



MINNESOTA INCIDENT COMMAND SYSTEM

Working Team Assignment

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|---|--|--|--|
| ☐ Air Operations | ☐ Dispatch | ☐ Logistics | ☐ Prescribed Fire & Fuels |
| ☐ Operations | ☐ Finance | ☐ Prevention | ☐ Information Management |
| ☐ Training | ☒ Information Technology | ☒ GISS | |

DATE: _12/28/2016_____

ASSIGNMENT
MnDNR does not have an expiring enterprise license to provide Avenza Pro software to team members who arrive on scene without the Pro version.
BACKGROUND
Other agency personnel (USDA Forest Service, DOI FWS and NPS, County or other state GISS need to integrate rapidly into GISS teams. The Avenza software does have a free version but it allows only three maps to be carried. The pro level does not limit the number of maps available to the user.
EXPECTED PRODUCT
Protocols for distribution of Avenza Pro license to DNR employees will be developed.
IMPLEMENTATION PLAN (MEETING DATES, ETC)
TASK FORCE TEAM REVIEW JANUARY 19, 2017
REMARKS
DNR does have an Avenza Pro Account, but currently it is limited to the Air Program iOS devices (Helicopter manager, Air Tactical Group Supervisor, and Aerial Detection iPads), 36 licensed devices. If this needs to be expanded, it could be, however it will need funding tied to it for additional devices. Protocols for adding devices have not been developed yet.

Draft due to Taskforce: ___01/19/2017_____ ☐ Completed

Anticipated Completion Due Date: _____ ☐ Completed

Taskforce Approval: ☐ Yes ☐ No



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DATE: _12/28/2016_____

ASSIGNMENT
Develop a strategy for a Common Operating Picture (COP).
BACKGROUND
<p>The proposal covers the need to share Incident Management Team (IMT) information across jurisdictions using a third party open source solution.</p> <p>Within two years, ArcGIS On Line (AGOL) will become an active and preferred means for managing incident data and creating products to support an incident.</p> <p>However, open sharing of AGOL services and products to other jurisdictions during dynamically shifting incidents seems infeasible.</p> <p>Simultaneous viewing by web enabled resources of maps, images and documents during All Risk Incident operations seems to be an unworkable problem.</p> <p>Is the COP a feasible solution? Would GeoMoose provide a solution in the same way that GeoZilla is provisioning the needs of the Mn DOT?</p>
EXPECTED PRODUCT
Agreement to develop a way forward into a Common Operating Picture.
IMPLEMENTATION PLAN (MEETING DATES, ETC)
MNICS TASK FORCE REVIEW ON JANUARY 19, 2017
REMARKS
A COP should be border independent and organized as a collaborative.

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DATE: _12/27/2016_____

ASSIGNMENT
Decommission and dispose of the physical structure called "The Mapmobile".
BACKGROUND
The GISS and IT group discussed the disposition of the Mapmobile during our July 2016 refresher. We collectively agreed that the "trailer" is a liability and will no longer be used in its present condition as a mapmobile, nor would it be wise to refurbish it since GISS and IT operations work well using the same facilities as the rest of the team during incidents.
EXPECTED PRODUCT
Mapmobile will be decommissioned and disposed. The disposal work could include a fee charged at the landfill or recycling center. Estimate: \$100. The other option would be to decommission the trailer from property managed by the GISS working team and offer the trailer as a storage container to other users at MIFC.
IMPLEMENTATION PLAN (MEETING DATES, ETC)
TASK FORCE TEAM DISCUSSION, JANUARY 19, 2017.
REMARKS
If disposal is the selected option, or if there is not a use as a storage container on site at MIFC, Working Team Leader will visit MIFC and work with the administrative assistant and the MIFC manager to arrange for proper disposal.

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DATE: _12/27/2016_____

ASSIGNMENT
MnICS Task Force will engage with MnIT managers to begin working on a support agreement to cover All Risk Incidents.
BACKGROUND
No matter who is assigned as ITSS on an incident, MnIT should provide technical support to the IMT through the ITSS. Currently, no escalated support exists for any technical issues encountered by the IMT. The ITSS and IC are forced to consider third party solutions. When there are issues, MnIT should provide access to 27/7 support for the IMT through the ITSS while the incident is active.
EXPECTED PRODUCT
A support agreement between MnICS and MnIT is signed by the MnICS Task Force and MnIT Officials. This agreement would enable ITSS to place tickets with MnIT support agents 27/7 and these tickets would rise to priority status in the list of tickets managed by MnIT. This agreement will be in effect weather the MnICS IMT ICP is inside Mn or outside the boundaries of Mn.
IMPLEMENTATION PLAN (MEETING DATES, ETC)
TASK FORCE REVIEW ON JANUARY 19, 2017
REMARKS

Draft due to Taskforce: ___01/19/2017_____ ☐ Completed

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Taskforce Approval: ☐ Yes ☐ No



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DATE: _12/27/2016_____

ASSIGNMENT
Conduct training for GISS and ITSS working team. Training format will be two refreshers (Winter and Summer) in addition to ArcGIS On Line / Collector Training
BACKGROUND
ArcGIS On Line training can be conducted using an existing curriculum designed and taught by MnIT staff members. MnIT is not an agreement member of MnICS which means there would be costs for salary and travel for the MnIT staff. Joint GISS and ITSS refreshers are planned for February and July 2017. No costs are expected.
EXPECTED PRODUCT
GISS and ITSS will participate in a winter refresher designed as a "simulation". The summer refresher is designed to review any actions taken during the spring fire season and prepare for the late summer fire season. ArcGIS On Line Training will prepare GISS working team members for implementation of the fire mapping and database migration onto that platform.
IMPLEMENTATION PLAN (MEETING DATES, ETC)
TASK FORCE REVIEW JANUARY 19, 2017
REMARKS

Draft due to Taskforce: ___01/27/2017_____

☐ Completed

Anticipated Completion Due Date: _____

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Taskforce Approval: ☐ Yes ☐ No



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DATE: _12/27/2016_____

ASSIGNMENT
Buffalo Servers used by the GISS group need to be modernized with features compatible with modern and typical data workflows
BACKGROUND
The current suite of Buffalo servers have limitations based upon an archaic design.
EXPECTED PRODUCT
Replace existing servers with a consumer grade product with the following features: Redundant disk array, wireless connectivity, simple administration processes. Estimated cost for three team kits at \$200 each = total of \$600.
IMPLEMENTATION PLAN (MEETING DATES, ETC)
TASK FORCE REVIEW ON JANUARY 19, 2017
REMARKS
Consumer grade servers were tested in the summer of 2016. Suitable products have been identified. The Seagate Wireless Plus Mobile Storage and the Western Digital My Cloud are good tools to store maps on an external drive and then make them available from the device if no internet is available (they have its own WiFi).

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DATE: _01/28/2016_____

ASSIGNMENT
Negotiate an agreement with MnIT to supply hardware designed to deploy wireless signals within the ICP operating area.
BACKGROUND
The ability to connect to the local area network wirelessly is highly desirable for teamwork in an ICP. Mobile Devices and portable computers no longer need to be tethered to a wired network. Wireless Mesh can be broadcast to cover the ICP area and enable password protected connections to access the internet, iSuite and document folders.
EXPECTED PRODUCT
Devices can be accessed using a rental agreement with MnIT. These devices will be "business grade" and supported by MnIT. The rental agreement can be "fee for service" for a cost of about \$500/month / kit. Costs will be charged for months that the kit(s) actually used on incidents.
IMPLEMENTATION PLAN (MEETING DATES, ETC)
TASK FORCE REVIEW JANUARY 19, 2017
REMARKS

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Anticipated Completion Due Date: _____ ☐ Completed

Taskforce Approval: ☐ Yes ☐ No