

Illinois Prescribed Burn Manager Certification Board  
Minutes of the 16<sup>th</sup> Meeting  
(Subject to approval at the 17<sup>th</sup> Meeting)

Illinois Department of Natural Resources  
Mallard Room  
One Natural Resources Way  
Springfield, IL 62702

Tuesday, December 12, 2017

16-1) Call to Order, Roll Call, and Introduction of Attendees

The meeting was called to order by Mike Wefer at 10:04 a.m.

Members Present: Mike Wefer, Illinois Department of Natural Resources (IDNR), Division of Wildlife; Bob Edgin, Illinois Nature Preserves Commission (INPC); John Wilker, IDNR, Division of Natural Heritage; Tom Wilson, IDNR, Division of Forestry; Kent Tomblin and Les Albert, Illinois State Fire Marshall (SFM); Jack Pizzo, Pizzo Group (via telephone).

Others Present: Kelly Neal and Marni English, INPC; Les Albert, Retired SFM Deputy Director

16-2) Adoption of Agenda

It was moved by Kent Tomblin, seconded by Tom Wilson. The motion carried that the agenda be adopted.

16-3) Approval of the Minutes of the 15<sup>th</sup> Meeting, December 13, 2016

It was moved by John Wilker, seconded by Bob Edgin. The motion carried that the Minutes of the 15<sup>th</sup> meeting, December 13, 2016, be approved.

16-4) Meetings Scheduled for FY 2018

December 11, 2018, IDNR Headquarters, 10:00 A.M.

16-5) State of Certification of Prescribed Burn Manager Process

Tom Wilson reported that as of December 12, 2017, 654 Certified Burn Managers, 46 apply and approved in 2017. Of those, 40 were paid applications from outside the agency and 6 agency staff. He also indicated there has been no report of problems.

Mike Wefer asked if cleaning up the website has made it easier to find this information.

Tom indicated there have been no complaints.

Old Business

16-6) Introduction of Members

All present introduced themselves. Mike Wefer asked Kelly Neal to introduce herself and tell what she does since she will likely be filling Bob Edgin's position on the Board after his retirement.

Kelly told the board that she is the Stewardship Project Manager for the INPC, overseeing the statewide management of nature preserves, looking at proposed plans for management which includes prescribed fire and that she has experience with prescribed burning since the 1990's.

16-7) Apprentice Task Book/Administrative Rule Change

Mike Wefer reported that at the December 13, 2016, meeting, the board discussed the removal of the burn manager application form from the administrative rule, added the task book to the rule, started the process and created a draft of the task book.

The task book is a tool for the burn boss and apprentice to have a checklist to direct and evaluate apprentices and supervising burn bosses.

Tom Wilson motioned, John Wilker seconded, and it was approved, that the proposed changes to the administrative rule be moved forward through the process. The motion to move forward with the proposed rule change came to a vote; the motion carried.

Tom Wilson motioned, Jack Pizzo seconded, and it was approved for the apprentice/burn manager task book and be part of the application in lieu of the recommendation letter, and will be added to the website for the general public to use.

John Wilker asked for clarification on the task book and Tom answered that the task book is in lieu of a recommendation letter from the supervising burn boss.

The motion to approve the task book came to a vote; the motion carried.

Les Albert commented this is a good process for the documentation and protect the committee hearing and is a good step. It also shows the apprentice what he needs to do and the burn manager on what he needs to evaluate. Nice job!

Mike Wefer thanked Bob Edgin for putting the effort into cleaning up the task book and getting it ready for use.

Tom Wilson stated they would get a framed task book for his retirement! Laughs were heard.

New Business

16-8) Public Comment

No Public Comments.

16-9) Other Business

No Other Business.

15-10) Adjournment

It was moved by Kent Tomblin, seconded by Bob Edgin, and carried that the meeting be adjourned at 10:18 a.m.