

FINAL RECOMMENDATION

February 20, 2001

**Recommendation of the Action Plan Team:
Leadership and Communications Item #90
(Page 26 of the Action Plan):**

Summary: (verbatim from the Action Plan)

Recommendation # 90 *“The Board of Visitors shall meet quarterly and report annually. At least one of the meetings shall have an open agenda to allow the Visitors to interact easily with the staff.”*

Recommendations:

Time Frame: Ongoing

The Leadership & Communications Team recommends that, if funding is available, the Board of Visitors meets quarterly. The BOV is scheduled to meet at the National Emergency Training Center four times during FY 2001. The scheduled BOV Meetings for FY 2001 are:

- 1) 5-7 October 2000
- 2) 1-3 February 2001
- 3) 21-24 March 2001
- 4) 13-16 June 2001

The Leadership & Communications Team recommends that the Board of Visitors have an open agenda allowing it to meet with USFA staff. During an upcoming BOV meeting one day will be set aside for BOV members to meet with USFA staff both formally and informally.

The Leadership & Communications Team recommends using travel money for the BOV to come from EMPA fund as opposed to the existing use of limited S & E funds in the USFA budget.

Background:

In summary, we are proposing to the new FEMA leadership, with formal endorsement and support from the NFA BOV, that the NFA BOV be changed to the USFA Board of Visitors and that the funding used to reimburse the BOV for their expenses be paid out of Emergency Management and Planning Assistance (EMPA) funding instead of Salary and Expense (S&E) funds as is currently mandated by appropriations law.

The number of meetings the BOV has each year has typically been dependent upon the available funding. The travel money comes from the limited S & E funds in the USFA budget. USFA has submitted a modification to convert the funding of the National Fire Academy Board of Visitors from S& E funds to EMPA funds. See the attached Conversion of NFA BOV document for details.

Budget Impact:

The budget impact will be using existing S & E funds to support four annual BOV meetings per year or the utilization of EMPA funds to cover the expense of these meetings.

Conclusions:

The role of the Board of Visitors like the organization of the USFA is changing to reflect the needs of the nation's fire service and allied professionals. In order to fund four annual meetings without competing with USFA travel, the use of EMPA funds is being explored.

Submitted by:
Leadership and Communications Action Plan Team:

Tim O'Dowd
Karen Haines
Trina Clever
Chuck Burkell
Maury Grundy
Carol Bouma

Approval Date _____

Disapproval Date _____

Conversion of National Fire Academy Board of Visitors

Description: Convert the funding of the National Fire Academy Board of Visitors from S& E funds to EMPA funds and expand the National Fire Academy Board of Visitors to the United States Fire Administration Board of Visitors - legislative change and appropriations language

Challenges: 1) A long standing concern has existed and several alternatives have been attempted relative to the funding of the National Fire Academy Board of Visitors out of critically limited S&E, resulting in the need to curtail the number of BOV meetings to one or two a year, severely limiting the ability of the BOV to carry out its responsibility.

2) FEMA Director James Lee Witt created a Blue Ribbon Panel to provide recommendations to guide the USFA toward its goal of becoming a world-class organization. The outcome of this Panel was the USFA Action Plan, and approved by the Director, that outlined the steps required to implement the Blue Ribbon Panel recommendations.

One of the items in the Blue Ribbon Panel Report and continued into the USFA Action Plan is to increase involvement of the Board of Visitors in the plans and activities that impact the National Fire Academy.

Many of the recommendations of the Blue Ribbon Panel Report and the resulting USFA Action Plan culminated into the reorganization of the USFA.

With the reorganization of the United States Fire Administration the function of the National Fire Academy was refocused for more significant and timely impact to be the delivery arm of the United States Fire Administration training and education activities.

For the Board of Visitors to be an effective and viable entity as intended by Section 7 (j) of the Federal Fire Prevention and Control Act (P.L. 93-498) it must be expanded and designated the United States Fire Administration Board of Visitors.

3) The FEMA Office of General Council concludes that the desired changes; funding the travel for the Board of Visitors with EMPA appropriations and expanding the current National Fire Academy Board of Visitors to the United States Fire Administration requires legislative provisions (Section 7 (j) 93-498) and appropriation language to fund the travel of the BOV with EMPA funds instead of the currently authorized S&E funds.

Timeframes: While we should seek every opportunity to initiate these changes, the next regularly predictable time frame will be with the submission of the next annual review of legislative programs and the FY 2002 budget submission.

Date:October 18, 2000

Responsible Organization:USFA-MO

POC:Ronald P. Face, Jr.

Transitionprgmdesctemplate