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Statewide Work Plan

Fiscal Year 1993



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Purpose and Process

This document is the Division of Forestry's work plan for FY 1993. It translates the Division's long-range goals into operating objectives for each of the Division's programs for the fiscal year. Work plans are developed each spring for the coming fiscal year. The work planning process begins with the Director's Management Team (DMT) establishing a narrative description of the Division's direction and priorities for the coming fiscal year. Targets are set using a bottom-up process in which the field units responsible for accomplishing the targets suggest a target based on past accomplishments and the DMT's direction and priority statement. Changes in suggested targets can be negotiated by supervisors and program managers. Supervisors compare accomplishments to targets periodically to monitor performance. After the close of a fiscal year an annual accomplishment report is prepared.

The work plan consists of a write-up for each program that includes the program goal, a narrative statement of program direction, a table listing program targets and workload indicators, and a list of special emphasis projects.

Targets and workload indicators are measures of recurring activities that can be tracked over a period of time and that represent a significant workload for the Division. The difference between a target and a workload indicator is the degree of discretion an employee has in initiating the activity.

A target is a measure of an activity for which those responsible are likely to initiate an occurrence and the number of occurrences is largely determined by their initiative. For example, there is considerable discretion in whether or not a timber stand improvement project is initiated. Objectives with a fairly high degree of discretion tend to be best managed by setting targets and monitoring compliance. The employees responsible for meeting a target should be involved in setting the target. Each of the targets

listed in this work plan have been assigned an A, B, or C priority. The priority rating is intended to help employees and supervisors direct efforts toward high priority activities. Targets rated "A" are considered essential and must be accomplished; "B" rated targets are important, should be accomplished, but not at the expense of A priorities; and "C" rated targets are desirable, but should not be accomplished at the expense of A or B priorities.

A workload indicator is a measure of an activity where the number of occurrences are substantially determined by factors beyond the control of those responsible for completing the activity. For example, there is little discretion in suppressing wildfires - the employee must respond to all reported wildfires and is not penalized if there are fewer wildfires than planned. Objectives with a low degree of discretion are best managed by using past experience as an indicator of future workload. The amount to be accomplished is not targeted and employees are responsible for following policy and responding to the workload, not for accomplishing a given target. A five year average (or other appropriate interval) is used to estimate workload and plan staffing levels.

A special emphasis project is an activity that cannot be quantified or that does not create a significant long-term workload for the Division. Special emphasis projects are often completed by program managers or support staff rather than by the line organization. Special emphasis projects have a narrative description in the work plan, not a line in the program objectives table.

Division Direction and Priorities

The Division of Forestry operates as part of the Department of Natural Resources. The DNR identified ten strategies for dealing with challenges in natural resource management in its *Directions '91* plan. The DNR will:

- protect and restore the health and productivity of the state's natural biological systems.
- employ integrated resource management approaches to ensure that the unique values of all resources are recognized and protected in our management efforts.
- ensure natural resource products and services are available to meet the needs of society, consistent with our commitment to sound environmental management.
- improve its ability to manage conflicts over use and protection of the state's resources.
- expand its planning and coordination efforts.
- place more emphasis on managing resources in and near rapidly growing urban and suburban areas.
- improve service to recreation visitors.
- strive for quality and excellence in management.
- increase its investment in the DNR human resource (work force).
- renew its commitment to providing quality environmental education and interpretive options for all Minnesotans.

The four emphasis areas for FY 93 selected by the Commissioner's Management Team are:

- Integrated Resource Management (IRM)
- Internal Communications
- Public Service Delivery / External Relations
- Human Resource Management

What the Division of Forestry can accomplish in FY 93 will be constrained by the resources available. The overall Division budget

will be less than it has been in recent years. There will be fewer personnel and less funding for most programs.

The following directions and priorities should be considered in setting objectives for FY 93:

- There will be few funds available for state land reforestation and development. Statutory reforestation requirements should be met using natural regeneration where feasible, and the lowest cost practical methods where artificial regeneration is required. There will be no General Fund or capital bonding monies available for state forest road and recreation facility construction and reconstruction projects; any road or recreation development will require contributed funds (e.g. habitat development funds). Primary state forest roads and fee-charging recreation facilities will have priority for available maintenance funds.
- Timber sales activity will depend on economic conditions. If the economic recession deepens or is prolonged, demand for new timber sales will decrease. Efforts to improve the efficiency of the timber sales process (e.g., computerization of consumer scaling, evaluation of accounts receivable) should continue.
- All administrative levels of the Division should plan on spending more time coordinating and integrating resource management activities. Specific activities that will be required in FY 93 include assessment of old growth candidate stands, implementation of BMP and visual management guidelines, and coordination with other agencies involved in fire (MNICS) and private forest management. The Division will play a lead role in administration of the Stewardship Incentives Program. The DNR's emphasis on Integrated Resource Management (IRM) will continue with the implementation of four IRM demonstration projects. The Division's IRM efforts will include regional planning and development of an Ecological Classification System (ECS).
- There has been a considerable increase in time and funds spent for cooperative forestry programs, especially Private

Forest Management and Community Forestry. These programs have received substantial increases in funding through the federal Stewardship and Urban Forestry programs. The high level of accomplishments in these programs will have to be maintained if the Division is to continue receiving federal funds.

- There will likely be a shift in demand for nursery products. We should expect more, but smaller orders as public land reforestation decreases and Stewardship and other programs directed toward private land increase. There is also likely to be increased demand for hardwood seedlings, wildlife packages, and white pine.
- Wildfire prevention and protection efforts will focus on providing for public safety, especially in the rural urban interface.
- As always, the fire suppression workload will be heavily dependent on the weather. We will continue to emphasize the use of non-DNR employee smokechasers to meet our out-of-state fire crew mobilization responsibilities. DNR employees will continue to be used for fire specialist positions.
- Partnerships, both within the DNR and externally, will be used to ensure the delivery of services in an effective and efficient manner (e.g. stewardship, community forestry, fire protection, reforestation).
- In light of the continuing budget shortfall, balanced reductions in personnel, projects, training, travel, and other supply and expense items will occur.

Recreation, Roads & Land Stewardship

Goal

Apply sound land stewardship principles to maintain biologically diverse state forest lands to meet a variety of user demands.

Recreation, Roads, and Land Stewardship program functions include:

- Providing developed recreational facilities and opportunities for dispersed recreation.
- Maintaining a safe, efficient forest road system that provides access for the protection, management, and use of state forest resources.
- Providing habitat for a variety of fish, wildlife, and native plant resources.
- Coordinating the Division's land acquisition, leasing, and exchange activities.
- Developing and applying management guidelines to protect environmental and aesthetic conditions on state forest lands.

Program Direction

Operation and maintenance of existing recreation facilities will be emphasized. Emphasis will also be placed on providing recreation users with maps and other information to allow them to use forest lands without the need for the Division to provide additional facilities. New recreational development will receive a low priority during this time of restricted budgets (a few projects may be developed using previously allocated funds).

The major issues facing the road program in FY 93 are (a) maintaining the existing forest road system with a very restricted budget; (b) protecting the road system from deterioration while maintaining access to state forests; and (c) assuring the safety of forest road users.

Existing levels of timber harvesting and recreational use are going to demand innovative approaches to maintaining and protecting the road system. Road construction and reconstruction will not be possible unless the DNR's capital budget request is funded. Road maintenance is critical to protecting the large investment in the forest road system. Do not let roads needlessly deteriorate. Consider closing roads during conditions in which the road could be damaged by traffic. Do what is necessary to protect the safety of forest road users.

Fish and wildlife habitat management priorities include evaluation and certification of old growth stands. This will benefit species typical of mature forests. Habitat development projects will be completed with the limited amount of RIM funding available.

Land administration will emphasize administering leases, licenses, and easements on forestry administered lands and acquiring lands in the Richard J. Dorer Memorial Hardwood State Forest. Land exchanges, trust transfers, land sales, and transfers of administrative control will be handled on a case by case basis.

The Division will integrate resource management activities and implement management guidelines to insure that all management activities on state forest lands are done in an environmentally sound manner. Specific actions for FY 93 include:

- Incorporate Best Management Practices (BMP's) for water quality into all projects.
- Complete old growth candidate stand examinations for the red and white pine cover types.
- Coordinate the planning of timber sales and roads with other land managing agencies to minimize the visual impacts.
- Train loggers in the use of BMP's in their operations.
- Implement an extended rotation management (old forest) policy for state lands.

Statewide

Recreation, Roads & Land Stewardship

OBJECTIVE	UNIT OF MEASURE	PRIORITY	ST. PAUL STAFF	REGION					STATE TOTAL
				1	2	3	5	6	
Targets									
Develop/Rehab. Recreation Facilities	projects	A		5	12	8	9	-	34
Bridge Repair/Replacement	projects	A		1	6	1	1	-	9
Road Construction	miles	C		0.25	4	10	0	-	14.25
Road Reconstruction/Resurfacing	miles	B		9	24	1	4	-	38
R.O.W. Maintenance	miles	A		468	330	238	58	-	1,094
Acquire Land	acres	A		0	2	840	1,150	0	1,992
Habitat Management	acres	B		8,065	103	218	0	0	8,386
Old Growth Stand Examinations	stands	A		0	28	16	0	0	44
Monitor BMP Implementation	projects	A		14	10	20	10	0	54
Land Stewardship/Protection	projects	A		0	1	0	0	0	1
Workload Indicators									
Maintain Recreation Facilities	campgrounds			9	24	16	1	-	50
	day use areas			7	16	13	14	-	50
	water acceses			26	87	50	4	-	167
	trail miles			154	259	236	120	-	769
Road Grading	miles			5,785	2,037	1,029	52	-	8,903
Snow Plowing	miles			860	190	62	2	-	1,114
Process Lease Transactions	leases			277	648	312	52	0	1,289

Timber Management

Goal

Apply sound forest management principles and silvicultural practices in the harvest and regeneration of state forest lands to provide a sustained-yield of timber.

Timber Management Program functions include:

- Reforestation of harvested, poorly stocked, and non-stocked forest lands.
- Timber stand improvement through the release of plantations and natural crop trees, pruning of selected crop trees, and thinning of stands.
- Appraisal, sale, and scaling of timber harvested from state lands.
- Planning and coordination of timber management activities.
- Development and maintenance of timber management policy, manuals, and related administrative systems.

Program Direction

The major issues facing the timber management program in FY 93 are:

- meeting statutory reforestation requirements with an uncertain and potentially very small budget.
- maintaining a sensitivity to the biodiversity and quality of the forest ecosystems we manage.

Statutory timber management directions (MS 89.002, subd. 2) are to:

- Maintain appropriate forest cover to secure optimum public benefits.
- Reforest an acreage equal to the acreage harvested each year.
- Reforest previously harvested areas which have not regenerated adequately.

- Reforest poorly stocked forest stands to return them to greater productivity.

Specific timber management guidelines for FY 93 are:

- Incorporate BMPs for water quality protection into all projects.
- Accomplish basic reforestation necessary to meet statutory obligations. Use judgement in planning practices that are most cost effective for the site.
- Use natural regeneration systems whenever they will provide adequate stocking of appropriate tree species within three years of harvest. This requires careful timber sale design and coordination with timber sale staff.
- Recognize the biodiversity benefits of within stand species diversity when planning release projects.
- Consider visual quality and aesthetics in project design.
- Adhere to Forestry-Wildlife guidelines and pesticide use guidelines.
- Use the herbicide application system (aerial or ground) that is most effective and economical for the site.
- Implement Old Growth and Extended Rotation Forest guidelines.
- Consider restoration of white pine on appropriate sites.

In timber sales, emphasis will be on improving efficiency through:

- Development of an accounts receivable software package that interfaces with the current timber sales system.
- Evaluation of timber sale methods prior to sale to insure efficient administration of the sale.
- Use of GIS (e.g. EPPL 7 Shell) and other technologies where they exist to better plan timber harvests.
- Coordination of harvest planning with agencies having adjacent land to minimize road development and to reduce the visual impacts of adjacent harvests.

Statewide

Timber Management

OBJECTIVE	UNIT OF MEASURE	PRIORITY	ST. PAUL STAFF	REGION					STATE TOTAL
				1	2	3	5	6	
Targets									
Timber Stand Improvement	acres	A		1,104	1,455	1,213	1,114	-	4,886
Artificial Regeneration	acres	A		2,162	4,633	917	175	-	7,887
Natural Regeneration	acres	A		6,990	10,009	6,087	2	-	23,088
Timber Offered for Sale	acres	A		11,241	17,448	9,019	400	-	38,108
	cords	A		221,205	382,800	150,580	2,400	-	756,985
% of Volume Sold by Auction	% volume	A		85	90	90	90	-	80
% of Value Sold by Auction	% value	A		95	90	90	90	-	85
Workload Indicators									
Timber Sold	acres			9,285	13,587	7,542	400	-	30,814
	cords			185,140	321,200	119,721	2,400	-	628,461
Fuelwood Sales	permits			450	181	413	70	31	1,145
Timber Scaling - Division	cords			19,200	15,000	8,145	300	-	42,645
Timber Scaling - S.O.A.V.	cords			33,300	16,100	62,070	2,100	-	113,570
Timber Scaling - Consumer	cords			113,100	289,250	61,580	0	-	463,930
Administer Consumer Scale Agreements	consumers		76	-	-	-	-	-	76

Private Forest Management

Goal

Improve and increase multiple-use forest resource management on non-industrial private forest lands in ways that are cost-effective and complementary of other governmental and private efforts.

Program Direction

The PFM program direction for FY 93 will be to maintain our Division and cooperative efforts associated with the Forest Stewardship program. While plan writing is important and measured, plan implementation is the Division's mission.

The Division will take a leadership role in managing private land from a holistic perspective. Balancing the landowner's goals and overall societal goals with the capabilities and needs of the ecosystem are critical. The Stewardship Incentive Program (SIP) will provide a large cost-share program to implement a wide variety of activities on private land. Implementation of SIP will require additional effort from field staff and partners.

Tree planting will again reach levels seen early in the Conservation Reserve Program (CRP) as CRP acres are converted from grass to trees. Timber sale assistance will be provided in accordance with DNR policy to assist landowners in implementation of their management plans.

Statewide

Private Forest Management

OBJECTIVE	UNIT OF MEASURE	PRIORITY	ST. PAUL STAFF	REGION					STATE TOTAL
				1	2	3	5	6	
Targets									
Landowner Field Assists	assists	A		1,440	924	1,272	1,815	285	5,736
Woodland Stewardship Plans	plans	A		211	199	276	110	110	906
	acres	A		13,610	15,410	21,100	6,140	1,750	58,010
Brief Activity Plans	plans	A		282	82	94	526	83	1,067
	acres	A		5,795	1,530	2,720	4,380	690	15,115
Reforestation	acres	A		5,475	2,780	3,735	1,830	1,440	15,260
Timber Stand Improvement	acres	B		1,205	307	1,035	1,000	80	3,627
Timber Sales	sales	B		124	78	153	50	8	413
	acres	B		2,075	2,035	2,910	933	32	7,985
Workload Indicators									
Tree Farm Reinspections	reinspections			93	73	123	48	60	397
	acres			7,585	4,099	5,628	1,065	1,150	19,527

Community Forestry

Goal

Maintain a proactive and comprehensive approach in urban and community forestry, assisting Minnesota communities with the management of their urban vegetation through cooperation with local units of government, volunteer organizations, private citizens, and businesses so that the environmental, psychological, social, and economic well-being of the communities is enhanced. Support and assist efforts to intensify the multiple-use, sustained-yield management of county tax-forfeited forest lands.

Community Forestry functions include:

- Providing community forestry technical and financial assistance, and training to community officials and individuals.
- Increasing public awareness of the economic, environmental, and social benefits of community trees.

Cooperative County Forest Management functions include:

- Administering grants to counties for tree planting on public lands.
- Providing forest management services for counties without county land departments.

Program Direction

The Community Forestry program's primary focus will be to assist communities in managing their forest resources by providing technical assistance, including community tree inventory and management plan development. These efforts will be directed at increasing the number of TREE CITY USA participants -- those communities which meet specific criteria signifying a comprehensive approach and financial commitment to managing their community's trees.

Critical to this goal is the implementation of the Community Trees portion of the federal "America the Beautiful" initiative which has set an annual goal in Minnesota of 100,000 community trees planted, maintained, or improved. Within this program, a special emphasis will be given to promote the use of volunteers in community tree planting and maintenance projects. To assist in the promotion of community tree planting and tree care programs, the MINNESOTA ReLEAF program will provide publications, media contacts, and the establishment of a financial component to support local projects.

Urban Forestry financial assistance will focus on tree planting for energy conservation. Nearly \$1 million in LCMR funds will be available to cost-share tree planting to reduce energy demand through direct shading and wind reduction.

The Division will provide the public with information about construction damage to trees and the preservation of the local community tree resource.

Technical assistance for cooperative forest management on county administered lands will be provided as in recent years.

Statewide

Community Forestry

OBJECTIVE	UNIT OF MEASURE	PRIORITY	ST. PAUL STAFF	REGION					STATE TOTAL
				1	2	3	5	6	
Targets									
Community Assists	assists	A		46	34	54	121	200	455
Tree City USA	cities	A		20	10	9	26	43	108
Volunteer Group Assists	assists	A		50	25	20	46	75	216
Plant/Maintain/Improve Community Trees	trees	A		4,502	6,725	4,100	110,000	50,000	175,327
Referrals to Community Forestry Consultants	referrals	B		16	2	13	82	150	263
Workload Indicators									
Individual Urban Forestry Assists	assists			110	190	265	1,035	500	2,100
Administer County Forestry Grants	grants		10	-	-	-	-	-	10

Forest Health & Environmental Protection

Goal

Maintain or improve the health and productivity of state, county, and private forest lands by reducing pest losses, preventing site degradation, and improving management in an ecologically complimentary manner so that biological diversity, commodity, and integrated resource management needs are met.

Program Direction

The cooperative pest monitoring and control activities will be expanded in conjunction with the federal forest health monitoring program to assess long term changes in forest health beginning in federal fiscal year 1993. Initial planning and training for this initiative will take place during state fiscal year 1993. Installation of plots will take place during the 1993 growing season.

The Forest Health and Environmental Protection Unit will continue to take a leadership role in providing environmental education and interpretation of new and developing technologies through personal contacts, training sessions, and publications. It is through technology transfer that new ideas and information are integrated into management plans and practices.

The Forest Health and Environmental Protection Unit will continue to develop pest management prescriptions and integrate them into forestry practices, nursery production, recreation site management, and urban tree care.

Special studies and cooperative projects with the University of Minnesota, US Forest Service, and other agencies will again be a primary focus for the Forest Health and Environmental Protection Unit.

The Division will expand cooperative efforts to incorporate soil and landform concepts into DNR land management activities through publication of manuals and leadership in developing an Ecological Classification System.

The Division will continue to maintain statewide leadership in implementing BMP's within the forestry community. Initiatives to incorporate BMP's into forest management activities will be expanded.

The Forest Health and Environmental Protection unit will provide timely review and analysis of the Generic Environmental Impact Statement on Timber Harvesting and Forest Management, the Coastal Zone Management Act, and other environmental impact documents.

Special Emphasis Projects

1. Expand statewide BMP field audit system.
2. Develop DNR Ecosystem Classification System.
3. Present site assessment session at silviculture workshop.
4. North American Sugar Maple Decline Project.
5. FIA Death and Damage Publications for MN Forests.
6. Birch dieback and decline assessment.
7. Oak wilt suppression projects.

Statewide

Forest Health & Environmental Protection

OBJECTIVE	UNIT OF MEASURE	PRIORITY	ST. PAUL STAFF	REGION					STATE TOTAL
				1	2	3	5	6	
Targets									
I&D Publications	publications	B		8	6	6	7	12	39
Soil Survey Publications	publications	B		1	1	1	0	0	3
I&D Training	people	A		200	180	125	200	400	1,105
Soils Training	people	A		25	110	0	0	6	141
Soil Site Evaluations	acres	B		750	1,380	0	0	12	2,142
Identify Gravel Deposits	projects	B		3	1	0	0	0	4
Install Forest Health Monitoring Plots	plots	A		20	40	20	20	0	100
Workload Indicators									
Conduct Pest Surveys and Investigations	M acres			3,000	2,000	3,000	750	300	9,050

Nursery & Tree Improvement

Goal

Economically produce forest regeneration material of the highest genetic and biologic quality in the quantity needed for environmental programs.

Program Direction

The anticipated shift in demand for nursery products will be met by increasing production of deciduous seedlings, wildlife planting materials, and white pine. Specific actions to be implemented in FY 93 include:

- Improving nursery techniques.
- Expanding seed collection network.
- Linking survival data to stock quality (at the nursery).
- Adjusting cultural practices for selected deciduous species.
- Decreasing the time period for production of selected species.
- Expanding the distribution of nursery and tree improvement information.
- Increasing accuracy of demand forecasts for regeneration material.

Tree improvement activities will include:

- Implementing the Tree Improvement Plan for the DNR.
- Participating and supporting the Tree Improvement Cooperative.
- Developing a central seed orchard site.

Statewide

Nursery & Tree Improvement

OBJECTIVE	UNIT OF MEASURE	PRIORITY	ST. PAUL STAFF	REGION					STATE TOTAL
				1	2	3	5	6	
Targets									
Produce Conifer Seedlings	MM seedlings	A				20			20
Produce Hardwood Seedlings	MM seedlings	A				3			3
Produce Conifer Transplants	M transplants	A				700			700
Contract for Containerized Seedlings	M seedlings	A				550			550
Workload Indicators									
Procure Seed and Cones	bushels			540	1,570	1,250	1,815	0	5,175
Manage Seed Orchards and Progeny Tests	acres			3	16	63	18	0	100

Fire Management

Goal

Provide wildfire protection to the level necessary to avoid loss of life and considering values at risk, minimize the potential for loss of property and natural resources on public and private land. Improve the Department's ability to use controlled fire as a safe and effective management technique.

Program Direction

Wildfire protection will be provided at the level necessary to provide public safety, prevent the loss of property, and to protect Minnesota's natural resources. Cooperation with fire departments and other agencies with wildfire responsibilities will be emphasized with the objectives of improving wildfire prevention and suppression capabilities. Firefighter safety will be improved through better training, equipment, and preplanned mobilization of resources. Capabilities to provide wildfire protection in the rural/urban interface will be improved. If necessary, the Division will support and participate in the national mobility of firefighting resources. Prescribed fire procedures will be reviewed and, if necessary updated.

Region and Area mobilization plans will be prepared. Training for specialized wildfire management positions will be refined.

Statewide

Fire Management

OBJECTIVE	UNIT OF MEASURE	PRIORITY	ST. PAUL STAFF	REGION					STATE TOTAL
				1	2	3	5	6	
Targets									
Prepare FY 92 Fire Report	reports	A		1	1	1	1	-	4
Prescribed Burning Plans (all DNR lands)	plans	B		200	39	102	80	20	441
Issue Aerial Detection Contracts	contracts	A		4	10	8	0	-	22
Provide Smokechasers Basic Fire Training	individuals	A		0	0	0	0	50	50
Train Wildfire Equipment Operators	individuals	A		21	31	115	0	-	167
Develop & Train Fire Dept. Strike Teams	teams	B		2	2	4	1	-	9
Develop/Maintain Mobilization Plans	plans	A		5	9	6	2	1	23
Develop Rural/Urban Interface Plans	plans	A		7	4	4	0	-	15
Develop/Update Region/Area Fire Plans	plans	B		5	6	6	2	-	19
Revise Presuppression Staffing Plans	plans	A		17	15	10	3	-	45
Train Fire Departments	departments	A		21	48	78	28	-	175
Prevention Presentations, Displays, etc.	events	B		28	31	39	5	7	110
Prevention Media Activity (radio/TV)	events	A		36	26	41	13	4	120
Prevention Media Activity (articles)	articles	A		36	28	52	12	12	140
Fire Prevention School Presentations	presentations	B		60	48	43	16	70	237
Rural Property Hazard Inspections	inspections	A		73	45	72	0	-	190
Workload Indicators									
Suppress Wildfires	fires			391	432	924	160	-	1,907
	acres			19,473	4,121	17,447	2,100	-	43,141
Burning Permits	permits			19,850	13,575	84,100	2,475	-	120,000
Prescribed Burning Completed	acres			7,581	2,926	7,895	1,590	200	20,192
Develop/Renew Equipment Agreements	agreements			102	191	168	0	-	461
Maintain/Develop Coop. Agreements	agreements			8	22	10	0	-	40
Maintain/Develop Fire Dept. Agreements	agreements			67	114	136	42	-	359
Number of Commissioned Fire Wardens	wardens			740	742	1,435	174	-	3,091
Number of Fire Wardens Trained	wardens			576	500	1,104	160	-	2,340
Fire Warden Awards	awards			105	70	143	20	-	338
Fires Investigated	fires			144	341	566	42	-	1,093
Warning Tickets Issued (fire statutes)	tickets			114	117	237	21	-	489
Citations Issued (fire statutes)	citations			35	36	68	4	-	143
Complaints Initiated (fire statutes)	complaints			0	10	5	4	-	19
Fire Suppression Billings Initiated	billings			60	102	209	121	-	492
Prevention Poster Contest Entries	schools			26	17	48	20	30	141
	participants			1,075	785	1,080	200	300	3,440

Forest Resource Assessment, Utilization & Marketing

Goal

Assess the forest resources of Minnesota to provide the information needed to increase the social, environmental, and economic benefits derived from the use of forest resources.

Forest Resource Assessment, Utilization & Marketing functions include:

- Providing small format aerial photography.
- Contracting for standard high quality aerial photography.
- Analyzing and interpreting satellite imagery.
- Facilitating CSA cover-typing and data processing.
- Inspecting inventory fieldwork.
- Analyzing FIA data and preparing reports.
- Contracting for the measurement of FIA plots.
- Providing reprints of aerial photography.
- Supporting the Division at all levels by providing liaison with wood industry and by providing an overall utilization and marketing perspective.
- Increasing the awareness of various publics on the need for forest management and the impacts of the forest products industry in Minnesota.
- Providing wood resource marketing advice in various forms to citizens and companies in Minnesota and worldwide.
- Identifying wood resource based economic development opportunities to all types of current and potential wood industries.
- Identifying and promoting wood resources for wood energy.

Program Direction

Resource Assessment priorities for FY 93 are:

- A redesign of the FIA with a reduction in time between inventory cycles.
- Working with the Regions to determine the condition of the present CSA and identify fieldwork needs.
- Ensuring that the CSA alterations process meets the needs of the Division in a timely fashion.
- Convening a task force to evaluate CSA needs and linkages with forest management activities.

Utilization & Marketing priorities for FY 93 are:

- Interpretation of newly released statewide forest inventory information.
- Develop and administer the "Continuing Education for Loggers" program and continue BMP educational efforts.
- Alleviate statewide wood residue problem by emphasizing additional markets in urban and outstate areas.
- Initiate or respond to forest products industrial development opportunities.
- Process forest products marketing requests.
- Emphasize development of non-traditional forest products.
- Assist in the preparation of the GEIS on Timber Harvesting and Forest Management.
- Provide U&M input into regional plans.
- Develop new U&M Work Plan using comprehensive client survey procedure.
- Survey primary producers and support industries for inclusion in 1993 Forest Products Directory.
- Increase efforts in encouraging Short Rotation Intensive Culture (SRIC) programs.
- Assist with economic development incentives for recycling.

Statewide

Forest Resource Assessment, Utilization & Marketing

OBJECTIVE	UNIT OF MEASURE	PRIORITY	ST. PAUL STAFF	REGION					STATE TOTAL
				1	2	3	5	6	
Targets									
Update Forest Stand Maps	townships	B	-	41	5	27	4	1	78
CSA Fieldwork	acres	B	-	72,108	35,100	44,200	4,200	0	155,608
Small Format Photography	M acres	A	500	0	4,100	1,300	6,596	5	12,501
9"x9" Photography	counties	B	4	-	-	-	-	-	4
FIA Fieldwork	plots	A	400	-	-	-	-	-	400
Provide Marketing Information to Consumers and Producers of Forest Products	assists		120	40	25	24	10	98	317
	\$ impact		60,000	700,000	12,500	700,000	50,000	54,800	1,577,300
Provide Forest Resource Information so Resources are Used in Efficient & Environmentally Sound Manner	assists		20	25	20	10	2	3	80
	\$ impact		400,000	300,000	400,000	2,000,000	50,000	60,000	3,210,000
Increase Public Awareness of Benefits of Proper Management and Utilization	assists		40	20	15	8	1	4	88
	people reached		20,000	1,500	7,500	5,000	75	5,000	39,075
Utilization of Wood for Energy	gallons fuel displaced		100,000	9,000,000	1,000,000	40,000	1,000	5,000	10,146,000
Workload Indicators									
CSA Alterations	forms		-	656	1,675	975	85	20	3,411
Biometric Analyses	projects		6	-	-	-	-	-	6
Process Aerial Photo Reprint Requests	assists		400	-	-	-	-	-	400

Forestry Information Systems

Goal

Coordinate, provide direction, and be responsible for the processing of the Division of Forestry's information.

Program Direction

The Forestry Information Systems (FIS) program will support the Division's information management activities in the areas of hardware, software, and database maintenance. FIS coordinates and directs the development of geographic information systems in the Division, and provides technical support to the design and maintenance of statewide information systems and data.

FIS regional specialists will provide increasing support to end users and will be involved in cooperative projects.

Statewide

Forestry Information Systems

OBJECTIVE	UNIT OF MEASURE	PRIORITY	ST. PAUL STAFF	REGION					STATE TOTAL
				1	2	3	5	6	
Targets									
Design and Develop New Systems	systems	A	2	-	-	-	-	-	2
Provide Systems Related Training	courses	B	3	2	6	2	4		17
Produce FIS Newsletter	issues	A	3	-	-	-	-	-	3
Present FIS Updates at Region/Area Mtgs.	presentations	A	5	5	5	5	13		33
Workload Indicators									
Maintain or Modify Systems	systems		4	-					4
Administer Division-level Databases	databases		5	2	2	2			11
Provide User Support Services	calls		300						300

Planning & Public Affairs

Goal

Provide planning, public affairs, environmental education, policy analysis, and environmental review services to help the Division of Forestry accomplish its mission.

Planning and Public Affairs functions include:

- Participating in environmental education efforts such as Project Learning Tree, Minnesota Forestry Fair, and Arbor Day.
- Increasing public awareness of the Division; its programs, products, and services.
- Representing the Division on departmental and interagency marketing, public affairs, environmental education, and policy committees.
- Developing the *Minnesota Forest Resources Plan* and Regional Resource Management Plans.
- Facilitating the Division's annual work planning and accomplishment reporting efforts.
- Preparing and distributing quarterly Manager's Short Reports.
- Providing environmental review and policy development and analysis services.
- Carrying out special project assignments.

Program Direction

Statewide forest planning efforts in FY 93 will concentrate on updating the MFRP Assessment, implementing a public involvement strategy, and revision the Forest Resource Management Act of 1982.

Annual work plans and accomplishment reports will be developed at the Area, Region, and Statewide levels. The Manager's Short Report will be refined.

Environmental review activities will continue to receive high priority, especially the GEIS and site specific EIS's on forest products plant expansions.

Regional planning will continue in Regions I, II, IV/V, and VI as outlined in their respective planning manuals. Regional plans will provide for the integrated management of all forest resources and will address maintenance of biodiversity. They will continue to be a core part of the DNR's IRM initiative, with the Region IV/V plan serving as an IRM demonstration project.

Strong efforts will be made to help people understand the Division's management activities and how their "consumer attitudes" directly influence these activities. These messages will take the form of brochures, tabloids, posters, teacher curricula, and news releases. More Division staff time will be required for information and education efforts to handle the public's increasing environmental concerns.

Two of the DNR's priorities for FY 93 - internal communication and external relations/public service - are functions of the Public Affairs program. External relations, public service, and environmental education efforts must be maintained or improved despite budget cuts. In the long-term, improved service and educated citizens will result in increased support for Division programs.

Special Emphasis Projects

1. Coordinate Division involvement in the GEIS on Timber Harvesting and Forest Management.
2. FY 93 Public Affairs projects include: Future Forests Fund, Arbor Day/Month, and State Fair display.

Statewide

Planning & Public Affairs

OBJECTIVE	UNIT OF MEASURE	PRIORITY	ST. PAUL STAFF	REGION					STATE TOTAL
				1	2	3	5	6	
Targets									
Develop Regional Resource Management Plans	sections	A	-	2	8	0	5	5	20
Develop Statewide Forest Resource Plans	documents	A	3	-	-	-	-	-	3
Prepare Information & Education Materials with Statewide Scope	items	A	6	-	-	-	-	-	6
Participate in Project Learning Tree	sessions	A	4	9	8	4	9	5	39
Workload Indicators									
Prepare Annual Work Plans and Accomplishment Reports	plans/reports		2	10	12	12	6	2	44
Review Plans, Policies, etc.	documents		25	-	-	-	-	-	25
Coordinate Arbor Day Efforts	events		1	49	39	38	14	17	158

Administrative Services

Goal

Provide fiscal, human resources, and maintenance services to help the Division of Forestry accomplish its mission.

Administrative Services include:

- Budgeting and fiscal transaction processing.
- Coordinating the Division's training program and supervising entry level professional foresters.
- Maintaining property and equipment to ensure employee safety and to present a pleasing appearance to Division offices.
- Providing general office and clerical support services.

Program Direction

The Division will continue to consolidate offices internally, and realign boundaries with other disciplines to improve efficiency and reduce costs.

The Division's vehicle fleet will be managed for least cost while still maintaining the right numbers and types of vehicles.

Personnel vacancies will be maintained at present or greater numbers to offset budget shortages. There will be on-going scrutiny of the Division's staffing structure with adjustments to meet changing needs.

Priority training courses will be held.

Statewide

Administrative Services

OBJECTIVE	UNIT OF MEASURE	PRIORITY	ST. PAUL STAFF	REGION					STATE TOTAL
				1	2	3	5	6	
Targets									
Personnel Training & Development	hours	B		4,365	6,245	6,080	1,700	1,000	19,390
Hire & Orient Professional Foresters	people	B		-	-	-	-	-	0
Conduct Safety Inspections	sites	B		13	25	22	6	2	68
Workload Indicators									
Recruit Professionals & Technicians	visits			-	-	-	-	-	0
Maintain Vehicles & Equipment	number			134	174	162	33	10	513
Maintain Admin. Sites & Buildings	sites			18	24	23	11	2	78
Conduct Employee Performance Reviews	reviews			74	109	93	29	12	317
Develop Employee Training Plans	plans			74	110	94	29	12	319

