

EXHIBIT G
To

FS Agreement No. 07-FI-11090903-011

BIA Agreement No. AGF20070004, MN DNR A99796

FY 2013

MNICS/MIFC FINANCIAL/OPERATING PLAN

Under the authority of the MNICS/MIFC Agreement, 07-FI-11090903-011, the MNICS/MIFC Financial/ Operating Plan serves as the instrument to detail the finances of the Minnesota Interagency Fire Center (MIFC) and to support fire management activities of the MNICS partners.

Annual Operating Costs

Expenses will be incurred operating the NE Interagency Cache and the Minnesota Interagency Fire Center. Operating costs for the cache will be split between the USDA Forest Service and the State of Minnesota, Department of Natural Resources, Division of Forestry. Operating costs for MIFC will be shared among the participating members of the Minnesota Incident Command System (MNICS). The State of Minnesota fiscal year runs from July 1 through June 30. The Federal fiscal year runs from October 1 through September 30. As approved by the MNICS Board of Directors, December 2, 2001, the Common Services charges to the partners will automatically increase by 3% annually, unless further action is taken by the Board. The Board of Directors voted, Feb. 23, 2012, to apply the 3% increase in 2013. Normally, MNICS agencies will not charge overhead assessments to the partnering agencies, but in specific cases, overhead costs may apply to items (or projects) identified in this plan.

Common Services

Services used in common by all MNICS partners include electricity, water and sewer, heat, cable, basic phone service, trash removal, janitorial, building maintenance, snow removal, lawn care, and miscellaneous supplies associated with projects approved by the Task Force.

Quarterly operating cost for these services is approximately \$40,000 for minimum basic operations and maintenance. These costs will be paid by the State of Minnesota, and partners will share and be billed in the following amounts:

<u>Agency</u>	<u>Contribution*</u>	<u>Billing Date(s)</u>	<u>% of Total</u>
MNS	\$111,276	After July 1	69%
FS	\$ 24,191	After Dec. 31	15% (WFPR09 67%, WFPR03 33%)
BIA	\$ 6,450	After Dec. 31	4%
F&WS	\$ 4,839	After Dec. 31	3%
NPS	\$ 4,839	After Dec. 31	3%
HSEM	\$ 10,247	to be arranged	6 %
TOTAL	\$161,842		100%

Overall costs will be reviewed and may be adjusted annually. Funds can only be used for items listed above or for special projects that benefit all partners and are approved at a Task Force meeting and reflected in the meeting notes.

MNICS Coordinator

As been agreed on by the MNICS Task Force and Board of Directors, the Minnesota Department of Natural Resources, Division of Forestry will employ the MNICS Coordinator position and shall bill the other MNICS agencies for actual salary costs, based on the MIFC split (percentages used on previous page) according to the following estimated costs, under this reimbursable agreement:

Approximate Salary Split		
<u>Agency</u>	<u>Contribution</u>	<u>% of Total</u>
MNS	\$ 61,650	75%*
FS (WFPR09)	\$ 12,330	15%
BIA	\$ 3,288	4%
F&WS	\$ 2,466	3%
<u>NPS</u>	<u>\$ 2,466</u>	<u>3%</u>
TOTAL	\$82,200	100%

Approximate Coordinator's salary \$ 82,200,

* State of MN - Division of Forestry pays 75%, which includes HSEM's share of the coordinator's salary.

Whenever possible and applicable, the MNICS Coordinator's salary shall be charged to a project or incident management code. Any travel expenses and salary costs, benefiting only one agency, shall be paid by the agency assigning the MNICS Coordinator to those duties. (Examples: mandatory DNR employee training will be paid by DNR, or if the Coordinator representing an agency at an agency meeting, that agency will pay those costs.) It is the duty of the DNR to bill each agency for actual costs at least annually, or on a schedule mutually agreed upon.

National Park Service Support Dispatcher Position

As agreed, the National Park Service shall employ a Support Dispatcher (incumbent Trudy Fagre) at the Minnesota Interagency Fire Center Coordination Center. The National Park Service shall pay the position salary for 13 pay periods per year. The Minnesota Department of Natural Resources, Division of Forestry and the U. S. Fish & Wildlife Service each agree to pay for up to five additional pay periods. The National Park Service shall submit a bill to the DNR and arrange for payment from the U.S. Fish & Wildlife Service.

Approximate per pay period cost, including benefits, is \$ 2,800.

The total cost to each the DNR and the USF&W is not to exceed \$20,000.

FPA Planner/System Administrator Position

As required by the “Fire Program Analysis System Fire Planning Unit Charter”, dated March 2005, the participating Federal agencies agree to work collaboratively. The participating Federal agencies agree to provide funding assistance for the FPA Planner’s salary. The breakdown of the agencies cost for the FPA Planner’s salary is as follows, under this reimbursable agreement:

Approximate Salary Split		
Agency	Contribution	% of Total
FS (Reimbursable job code)	\$56,812	60%
BIA	\$ 15,150	16%
F&WS	\$ 11,362	12%
NPS	<u>\$ 11,362</u>	12%
TOTAL	\$94,686	100%

Department of Natural Resources, Division of Forestry Receptionist Position

As agreed and a matter of past practice, the Minnesota Department of Natural Resources, Division of Forestry shall employ a Receptionist (incumbent Linda Hoffman). The U.S. Forest Service agrees to pay 50% of the salary cost for this position. The Minnesota Department of Natural Resources, Division of Forestry shall submit a bill to the Forest Service.

Receptionist salary costs (1/2 of annual salary) (WFPR09, 67%, WFPR03 33%)	\$ 32,000	USFS
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Department of Natural Resources, Division of Forestry Fire Intelligence Officer

As agreed, the Minnesota Department of Natural Resources, Division of Forestry will employ Fire Intelligence Officer (incumbent Diane Nygaard). The US Fish & Wildlife Service agrees to fund the position for an additional \$5,000 worth of time. The DNR will submit an invoice to the U.S. Fish & Wildlife Service on a schedule agreed to by both agencies.

Agency Specific Services

Some costs of operations are specific to a particular agency and will be borne by that agency alone. Federal Telecommunication Service (FTS) lines are billed directly to the Forest Service. Costs will not be shared with other agencies.

Centrex service is provided to State of Minnesota employees and likewise will be the sole cost to the State.

Long distance phone charges made on commercial telephone lines will be billed to the State of Minnesota. The State will bill other partner agencies for the specific calls made.

There are specific costs that are not shared by all partners in MNICS. In the case of projects that do not require financial commitment from all parties, only those parties making the financial commitment shall have to sign the amendment(s) to this Operating plan

The following costs have been agreed to by the USDA Forest Service and the State of Minnesota, Department of Natural Resources:

These common expenses are paid by either the DNR or the U.S. Forest Service and each agency agrees to reimburse for their share:

<u>Item</u>	<u>Approximate Amount</u>	<u>Payee</u>
Long distance phone calls	\$ 6,000	USFS
Fire Cache Activities:		
Fire Cache Support (Cache, salaries & pre-suppression)	\$27,500	USFS
Shipping (UPS, Fed Ex)	\$12,000	DNR
DNR Cache Use	\$600,000	DNR

Maintenance and Repairs

The building is owned by the Forest Service. Major projects or improvements may be shared by partner agencies.

Fire Management Activities:

As is the intent of this and other interagency agreements, the MNICS partners shall provide support not only for MIFC operations and fire suppression, but also for fire pre-suppression, fire management activities and all risk response. Fire management activities include, but are not limited to; fire training, prescribed burning, fire aircraft inspection, preparedness staffing, etc. Agency providing assistance or services shall be reimbursed under this and other appropriate agreements for work rendered to a partner agency.

Depending on the availability of funds and needs for preparedness and prescribed burning assistance, it is estimated that the USFS will reimburse the MN DNR approximately \$15,000 (WFPR09) and \$20,000 (WFHF 09) in support of fire management activities on the Superior National Forest and \$5,000 (WFHF03) for the Chippewa National Forest. If support is required for additional fire management activities, a modification to this financial/Operating plan will be prepared and can be approved by the taskforce members affected by the modification.

Method of Payments

- a) Reimburse the State of Minnesota for actual expenses as shown in the MIFC Financial/Operating Plan. The Forest Service will make payment for its share of operating costs upon receipt of an invoice that is supported by an itemized listing of actual expenses to date. The invoice should be forwarded for approval of payment to the USDA Forest Service, Supervisory Fire Management Officer, MIFC, 402 SE 11th Street, Grand Rapids, MN 55744. Payment will be paid through FFIS (Foundation Financial Information System).
- b) The Forest Service will issue a Bill for Collection to the State of Minnesota for actual

expenses as shown in the MIFC Financial Plan. Payment should be made by check, payable to the Forest Service-USDA. Mail payment, along with a copy of the Bill for Collection, to:

USDA Forest Service
C/O Citibank
P.O. Box 301550
Los Angeles, CA 90030-1550

The following is a list of tentative projects that have been identified, but not yet approved by the Task Force for 2013. Once approved, project funds will be encumbered from the State's MIFC Cooperative account or by a willing agency as determined and approved by the MNICS Task Force. No agency is obligated beyond available appropriated funds for any projects that are approved after this agreement has been signed.

<u>Tentative Project</u>	<u>Est. Cost</u>	<u>Agency/ Contribution</u>	<u>Approval date</u>
Pave parking lot expansion	\$35,000		
New Lighting for Intelligence office	\$ 800		
Radio Shop Repair (Includes roof repair, adding eaves, siding, leveling building, and skirting)	\$12,000		7/15/09
New Windows for front offices	\$20,000		7/15/09
Storage building	\$198,000		
Flooring for Radio Shop	\$4,000		
Enlarge Training Rm doorway	\$1,000	(includes painting in various rooms)	

Special Projects

Expansion and improvements of the MIFC facilities are discussed and addressed in the Facility Management Plan. Partners in MNICS will contribute to various projects as their budgets permit.

Additional Projects

Additional projects may be approved by the MNICS Task Force during the year and shall become part of this Financial/Operating Plan.

Additional Projects Approved by the Task Force

<u>Project</u>	<u>Date Approved</u>	<u>Est. Cost</u>	<u>Agency/Contribution</u>
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MIFC/MNICS FINANCIAL/ OPERATING PLAN, Fiscal Year 2013

This agreement, as agreed upon by the MNICS Task Force and Board of Directors, will remain in effect through State and Federal fiscal year 2013 and until the fiscal 2014 agreement is signed.

For the **U.S. Forest Service:**
Superior National Forest

Title: Forest Supervisor

Date: _____

For the **U.S. Fish & Wildlife:**

Title: Regional Refuge Supervisor, Region 3

Date: _____

For the **U.S. Forest Service**
Chippewa National Forest

Title: Forest Supervisor

Date: _____

For the **National Park Service:**

Title: Superintendent, Voyageurs Park

Date: _____

For the **Bureau of Indian Affairs:**

Title: Regional Director

Date: _____

For the **Minnesota DNR Forestry:**

James L. Box

Title: Director, Division of Forestry

Date: *2/29/12*

DNR Contract # 32029

For the **MN DPS, Homeland Security & Emergency Management:**

Title: Director

Date: _____

For the **Minnesota Department of Administration**

Title: _____

Date: _____

Not required TLF

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Date: _____

For the **U.S. Fish & Wildlife:**

Title: Regional Refuge Supervisor, Region 3

Date: _____

For the **U.S. Forest Service**
Chippewa National Forest

Title: Forest Supervisor

Date: _____

For the **National Park Service:**

Title: Superintendent, Voyageurs Park

Date: _____

For the **Bureau of Indian Affairs:**

Title: Regional Director

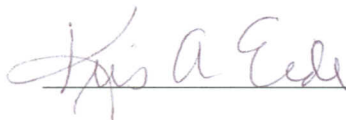
Date: _____

For the **Minnesota DNR Forestry:**

Title: Director, Division of Forestry

Date: _____

For the **MN DPS, Homeland Security &
Emergency Management:**

 _____

Title: Director

Date: 2-28-12

For the **Minnesota Department of
Administration**

Title: _____

Date: _____

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For the **U.S. Forest Service:**
Superior National Forest

Title: Forest Supervisor

Date: _____

For the **U.S. Fish & Wildlife:**

Dan Deardon

Title: ~~Regional Refuge Supervisor~~, Region 3
Regional Fire Coordinator

Date: *2/25/12*

For the **U.S. Forest Service**
Chippewa National Forest

Title: Forest Supervisor

Date: _____

For the **National Park Service:**

Title: Superintendent, Voyageurs Park

Date: _____

For the **Bureau of Indian Affairs:**

Title: Regional Director

Date: _____

For the **Minnesota DNR Forestry:**

Title: Director, Division of Forestry

Date: _____

For the **MN DPS, Homeland Security &
Emergency Management:**

Title: Director

Date: _____

For the **Minnesota Department of
Administration**

Title: _____

Date: _____

IN WITNESS WHEREOF, the Agencies hereto have executed this Cooperative Wildland Fire Management Agreement as of the last date written below

USDI FISH AND WILDLIFE SERVICE
Midwest Region

Date
Regional Director

USDI NATIONAL PARK SERVICE
Midwest Region

Date
Regional Director

USDI BUREAU OF INDIAN AFFAIRS
Midwest Region

 *2/28/2012*

Date
Acting Regional Director

STATE OF MINNESOTA
DEPARTMENT OF
NATURAL RESOURCES

Date
Forest Boe Director

USDA FOREST SERVICE
Eastern Region

Date
Regional Forester

USDA FOREST SERVICE
Eastern Region
Grants & Agreements Specialist

Date

STATE OF MINNESOTA
DEPARTMENT OF PUBLIC SAFETY
HOMELAND SECURITY
AND EMERGENCY MANAGEMENT

Date
KRIS EIDE
Director

The authority and format of this instrument has been reviewed and approved for signature.

Brenda K. Frenzel

Brenda K. Frenzel
FS Agreements Specialist

5/3/12

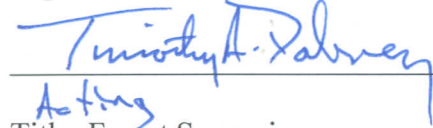
Date

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For the **U.S. Forest Service:**

Superior National Forest



Title: Forest Supervisor

Date: 05/11/12

For the **U.S. Fish & Wildlife:**

Title: Regional Refuge Supervisor, Region 3

Date: _____

For the **U.S. Forest Service**

Chippewa National Forest



Title: Forest Supervisor

Date: 5/4/12

For the **National Park Service:**

Title: Superintendent, Voyageurs Park

Date: _____

For the **Bureau of Indian Affairs:**

Title: Regional Director

Date: _____

For the **Minnesota DNR Forestry:**

Title: Director, Division of Forestry

Date: _____

For the **MN DPS, Homeland Security &
Emergency Management:**

Title: Director

Date: _____

For the **Minnesota Department of
Administration**

Title: _____

Date: _____

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Title: Forest Supervisor

Date: _____

For the **U.S. Fish & Wildlife:**

Title: Regional Refuge Supervisor, Region 3

Date: _____

For the **U.S. Forest Service**
Chippewa National Forest

Title: Forest Supervisor

Date: _____

For the **National Park Service:**

_____

Title: Superintendent, Voyageurs Park

Date: 04/19/12

For the **Bureau of Indian Affairs:**

Title: Regional Director

Date: _____

For the **Minnesota DNR Forestry:**

Title: Director, Division of Forestry

Date: _____

For the **MN DPS, Homeland Security &
Emergency Management:**

Title: Director

Date: _____

For the **Minnesota Department of
Administration**

Title: _____

Date: _____