

**Program Area:** Wildlife Management/Forestry/Natural Conservation Heritage

**Subject:** Prescribed Burning

**Length of Public Review Input Period:** 21 Days

**Staff Contacts:**

Michelle Witecha – [michele.witecha@wisconsin.gov](mailto:michele.witecha@wisconsin.gov) – Co-Chair Statewide Prescribed Burn Team

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Prescribed burning is a valuable habitat management tool. The Department utilizes prescribed burning to restore, enhance and maintain fire dependent plant communities including grasslands, barrens, wetlands, savannas and woodlands. The draft 2015 Statewide Prescribed Burn Memo provides Department staff with guidance to safely and effectively implement prescribed burning. The processes outlined will help to insure that all prescribed burns are adequately planned, safely implemented and evaluated for effectiveness in terms of meeting the objectives of the burn.

The following topics are new additions to the Prescribed Burn Memo for 2015:

1. Prescribed Burn Evaluations – Opportunities for Feedback
2. The Cranberry Fire – Lessons Learned from an Escaped Prescribed Burn Review
3. Department Physical Fitness Requirement – Wildland Fire Suppression and Prescribed Burning  
DNR Prescribed Burn Team Members

This draft guidance was developed by Department's Statewide Prescribed Burn Team with members from the Land, Forestry Divisions and the Air Management Program and we will solicit comments on it for 21 days. All comments will be considered, revisions will be made to the guidance documents as appropriate, and final guidance will be made available.

DATE: January 15<sup>th</sup>, 2015

FILE REF:

TO: Prescribed Burn Personnel and Supervisors

FROM: Paul DeLong and Kurt Thiede

SUBJECT: Statewide Prescribed Burning Guidance for 2015

The following guidelines should be followed for all prescribed burning which occurs in 2015 across the state on Department lands and Department-led prescribed burns. This document including any and all attachments is intended solely as guidance, and does not contain any mandatory requirements except where requirements found in statute or administrative rule are referenced. This guidance does not establish or affect legal rights or obligations, and is not finally determinative of any of the issues addressed. This guidance does not create any rights enforceable by any party in litigation with the State of Wisconsin or the Department of Natural Resources. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing statutes and administrative rules to the relevant facts.

The following topics are new additions to the Prescribed Burn Memo for 2015:

1. Prescribed Burn Evaluations – Opportunities for Feedback
2. The Cranberry Fire – Lessons Learned from an Escaped Prescribed Burn Review
3. Department Physical Fitness Requirement – Wildland Fire Suppression and Prescribed Burning
4. DNR Prescribed Burn Team Members

### **Prescribed Burn Evaluations**

The Department's goal is to maintain prescribed burning as a valuable management tool, and therefore prescribed burn evaluations are required and should be completed in the Land Management System (LMS) by the Burn Boss or designee and submitted per Handbook for all prescribed burns conducted on State-owned lands. The Land Management System prescribed burn evaluation form will assist staff in evaluating the effectiveness of prescribed burns conducted each year. Basic information including the burn location, acreage and purpose must be entered into the LMS evaluation form. Prescribed burn evaluations should be completed as soon as possible after the prescribed burn, and must be submitted, along with a copy of the original proposal, by the end of the calendar year the burn was conducted. This information may be used as a source of data for prescribed fire effectiveness and smoke management analysis. The tool will ensure consistency of burn plans, efficiency of approval routing and availability of information.

See **Attachment A: LMS Burn Proposals & Evaluations** for instructions on how to enter a burn evaluation into the Land Management System or to search for an existing burn evaluation.

#### **Prescribed Burn Evaluations – Opportunities for Feedback**

A significant amount of data are gathered through a prescribed burn evaluation. These data are crucial in examining fire effects (and how effectively specific burn objectives are met), and it is equally important to ensure that the evaluation is as efficient as possible in capturing that crucial information. The DNR Prescribed Burn Team will be gathering feedback on the prescribed burn evaluation process at all 2015 prescribed burn in-services, and will provide an online survey for collecting feedback during the 2015 spring fire season. Their objective is to examine user feedback and other agency/partner burn evaluations in

order to create a user-friendly and efficient burn evaluation process that meets Department needs for information on prescribed fire.

## **The Cranberry Fire – Lessons Learned from an Escaped Prescribed Burn Review**

On October 1<sup>st</sup>, 2013, a spot fire occurred during a prescribed burn at Crex Meadows Wildlife Area, and led to a 656-acre wildfire within the property boundary. An “Escaped Prescribed Fire Review” was conducted by both Forestry and Land Division staff to consider areas where improvements could be made to benefit the prescribed fire program, whether through overall program policy or on-the-ground tactics and procedures. A series of recommendations were produced in the final report, and are summarized below:

1. Increased focus needs to be paid to the description of fuels *outside* and *adjacent* to the burn unit. This is needed in order to develop a more effective contingency plan.
2. Combinations of “acceptable” burn parameters (maximum wind, minimum Rh) can lead to dangerous burning conditions. BEHAVE forecasts take those combinations into consideration, and outputs give a more thorough description of fire behavior for that day. BEHAVE needs to be not only utilized, but considered in decision-making.
3. Extreme predicted parameters (wind, temp, Rh), not the averages, should be used for developing BEHAVE forecasts, which will provide a better description of potential extreme fire behavior.
4. Acquire a daily Forestry OPS plan to know what your contingency resources are the day of the burn, and let your local ranger know you are planning a burn a couple days in advance. Adjustments to the OPS plan can be made to provide appropriate contingency support (if necessary).
5. Make sure your fire training/qualifications are submitted to your local dispatcher for entry into the Incident Qualification System (IQS).
6. Have the right contingency equipment for where your escapes will occur. Again, the focus should be on fuels adjacent to your burn unit.
7. Know and understand the differences in fuel structure and anticipated fire behavior in spring and fall for the unit you are planning to burn.
8. Know the Incident Command Structure (ICS) and follow the chain of command on incidents. Chain of command will, in all likelihood, be different from the prescribed burn. Your ICS supervisor should always know your location – *never leave your assignment and always maintain communication*.
9. Be aware of and respect the “power of the sand”. Drying times for fuels can vary depending on the soil types throughout the state. Be aware of this, and account for it in your ignition and holding plan the day of the burn.
10. Beware of complacency! Don’t let a track record of successful burning lull you into thinking nothing can go wrong. Escapes and accidents happen when we lose our situational awareness. Always plan for the worst-case scenario.
11. Be aware of your aviation tools. A DNR single-engine plane is available for \$135/hr, and can aid in scouting for spot fires during peak ignition on large units, and units adjacent to contiguous unburned fuels.

A walk-through presentation of the Cranberry Fire will be conducted at each prescribed fire in-service this spring, with time for Q&A and discussion after. More information on the escaped prescribed fire at Crex Meadows and the subsequent recommendations are in The Cranberry Fire Report, which can be viewed [here](#).

## **Department Physical Fitness Requirement - Wildland Fire and Prescribed Burning**

Prescribed burning inherently requires a certain degree of physical fitness to perform; however, during escapes, spots, accidents and injuries, these high-stress situations demand an even higher level of physical performance.

After significant deliberation, Land Division leadership has decided to require an annual “Work Capacity Test” for all staff members who have prescribed burning as an assigned duty in their position description and are hired after July 1<sup>st</sup>, 2015 (see next page).

There are three levels of the Work Capacity Test:

- The Pack Test – walking 3 miles, carrying 45 pounds in less than 45 minutes (arduous)
- The Field Test – walking 2 miles, carrying 25 pounds in less than 30 minutes (moderate)
- The Walk Test – walking 1 mile in less than 16 minutes with no weight (light)

Based on statewide conditions, the appropriate level in Wisconsin is the moderate-level **Field Test**.

The purpose of this requirement is to ensure that all personnel who engage in fire-related activities while on the job have the muscular and cardiovascular capabilities to safely handle any high-risk situation they may find themselves in. Although this is an added requirement to prescribed fire-related positions, it is one that is designed with your health and safety in mind, while helping to ensure the future ability for DNR personnel to conduct prescribed fire throughout the state.

Although this policy was enacted in January of 2013, significant logistical actions needed to occur in order to meet this new requirement. For Wisconsin’s Prescribed Burning Program, the new Field Test requirement will apply to the following individuals and situations:

1. Land Division employees hired after the implementation of this program (July 1<sup>st</sup>, 2015) that have prescribed burning duties identified in their position description. These employees will be required to pass the Field Test on an annual basis.
2. Employees transferring into Land Division positions after July 1<sup>st</sup>, 2015 that have prescribed burning duties as part of their position description.
3. At their discretion, supervisors may require existing staff, hired prior to the grandfather date of July 1<sup>st</sup>, 2015, to take part in the Field Test to ensure physical capabilities in conducting prescribed fire.

It should be noted that while these testing requirements represent a change in the way the Land Division will assess the physical capacity of its employees with prescribed fire duties, employees hired before the effective date of the change are expected to maintain a sufficient level of physical fitness. The new procedure will not impose any new or additional fitness requirements for employees in their current positions, but will allow the Division to confirm the existing fitness levels of new or newly-transferred employees subject to the testing requirements from this point on.

As Forestry staff have utilized the Work Capacity Test (both Field and Pack Test-level) for several years, the Forestry Division has agreed to assist Land Division staff in the initial implementation of this requirement, and Field Tests will begin in conjunction with Area Forestry staff in fall of 2015. To ensure that safety is provided during the testing, trained test administrators and required medical personnel will be on scene during Work Capacity testing. Testing will also be conducted within ten miles of a primary care facility. Further information on signing up for the required Field Test will be provided in late summer 2015.

There are inevitable questions that will arise from this new requirement. The DNR Prescribed Burn Team has consulted with leadership from both Land and Forestry Divisions to provide a list of anticipated questions and answers, which can be found in **Attachment B: DNR Physical Fitness Requirement FAQs**.

Further questions on this policy will be fielded at all spring prescribed burn in-services. If you have any further questions regarding this policy after the 2015 in-service, please contact Michele Witecha or Matt Zine (co-chairs of the DNR Prescribed Burn Team).

## **DNR Prescribed Burn Team Members**

Do you have a question, or would like the Prescribed Burn Team to focus on a certain issue? The DNR Prescribed Burn Team has been reconvened to address all issues related to prescribed burning in the upcoming years. Let us know if there are any topics you would like us to work on!

### **Burn Team Members**

Erin Grossman	Wildlife Technician	Wildlife Management	Buena Vista Wildlife Area
Nancy Frost	Wildlife Biologist	Wildlife Management	Sauk Prairie Recreation Area
Bob Hanson	Wildlife Biologist	Wildlife Management	Grantsburg
Bryan Woodbury	Wildlife Biologist	Wildlife Management	Appleton
Jeff Walters	IT Specialist	Wildlife Management	Madison
Ralph Sheffer	Fire Operations Specialist	Forest Protection	Dodgeville
Michele Witecha*	Fire Program Specialist	Forest Protection	Madison
John Schwingel	Area Forestry Leader	Forestry	Wisconsin Rapids
Todd Kenefick	Forest Ranger	Forestry	Richland Center
Matt Zine*	Conservation Biologist	Natural Heritage Conservation	Madison
Nate Fayram	Conservation Biologist	Natural Heritage Conservation	Fitchburg
Craig Anderson	Ecologist	Parks & Recreation	Madison
Anne Korman	KMSF-SU Asst. Superintendent	Parks and Recreation	Eagle
Yu-Lien Chu	Air Management Specialist	Air Management	Madison

\*co-chairs

## **Timing of Prescribed Burns**

Prescribed fire activities are a critical management tool for a wide variety of habitat types. To successfully accomplish the overall goals and objectives of the designated management unit, appropriate timing in conducting the prescribed fire is critical. In addition to the specific goals and objectives of the burn proposal, it is also important to manage the prescribed fire to minimize the impact on the non-target species within that burn unit, including grassland birds, invertebrates and desirable woody and herbaceous plants. As a result, every attempt should be made to complete prescribed fire activity prior to the onset of nesting by the majority of grassland birds and other vulnerable wildlife, which is generally considered to be mid-May, or after the nesting period during the fall burn season. If the opportunity exists to accomplish the prescribed fire objectives after mid-May during the nesting period, all potential burns should be evaluated to determine how to mitigate impacts on wildlife, whether the burn objectives can still be met in the fall, or if the burn can and should be delayed until next year.

## Prescribed Burn Proposals: Planning, Review, and Approval

### Land Management System (LMS)

The LMS is an important tool in the administration of prescribed burns. The system provides a mechanism to develop prescribed burn plans online that are easily routed for review by the appropriate staff. In addition, the LMS allows staff to report/document the success or failure of burns via the Burn Evaluation Tool.

### Prescribed Burn Planning for all Burns on Department Lands

All prescribed burn plans will be developed and approved using Wildlife Management's Land Management System (LMS).

- Prior to completing a burn plan, all properties to be burned, along with the staff developing burn plans, must be entered into the LMS. This should have been done for all WM and SNA/NHC staff, but may not have been completed for staff or properties from other programs. Please work with the manager of the specific project or the property manager's supervisor to enter additional properties and staff into the system. Please use this link for the system: <http://intranet.dnr.state.wi.us/lms/>
- Prescribed burn proposals should be completed and entered into the LMS **at least 30 days in advance of the target burn date** or burn interval to allow for sufficient time for full review and completion of all approvals.

### Prescribed Burn Planning on County Forests

The LMS can generate prescribed burn proposals on County Forests. County Forest Administrators and non-DNR managers are able to access plans created inside the LMS. County Forest Administrators will be asked to approve or deny burn proposals via a web page that only they have access to. Once approved, the burn proposals will immediately be forwarded to the appropriate DNR staff.

### Prescribed Burns on Federally- or Privately-owned Lands

NOTE: These are instances where cooperative agreements exist and where DNR resources will assist but do not hold the primary responsibility for planning or conducting these burns.

- Forestry and Lands program resources (personnel and equipment) may assist with prescribed burning on other publicly owned lands (U.S. Forest Service, National Park Service, U.S. Fish & Wildlife Service, Bureau of Indian Affairs, etc.), and privately (e.g., The Nature Conservancy) where cooperative agreements exist. First line DNR supervisors will review requests for assistance and may authorize participation for their DNR program employees.
- Federal and private agencies or organizations are expected to complete their program's prescribed burn proposal review and approval process. There is no requirement to prepare or approve a Department prescribed burn proposal for these burns.

### Prescribed Burns on Non-DNR Lands Where no DNR Resources Will Assist

- There is no requirement to prepare or approve a Department prescribed burn proposal for these burns.
- Where required the land owner must possess a valid DNR or town issued burning permit for these burns.

### Prescribed Burns on the Black River State Forest (BRSF)

The burn boss must confer with the Superintendent, who, in turn, consults with the Black River Falls Area Forestry Leader. Conferring with Area or District Forestry staff a couple of days prior to burning can often facilitate better contingency planning and avoid conflicts with any expected wildfire concerns.

## Day of Burn Approvals

- The Burn Boss is encouraged to contact the Property Manager's Supervisor, Area Wildlife Manager, Area Forestry Leader, or designees (dispatchers) 24-48 hours in advance of the target burn date to evaluate if appropriate weather is forecasted and if DNR program resources will be available to meet all staffing and equipment requirements specified in the prescribed burn proposal. For a list of contacts by county, see **Attachment C: County Contacts for Burn Approval**.
- **The Burn Boss will contact their supervisor and the Area Forestry Leader or designee early on the target burn date to assess the availability of staffing and equipment, to review the current fire weather and smoke management forecast and to decide if the predicted elements are within the burn prescription.** This check-in will also determine if pre-burn preparations have been completed, confirm if notification of all public agency contacts has been arranged, evaluate smoke management and public road safety issues, and decide if resources should be mobilized to the prescribed burn site. Conferring with Area or District Forestry staff a couple of days prior to burning can often facilitate better contingency planning and avoid conflicts with any expected wildfire concerns.
- In the event that an air quality watch or advisory is declared by the Department's Bureau of Air Management, all open burning related to prescribed fire use is cancelled for the applicable geographic area while the advisory remains in effect. The Bureau of Air Management has a website at <http://dnr.wi.gov/topic/AirQuality/> as a source to check for air quality watches and advisories. **A distribution list is available to join at this site in order to receive immediate Air Quality alerts.** The Burn Boss assigned for a proposed prescribed burn has the responsibility to assure that there is no air quality advisory or watch in effect on the day that the prescribed burn is planned.
- The Burn Boss shall follow and complete the DNR Prescribed Fire Go/No-Go Checklist. This signed checklist will be kept with the Prescribed Burn Proposal in the property burn unit file for documentation of both Go and No-Go decisions. The Burn Boss is also encouraged to use BEHAVE charts and/or calculations to document predicted burning conditions as part of the Go/No-Go Checklist.

## NHI Hits on Specific Habitat Types

If an "NHI hit" is identified during burn plan development on a grassland/savanna habitat type, please follow the Grassland/Savanna Incidental Take Protocol to avoid take of listed species. You can locate the protocols at the following link: <http://dnr.wi.gov/topic/erreview/itgrasslands.html>

If an "NHI hit" for a species of concern is identified during Prescribed Fire Proposal development for a habitat or species not addressed in this guidance, please seek further information in the following order:

1. See the resources provided in the NHI cheat-sheet that will be distributed at the 2015 Prescribed Burn In-services
2. Work with your district ecologist  
<http://dnr.wi.gov/topic/EndangeredResources/documents/DistrictEcologists.pdf>
3. Contact the specialist for the respective species guild in the Bureau of Natural Heritage Conservation to avoid take of the listed species.

A listing of Endangered Resources staff can be located at:

<http://dnr.wi.gov/topic/EndangeredResources/documents/ERSpeciesExpertList.pdf>

## Prescribed Burns on Mississippi River Bluffs

For requirements guidance on burning in the West Central Region Blufflands, please see **Attachment D: Prescribed Burns on Mississippi River Bluffs**.

### Contingency Planning

Pre-burn preparation will include contingency planning reviewed by all crew members prior to conducting the burn. Discussion should include plans for a fire that escapes, as well as plans for refueling drip torches and refilling all water carrying equipment. It is the burn boss's responsibility to establish a positive working relationship with the contingency suppression staff and know who to contact for additional suppression resources. Knowledge of fuel types and how to access areas adjacent to the burn are critical for successful and safe control of an escaped burn. **Recommendations #2, and 5 of the Cranberry Fire Review address these issues and discuss how they factored into the escaped prescribed burn at Crex Meadows. For more information on the Cranberry Fire, please click [here](#).**

### Additional Requirements

- All prescribed burning planning and site activities will follow the Prescribed Burn Handbook 4360.5.
- Prescribed burners must attempt to extinguish their burns in a timely and efficient manner. Those attempts should be good faith efforts to locate and suppress any materials that are holding heat and/or smoking. Those attempts should be made with sufficient suppression resources to conduct mop up efforts on the entire burn and shall include patrolling for smokes after mop up has been completed. Once patrols can no longer find hot and/or smoking materials, the burn can be declared "controlled". The prescribed burn cannot be left if it is not aggressively mopped up or woody materials are left to burn. For more information, see **Attachment E: Failure to Extinguish & DNR Prescribed Burns**.
- Always provide for safety first, prepare for the worst case scenario and conduct the burn in a professional manner using the most current scientific information.
- Smoke Management issues will be given highest priority and will be considered in all aspects of the prescribed burn process (writing the burn proposal, pre-burn planning, the day of burn planning, active and ongoing fire analysis, post burn debriefing and mop up). Possible impacts on sensitive smoke receptors (nursing homes, hospitals, schools, high density housing areas) as well as safety concerns such as smoke that may drift over roadways will be considered. Prescribed burn production may have to be suspended if shifting winds cause unanticipated smoke drift. Please follow the directives contained in the memo dated April 11, 2011 from Paul DeLong and Kurt Thiede regarding Traffic Management on Prescribed Fires which can be found in **Attachment F: Traffic Delegation Liability Memo**.
- All personnel within the right-of-way of any roadway open to the public, who are exposed to either traffic (vehicles using highway for purposes of travel) or to heavy equipment shall wear high-visibility safety apparel that meets ANSI 107-2004 Class 2 or Class 3.
- By policy, all Division of Forestry employees working more than 100' from a vehicle during a prescribed burn must carry a fire shelter.
- All burn crew members must have the required training to participate on a prescribed burn at the following tasks. Required training is as follows:
  - Basic Fire Crew Member: I-100, S-130, S-190, IS-700
  - Ignition Specialist 3: S-234, S-290 and all prerequisite training
  - Prescribed Burn Boss 3: S-390 and all prerequisite training
- It is expected that local burn teams will meet prior to the spring burn season to review policies and procedures. This meeting will serve in part to satisfy the annual in-service requirement.
- Volunteers from outside the Department cannot participate in burns unless they meet the following criteria:

- Have received the required level of training for the assignment they will hold on the burn
- Have approval from the Burn Boss
- Are equipped with the proper Personal Protective Equipment (PPE)
- Have signed the Physical Requirement Acknowledgment (PRA) Form (#9100-240), stating that they acknowledge the physical fitness level requirements and activities associated with prescribed burning. Burn bosses will be responsible for maintaining these records for all volunteers on prescribed burns under their supervision. This acknowledgement form must be filled out by the prescribed burn volunteer each calendar year.
- Should an escape occur, an Escaped Prescribed Burn Review will be used to investigate and document escaped prescribed burns. The Burn Boss will notify their supervisor and take action to document, analyze, as well as file the Escaped Burn Report within 48 hours of the incident.

DRAFT

## Attachment A:

### How to Use the Land Management System's Burn Proposal & Burn Evaluation Tools

#### **Purpose:**

All burn plan proposals and burn evaluations can be entered into the Land Management System (LMS). Please follow the steps below to create a burn proposal or evaluation.

Refer to the Prescribed Burn Handbook for *additional* information.

<http://intranet.dnr.state.wi.us/int/mb/handbooks/43605/43605.pdf>

#### **Logon to LMS:**

<http://intranet.dnr.state.wi.us/lms/>

#### **Find a Property:**

When you first arrive to the Land Management System you will need to select the **Habitat Information** link on the right hand side.



Welcome

The Land Management System (LMS) is currently available to select DNR staff and is the Department's sole source of integrating information on land management activities. For general land management information please visit the options below.

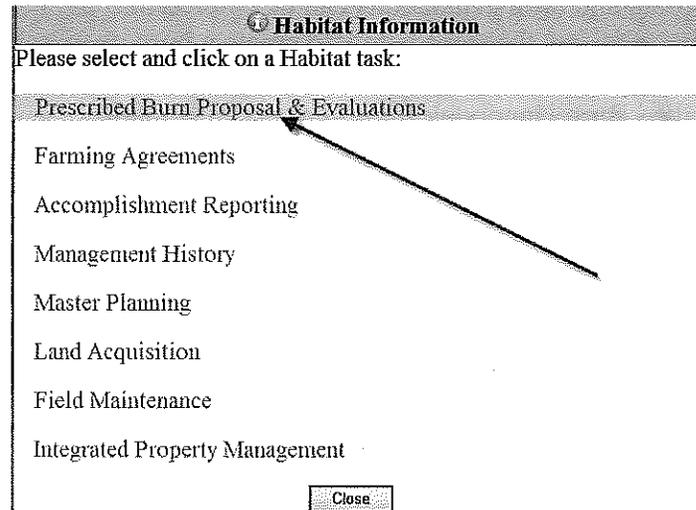
Search for DNR Property
Identify A Property Manager
View Property Habitat and Management Information
View Property Infrastructure Information
Run a Land Management Report
Support / Contact Information
Land Management System Project Overview

Any person may use the Land Management System, however, to use the tools (prescribed burn proposal, infrastructure) specific for land management objectives you will need to assign yourself to the properties that you manage. Currently any wildlife supervisor, property manager, biologist or a technician can assign a property.

For more information or questions, please contact Jeff Walters, Land Management System Coordinator at 608.266.0827 or [Jeffrey.Walters@Wisconsin.Gov](mailto:Jeffrey.Walters@Wisconsin.Gov)

- Upcoming Tasks
- Search for DNR Property
- Identify Property Manager
- Habitat Information
- Infrastructure Information
- Program Management
- Reports / Forms
- Web Map
- Staff & Property Mgt
- Online Help

A popup box of Habitat tasks will appear. Choose **Prescribed Burn Proposal & Evaluation** option.



**Search:** <http://intranet.dnr.state.wi.us/Lms/PrescribedBurn.htm>

To view any existing burn proposals or burn evaluations inside the LMS. Simply use the options in the dropdowns and click the search button. The results will appear in the section below.



## Prescribed Burn Information

Guidance and FAQ	Prescribed Burn Search	Help on LMS Tool	LMS Cloud
<b>Search for list of Habitat tasks by choosing any of the options below:</b>			
Select Habitat Task:	Prescribed Burn	▼	
Select Region:	South Central Region	▼	
Select County:	Select One	▼	
Select Program:	Select One	▼	
Enter Property Name:	Enter Property Name		
	<input type="button" value="Search"/>	<input type="button" value="Add New"/>	

**(8) Properties assigned to you. You can add new Prescribed Burn to your assigned properties only**

Approved										
Property Name	County	Tracking No.	Burn Unit	Burn Coordinator	Acres	Documents	Approval Date	Burn Date	Burn Eval	Print
Governor Nelson State Park	Dane	13145 & 6 Woods2013	5 & 6	Rene Lee	66		4/8/2013			
Yellowstone Savanna State Natural Area	Lafayette	33520002013		Matthew Zane	7		5/6/2013			
Blue River Unit	Grant	2252Pine Rd. Rx Bx Unit2013		Daniel Goltz	23		4/8/2013			

Not Approved										
Property Name	County	Tracking No.	Burn Unit	Burn Coordinator	Acres	Documents	Create Date	Expire Date	Status	Print
Ice Age Trail - Sw District	Dane	13160002013		Bradley Bates			10/3/2013	12/31/2016	Not ready for routing	
Ipswich Prairie State Natural Area	Lafayette	103790002013		Nathan Fayram	15		9/20/2013	12/31/2016	Not ready for routing	
Evansville Wildlife Area	Rock	51160002013		Brian Buenzow	13		4/17/2013	12/31/2016	Awaiting Property Manager	

To open any of the burn plans simply click any of the links in the Approved or Not Approved sections.

### Add New (Burn Proposal):

If you wish to add a new burn plan you will need to click the **Add New** button.

*Please note:* There may be cases when the **Add New** button does not show up at all. This is a result of not having any properties assigned to you in the LMS.

If this happens to you please contact someone you know who has authority to edit a burn proposal/evaluation, Area Supervisor, or the Land Management System Coordinator who can assign you a property.



## Prescribed Burn Information

Guidance and FAQ	Prescribed Burn Search	Help on LMS Tool	LMS Cloud
Search for list of Habitat tasks by choosing any of the options below:			
Select Habitat Task:	Prescribed Burn		
Select Region:	South Central Region		
Select County:	Select One...		
Select Program:	Select One...		
Enter Property Name:	Enter Property Name		
	<input type="button" value="Search"/>	<input type="button" value="Add New"/>	

(8) Properties assigned to you. You can add new Prescribed Burn to your assigned properties only

After you click the **Add New** button you will be asked to choose which property you would like to add a prescribed burn proposal to. Choose your property and click the **Add New Prescribed Burn** button.

**Select Property**

You can add new Prescribed Burn to your assigned properties listed below:

Select Property: Crex Meadows Wildlife Area ▼

Add New Prescribed Burn
Cancel

You will be redirected to that property's burn proposal page where you can begin creating the burn plan.

## Land Management System

**Crex Meadows Wildlife Area 210 Acres, Proposed on 2/19/2013**

<< Back
Save
Burn Form
Burn Evaluation - Not Started

[Back Home](#)
[Search](#)
[Need Help?](#)

Burn Information	
Date Created: <span style="border: 1px solid black; padding: 2px;">02/19/2013</span>	Expiration Date: <span style="border: 1px solid black; padding: 2px;">12/31/2016</span>
Property Manager:	<span style="border: 1px solid black; padding: 2px;">Hoffman, Steven R</span> ▼ <input type="checkbox"/> If staff person isn't listed, click to expand list
Burn Coordinator:	<span style="border: 1px solid black; padding: 2px;">Hoffman, Steven R</span> ▼ <input type="checkbox"/> If staff person isn't listed, click to expand list
Burn Coordinator Supervisor:	<span style="border: 1px solid black; padding: 2px;">Engman, Peter Q</span> ▼ <input type="checkbox"/> If staff person isn't listed, click to expand list
Technical Reviewer: (Waiting Plan Approval)	<span style="border: 1px solid black; padding: 2px;">Mitchell, Gregory A</span> ▼ <input type="checkbox"/> If staff person isn't listed, click to expand list
Subject Description	
Area Description	
Logistical Information - Please Answer Following Questions:	
Equipment Needs	
Personnel Needs (* It is advised to have at least 5 personnel)	
Management Plans, Maps & Documents	
Prescription Range	
Routing	

<< Back
Save
Burn Form
Burn Evaluation - Not Started

Once a burn plan has been routed and approved you will be able to create a burn evaluation. Click the **Burn Evaluation – Not Started** button to begin.

After a burn evaluation has been started the **Burn Eval** icon will change on the search page <http://intranet.dnr.state.wi.us/Lms/PrescribedBurn.htm> from grey to a colored flame.

You may also notice a Burn Date if it was entered in. You can click either the burn date or the burn icon to view or edit the burn evaluation.

**Land Management System**

**Prescribed Burn Information**

Guidance and FAQ | Prescribed Burn Search | Help on LMS Tool | LMS Cloud

Search for list of Habitat tasks by choosing any of the options below:

Select Habitat Task: Prescribed Burn  
 Select Region: Northeast Region  
 Select County: Select One  
 Select Program: Select One

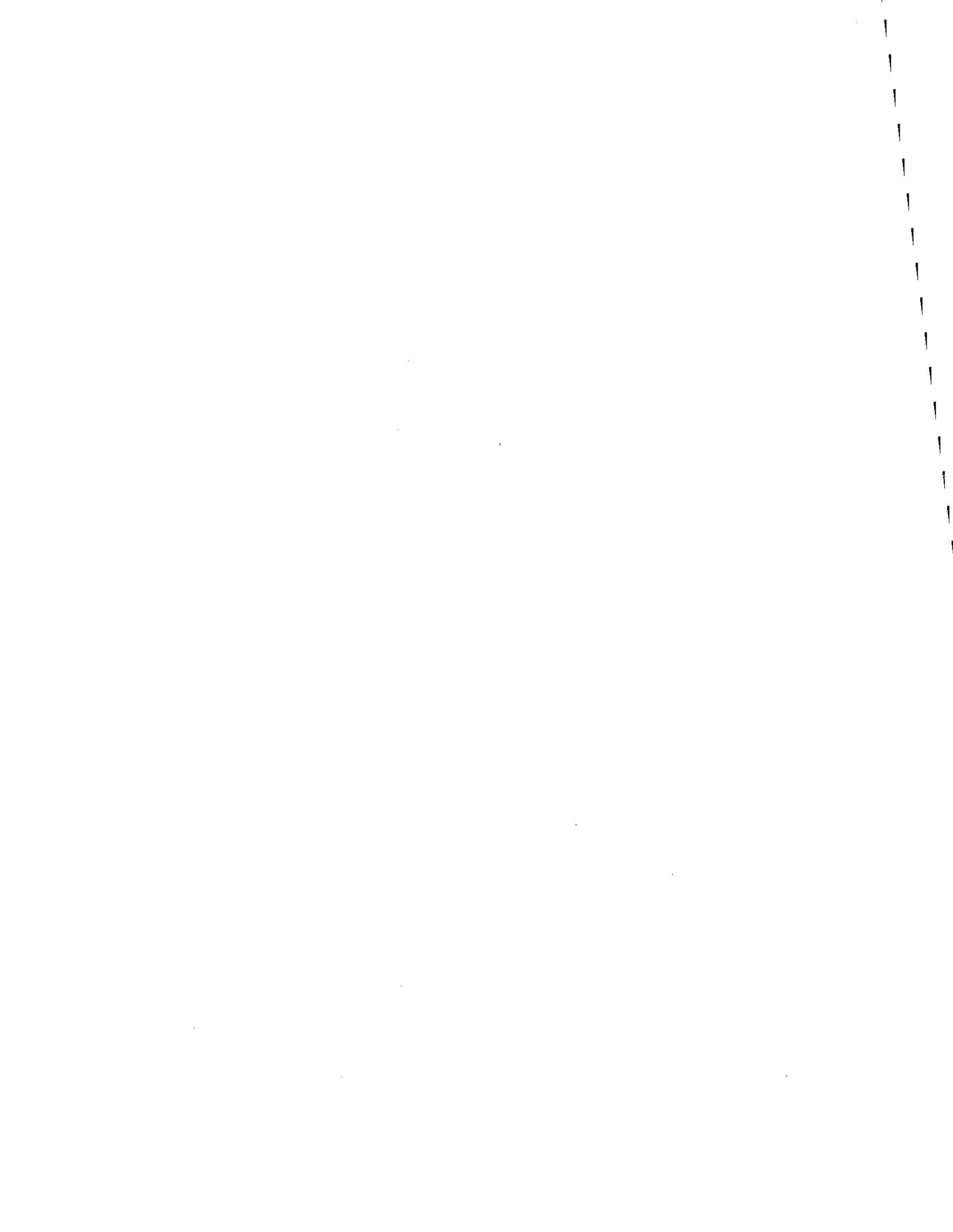
Enter Property Name: Enter Property Name

Approved  Not Approved  Both

(0) Properties assigned to you. You can add new Prescribed Burn to your assigned properties only

Property Name	County	Tracking No.	Burn Unit	Burn Coordinator	Acres	Documents	Approval Date	Burn Date	Burn Eval Print
Dunbar Barrens State Natural Area	Maine	10353Unit 7 Unit 7 in NW2013	Unit 7	Aaron McCullough	50		4/19/2013		
Rosecrans Wildlife Area	Manitowoc	36011 Rosecrans2013	1	Kyle Christianson	75		3/27/2013	5/24/2013	
Glacial Habitat Restoration	Winnebago	7103206-1 Clausung2013	206-1	Bryan Woodbury	68		3/26/2013		
Glacial Habitat Restoration	Winnebago	7103100-5 Oster2013	100-5	Bryan Woodbury	0		3/26/2013		

If at any point you have any questions feel free to contact the Land Management System Coordinator at [Jeffrey.Walters@wisconsin.gov](mailto:Jeffrey.Walters@wisconsin.gov) or 608-266-0827



## ATTACHMENT B

### Department of Natural Resources Physical Fitness Requirement for Wildland Fire and Prescribed Burning Frequently Asked Questions

1. What is the recommended way to prepare for the Field Test? What are the risks involved?

*Answer: There is a slight risk of injury (blisters, sprained ankle, sore legs, etc), especially for those who have not practiced and trained for the test; however, the test itself poses less risk than prescribed fire duties. For active individuals, the risk of a serious cardiovascular event is very small.*

*However, for inactive (sedentary) individuals, the risk is 56 times greater. Inactive individuals should have made a gradual transition (4 or more weeks) to moderate activity (walking 30 – 60 minutes, 3 to 5 times a week) before more vigorous training (with the weighted vest) for this test or the job duties. Be certain to warm up and stretch before taking the test and cool down and stretch afterward.*

*It is recommended to consult your physician to review your individual medical situation prior to participating in the Field Test.*

2. How will this requirement affect volunteers? Will they just have to sign a waiver? What about Land Division employees who do not have prescribed fire in their PDs?

*Answer: Volunteers and staff who do not have prescribed fire in their PD are not required to take the Field Test, but will be required to sign a waiver. According to Department Manual Code, "All other persons, including volunteers, who fall into the following categories will be required to review the physical demands of the work (Appendix B) and sign a Physical Requirement Acknowledgment (PRA) Form (#9100-240):*

- a. Those who are offered a non-reportable or reportable fire payroll position,*
- b. Those who are conscripted to initial attack fire duty under s. 26.14(1), Wis. Stats., or*
- c. Those who are otherwise assigned or volunteer for initial attack fire and/or prescribed burn duties"*

*Supervisors of DNR employees are responsible for collecting these forms, while Burn Bosses are responsible for the collection of forms from volunteers. Acknowledgement Forms must be re-signed each new calendar year.*

3. Can Land Division staff join with Forestry in taking the Field Test for the first year (Fall 2015/Spring 2016)? If a Field Test is being offered by USFWS or TNC at a more desirable date, will this certification count towards the DNR requirement?

*Answer: Yes, Forestry should be able to accommodate this at the local area level. Yes, we have accepted each other's test results.*

4. What is the funding source to handle the number of vests/weights needed by this upcoming fall? If a weighted vest is not immediately available, are DNR employees allowed to use a fireline pack or a hiking backpack to take the Field Test?

**Answer:** *The LeMay Forestry Center has weighted vests available for approximately \$175. Both male and female-style vests are available for better fit. Costs will be paid by local budgets. A personal backpack or fireline pack may be also used, as long as the weight within is consistent at the required weigh-ins before and immediately after the Field Test is conducted.*

5. Can folks in charge of IQS handle the significant influx of Land Division certifications? In addition to the IQS, should the DNR Safety Training or Training staff keep track of the physical fitness requirement?

**Answer:** *IQS will handle the load for the Department. Land Division may choose to keep track of the yearly physical fitness certifications for required individuals in the future. Should this occur, notice will be sent out to personnel instructing them on this additional process.*

6. How can LTEs get their certification if they are hired sporadically, or late (right before burn season)? Mid-March would be ideal for this reason. Can we schedule some field tests at this time to capture those late hires? (Would Forestry be able to help in the first year with this?)

**Answer:** *Forestry has historically conducted the WCT field tests in the fall and spring time of the year. We should be able to work together on the issue of timing for the WCT. If Land Division personnel wish to begin conducting their own Field Tests after fall 2015, the following requirements must be met:*

EMTs - *During the actual conducting of the Field Test, medical personnel, either a paramedic or two EMTs, must be present at the test site.*

Location – *The testing site must be within 10 minutes of a primary care medical facility. The primary care facility must be either a hospital or trauma center with an emergency room. Typically, high school tracks are the ideal testing location in conjunction with a local primary care facility.*

Field Test holder credentials – *The Work Capacity Test Administrator must be a trained test administrator who will have obtained the training and annual training updates prior to administering the test. The Work Capacity Test – Administrator’s Guide (April 2003, PMS 307, NFES 1109) will be adopted as the basis to administer the Field Test. The test results will be tracked in the IQS system.*

7. What about seasonal employees that are initially hired before July 1<sup>st</sup>, 2015, but then work off/on after that? If they are hired again after the grandfather date, will they be exempt, or will they have to take the test?

**Answer:** *If they were taken off the payroll with a stop card and were hired again after July 1<sup>st</sup>, 2015, they will need to take the test every year prior to burn season.*

8. What are the consequences if a Land Division employee fails the Field Test? Will they have prescribed fire removed from their PD? Will they be removed from their position?

a. For personnel that have prescribed fire in their PD?

**Answer:** *Failure to pass the Work Capacity Test will be addressed consistent with Manual Code 9124.2, Physical Fitness Testing Standards. If they fail it the first time, per Manual Code, they will be given a second chance to pass the field test. If they fail a second time, the prescribed fire activities will need to be removed from their position description and they will not be permitted to be involved on the line during prescribed fire activities. They will not be removed from their position for failure in the field test.*

b. For personnel that *don't* have prescribed fire in their PD?

**Answer:** *Personnel will not be permitted to be involved on the line in prescribed fire activities. Though remember, folks that do not have prescribed fire in their position descriptions only have to sign the waiver form acknowledging they understand the hazards and physically associated with the work.*

c. How long do they have to wait until they take it again?

**Answer:** *Minimum of 2 weeks, maximum of eight weeks.*

9. If you are grandfathered in (hired before July 1<sup>st</sup>, 2015), and you change positions (to a new position that is still involved with Rx fire), are you now required to take the field test?

**Answer:** *Only if you transfer from a position that did not include fire in the position description to one that does, then you are now subject to the Field Test.*



## ATTACHMENT C

County	Area Forestry Leader	Area Wildlife Supervisor	DNR Dispatch
Adams	John Schwingel 608-547-9914	Kris Johansen 715-284-1430	Wisconsin Rapids 715-421-7841
Ashland	Matt Blaylock 715-795-3437	Ken Jonas 715-634-9658 ext 3534	Brule 715-372-8539 ext 104
Barron	Rod Fouks 715-466-2057	Pete Engman 715-463-2896	Cumberland 715-822-3154
Bayfield	Matt Blaylock 715-795-3437	Ken Jonas 715-634-9658 ext 3534	Brule 715-372-8539 ext 104
Brown	Ryan Severson 920-846-0462	Dale Katsma 920-893-8513	Peshtigo 715-582-5040
Buffalo	Steve Courtney 715-421-7851	Tim Babros 715-284-1423	Black River Falls 715-284-1470
Burnett	Rod Fouks 715-466-2057	Pete Engman 715-463-2896	Cumberland 715-822-3154
Calumet	Jeff Weatherly 414-263-8611	Dale Katsma 920-893-8513	Dodgeville 608-935-1929
Chippewa	Larry Whaley 715-284-1414	Harvey Halvorsen 715-684-2914 ext 113	Black River Falls 715-284-1470
Clark	Larry Whaley 715-284-1414	Kris Johansen 715-284-1430	Black River Falls 715-284-1470
Columbia	Aaron Young 608-935-1919	VACANT	Dodgeville 608-935-1929
Crawford	Aaron Young 608-935-1919	Tim Babros 715-284-1423	Dodgeville 608-935-1929
Dane	Aaron Young 608-935-1919	VACANT	Dodgeville 608-935-1929
Dodge	Jeff Weatherly 414-263-8611	Bret Owsley 920-387-7874	Dodgeville 608-935-1929
Door	Ryan Severson 920-846-0462	Dale Katsma 920-893-8513	Peshtigo 715-582-5040
Douglas	Matt Blaylock 715-795-3437	Pete Engman 715-463-2896	Brule 715-372-8539 ext 104
Dunn	Steve Courtney 715-421-7851	Harvey Halvorsen 715-684-2914 ext 113	Black River Falls 715-284-1470
Eau Claire	Larry Whaley 715-284-1414	Harvey Halvorsen 715-684-2914 ext 113	Black River Falls 715-284-1470
Florence	Ryan Severson 920-846-0462	Chuck McCullough 715-623-4190 ext 3131	Peshtigo 715-582-5040
Fond du Lac	Jeff Weatherly 414-263-8611	Ellen Barth 920-424-4003	Dodgeville 608-935-1929
Forest	Phil Theiler 715-356-5211 ext 201	Chuck McCullough 715-623-4190 ext 3131	Woodruff 715-358-9216
Grant	Aaron Young 608-935-1919	Bill Ishmael 608-935-1918	Dodgeville 608-935-1929

## ATTACHMENT C

<b>County</b>	<b>Area Forestry Leader</b>	<b>Area Wildlife Supervisor</b>	<b>DNR Dispatch</b>
Green	Aaron Young 608-935-1919	VACANT	Dodgeville 608-935-1929
Green Lake	Aaron Young 608-935-1919	Ellen Barth 920-424-4003	Dodgeville 608-935-1929
Iowa	Aaron Young 608-935-1919	Bill Ishmael 608-935-1918	Dodgeville 608-935-1929
Iron	Matt Blaylock 715-795-3437	Ken Jonas 715-634-9658 ext 3534	Brule 715-372-8539 ext 104
Jackson	Larry Whaley 715-284-1414	Kris Johansen 715-284-1430	Black River Falls 715-284-1470
Jefferson	Jeff Weatherly 414-263-8611	Bret Owsley 920-387-7874	Dodgeville 608-935-1929
Juneau	John Schwingel 608-547-9914	Kris Johansen 715-284-1430	Wisconsin Rapids 715-421-7841
Kenosha	Jeff Weatherly 414-263-8611	Tim Lizotte 262-574-2120	Dodgeville 608-935-1929
Kewaunee	Ryan Severson 920-846-0462	Dale Katsma 920-893-8513	Peshtigo 715-582-5040
LaCrosse	Steve Courtney 715-421-7851	Tim Babros 715-284-1423	Black River Falls 715-284-1470
Lafayette	Aaron Young 608-935-1919	Bill Ishmael 608-935-1918	Dodgeville 608-935-1929
Langlade	Phil Theiler 715-356-5211 ext 201	Chuck McCullough 715-623-4190 ext 3131	Woodruff 715-358-9216
Lincoln	Phil Theiler 715-356-5211 ext 201	Chuck McCullough 715-623-4190 ext 3131	Woodruff 715-358-9216
Manitowoc	Jeff Weatherly 414-263-8611	Dale Katsma 920-892-8756 ext 3013	Dodgeville 608-935-1929
Marathon	John Schwingel 608-547-9914	Kris Johansen 715-284-1430	Wisconsin Rapids 715-421-7841
Marinette	Ryan Severson 920-846-0462	John Huff 715-582-5047	Peshtigo 715-582-5040
Marquette	Aaron Young 608-935-1919	Ellen Barth 920-424-4003	Dodgeville 608-935-1929
Menominee	Ryan Severson 920-846-0462	John Huff 715-5825047	Peshtigo 715-582-5040
Milwaukee	Jeff Weatherly 414-263-8611	Tim Lizotte 262-574-2120	Dodgeville 608-935-1929
Monroe	Larry Whaley 715-284-1414	Tim Babros 715-284-1423	Black River Falls 715-284-1470
Oconto	Ryan Severson 920-846-0462	John Huff 715-582-5047	Peshtigo 715-582-5040
Oneida	Phil Theiler 715-356-5211 ext 201	Chuck McCullough 715-623-4190 ext 3131	Woodruff 715-358-9216
Outagamie	Ryan Severson 920-846-0462	John Huff 715-582-5047	Peshtigo 715-582-5040

## ATTACHMENT C

County	Area Forestry Leader	Area Wildlife Supervisor	DNR Dispatch
Ozaukee	Jeff Weatherly 414-263-8611	Tim Lizotte 262-574-2120	Dodgeville 608-935-1929
Pepin	Steve Courtney 715-421-7851	Harvey Halvorsen 715-684-2914 ext 113	Black River Falls 715-284-1470
Pierce	Steve Courtney 715-421-7851	Harvey Halvorsen 715-684-2914 ext 113	Black River Falls 715-284-1470
Polk	Rod Fouks 715-466-2057	Pete Engman 715-463-2896	Cumberland 715-822-3154
Portage	John Schwingel 608-547-9914	Kris Johansen 715-284-1430	Wisconsin Rapids 715-421-7841
Price	Larry Glodoski 715-634-9658 ext 3503	Ken Jonas 715-634-9658 ext 3534	Park Falls 715-762-1345
Racine	Jeff Weatherly 414-263-8611	Tim Lizotte 262-574-2120	Dodgeville 608-935-1929
Richland	Aaron Young 608-935-1919	Bill Ishmael 608-935-1918	Dodgeville 608-935-1929
Rock	Jeff Weatherly 414-263-8611	VACANT	Dodgeville 608-935-1929
Rusk	Larry Glodoski 715-634-9658 ext 3503	Ken Jonas 715-634-9658 ext 3534	Park Falls 715-762-1345
St. Croix	Steve Courtney 715-421-7851	Harvey Halvorsen 715-684-2914 ext 113	Black River Falls 715-284-1470
Sauk	Aaron Young 608-935-1919	Bill Ishmael 608-935-1918	Dodgeville 608-935-1929
Sawyer	Larry Glodoski 715-634-9658 ext 3503	Ken Jonas 715-634-9658 ext 3534	Park Falls 715-762-1345
Shawano	Ryan Severson 920-846-0462	John Huff 715-582-5047	Peshtigo 715-582-5040
Sheboygan	Jeff Weatherly 414-263-8611	Dale Katsma 920-893-8513	Dodgeville 608-935-1929
Taylor	Larry Glodoski 715-634-9658 ext 3503	Ken Jonas 715-634-9658 ext 3534	Park Falls 715-762-1345
Trempealeau	Steve Courtney 715-421-7851	Tim Babros 715-284-1423	Black River Falls 715-284-1470
Vernon	Aaron Young 608-935-1919	Tim Babros 715-284-1423	Dodgeville 608-935-1929
Vilas	Phil Theiler 715-356-5211 ext 201	Chuck McCullough 715-623-4190 ext 3131	Woodruff 715-358-9216
Walworth	Jeff Weatherly 414-263-8611	Tim Lizotte 262-574-2120	Dodgeville 608-935-1929
Washburn	Rod Fouks 715-466-2057	Pete Engman 715-463-2896	Cumberland 715-822-3154
Washington	Jeff Weatherly 414-263-8611	Tim Lizotte 262-574-2120	Dodgeville 608-935-1929
Waukesha	Jeff Weatherly 414-263-8611	Tim Lizotte 262-574-2120	Dodgeville 608-935-1929

## ATTACHMENT C

<b>County</b>	<b>Area Forestry Leader</b>	<b>Area Wildlife Supervisor</b>	<b>DNR Dispatch</b>
Waupaca	Ryan Severson 920-846-0462	Ellen Barth 920-424-4003	Peshtigo 715-582-5040
Waushara	Aaron Young 608-935-1919	Ellen Barth 920-424-4003	Dodgeville 608-935-1929
Winnebago	Jeff Weatherly 414-263-8611	Ellen Barth 920-424-4003	Dodgeville 608-935-1929
Wood	John Schwingel 608-547-9914	Kris Johansen 715-284-1430	Wisconsin Rapids 715-421-7841

## Attachment D: Prescribed Burns on Mississippi River Bluffs

NOTE: The following requirements/guidance are for burning in the West Central Region Blufflands, but may be applied to other areas of the state if appropriate.

### Rare Species Concerns

- Sites harboring known timber rattlesnake dens shall not be burned after April 15<sup>th</sup>. However, in years with early warm-up, and in situations necessitating burning after April 15, inspections must take place at den sites to determine the presence of rattlesnakes. If snakes have emerged, a threat assessment based on location (clustered at the den site, already left the den, etc.) shall be undertaken. If it is determined the burn has the potential to result in snake mortality, burning in that unit should be deferred until the fall of that year (after October 10<sup>th</sup>) or until the following spring. Consult with the District Ecologist for requests that deviate from this guidance.
- Research indicates some remnant prairie-dependent invertebrates respond negatively to prescribed fire and may not rebound to pre-burn levels without unburned refugia burn plans should attempt to include unburned prairie remnant refugia within the burn units if the burn units are isolated and not adjacent to other unburned remnants.
- There are no specific guidelines available regarding the size, shape or pattern of unburned refugia. Leaving some areas unburned (in a given year) should be sufficient. It may be as simple as not relighting unburned areas. In other instances, it may be necessary to deliberately leave some areas unburned. Additionally, larger areas of refugia should be left unburned if burning the same unit in consecutive years. As always, SAFETY IS PARAMOUNT. Under no circumstances should efforts to leave areas unburned compromise the safety of those conducting the burn.

### Procedures

- A qualified burn boss will coordinate the burn and monitor weather conditions during the burn. This individual will not have an active role in the burn process unless absolutely necessary (in the event of an emergency). The burn boss shall also carry a cell phone.
- Burn units up to 100 acres in size will be staffed by a minimum of 7 qualified crew members. A higher number of crew members is preferred. For burn units larger than 100 acres, staffing levels should be determined jointly by the plan writer and technical reviewer.
- All critical areas within the burn unit will be mapped and identified as such. Critical areas include steep slopes, corners along firebreaks, and areas of heavy fuel loads.
- Within 25 feet of the interior of the firebreak, fuel will be removed to bare mineral soil around all snags and deadfalls for a distance of four feet. A greater distance may be required on the down slope side of the snag, depending on the steepness of the slope and the amount of fuel present.
- Pre-burn preparation will include contingency planning reviewed by all crew members prior to conducting the burn. Discussion should include plans for a fire that escapes, as well as plans for refueling drip torches and refilling backpack sprayers and water bottles.

### Equipment

- One radio, back-up battery, and radio holder will be available for each member of the burn crew.
- Extra filled bladder bags will be stored on the ATV's during the burn.
- Two drinking water bottles will be made available for each crew member.
- ATV's will be equipped with First Aid Kits.
- "Critical" replacement parts (gaskets, hose, hose clamps) for the pumps will be available on-site.

It is recognized early spring conditions (bare slopes surrounded by snow) can mitigate these requirements to some degree. Any deviation from the above-stated procedures should be approved by the first-line supervisor.

# Attachment E

## Guidance for Implementation of the Effects of Failure to Extinguish Law on WI DNR Prescribed Burn Activity

This document is intended solely as guidance, and does not contain any mandatory requirements except where requirements found in statute or administrative rule are referenced. This guidance does not establish or affect legal rights or obligations, and is not finally determinative of any of the issues addressed. This guidance does not create any rights enforceable by any party in litigation with the State of Wisconsin or the Department of Natural Resources. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing statutes and administrative rules to the relevant facts.

### I. Question Presented:

What is the Wisconsin Department of Natural Resources (WDNR) interpretation of the term “extinguish” found in Wis. Stat. s. 26.14(5) as it relates to mop up of prescribed burns by WDNR personnel and other partners and stakeholders in the State.

### II. Short Answer:

WDNR continues to interpret the term “extinguish” found in Wis.Stat. s. 26.14(5) to mean “to cause to cease burning,” and applies this definition consistently across the state. To “stay legal” under this longstanding interpretation:

- 1) Prescribed burners must attempt to extinguish their burns in a timely and efficient manner.
- 2) The attempts should be good faith efforts to locate and suppress any materials that are holding heat and/or smoking.
- 3) The attempts should be with sufficient suppression resources to conduct mop up efforts on the entire burn, including patrolling for smokes after mop up has been completed.

### III. Introduction:

The Wisconsin State Statute s. 26.14(5) clearly lays out the expectation that any person setting a fire must totally extinguish that fire before leaving it. The challenge for WI DNR prescribed burners is carrying out that expectation while conducting land management activities on state lands. This challenge is the same for any prescribed burner; private land owner, NGO, commercial operator, etc. The law should be enforced equally across all prescribed burning circumstances. All prescribed burners must attempt to “extinguish” all burning materials before leaving a prescribed burn.

### IV. Definitions:

The longstanding interpretation of WDNR Forest Rangers of “extinguish” in both the context of Wis. Stat. s. 26.14(5) and as understood for the purposes of fire suppression efforts is consistent with the definition found in Merriam-Webster’s online dictionary (<http://www.merriam-webster.com/dictionary/extinguish>, searched on 4/20/2013), which defines extinguish as “to cause to cease burning.” Evidence of on-going burning includes flame, heat and smoke.

“Controlled” means that prescribed burners have made reasonable and consistent efforts to ensure the burn will not escape control and will remain safe overnight. (see NWCG Fireline Handbook page XXX)

#### V. **Discussion - What does this mean for Prescribed Burns?**

Once ignition operations on a prescribed burn have been completed, prescribed burners must make a good faith effort to locate and suppress any materials that are holding heat and/or smoking and threatening the burn unit’s containment lines. Those attempts should be made with sufficient suppression resources to conduct mop up efforts and shall include patrolling for smokes after mop up has been completed. Once patrols can no longer find hot and/or smoking that threaten to the containment lines, the burn can be declared “controlled”.

In the event that the entire prescribed burn unit is not, or cannot be aggressively mopped up and woody materials are left to burn, **the prescribed burn cannot be left unattended**. The prescribed burn boss should make arrangements to have a WI DNR presence at the prescribed burn until those mop-up efforts can be accomplished **or the fire burns itself out**. Woodland prescribed burns with the elimination of coarse woody debris as an objective will require a person or persons to monitor that prescribed burn until the objective is being met. The number of people to monitor the fire will be determined by the size and complexity of the burn unit. This may be as few as one person with cell phone/radio communications for the smaller, less complex burns. Larger, more complex burns may require multiple people. Once the person or people monitoring the fire can no longer find hot and/or smoking materials throughout the burn unit, the unit may be left completely unattended.

Returning to a burn the next morning to verify that there is no longer any hot and/or smoking materials is the final step before declaring a burn “out” (i.e. – completely “extinguished”). These mop up efforts and patrol activities are normal and customary practices in the wildland fire suppression activities by WI DNR Forestry Division, and are further detailed in WDNR handbook (see page 40-4 of the “Prescribed Burn Handbook,” HB 4360.5, and page 5110-10 of the “Fire Management Handbook,” HB 43251.511).

By standardizing the mop up, patrol and checking of prescribed fires by all WI DNR personnel, a best management practice can be institutionalized. These best management practices will set the expectations for prescribed burn activities across the Department, and eliminate procedures in various areas of the state and over different Division personnel.

#### VI. **Conclusion:**

For the most part, these practices are being followed by WDNR prescribed burn staff already. With the formal NWCG training of prescribed burners, the level of understanding of the concerns of the suppression forces has risen. Standardizing and formalizing these practices within the WI DNR will serve as a template for other prescribed burn agencies and parties. These will also hold all parties accountable to the same standards under the law.

#### VII. **Authorities/Sources:**

The following are the applicable statutes, manual codes, handbooks and nationally recognized guidance used for this analysis:

## Wisconsin State Statutes

Wis. Stat. s. 26.14(5) states:

Any person who **sets a fire** or assists in the setting of a fire, including a back fire, on any lands in this state and **fails to totally extinguish such fire before leaving** it shall forfeit not more than \$100 for the first offense and shall be fined not more than \$500 or imprisoned for not more than 30 days or both for each subsequent offense. (emphasis added)

## NWCG Fireline Handbook

**CONTAINMENT:** When a fire is encircled by a fireline, but not under control.

**CONTROL:** To complete a fireline around a fire, and cool down all hot spots that are immediate threat to control line.

Webster's On Line Dictionary (<http://www.merriam-webster.com/dictionary/extinguish>, searched on 4/20/13)

### **Extinguish:**

- 1 *a (1)* : to bring to an end : make an end of <hope for their safety was slowly *extinguished*> (2) : to reduce to silence or ineffectiveness  
*b* : to cause to cease burning : QUENCH  
*c* : to cause extinction of (a conditioned response)  
*d* : to dim the brightness of : ECLIPSE
- 2 *a* : to cause to be void : NULLIFY <*extinguish* a claim>  
*b* : to get rid of usually by payment <*extinguish* a debt

Prescribed Burn Handbook (WDNR Handbook (HB) 4360.5, page 40-4)

### MOP-UP AND PATROL

Upon completion of the main burning phase, it is normal to reduce the size of the crew and amount of equipment.

The burn boss, after confirming with the 1) local forester ranger, or 2) area forestry leader (in organized protection areas), or 3) individual identified by the regional forestry leader and lands leader (in cooperative fire protection), determines the extent mop-up and/or patrol necessary based on the type of fuels burned, amount of moisture present in the soil, danger to the surrounding area and forecasted weather.

Patrol of the area burned may be required for several days or more depending on fuels, dryness and holdover fire. Patrol shall continue until all possibility of danger to the surrounding area is past. This may require overnight patrol.

Fire Management Handbook (WDNR Handbook (HB) 43251.511, page 5110-10)

All fires shall be checked to be sure they are out. This will be done each morning, at daybreak, until the fire is declared out. Night work on fires is expected. No DNR employee assigned to the fire will leave the fire until released by the IC.