

## **CHARTER OF THE CCS FIREWISE COMMITTEE**

**1.0 PURPOSE:** This charter establishes the POA Firewise Committee to ensure that the CCS community development is managed with a strong emphasis on firewise issues. Proposed firewise projects will be reviewed and assessed for prioritization in terms of requirement, budget and execution. The board decided to create a Firewise Committee subordinated to the CCSPOA Board of Directors, rather than an independent Firewise Board, to address firewise community development. This arrangement ensures that firewise efforts are integrated into the overall community development plan and, also, ensures that firewise activities are considered for funding from CCSPOA dues and assessments.

**2.0 BACKGROUND:** The CCSPOA has been getting familiar with various aspects of formalizing a firewise community development effort since 2008. This included a firewise presentation by P.J. Pearson, Texas Forest Service, at the 2008 annual meeting of the CCSPOA. In 2009 the POA decided to increase its attention to specific firewise issues and tracking of firewise activities began at the start of 2010. January 1, 2010 was chosen as the effective date for creation of the Firewise Committee although the charter, plan and application were not completed until July 2010. The primary objective of this charter is to formally describe the processes for firewise community development and describe the working relationship between CCSPOA and the Firewise Committee to ensure the processes work for the benefit of the community as a whole.

**3.0 APPLICABILITY AND SCOPE:** The Firewise Committee will ensure that a firewise plan of action is developed and presented to the POA Board of Directors for funding and/or other assistance as appropriate. Communication with other POA committees, such as the Architectural Review and Construction Committee, is appropriate.

**4.0 RESPONSIBILITIES:** The Firewise Committee will:

- 4.1** Develop firewise residential architectural and construction guidelines in accordance with existing best practices for disaster control and emergency response so that property owners are provided an up front understanding of risk mitigation.
- 4.2** Develop a firewise action plan for improvements of the common areas such as roads and parks. The plan will help identify, prioritize, budget and execute projects in a responsible and consistent manner.

**5.0 MEMBERSHIP AND CHAIRPERSON RESPONSIBILITIES:**

**5.1** Committee members are:

Claire Harrah	Chairman (POA member)
Jim Cooper	Member (POA member)
Other TBD	Member (POA member)

**5.2** The Committee Chairperson will:

- 5.2.1 Appoint additional committee members as needed.
- 5.2.2 Assign committee tasks as needed.
- 5.2.3 Convene committee meetings as needed.
- 5.2.4 Approve the meeting agenda and minutes.
- 5.2.5 Coordinate activities with CCS POA corporate board to promptly resolve issues should they arise. Request assistance and guidance from the CCS POA board as needed.

5.3 Committee members will perform assigned tasks and attend meetings as necessary.

**6.0 MEETINGS:** The committee will meet as needed in person or virtually (e.g., computer, phone, etc.).

**7.0 EFFECTIVE DATE AND IMPLEMENTATION:** This charter is effective immediately upon approval.

Signed by C.B. Harrah

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Chairman, CCS POA Corporate Board

July 3,2010

Date: