute and rules.

The **fifth** item of business was a progress report on the Texas Forest Service (TFS) database for documenting prescribed burning in the state, but in the absence of board member Rich Gray, the report was tabled for the next quarterly board meeting.

The **sixth** item of business was a report from the Rule Content Subcommittee for recommendations on rule updates covering Eco-Regions, Continuing Fire Training Units, curriculum development and certification for Lead Burn Instructors, and curriculum development for continuing fire training units. The following recommendations were made by the Rule Content Subcommittee:

- **Eco-Regions:** Maintain the existing Prescribed Burn Training Regions map consisting of 5 vegetative Regions in the state but with a county designation overlay for easy identification of counties per region. The Rule Content Subcommittee also made this recommendation to update the Regional Contacts on the TDA Prescribed Burn Training Regions page.
- **Continuing Fire Training Units:** Maintain the existing (6 hours) Continuing Fire Training unit requirement for CIPBMs every 2 years, but specifically designate 1 hour for Laws and Regulations, 1 hour for Smoke Management, and the remaining 4 hours to be in the remaining categories: i.e. General Safety, Burning Techniques, Environmental Consequences, Equipment Characteristics, Advanced Technology and/or Other (Wildland Firefighting).
- **Lead Burn Instructor Certification and Curriculum:** Develop a Lead Burn Instructor Certification program to be administered by PBB and TDA. The PBB board decided to table the discussion before developing specific requirements and asked TDA to contact all Lead Burn Instructors currently licensed, in order to determine their training activity status prior to a certification program being developed. The Rule Content Subcommittee recommended tabling the certification program discussion until all active Lead Burn Instructors could make comment on the process.
- **Continuing Fire Training Curriculum Development:** The Rule Content Subcommittee proposed revisions to the Texas Administrative Code Chapters 226 and 229. In Chapter 229 “Continuing Fire Training”, Section 229.1 “Eligible Continuing Fire Training Activities”, the subcommittee recommended revisions to Section 229.1(c) so that all training must be pre-approved by the PBB, PBB Chairman or a Lead Burn Instructor. The Subcommittee also recommended removing Section 229.5 “Requirements for Lead Instructors” of the Texas Administrative Code from Chapter 229 and relocating the section to Chapter 226 “Requirements for Certification by the Board”

as Section 226.4(d) "Training". All recommendations for revisions to Section 229.1(c) and relocation of Section 229.5 will be included in a completed proposal at the next board meeting.

A motion was made and seconded; and the board unanimously approved all recommendations made by the Rule Content Subcommittee addressing Eco-Regions, Continuing Fire Training Units, Lead Burn Instructor Certification and Curriculum and the Continuing Fire Training Curriculum Development.

The **seventh** item of business was for the board to set the location, date and time for the next board meeting. After some discussion, the board decided that the next meeting would be held at the Annual Texas Wildlife Association Convention in San Antonio, TX on July 14, 2016 at 1:00 PM. A motion was made and seconded; the board unanimously approved the location, date and time for the next meeting as presented.

Agenda items for next meeting (not exclusive):

Report from Rich Gray regarding TFS database possibilities.

Report from TDA on PBB's statutory authority.

Report from Larry Doherty on the Wildfire Prevention Task Force.

\*Dr. Charles Taylor announced his resignation from the Prescribed Burning Board and his retirement from the Texas A&M AgriLife Extension Service. Dr. Taylor was thanked for his dedicated service to the PBB by all attendees.

As a result of the loss of a quorum, the meeting was adjourned at 2:30 PM.