

Wasco County CWDG

Roadside Fuels Advisory Working Group

Technical Advisory Charter

(Draft for Review April 1, 2026)

Purpose

The Roadside Fuels Advisory Working Group is a technical advisory group convened by Wasco County and the Wasco County Soil & Water Conservation District (SWCD) to support implementation of the Community Wildfire Defense Grant (CWDG). The group provides operational, technical, and local knowledge to help identify roadside fuel-reduction opportunities, develop clear and consistent project approaches, and support project scoping and evaluation. Participation reflects the agencies identified in the CWDG grant, the Wasco County Community Wildfire Protection Plan (CWPP), and the Natural Hazard Mitigation Plan (NHMP) as having relevant roles. Participation is voluntary and collaborative.

Objectives

- Build a shared understanding of roadside fuel-reduction opportunities across the project footprint.
- Apply a consistent, documented prioritization and scoring framework to road segments.
- Support development of clear, consistent project prescriptions and evaluation approaches.
- Assist with scoping projects into units suitable for informal solicitation or formal RFPs.
- Provide a venue for technical coordination among partners with relevant expertise.
- Support cross-boundary coordination where project areas intersect ODFW, USFS, BLM, or other public lands.

- When appropriate, review and score contractor proposals and provide recommendations to the SWCD Board (Local Contract Review Board).

Authority

The Working Group is advisory only.

- Wasco County is the CWDG grant recipient and administrator.
- As the grant subrecipient for roadside fuels reduction work, SWCD retains final authority and responsibility for project implementation, contracting, and acceptance of completed work, consistent with Oregon public contracting law and the CWDG grant.

Working Group input informs decisions but does not create binding obligations for any agency.

Membership

Core Participants

- Wasco County Wildfire Coordinator
- Wasco County SWCD
- Oregon Department of Forestry (ODF)
- Natural Resources Conservation Service (NRCS)
- Wasco County Emergency Management (OEM)
- Oregon State Fire Marshal (OSFM)
- Rural Fire Protection Districts (RFPDs), Rangeland Fire Protection Associations (RFPAs), and local fire departments with jurisdiction in the project area

As-Needed Participants

- USDA Forest Service (USFS)
- Bureau of Land Management (BLM)
- Oregon Department of Fish & Wildlife (ODFW)
- Confederated Tribes of Warm Springs – Fire Management
- Wasco County Departments (Planning, Public Works, Sheriff)

Participation Expectations

- Agencies identify their own representative(s).
- County departments participate when their expertise or responsibilities intersect with a particular project area.
- Local fire districts within the project footprint are invited as key technical partners, when projects fall within their jurisdiction, recognizing their operational experience and local knowledge.
- Agencies may change representatives at any time.
- Participation does not obligate any agency to commit resources beyond its normal responsibilities.
- Agencies may elevate topics to leadership before providing input.
- No signatures are required unless an agency requests a formal designation.

Roles and Responsibilities

County Wildfire Coordinator

- Coordinate across County departments and partner agencies to support wildfire-related planning and implementation.
- Support public-facing communication related to roadside fuels work, including outreach to landowners, community members, and partner agencies.
- Contribute research, mapping insights, and data summaries to help inform prioritization and project scoping, in coordination with partner agencies.
- Support alignment with the CWPP, NHMP, and other County wildfire-related plans.
- Assist in convening and facilitating Working Group discussions as appropriate.

SWCD

- Convene discussions and maintain documentation.
- Provide maps, road lists, and scoring materials.
- Oversee contracting and ensure work is completed according to the approved scope.
- Coordinate with technical partners for prescription development, field verification, and implementation support.

- Present Working Group recommendations to the SWCD Board.

ODF

- Provide technical guidance on fuels, prescriptions, and treatment metrics.
- Support field evaluation when requested.
- Coordinate with RFPDs/RFPAs/Local Fire Departments to ensure prescriptions reflect operational realities.

OEM

- Support alignment with the Natural Hazard Mitigation Plan.

OSFM

- Provide statewide fire-operations perspective and access standards.

RFPDs / RFPAs / Local Fire Departments

- Provide local knowledge of terrain, access, and operational firebreaks.
- Collaborate with ODF on prescription development and field evaluation.

NRCS

- Provide technical input on vegetation and landowner engagement.

USFS / BLM / ODFW / CTWS / County Departments

- Participate when projects intersect their jurisdictions or responsibilities.
- Provide technical or operational input as needed.

Project Prescriptions and Field Evaluation

- Prescriptions are developed collaboratively, with ODF, fire agencies, land management partners, and other technical contributors participating as appropriate to the project area.
- Work supported through this process occurs on privately owned lands participating in the CWDG program, within and adjacent to prioritized roadside segments, and proceeds only with landowner participation.
- The Working Group identifies which partners are best positioned to lead or co-lead prescription development for each project area.

- Field evaluation and implementation support may be shared among ODF, RFPDs/RFPAs/Local Fire Departments, OSFM, NRCS, and other partners.
- SWCD coordinates this support and relies on partner expertise for technical oversight.

Road Access Mapping and Analysis

- The Working Group supports mapping and analysis of roads across the project footprint to assess access for firefighting vehicles, evacuation considerations, and potential mitigation opportunities.
- This work aligns with the CWPP and NHMP, which identify access, egress, and roadside conditions as key components of wildfire risk reduction.
- Partners contribute data, local knowledge, and technical expertise as appropriate.
- SWCD and the County Wildfire Coordinator coordinate this work to support CWDG implementation and project scoping.

Cross-Boundary Coordination

- The Working Group supports coordination with ODFW, USFS, BLM, CTWS, and other partners where project areas intersect jurisdictional boundaries.
- This includes identifying opportunities where prior surveys, access routes, or planned activities may support efficient implementation.
- Partners collaborate to ensure that CWDG-eligible work is identified and scoped appropriately, and ensure CWDG-eligible work is clearly defined.

Decision-Making

The Working Group uses a consensus-seeking approach. When consensus isn't possible, SWCD makes the final determination using the CWDG grant requirements and the priorities identified in the CWPP, NHMP, and documented hazard and evacuation needs.

Meetings

- Meetings occur as needed during project scoping or when new information requires reprioritization.
- SWCD and the County Wildfire Coordinator coordinate agendas and materials.
- Notes and decisions are documented and shared.

Role in Contractor Selection

A subset of the Working Group may:

- Review and score contractor proposals
- Use a transparent, documented scoring rubric
- Provide a recommendation to the SWCD Board

This supports both informal solicitations and formal RFPs. Working Group participation supports SWCD's procurement responsibilities but does not create obligations or decision-making authority for any partner agency.

Procurement Pathways

The Working Group supports both informal solicitations (typically for projects under \$250,000) and formal RFPs when project complexity, size, or partner input indicates that a more structured process is appropriate. Working Group input helps determine when a formal RFP is warranted and ensures that solicitations reflect technical, operational, and landowner-driven needs.

Deliverables

- A ranked list of priority road segments
- A scoring matrix applied consistently
- Approved project prescriptions for each scoped project area
- Recommended project bundles
- Road access mapping and analysis outputs
- Documentation that supports prioritization and contractor-selection recommendations.

Project prescriptions and prioritization outputs inform SWCD's development of project scopes and solicitation materials.

Appendix A. Roadway Scoring Process

This appendix describes how the Working Group may identify, evaluate, and score proposed roadside fuel-reduction segments. The process is designed to be transparent, repeatable, and collaborative, while remaining flexible as project needs evolve. Scoring supports (but does not replace) professional judgment, field observations, and partner expertise.

Purpose of Scoring

Scoring helps the Working Group:

- Compare road segments consistently across the project footprint
- Document the rationale behind prioritization decisions
- Align project selection with the CWDG grant, CWPP priorities, and NHMP considerations
- Support transparent procurement and project bundling
- Ensure that local knowledge, technical expertise, and operational needs are reflected

How Scoring Is Conducted

Scoring may occur during Working Group meetings or field visits and may include:

- Review of maps, CWPP/NHMP references, prior surveys, and partner data
- Input from partners based on their expertise
- Field verification when needed
- Consensus-seeking discussion of each criterion
- Documentation of scores and rationale by SWCD

Scoring Criteria Overview

Each road segment may be evaluated using the following criteria:

Criterion	Points
Hazard & Fuels Conditions	0–25
Access & Egress Importance	0–25

Criterion	Points
Population & Community Exposure	0–20
Cross-Boundary & Partner Alignment	0–15
Feasibility & Implementation Readiness	0–10
Cost-Effectiveness & Efficiency	0–5
Total Possible	100

These criteria reflect priorities identified in the CWDG grant, CWPP, and NHMP.

Interpreting Scores

- **High-priority segments (≈75–100):** strong hazard reduction potential, critical access/egress value, and good feasibility.
- **Moderate-priority segments (≈50–74):** meaningful benefits but may require additional coordination.
- **Lower-priority segments (<50):** may be deferred, bundled with adjacent segments, or revisited as conditions change.

These ranges are guidelines, not strict thresholds.

Appendix B. Roadway Identification and Scoring Workflow

This workflow outlines how the Working Group may identify, evaluate, and prioritize roadside fuel-reduction segments across the project footprint.

1. Review the Project Footprint

- Review CWPP priority areas.
- Review NHMP evacuation routes.
- Review CWDC grant maps and commitments.
- Add relevant partner GIS layers (ODF, ODFW, USFS, BLM, CTWS).

2. Identify Candidate Roads

- Use maps and partner input to identify roads with potential treatment needs.
- Note known issues such as brush encroachment, visibility concerns, or narrow shoulders.
- Flag cross-boundary opportunities.
- Compile a preliminary list of candidate road segments.

3. Segment Roads for Evaluation

- Divide longer roads into logical segments based on vegetation, access, jurisdiction, or topography.
- Prepare simple segment maps for Working Group review.

4. Gather Partner Input

- RFPDs, RFPAs, and local fire departments provide local access and operational insights.
- ODF provides fuels and prescription guidance.
- OEM provides evacuation relevance.
- OSFM provides access and operations standards.
- NRCS provides vegetation and landowner engagement input.
- USFS, ODFW, BLM, CTWS provide cross-boundary considerations.

- Field checks will be conducted jointly, with the appropriate partners participating based on project needs.

5. Score Road Segments

- Apply the scoring matrix collaboratively.
- Discuss each criterion and document rationale.
- SWCD compiles scores and notes.

6. Prioritize and Bundle Projects

- Identify high-priority segments based on scoring and partner input.
- Group adjacent segments into project bundles for efficient implementation.
- Confirm alignment with CWPP, NHMP, and CWDG priorities.

7. Prepare Recommendations

- The Working Group provides advisory recommendations for project sequencing and bundling.
- SWCD prepares project scopes for procurement based on these recommendations.