



## September 2020 MNICS Task Force Meeting & Working Team Reports

9/3/2020 - 0900 – 15:30

**Task Force:** Chase Marshall, William Glesener, Carl Crawford, Seth Grimm, Kurt Fogelberg, Roy Holmes, Eric Wiersma - MNCC, Diane Nygaard – Notes

**Guests:** Shelly Greniger, Brian Wise and Travis Verdegan

AGENDA ITEM	NOTES
<p><b>Building / Budget Update Shelly &amp; Brian</b></p>	<p><b>Budget:</b></p> <ul style="list-style-type: none"> <li>- Budget for this month is the basic monthly expenses.</li> <li>- The final Operating Agreement has been signed.</li> </ul> <p><b>Building:</b></p> <ul style="list-style-type: none"> <li>- Not much is new on the building report.</li> <li>- The MIFC project has been completed.</li> <li>- The roof was repaired after it leaked after a storm.</li> <li>- The back parking lot has held up good. There was a washout, but once the grass grows back, it will be better.</li> <li>- The ditch is working good; no water collects in the back parking lot.</li> </ul> <p>Projects currently being worked on: Kevin Carlisle is having someone come the week of September 21 to update the card system and key entries.</p>
<p><b>FDOP – Presentation of the Final Draft</b></p> <ul style="list-style-type: none"> <li>- Travis Verdegan</li> <li>- (10:00 -11:00)</li> </ul>	<ul style="list-style-type: none"> <li>- Travis sent copies of the FDOP (Fire Danger Operating Plan) to members.</li> <li>- He will make it a .pdf and resend to members so they can add comments where needed.</li> <li>- Discussed additions and edits               <ul style="list-style-type: none"> <li>o For Appendix K, it was suggested there should be a map for each member agency. The Administrative structure could be identified on their own map. Joel Perrington will be asked to create the maps.</li> <li>o Each area of the FDOP was discussed, telling what was added or needed to be included.</li> </ul> </li> <li>- Discussed the history of the FDOP               <ul style="list-style-type: none"> <li>o The process began in 2017.</li> </ul> </li> <li>- The FDOP has other sub-plans included and is a component of the Fire Management Plan.</li> <li>- The 2016 fuel models are included along with the older fuel models</li> <li>- The FDOP is to be completed by January 1, 2021               <ul style="list-style-type: none"> <li>o The final draft needs to be completed and the Prescribed Burn Committee needs to approve it by the end of October.</li> </ul> </li> <li>- A team has been meeting each week to give feedback about the FDOP.</li> </ul>



	<ul style="list-style-type: none"> <li>○ The members need to review the FDOP in its entirety.</li> <li>- The Task Force will ask the Prescribed Fire Committee to review and discuss the FDOP.             <ul style="list-style-type: none"> <li>○ The entire document needs to be proofed for grammar, punctuation, styles, etc. Leanne Langeberg has ideas to help make it all flow together.</li> </ul> </li> <li>- Discussed concerns about break points, etc.</li> <li>- In the Appendix, each individual plan is included. There is room for growth to incorporate and develop further plans.</li> <li>- Intel will be supporting the old fuel models in WIMS through the next year. After next year, Intel duties will change to include the 2016 fuel models.</li> <li>- The Preparedness Level Guideline is included in the FDOP.</li> <li>- It was suggested that in order to support the folks in the field, the following needs to be included: “Elements of the plan can be put into a quick reference guide for manager use”.</li> <li>- This draft will be shared as a working template for other agencies in the Eastern Area.</li> <li>- Travis will reach out to Donovan Pietruszewski for any recommendations from Prescribed Fires and Fuels.</li> <li>- The Task Force will ask working teams to check their particular element for updates.</li> </ul>
<p><b>Financial Operating Plan Update</b></p>	<ul style="list-style-type: none"> <li>- The Financial Operating Plan is good to go. All agencies have signed the plan.</li> <li>- Once Mike Mackey is the MNCC Manager, this plan will be transitioned to him.</li> <li>- Mike Mackey will be back September 21. Eric will leave September 15. Erick will chat with Amanda, Anna and Tasha to see if they can fill in as Center Manager for the gap week.</li> </ul>
<p><b>MNICS Annual Meeting</b></p>	<ul style="list-style-type: none"> <li>- Discussed which WebEx form to use.</li> <li>- Only three meetings can be held at a time, but as many sessions as needed can be held.</li> <li>- Suggested to ask Joel Perrington to report out to see what works best.             <ul style="list-style-type: none"> <li>○ Joel will be asked to present what he found at the October Task Force meeting.</li> </ul> </li> <li>- William volunteered to facilitate the main meetings.             <ul style="list-style-type: none"> <li>○ Manage the Agenda</li> <li>○ Act as gatekeeper</li> <li>○ Look for chats, etc.</li> <li>○ If he is in other meetings a person yet to be identified will be backup.</li> </ul> </li> <li>- Working Teams will be able to meet before the meeting if needed.</li> <li>- Discussed doing a dry run for a day, with concurrent sessions.</li> </ul>



	<ul style="list-style-type: none"> <li>- Breakout session facilitators will need a “cheat sheet” for facilitating the meetings.</li> <li>- Separate meetings should have an agenda.</li> <li>- The agenda should be in place and approved before the next Task Force meeting so plans can be in place.</li> </ul>
<p><b>Agency Updates</b></p>	<p><b>BIA</b> – Supporting incidents in SD and out west. They may have an exposure to COVID in White Earth. There was a burn over at Fort Beck with one of the agency engines. A person was injured and there is an investigation for lessons learned</p> <p><b>FWS</b> – Working with the western suppression season. Two heavy engines are returning at the end of this weekend. Two divisions are on lock down due to a COVID case in Colorado by Camp Pendleton. The FMO position in Minnesota Valley has been filled with Dan Paulson who has been acting FMO. Working on standard year end stuff.</p> <p><b>HSEM</b> – Continuing to work with COVID cases. There is an increase of cases in Minnesota and another peak is anticipated. A plane went down in Leech Lake, recovery efforts under way.</p> <p><b>DNR</b> – There are close to 50 folks supporting western assignments. The Silver Team and Northern Rockies Teams are being supported. Air attack, etc. are out. Continuing to work through the hiring freeze issues. State land work continues; timber sales are going up. Some NPS folks are going out with a DNR engine.</p> <p><b>NPS</b> – Some folks went out with FWS and some are available to go out with the DNR engine. Had four human caused fires and two lightning strike fires. Most folks are teleworking. Working on year end stuff.</p> <p><b>USFS</b> – All forest personnel have been told that all are to be made available for wild fires. Staffing is at a bare minimum at PL 1. They are pulling in a COVID liaison and forest level duty officers. In Minnesota, several offices are closed; when a person gets sick, offices close for a minimum of 7 days. Another round of permanent fire hire is starting. There will be a lake states hub in Milwaukee for the USFS ADs for MI, MN and WI. Five people will be managing the AD program.</p> <p><b>MNCC</b> – Had about 6 fires for less than an acre. Thank you for the comments and edits for the COOP Plan. The document is complete and has been sent to EACC. Fire activity out west is picking up. The Northern Rockies area is going to PL 4 due to lots of starts. It is expected national PL will remain at 5 for a while. Beginning to move the aircraft dispatchers out of the trailers before weather condition turn too cold and into Mike Rice’s office. Thank you for the opportunity to work in Minnesota.</p> <p><b>PIO</b> – Leanne is on assignment. Mary Nordeen is available for MNICS. Two DNR personnel in St. Paul can help if needed.</p>
<p><b>MNICS Mobile Office Trailer Replacement</b></p>	<ul style="list-style-type: none"> <li>- Discussed the condition of the current trailers. They are not expected to last another 5 years.</li> <li>- Discussed a plan for replacements.             <ul style="list-style-type: none"> <li>o Discussed Federal access trailers.</li> </ul> </li> </ul>



# Notes

	<ul style="list-style-type: none"><li>○ Discussed purchasing new mobile cargo style trailers.</li><li>○ Discussed leasing or renting mobile office trailers each fire season.</li><li>- From a dispatch and communications point of view, the trailers are nice working out of because they can be customized. It would be good to have at least a couple to use with COOP plan and maybe incidents.</li><li>- The Finance Working Team requested a trailer last fall. It will be considered the team will be informed of the decision.</li><li>- All trailers could be set up similarly for Type 3 Incidents.</li><li>- Discussed making a longer team approach instead of patching trailers together.</li><li>- Discussed purchasing a trailer per year for the next 3 years.</li><li>- Discussed possibly purchasing multiples at one time. Need to compare GSA rate and state contract rate.</li><li>- Pat is working with an ambulance group in the Cities to identify our needs so they can support us. Ron Robinson is spearheading this.</li><li>- Kevin Carlisle will be given direction on how to proceed. It will probably be a combination of options.</li></ul>
<b>October Task Force Meeting?</b>	<ul style="list-style-type: none"><li>● Thursday, October 1, 2020</li><li>● WebEx 0930</li></ul>

Next meeting: Date TBD – WebEx beginning at 9:30 am.