

National Wildfire Coordinating Group

ROSS Reports Management Board

Charter

1. BACKGROUND

The National Wildfire Coordinating Group (NWCG) was formed in January 1974, to expand operational cooperation and coordination between various public agencies having jurisdictional responsibility for wildland fire management. This group was formed in 2010 to provide consistent interagency leadership and oversight to the ROSS Reporting System

2. NAME

The name of this group is ROSS Reports Management Board, referred to as RRMB.

3. Authority

The RRMB is established pursuant to the charter authority granted to the parent National Wildfire Coordinating Group through the National Coordination System Committee (NCSC) and in coordination with the ROSS Configuration Control Board (RCCB).

The RRMB Chair is authorized to convene meetings and schedule agenda items. The Chair is also authorized to make contacts, negotiate work assignments, and make commitments on behalf of the board. The Chair may also commit such resources as are available within the board as authorized by its parent organizations.

4. Purpose

RRMB's purpose is to provide governance to ROSS Reports and Reports Training. This includes organizing ROSS Report Users, managing processes, products and training to effectively meet user needs.

5. Membership

The RRMB membership is composed of representatives from the following organizations:

- NICC Intelligence Unit (1)
- GACC Intelligence Units (3)
- GACC Logistics Coordinators (1)
- States Representative (1)
- Local Dispatch Center (1)
- Incident Management Teams (1)
- ROSS Configuration and Control Board (1)
- GACC Center Manager (1)

The RRMB Chair and Vice-Chair provide leadership; each serve two year terms. Terms may be concurrently served.

In addition, associate (non-voting) members include representatives from the ROSS Project Team (Reports), ROSS Contractor, and National Incident Management Organizations (NIMO). Subject Matter Experts (SMEs) may periodically be asked to provide advice and guidance to the board in the execution of its duties.

6. Organization

RRMB serves under the authority of the NWCG and acts under direction and guidance from the National Coordination System Committee. Change processes will be submitted to the ROSS Configuration Control Board.

The RRMB Chair can create and assign work to task groups in order to accomplish a program of work.

7. Cooperation and Coordination

RRMB informs business practices and policies of the National Coordination System and affiliated organizations and agencies as they relate to ROSS reporting through the NCSC. Configuration and changes to ROSS reports are effected through the RCCB.

8. Responsibility

The Board provides the necessary stewardship to ensure that ROSS reporting systems delivers timely information to decision-makers via a trained and well-organized network of users.

9. Deliverables

- Reporting standards.
- Guidelines for reporting and reporting operations.
- Reviews, Assessments and Recommendations

10. Charter Amendments

Changes to, or revocation of, this charter must follow the process outlined in the *NWCG Operating Principles and Guidelines*.

11. Charter Approval

This charter is effective as of the date of approval by the Chair of the National Coordination Committee and shall remain in effect until revised or revoked.

Approved:

Chair, National Coordination System
Committee

Date