Minnesota Interagency



Mobilization Guide

2015

Phonetic Alphabet

A	Alpha	N	November
B	Bravo	O	Oscar
C	Charlie	P	Papa
D	Delta	Q	Quebec
E	Echo	R	Romeo
F	Foxtrot	S	Sierra
G	Golf	T	Tango
H	Hotel	U	Uniform
I	India	V	Victor
J	Juliet	W	Whiskey
K	Kilo	X	X-ray
L	Lima	Y	Yankee
M	Mike	Z	Zulu

Ordering Channels

USFS
- →District
- →Forest
- →MIFC
- →EACC

BIA
- →Reservation
- →Agency/Res FMO
- →MIFC
- →EACC

NPS
- →Park
- →VOP-FMO
- →MIFC
- →EACC
- →NICC

MNDNR
- →Field station
- →Area
- →Region
- →MIFC
- →EACC
- →NICC

HSEM
- →Regional Coordinator
- →State Duty Officer
- →MIFC
- →NICC
- →NICC

USFWS
- →Refuge / Wildlife Mgt. District
- →Zone
- →MIFC
- →EACC
- →NICC

*Also reverse, MIFC to State Duty Officer

Minnesota Incident Command System
402 11th Street SE
Grand Rapids, MN 55744
218-327-4436
www.mnics.org

Agency Designators

MFC Minnesota Interagency Fire Center
NEK Northeast Interagency Fire Cache

DNR MN Dept. of Natural Resources
MNS Minnesota DNR Division of Forestry

USFS United States Forest Service
CPF Chippewa National Forest
SUF Superior National Forest
R09 Region 9 USFS
NAF NE Area State and Private Forestry
NCF North Central Experiment Station

BIA Bureau of Indian Affairs
MRA Midwest Regional Office
MNA Minnesota Agency
LLA Leech Lake Reservation
WEA White Earth Reservation
BFA Bois Forte-Nett Lake Reservation
FDA Fond du Lac Reservation
GPA Grand Portage Reservation
MLA Mille Lacs Reservation
RLA Red Lake Agency
SFA Sac & Fox Agency

NPS National Park Service
GPP Grand Portage Monument
IRP Isle Royale National Park
PSP Pipestone National Monument
SCP St. Croix National Scenic Riverway
VOP Voyageurs National Park

USFWS US Fish and Wildlife Service
Region 3, West Zone (Minnesota)
AGR Agassiz National Wildlife Refuge
BGR Big Stone National Wildlife Refuge
CMR Crane Meadows Nat. Wildlife Refuge
DLR Detroit Lakes Wildlife Mgt. District
FFR Fergus Falls Wildlife Mgt. District
GLR Glacial Ridge National Wildlife Refuge
HSR Hamden Slough Natl. Wildlife Refuge
LFR Litchfield Wildlife Management District
MVR Minnesota Valley Nat. Wildlife Refuge
BNR Morris Wildlife Management District
RLR Rice Lake National Wildlife Refuge
RYR Rydell National Wildlife Refuge
SBR Sherburne National Wildlife Refuge
TMR Tamarac National Wildlife Refuge
WWR Windom Wildlife Management District
R3R Great Lakes Big Rivers, Region 3

HSEM Homeland Security and Emergency Management
FEMA
Reg. 5 Federal Emergency Management Agency

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Chapter 10
Policies and Operations

Organization

Mobilization Guide

The *Minnesota Interagency Mobilization Guide* is an annually updated handbook of standard procedures, practices and information designed to facilitate, coordinate and support actions on incidents in Minnesota.

Minnesota Incident Command System (MNICS)

The **Minnesota Incident Command System** (MNICS) is an interagency group of state and federal agencies that cooperate in wildfire management and all risk incidents.

MNICS was established to enhance the use of emergency response resources for all land management agencies in Minnesota, for dissemination of intelligence information, and to provide a single point of contact for the cooperating agencies within Minnesota.

The MNICS Task Force is the operational governing body. It is comprised of representatives from participating agencies:

- U.S. Forest Service
- Bureau of Indian Affairs
- National Park Service
- U.S. Fish and Wildlife Service.
- Minnesota Department of Natural Resources (Division of Forestry)
- Minnesota Department of Public Safety (Division of Homeland Security and Emergency Management)
- Minnesota Fire Chiefs Association (ex officio)

The Mission of MNICS is "To provide coordination, education and implementation of the Incident Command System in Minnesota and support fire and all-risk incidents in the nation."

MNICS' goals:

- To provide timely, safe, and cost-effective mobilization and demobilization of resources under the closest forces concept
- To collect and disseminate intelligence data within specified local and national time frames
- To assess the capabilities within Minnesota to respond to critical emergency situations.

To cope with periods of increased activity during the spring, summer, and fall, MNICS requests assistance from the participating agencies.

MNICS Board of Directors

The MNICS Board of Directors represents the Line officer governing unit of the MNICS organization.

- Minnesota Department of Natural Resources (DNR), Division of Forestry – Ron Stoffel for Forrest Boe, Chair
- United States Forest Service (USFS), Superior National Forest – Brenda Halter
- USFS, Chippewa National Forest – Darla Lenz
- Bureau of Indian Affairs (BIA) – Tom Remus
- National Park Service (NPS) – Mike Ward
- U.S. Fish & Wildlife Service (FWS) – Glenn Stratton
- NE Area State & Private Forestry – Owen Martin
- Minnesota Department of Public Safety, Homeland Security and Emergency Management (HSEM) – Kevin Reed for Joe Kelly

MNICS Task Force

The MNICS Task Force is the Operational governing unit of the MNICS organization.

- DNR, Division of Forestry – Ron Stoffel, chair
- US Forest Service – Brian Jenkins, acting
- BIA – Greg Peterson
- NPS – Kurt Fogelberg
- US FWS – Russ Langford
- HSEM – Roy Holmes
- MNICS/MIFC Coordinator – Tom Fasteland
- MNICS/MIFC Asst. Coordinator – Ronda Estey
- MNICS/MIFC Information Officer – Jean Goad

MNICS Working Teams

Air Operations
Thomas Schackman, BIA, Chair
Ron Stoffel, Task Force Representative

Communications
Mike Hamilton, Chair
Russ Langford, Task Force Representative

Dispatch
Lonnie Lilly, DNR, Chair
Tom Fasteland, Task Force Representative

Finance
Christina Basina, BIA, Chair
Brian Jenkins, Task Force Representative

GIS
Chris Mursu, USFWS, and Wade Mapes, DNR, Co-Chairs
Roy Holmes, Task Force Representative

Information Management
Kris Reichenbach, USFS, Chair
Ron Stoffel, Task Force Representative

Information Technology
Shelly Sentryz, MN IT, and Meggan Nadler, DNR, Co-Chairs
Kurt Fogelberg, Task Force Representative

Logistics
Don Lantz, USFWS, Chair
Ron Stoffel, Task Force Representative

Operations
Erik Carlson, BIA, Chair
Brian Jenkins, Task Force Representative

Prescribed Fire and Fuels
Carl Crawford, USFS, Chair
Greg Peterson, Task Force Representative

Prevention
Jeff Jackson, DNR, Chair
Jean Goad, Task Force Representative

Training
Robert Lintelmann, BIA, Chair
Kurt Fogelberg, Task Force Representative

Multi-Agency Coordinating\ Group (MAC)

Multi-agency coordination provides a forum to discuss actions to take to ensure an adequate number of resources are available to meet anticipated needs and to allocate those resources most efficiently during periods of heavy use or shortage.

A Multi-Agency Coordinating group will ensure coordinated:

- Incident prioritization
- Resource allocation, acquisition, and movement
- Contingency planning
- State and federal incident response
- Information provided to media and agency heads
- Identification and resolution of issues common to some or all agencies

The MNICS MAC group will include representatives from each cooperating MNICS agency – the Board of Directors representative or Task Force member. Participation by members will depend on the complexity of the issues brought to the group. The objective is to meet, plan and organize agencies into one coordinated work force.

Under certain circumstances, the MAC group may also include representatives from other non-MNICS agencies. The need for additional representatives will be reviewed and agreed to at the time of activation of the MNICS MAC group or as situations warrant.

Some trigger points to activate the MAC group:

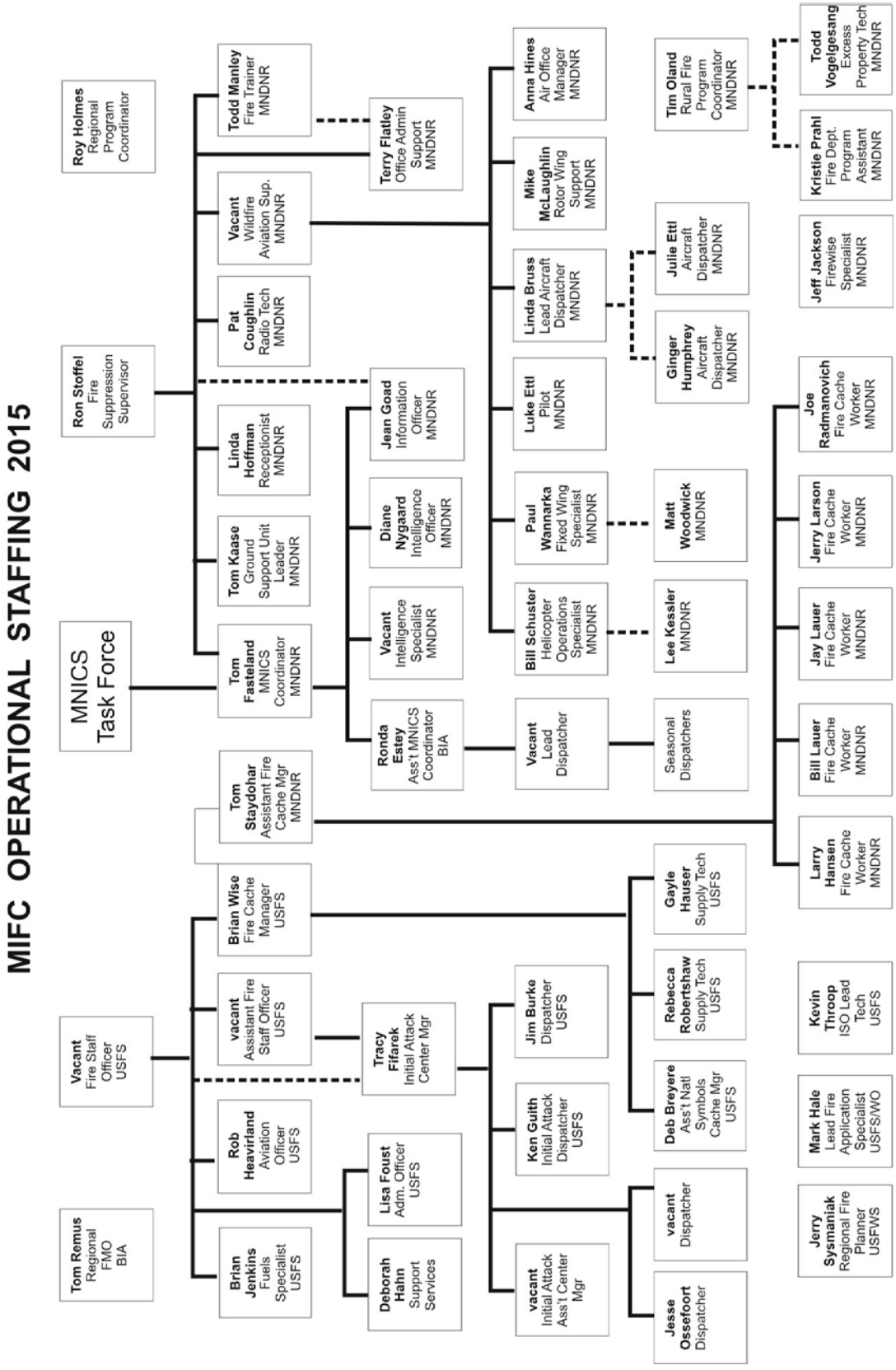
- Pre-defined preparedness levels (Statewide Planning Level 5)
- Critical incidents that affect one or more MNICS agencies.
- Multiple or complex incidents occurring within Minnesota that involve multiple agencies or Incident Management Team activation for in-state incidents.
- At the request of any of the MNICS agency administrators.

The MIFC coordinator is responsible for coordinating MAC group call-ups, group meetings and/or conference calls (assistant coordinator serves in coordinator's absence).

Minnesota Interagency Fire Center

The Minnesota Interagency Fire Center (MIFC) houses MNICS fire personnel, MNICS Dispatch, USFS Dispatch, and the Northeast Interagency Fire Cache (NEK) in Grand Rapids, Minnesota.

MIFC Operational Staffing



Dispatch

Agency Dispatch Responsibilities

- Collect information on the overall wildfire situation including, but not limited to, wildfire potential, number and status of wildfires, and status of agency suppression resources.
- Keep a current list of the number and location of hand crews, overhead, supplies, equipment, and aircraft in the state.
- Coordinate ordering and movement of agency resources within the state.
- Order resources (not available within the agency) from other agencies, local cooperators, or Eastern Area Coordination Center (EACC) within established policies.
- Assist cooperating agencies, as requested, in accordance with Cooperative Agreements.
- Coordinate with the Incident Commander or Logistics Section Chief (if assigned) and keep that person informed of the status of resources ordered for the incident.
- Document all orders on Resource Order forms or through ROSS (Resource Ordering and Status System). **Note:** *Resource order numbers are assigned at the agency level and follow an order through all dispatching levels, except for interagency shared resources.*
- Promptly report all wildfires on other lands to the responsible agency, include location, fire behavior, values threatened and estimated action required.

Incident Support

MIFC dispatch maintains the *Minnesota Interagency Mobilization Guide*, *MIFC Dispatch Operations Guide,* and the *Duluth Staging & Mobilization Operations Plan*. These guides/operation plans include authorities, roles, and responsibilities for expanded dispatch personnel, procedures for routine and emergency operations, resource ordering procedures, Duluth Mob Center operations, and IMT call up procedures.

MIFC dispatch serves as the Expanded Dispatch Center for incidents that go beyond extended attack into project fires. The expanded dispatch function relieves the incident host agency's dispatch unit by focusing on large or complex incidents, or incidents requiring aviation support, or incidents requiring more than typical initial attack resources. See *MIFC Dispatch Operations Guide* for more information on expanded dispatch procedures.

Requests for Resources

All requests for resources must go through proper agency dispatch channels using resource order forms and/or ROSS. *See Resource Order Completion Instructions, page 82.*

On the supply order, add NEFS numbers from the current catalog and item description. *See Mobile Cache Support Van, page 36.*

All radio orders must be processed through MIFC Dispatch. Agency radio caches need to be returned to the supplying agency immediately after radios are no longer needed. The agency dispatcher will release them. All radio orders go on a SUPPLY order (S-#), and need a Kit number assigned by MIFC Dispatch.

Supply Orders (except radio orders) may be ordered directly from the Northeast Interagency Fire Cache through the local dispatcher *See Chapter 40 Equipment and Supplies, pages 34-41.* Agency regional and area dispatch offices need to fax resource orders directly to the cache 218-327-4581 or, if the items have NFES numbers, they can be entered into ROSS and the cache will fill them. Please **do not phone** in orders.

DNR divisions (other than Forestry) requesting to borrow supplies from the Fire Cache need to place a resource order through MIFC, Fax 218-327-4528. For emergencies other than wildland fire, agencies affiliated with MNICS through Homeland Security and Emergency Management, can access supplies through the State Duty Officer at 800-422-0798.

Cost Coding

Orders to MIFC come after exhausting local resource sharing between cooperating agency and mutual aid responses. The host agency for the fire is the ordering agency for resources assigned to the fire and provides/originates the appropriate fire code for other federal agencies.

For DNR fires using federal resources, MIFC Dispatch or responding federal agency will assign a fire code.

Federal agencies on the same fire will use a DNR assist fire code. All federal fires where DNR personnel are assigned beyond initial attack will be assigned a State Cost Code 2.

Pre-suppression Order Details

For Pre-suppression Orders, the following conditions must be firmly established, agreed to, and documented by receiving and sending units:

- What costs are to be paid by the sending unit? Receiving unit?
- Specific requirements or abilities other than National Interagency Fire Qualifications System (NIFQS) qualification for personnel?
- Length of detail? Is it negotiable? Can it be split between several individuals or hand crews? *See Length of Assignment, page 7.*
- Location of duty station and what accommodations are available?
- Best transportation routes, airports, to reach duty location?
- Name of the person the detailer will work for or report to?
- Duty hours, days – is overtime expected?
- Specific equipment or supplies needed?

Suppression Resources

Contacting the proper line/duty officers or their delegates for the final selection, determination of availability and approval of ordered suppression resources expedites the entire ordering process. The agency dispatcher will use the line officers or delegates from their own agency as contacts – by administrative unit.

Prior to release and/or return of any resource ordered through the agency dispatch office, communication through proper channels is necessary. A release order must contain all pertinent information, such as departure times, estimated times of arrival (ETA), mode of transport, government bill of lading (GBL) and AIR BILL numbers, flight numbers, etc. This order must be filed with the agency dispatcher prior to actual release of the resource.

Under the 2200 Hour Rule, personnel cannot travel past 2200 hours. Agencies WILL NOT release personnel when travel beyond this time would jeopardize safety.

Agency Dispatch Centers and Duty Officer Information

Minnesota Interagency Fire Center
Main Dispatch *218-327-4558*
Pager *218-755-6140*
After hours phones roll to the Duty Officer.

U.S. Forest Service, Chippewa and Superior National Forests
Duty Officer/Dispatch *218-327-4175*
888-650-3392

Minnesota DNR, Forestry

NW Region *– Bemidji, MN*
Duty Officer pager: 218-766-0551
Region Dispatch: 218-308-2361

NE Region *– Grand Rapids, MN*
Duty Officer cell: 218-244-1059
Region Dispatch: 218-999-7834

Central Region *– St. Paul, MN*
Duty Officer pager: 651-259-5742

Bureau of Indian Affairs
Night or 24-hour *218-327-4558*

Midwest Region	*612-713-4400*
Minnesota Agency	*218-751-2011*
White Earth	*218-935-5967*
	218-368-0325
Red Lake	*218-679-3381*
	218-766-8557
	218-368-0579
Mille Lacs	*320-532-7589*
	320-630-2431
Leech Lake	*218-335-7440*
	218-335-7445
Bois Forte	*218-757-3177*
	218-244-5004
Fond du Lac	*218-878-7147*
Grand Portage	*218-475-2415*

U.S. Fish and Wildlife Service
Duty Officers *612-713-5498*

National Park Service
Park Dispatch *218-283-6600*

State of Minnesota, Homeland Security & Emergency Management
State Duty Officer 800-422-0798
Roy Holmes 218-327-4497

NEK Fire Cache
218-322-2764 218-322-2763

Mobilization

MNICS agencies use MIFC Dispatch to request in and out-of-state resources for mobilization for all-risk incidents, preparedness, severity, wildland fire, and prescribed fire needs.

Dispatch functions within the standards in the National, Eastern Area and Minnesota Mobilization Guides to provide prompt adequate action on all incidents. Objectives include those of MNICS agencies according to existing policy, direction, and cooperative agreements among MNICS agencies.

MNICS agencies will follow normal ordering channels, using the concept of closest forces. This means first contact the local unit, next all other agencies in Minnesota through MIFC, then the Eastern Area geographic region through the Eastern Area Coordination Center. Before ordering resources from outside of Minnesota, notify MIFC Dispatch.

MIFC Dispatch will process "Name Requests" as needed. Approval from the MIFC Coordinator, Assistant Coordinator or Lead Dispatcher is needed.

Constraints exist on ordering certain resources. For example, only designated personnel can order the National Guard, place Temporary Flight Restrictions into effect, or order air tankers. If a constraint appears to exist, consult your supervisor.

Other MNICS agencies, such as the Minnesota State Duty Officer, may place orders with MIFC.

Demobilization

All MNICS Agencies have agreed to a common 2200 Hour Rule. All overhead must reach their destination by 2200 each day. MNICS resources will not be released from the Duluth Staging/Mobilization Center or a MNICS incident if they would be unable to arrive to their final destination by 2200 hours.

In all cases, MNICS resources are required to turn in equipment and complete appropriate time records and all forms prior to release.

MNICS agencies should discourage employees from making their own travel arrangements when returning to the Staging/Mobilization Center. If this cannot be avoided, please notify MIFC Dispatch so that other travel arrangements will not be made.

In the case of crews, every effort should be made to retain the integrity of crews and not release individual members of crews at different times.

MNICS does not have the authority to apply the above policy to state resources from outside of Minnesota; however, MIFC dispatch will make every effort to communicate with other states to ensure that they follow this policy while working on a Minnesota incident.

Work / Rest Guidelines

MNICS agencies adhere to the National Work/Rest Policy on incidents in Minnesota. Federal personnel follow the National Work/Rest Policy on all incidents whether in Minnesota or out-of-state.
These guidelines ensure that all personnel are provided a minimum 2:1 work to rest ratio (for every 2 hours of work or travel, they receive 1 hour of sleep and/or rest).

Work shifts that exceed 16 hours and/or consecutive days that do not meet the 2:1 work/rest ratio should be the exception. No work shift should exceed 24 hours. However, in situations where this does occur (for example initial attack), incident management personnel will resume the 2:1 work/rest ratio as quickly as possible.

Minnesota Work/Rest Guidelines require supervisors and incident commanders to schedule personnel, including themselves, using a 2:1 hour work/rest ratio. One hour of off-duty, unpaid time should be provided for every two hours of work. For example: Employees who work for 12 hours, should have a minimum of 6 hours off.
In addition, supervisors need to schedule a minimum of one full day (24 continuous hours) of off-duty time within each two-week pay period. The employee must not be on-call during the off-duty period. A

DNR employee cannot work more than 20 days in a row without DNR Regional Forester approval.

The State of Minnesota cannot provide paid R&R (rest and relaxation) days. Employees may use vacation leave, comp time or unpaid time off to meet work/rest time off requirements. This includes required time off when returning from off-unit and/or out-of-state assignments.

See Minnesota DNR Work/Rest Guidelines in *the* ***Wildfire Protection Business Management Manual*****.**

Federal emergency administratively determined (AD) employees do not get paid days off.

Length of Assignment

Typically, details in Minnesota do not exceed seven days except for dispatchers and helitak. Assignments to large or complex incidents, including those in Minnesota, have the potential to exceed seven days, and if so follow the national standard (up to 14 days).

Prior to assigning incident personnel to back-to-back assignments, their health, readiness, and capability must be considered. In all incident assignments, managers need to consider the health and safety of incident personnel.

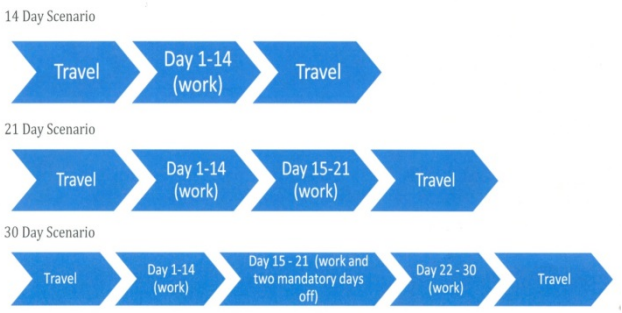
Assignments may be extended when:

- Life and property are imminently threatened.
- Suppression objectives are close to being met.
- Replacement resources are unavailable or have not yet arrived.

On completion of a standard 14-day assignment, an extension of up to an additional 14 days may be allowed (up to 30 days, inclusive of mandatory days off, and exclusive of travel). Regardless of extension duration, two mandatory days off will be provided prior to day 22 of the assignment.

Key length of assignment points:

- All assignment scenarios exclude travel.
- Managers have flexibility to determine assignment length for incident personnel based on incident needs; however, they must schedule mandatory days off if they plan to keep a person beyond a 21-day assignment. Approval for an extension must follow the process in the ***National Interagency Mobilization Guide****.*



Incident Driving Standards

Incident operations driving standards address driving by personnel actively engaged in wildland fire or all-risk response activities. This includes driving while assigned to an incident or during initial attack fire response (includes time needed to control the fire and travel to a rest location).

In the absence of more restrictive agency policy, these guidelines apply during mobilization and demobilization. Consult individual agency driving policies for all other non-incident driving.

- Agency resources assigned to an incident or engaged in initial attack fire response will adhere to the current agency work/rest policy for determining length of duty day.
- No driver will drive more than 10 hours (behind the wheel) within any duty day. Multiple drivers in a single vehicle may drive up to the duty-day limit of 16 hours, provided no driver exceeds the individual driving (behind the wheel) time limit of 10 hours.
- Drivers must have had at least 8 consecutive hours off duty before beginning a shift. An exception to the minimum off-duty hour requirement is allowed when **essential** to:
  - Accomplish **immediate** and **critical** suppression objectives, **OR**
  - Address **immediate** and **critical** firefighter or public safety issues.
- Documentation of mitigation measures to reduce fatigue is required for drivers who exceed 16-hour work shifts, even if the driver was still compliant with the 10-hour individual (behind the wheel) driving time limit.

Information on National Park Service driving standards is on page 150.

Chapter 20
Overhead and Teams

Type 2 Incident Management Teams

Harassment-Free Work Environment

The MNICS Task Force has adopted a goal of providing a work environment free from verbal or physical harassment based on race, color, religion, national origin, sex, sexual orientation, age, and disability. (Status with regard to public assistance, marital status and membership or activities in local commission is covered under that Minnesota Human Rights Act.)

The MNICS Task Force recommends that agency personnel who participate in incidents as a part of MNICS receive equal opportunity/civil rights training (harassment-free training). This training can be achieved through training videos available from agency training officers or MIFC.

Qualifications

All MNICS agencies use the Wildland Fire Qualification Subsystem Guide, PMS 310-1 as the standard for determining personnel qualifications. MNICS agencies will make sure personnel responding to incidents managed by a MNICS Incident Management Team (IMT), whether in-state or out-of-state, will meet or exceed all of the qualifications in the guide. The U.S. Forest Service follows 5109.17 - Incident Qualifications for Forest Service personnel.

Level of Qualification

N **Nationally Qualified**: Meet all requirements of NWCG Wildland Fire Qualification Guide (310-1)

T **Trainee:** Meet all training requirements but need to perform as a trainee in this position to be nationally qualified. Trainee may be used in this position if the incident commander agrees.

Availability

For MNICS purposes, if at all possible, individuals should not be listed for positions that they are qualified for, but do **not** wish to serve. On the daily availability list, personnel should not be listed if their job or other circumstances would not allow them to accept assignments during the coming fire season. Personnel can and should indicate whether they are available for an in-state or out-of-state assignment. Assignments are for a 14-day commitment, not including travel. Assignments to large or complex incidents will follow the national standard.

Use of Trainees

In an effort to develop future IMT members, when an IMT is assigned to an out-of-state incident, MIFC Dispatch will, with incident commander input, dispatch up to six trainees. Trainees will come from a priority list of positions. The prioritized list of trainees will be developed by the MNICS Training Working Team, approved by the MNICS Task Force, maintained and administered by MIFC Dispatch. This list will be prioritized by position based on number of currently qualified people. The incident commander may order more than six trainees for an in-state incident if the ordering agency approves.

Dispatching IMTs: Guidelines and Procedures

MNICS will operate with three Type 2 IMTs. These teams when requested/ordered will manage large fires and other incidents as needed anywhere within Minnesota. The teams will consist of 24 positions (25 if two CTSPs).

Criteria for mobilization of IMTs will be determined by each participating agency. When an agency decides to mobilize an IMT, the fire manager, after consultation with the incident commander (IC) and/or the MIFC coordinator and assistant coordinator, will determine if any positions need not be filled for **non-fire** emergencies.

An Overhead Resource Order form is available to assist when ordering an IMT.

1. If an IMT is needed, copy the Overhead Resource Order.
2. Fill out the incident information on the top of the form.
3. Fill in the "O" numbers for the IMT's positions starting with O-201. O-201 will be reserved for the IMT; with associated numbers for team members (example: O-201.1 is for the IC).
4. Fill in the "Date/Time needed" and "Deliver To" information.
5. Order *ALL* positions for the IMT. The Team will release positions that are not needed
6. Email or FAX the order to MIFC Dispatch 218-327-4528 and notify the MIFC coordinator and assistant coordinator IMMEDIATELY.
7. MIFC Dispatch will contact the IC of the team **on rotation** and notify agency or regional dispatchers of their perspective personnel to inform them of the IMT call-out.
8. At Planning Level 3, MIFC Dispatch will contact the IC. The IC will have the option to contact team members or they may ask MIFC to call them. MIFC will also notify the agencies/regions. IMT members will notify their supervisors of a team call-out.
9. The communications trailer and Radio Starter System NFES #4390 are automatic dispatches. MIFC will order the NFES #4390 through Eastern Area Coordination Center.
10. MIFC will automatically dispatch the Mobile Cache Support Van, NFES Number 008621. *See page 39 for contents list.*
11. The local unit (area or region, ranger district, park, refuge, reservation) will furnish one radio operator if possible. Otherwise, MIFC Dispatch will fill an order for two RADO and two CTSP (one incident, one MIFC). Other Pre-order items may be needed per MNICS Team IC.
12. Antennae / trailer.

Finance Information – IMTs

Home Unit Responsibilities/Duties

Costs incurred prior to an Incident Management Teams (IMT) takeover will be needed during the first shift. The home agency's financial advisor should assemble the following items and should work with the Finance Section Chief during the incident.

- Hours for agency personnel on the fire.
- Smoke chasers and firefighters (Casual ADs): Names, addresses, Social Security numbers, hours, and pay rates. (A list, or payroll sheets, if started).
- Hired equipment: Names, addresses, hours, rates, and copies of existing Emergency Equipment Rental Agreements (EERAs).
- Rural Fire Departments (RFDs): Equipment used, hours, rates, copies of the RFD Cooperative Fire Agreement.
- Helicopter and aircraft costs and/or time, Helicopter Crew Time Reports.
- Receipts for local purchases (to date) or businesses where receipts can be obtained.
- Businesses where purchases can be made, equipment rented, lunches ordered, etc.
- Potential damage claims: Information on any incident for which a landowner, equipment owner, bystander or firefighter may be filing a claim against the agency.

These items are difficult to assemble during an incident, but knowing what is needed ahead of time will aid in planning for the IMT takeover. Assembling information ahead of time will reduce the demands on agency staff time later.

Local Purchase Procedures

- ***For MNICS fires in federal jurisdiction***

Blanket Purchase Agreements (BPAs), Emergency Equipment Rental Agreements (EERAs), and other agreements should be in place on each district in sufficient quantity to support a project fire (e.g. motels, restaurants, caterers, grocery stores, hardware stores, drug stores, sporting goods stores).

If there are not sufficient BPAs and EERAs in effect to support the fire, notify dispatch to order a contracting officer or buying team along with the IMT.

Upon arrival, the Finance Section Chief will contact the district purchasing agent (named at the incoming IMT briefing) for a list of businesses with BPAs and EERAs. The district purchasing agent will brief the finance chief on terms of BPAs. The finance chief may contact and review BPA terms with each business prior to purchases being made.

Individual purchase needs will be put on a resource order and forwarded to the designated purchasing authority. This authority may be a Buying Team, Finance Section Chief, Procurement Unit Leader or other individuals designated as such. These purchase needs should be specific enough to identify which vendor can supply the items but need not be itemized until pick up.

The Procurement Unit Leader may request review from the district purchasing agent for each order. The designated purchasing authority will process the order and pay by third party draft or credit card.

The designated purchasing authority may assign someone to pick up the orders. That person will sign a receipt at the business and return a copy to the appropriate location.

The purchaser will record the purchase on the resource order and forward the receipt to the district purchasing agent. A log of all purchases needs to be sent to the Finance Section.

- ***For MNICS fires in State of Minnesota jurisdiction***

Forestry areas should contact and arrange credit with businesses prior to fire season to support project fires. Put vendor numbers in the system for each business the area intends to use.

The finance chief will contact the DNR area forest supervisor for a list of businesses that will extend credit to the state. The finance chief will contact and review charging arrangements with each business prior to making purchases.

Resource orders that cannot be filled by the supply unit will go to the finance section for local purchase.

The Procurement Unit Leader will place the order with the business, record the purchase on the resource order, and keep the receipt in a file.

Prior to demobilization or weekly (whichever comes first), the finance chief (if a DNR employee) or finance chief and the area forest supervisor or designee, will visit each business where charges were made and obtain invoices.

If accumulating and holding all invoices until the end of a fire, obtain either (a) a statement from the vendor indicating the total amount due and attach all original invoices or (b) summarize the total due on a MNDNR Purchase Order and attach all original invoices.

The DNR has only 30 days to process payment without penalty, and any purchase more than $500 requires a Department Purchase Order.

The order will be picked up by a person designated by the Finance Section Chief. That person will sign a receipt at the business and return a copy to the Procurement Unit Leader.

Cost Share Agreements

When a decision is made to share resources among jurisdictional agencies for a multi-agency jurisdiction incident, or an incident threatens or involves resource protection across one or more direct protection boundaries, there are several processes for determining cost share.

Initial Attack Agreement: These agreements are used on fires of ***48 hours or less*** with only minor augmentation to initial attack resources.

You Order You Pay (YOYP): Also for use on incidents of **48 hours or less** when more than minor augmentation occurs. The concept of YOYP is that each agency is fiscally responsible for the resources that fill their requests, regardless of where used on the incident.

Acres Burned: Use for any size fires of any duration. This can be difficult to implement in actual on-the-ground situations. The concept is to divide all costs based on agency protection responsibilities. Each agency pays based on the percentage of fire within their protection boundary. This becomes difficult, however, when one agency's responsibility or objective is more complex and thus fire suppression is more costly, or when there is considerable exchange of agency resources.

Cost Apportionment: Used for all unified command fires of more than 48 hours duration. The apportionment system is one that all jurisdictional agencies agree to use to share final actual costs of the incident based on the daily use of resources. This system requires the finance section to maintain close coordination with the plans, logistics, and operations sections that provide or verify the information used to develop the percentage shares.

Incident Cost Share Agreements

All incident cost share agreements should include the following:

- Each agency will make direct payment for any resource it provides to the incident.
- Agencies signing the agreement will not reimburse other governmental bodies for work that is within their normal jurisdiction and responsibility.
- Responsibility for adverse damage and injury claim costs will not be in the agreement. Each agency will bear responsibility for its own claims.
- Non-suppression related rehabilitation costs are the responsibility of the jurisdictional agency.
- Early in the incident, all agencies need to ensure that all appropriate personnel, including accounting personnel, are informed of the need for separate, detailed accounting of actual costs in order to accomplish the final settlement of the cost share agreement.

Cost Apportionment

Cost apportionment agreements should also include:

- All jurisdictional agencies agree to share final actual shareable costs of the incident based on the percentage share of estimated costs established by the incident commander/agency representatives at the time of the incident.
- The IC/agency representatives will document and approve daily cost sharing.
- Agencies will share fireline, aircraft, and associated retardant costs on the basis of the IC/ agency representatives' mutual agreement as to the threat and resources assigned for each of the incidents or geographical zones within an incident. They will not include support costs in the daily estimated cost figures, but will share the support costs proportionately to ground resources costs. Agencies will not share any agency specific costs. Costs for non-expendable property purchases by an agency will be charged directly to that agency and the cost not shared.
- Base the sharing of final actual costs between the agencies on the daily estimated incident cost agreements and each agency's proportionate share thereof as agreed to by the IC/ agency representatives.

Readiness Levels

NORMAL

1. On a year-round schedule for all-risk incidents.
2. Section chiefs will secure their own replacement if approved by the incident commander. Sections chiefs will notify MIFC Dispatch of replacement.
3. Replacement incident commander will be furnished by MIFC, if necessary, from an alternate list.
4. A personal bag assembled.
5. Equipment for assigned function assembled.

ALERT

1. A seven-day schedule activated on call 0600 Tuesday to 0600 next Tuesday.
2. Section chiefs may find a replacement if approved by the incident commander. Section chiefs notify MIFC Dispatch of replacement.
3. Replacement incident commander will be furnished by MIFC, if necessary, from an alternate list.
4. **Four-hour response** time from dispatch to incident base or stand-by location.

STAND-BY

1. Assignment almost certain.
2. Team assembled at one location if possible.
3. **Thirty-minute get away time** after notification of assignment.
4. This action requires a resource order.

MIFC will contact the MNICS team's incident commander when the IC's team is put on alert status. The IC has the option of notifying the team command staff, who will in turn, notify the personnel assigned to their section; or the IC may ask MIFC to make those notifications. The next team up will then have its status upgraded to that of the team it replaces.

MNICS IMT
Emergency Event Plan

Within this document, the primary incident refers to the original incident assigned to the IMT, and secondary incident refers to the emergency event within the original incident (an incident within an incident).

At no time during the accident/fatality or evacuation process will the name of the victim(s), tail number, engine number, or crew name be transmitted over the radio. Use a landline phone, cell phone or satellite phone for transmissions of sensitive nature to the ICP.

This Emergency Event Plan is applicable to personnel directly involved in the secondary incident. The Division/Group Supervisor will initially oversee the emergency and activation of the Emergency Event Plan. The Incident Commander is responsible for overall action in case of a serious accident, evacuation, or a fatality. The Incident Commander will make contact with the Agency Administrator or designee and coordinate Team's actions with those of the agency. The Agency Administrator or designee will in turn contact appropriate officials of the agency and cooperators. If the accident involves a fatality, the Agency Administrator or designee will contact the Sheriff's Office (or designated Law Enforcement Agency), the Coroner's Office, and the employing agency of the victim.

On occurrence of a secondary incident involving serious injury, evacuation or a fatality, the Operations Section Chief and Safety Officer will respond directly to the scene, if possible, to take control of the secondary incident, direct and document necessary actions. The Operations Section Chief or Safety Officer who responds will notify the highest qualified person on scene and advise on who is responding and the estimated time of arrival.

The Operations Section Chief or Safety Officer will take immediate action to clear all radio traffic on the primary incident by broadcasting "*Emergency Traffic*", so that the only radio traffic is that regarding the secondary incident. The Operations Section Chief or Safety Officer will designate an Operations Section individual to maintain control and manage primary Incident operations. The Operations Section Chief or Safety Officer will notify primary Incident personnel of this temporary designation. If Operations Section Chief or Safety Officer cannot be contacted, the highest qualified person on scene will complete the duties of the Operations Section Chief or Safety Officer and has the authority to declare a "Medical Emergency" and restrict all radio use to "Emergency Traffic".

- Upon arrival at the secondary incident scene, the individual designated to manage the situation by the Operations Section Chief or Safety Officer will take immediate action to implement the appropriate first aid checklists in the Incident Response Pocket Guide (IRPG) including:
- Prevent the possibility of further injury.
- Provide medical support to the injured.
- Take charge and stabilize the situation. Ensure that EMT's and/or medical personnel involved know that they are working for him/her.
- Make a determination of the type of medical transport required (air or ground) and to advise the Operations Section Chief or Safety Officer.
- Begin an orderly movement of all unnecessary personnel from the accident scene.
- Document actions taken.

The Operations Section Chief or Safety Officer will order air or ground medical evacuation as warranted. If air transportation is ordered, ground transportation should also be requested (if applicable) as a contingency in case air evacuation cannot be implemented.

The nearest First Responder/EMT will respond immediately to the scene of the accident to assist the Operations Section Chief or Safety Officer. The First Responder/EMT will assess the condition of uninjured personnel directly affected by the situation and maintain their welfare. As soon as practical and if action will not interfere with medical actions, the First Responder/EMT will take measures to preserve the site for potential investigation.

Immediately upon notification of a secondary incident requiring emergency action, the Incident Commander, the Plans Section Chief, and Information Officer will respond to the ICP. As a group, they shall assist the Operations Section Chief or designee as requested.

The Logistics Section Chief shall ensure that all incident communications phones, fax, and radio are controlled to remain available for emergency use. The Plans Section Chief will clear an appropriate area within the ICP of all personnel that are not directly managing the secondary incident situation. The Incident Commander will ensure that agency administrator and local law enforcement entities are notified and implement appropriate security measures for the situation.

All information released from the incident shall be through the Incident Information Officer with the approval of the Incident Commander and Agency Administrator. At no time during the accident/fatality evacuation process will the name of the victim(s) be used.

The Plans Section Chief will maintain continuity of primary incident operations until normal operations resume. The Plans Section Chief will verify and document that all the appropriate notification measures have occurred. The Plans Section Chief will assign an individual to document all communications regarding the secondary incident. The Plans Section Chief will ensure that the Critical Incident Stress Debriefing process has been initiated if appropriate.

After Action Review will be held for each incident that implements these procedures. This review will be facilitated by the Incident Commander, Safety Officer or Plans Section Chief and will be conducted as soon as practical after the incident. If the incident involves any of the Command and General Staff personnel a "neutral" facilitator, possibly a CISM specialist will be used. Participants in the AAR will be determined by the Incident Commander.

Approved: _____
Date: _____

Emergency Event Plan Checklist

The primary goal of this Emergency Event Plan is to provide incident personnel with the guidelines necessary to *Locate, Triage, Extricate, Treat and Transport* all accident patients in as quick and safe a manner as possible.

The Division/Group Supervisor will initially oversee the emergency and activation of the Emergency Event Plan.

Radio communication will be on the command frequency and take priority over other radio traffic.

Names of injured or deceased individuals should not be given over the radio. Use of crew names or designators should be limited. Deceased individuals and their equipment are not to be moved, except to accomplish rescue work or to protect the health and safety of others.

Position Checklist

INCIDENT COMMANDER

- ☐ Ensures the Emergency Event Plan is implemented
- ☐ Notifies Agency Administrator and Geographic Coordination Center

SAFETY OFFICER

- ☐ Evaluate safety issues at the accident site and works with Division/Group Supervisor in charge to mitigate them.
- ☐ Initiates the investigation of the emergency and requests the appropriate investigation resources/teams.
- ☐ Secures witnesses names and initial statements and all evidence relating to the accident.
- ☐ Coordinates investigation with comp/claims unit.
- ☐ Obtains sketches/photos of emergency scene.
- ☐ Coordinates with and supports the Division/Group Supervisor in charge at the scene.

LIAISON

- ☐ Assist the Medical Unit Leader as needed.
- ☐ Insure coordination with investigating entities.
- ☐ Assist other positions as needed.
- ☐ Coordinate with cooperators and key stakeholders.

INFORMATION OFFICER

- ☐ Collect pertinent emergency information.
- ☐ Coordinate information release with Incident Commander and Agency Public Affairs Officer.
- ☐ Assign Information Officers to field media inquiries at accident scene, med-evac area and hospital.
- ☐ Coordinate with Liaison and Safety Officers regarding roadblocks, evacuations and emergency medical information needs.
- ☐ No personal information is to be released until approved by Incident Commander.

OPERATIONS SECTION CHIEF

- ☐ Implement the Incident Emergency Plan, providing coordination between the on scene Division and other IMT sections and units.
- ☐ Clear all radio traffic on the primary incident by broadcasting **"Emergency Traffic"**, so that the only radio traffic is that regarding the secondary incident.
- ☐ Ensure appropriate incident organization to possibly include "Triage, Extrication, Treatment and Transportation Units, Medical Group, etc.
- ☐ Coordinate and supports the Safety Officer's investigation and Law enforcement agencies involved.
- ☐ Coordinate with the Logistics Section for on scene support and location of receiving hospitals for patients.
- ☐ Conduct Size-up of the situation
- ☐ Identify Nature of the incident (auto/aircraft accident, burn over, etc.) and number of crews, vehicles or aircraft's involved.
- ☐ Identify Number of people involved and their medical condition (Triage).
- ☐ Identify location and (Lat/Long) of site.
- ☐ Identify medical treatment and transportation needs.
- ☐ Identify special needs, i.e. Law Enforcement, Heavy Rescue, and Haz Mat response.
- ☐ Coordinate and oversees line EMT& Paramedic response to the accident site (utilize closest EMT's from crews and engine companies).
- ☐ Provide for immediate extrication and medical triage, treatment and transportation.
- ☐ Coordinate with Air Tactical Group Supervisor for Air-Medical transportation needs.
- ☐ Implement the Helibase emergency rescue plan as needed.
- ☐ Coordinate with Logistics Section for ground ambulance transport, medical supplies and other medical needs.
- ☐ Ensure air/ground ambulances coordinate patient transportation locations with the Medical Group Supervisor.

PLANNING SECTION CHIEF

- ☐ Complete the Wildland entrapment/fatality initial report (NFES 0869) as needed.
- ☐ Clear an appropriate area within the ICP of all personnel that are not directly managing the secondary incident situation.
- ☐ Coordinate Critical Incident Stress Debriefing for effected personnel.
- ☐ Develop and distribute Fact Sheet within 4 hours.
- ☐ Provide and coordinate a Family Liaison with supporting agencies, (Home Unit, Red Cross, 100 Club, Chaplin)
- ☐ Assign an individual to document all communications regarding the secondary incident.
- ☐ Maintain continuity of primary incident operations until normal operations resume.
- ☐ Verify and document that all the appropriate notification measures have occurred.
- ☐ Provide Briefing at ICP for Incident Personnel

LOGISTICS SECTION CHIEF

- ☐ Order needed resources for the emergency
- ☐ Monitor support functions and assess additional needs.
- ☐ Provide ground transportation as needed.
- ☐ Coordinate removal of damaged vehicles.
- ☐ Ensure establish emergency radio communications.
- ☐ Assist Medical Unit Leader with communications with the hospital and ambulance service.
- ☐ Ensure attached Medical Emergency Procedures are followed in the event of a medical emergency.
- ☐ Coordinate Security with Team Liaison and Operations Section Chief as necessary.
- ☐ Locate and secure personal effects of injured personnel.
- ☐

FINANCE SECTION CHIEF

- ☐ Coordinate with Agency Administrative Officer and Incident Business Advisor
- ☐ Coordinate Compensation/Claims Unit response.

2015 MNICS Incident Management Team Roster

IMTs / 1 POSITION	TEAM A	TEAM B	TEAM C	ALTERNATES *Also is alternate in another position TRAINEES	
Incident Commander (ICT2)	Michael Aultman DNR-NE 218-246-8343 (W) 218-259-5509 (C) 218-244-9497 (C) 218-326-5509 (H)	Gregory Peterson BIA MN Agency 218-751-2011 x408 (W) 218-820-1744 (C) 218-224-2160 (H) IC Spring (Apr/May) Mark Wurdeman DNR-Central 763-689-7100 x230 (W) 612-636-4690 (PC)	Brian Pisarek DNR-NE 218-429-3019 (W) 218-838-0102 (C) 218-927-6158 (H)	Mark Carlstrom * DNR-NW 218-732-3309 (W) 218-255-1540 (C) 218-237-5110 (H) James Hinds "Jim" AD/SC (2015 last year) 218-365-6294 (H) 218-341-3024 (C)	Mark Wurdeman * DNR-Central 763-689-7100 x230 (W) 612-636-4690 (PC)
Safety Officer (SOF2)	Kurt Schierenbeck AD/SC 218-387-3383 (H) 218-370-8057 (C) Carl Crawford-T USFS-CPF 218-835-3136 218-556-4218 (C) 218-759-8685 (P)	Ronald Guck AD/SC 218-290-5238 (C) 218-365-5216 (H) Mark Hale-T USFS-Washington Office 218-322-2708 (W) 406-861-4876 (C) 218-212-4030 (H)	Douglas Miedtke AD/BIA (2015 last year) 218-259-9007 (C-Julie) 218-910-5222 (C) Tim Norman-T AD/SC 218-663-7228 (H) 218-370-2202 (C) Anthony Harding-T USFS-SUF 218-365-7751 (P) 218-343-6432 (C)	Michael Hanson AD/SC 218-666-5924 (H) Can call Kathie Hanson 218-757-3274 (W) 218-780-2902 (C) Tom Lynch * DNR-NE 218-387-3037 (W) 218-370-8765 (C)	
Medical Unit Leader (MEDL)	Richard Marsolek DNR-NW 218-755-2545 (W) 218-751-8062 (H) 218-556-2268 (C) John Ehret-T AD/SC 651-248-5249 (C)	Terry O'Connor BIA-Leech Lake 218-368-8554 (C) 218-335-2702 (H) 218-335-6363 (W) 218-335-7427(W#2)	John Bajda Retired AD 218-768-3150 (H) 218-340-0169 (C)	Karin Anderson AD 320-815-1975 (C) Steven Stoks AD 218-248-0473 Ronald Robinson-T AD Zimmerman Metro EMS Regional Coordinator 612-860-1257 (C) 763-856-3810 (H)	Ronald L Bombeck-T "Ron" 612-655-9610 (call first) *612-669-2821(wife's phone)* Brian W. Edwards-T Northfield Hospital 507-646-1444 (W) 507-649-0955 (C)
Public Information Officer (PIO2)	Ronald Sanow AD/SC (2015 last year) 218-839-1504 (C) 218-828-4016 (H) Mark Erickson-T South Metro Fire 651-552-4173 (Station) 651-552-4176 (FD2) 612-860-6360 (C) 651-659-0085 (H)	Jean Bergerson AD BIA/SC 218-326-9775 (H) 218-256-2624 (P.C) Kathie Hanson (Backup) DNR-NE-Orr 218-757-3274 (W) 218-666-5924 (H) 218-780-2902 (C)	Jean Goad DNR-MIFC 218-322-2739 (W) 218-244-1911 (WC) 218-259-0929 (PC) Rebecca Manlove (Backup) USFS-SUF-Ely 218-365-2093 (W) 218-235-1984 (C) 218-365-3175 (H) Lisa Radosevich-Craig USFS-SUF 218-626-4336 (W) 218-780-7762 (C) 218-624-7676 (H) Paula Shattuck-T BIA-MRA 612-725-4520 (W) 505-553-2688 (C)	Carson Berglund AD/SC 218-326-9775 (H) 218-244-2876 (C) Marty Christensen Itasca CC / AD 218-322-2356 (W) 218-244-7002 (C) 218-246-8266 (H) Jeffrey Edmonds AD/SC 218-760-6144 (PC) 218-586-2332 (H) Jean Schaeppi – Anderson NPS-SCP 715-483-2271 (W) 715-483-3284 (W-gen) 651-433-4394 (C)	Cynthia Sage DNR-NE 218-999-7834 (W) 218-245-2452 (H) 218-259-3330 (C) Kris Reichenbach USFS-SUF 218-327-4175 (SUF) 218-626-4393 (W) 218-591-0781 (C) 218-389-0240 (H) Gilbert Knight "Gil" USFS-SUF AD 218-349-0679 (PC)

IMTs / 2 POSITION	TEAM A	TEAM B	TEAM C	ALTERNATES *Also is alternate in another position TRAINEES	
Liaison Officer (LOFR)	David Snetsinger AD BIA - MNA 218-902-0108 (C) 218-935-5905 (H) 218-936-2718 (W) 1-Glen Bergstrand-T MN State Fire Marshal MN Dept. of Safety 218-721-4447 (W) 218-269-6600 (C) 651-769-7781 (C2) 218-721-5957 (H) 2-Randy Jensen-T Green Bush Fire Dept. 218-469-0126 (C) 218-782-2117 (H) 218-469-0126 (W)	James Wiinanen "Jim" AD/SC 218-387-3059 (W) Call 1st 218-387-3030 (Dispatch) 218-370-9660 (C) Timothy Oland DNR-MIFC 218-322-2688 (W) 218-395-0355 (C) 608-799-1805 (PC) 1-Barbara Jo Kohlstedt-T Lake County - AD 218-226-4444 (W) 218-220-7811 (C) 218-353-7745 (H)	John Ehret DNR-MIFC 651-248-5249 (C) (Has no other number) 1-Ronald Robinson-T AD Zimmerman Metro EMS Regional Coordinator 612-860-1257 (C) 763-856-3810 (H) 2-Chip Elkins-T AD 218-235-1467 (C)	Timothy Knellwolf Enforcement 320-259-7697 (W) 612-559-8710 (C) Edward Leier AD/SC Vadnais Heights FD 651-204-6032 (W) or 651-204-6030 (W) 651-248-6261 (C) 651-772-2781 (H) Ronda Estey-T BIA-MNA-MIFC 218-322-2743 (W) 218-244-4461 (WC) 218-398-0338 (PC	
Planning Section Chief (PSC2)	Barb Manahan-Thompson USFS - SUF 218-365-7621 (W) 218-365-7600 (W) 218-340-4838 (C) 218-742-5198 (P) (Not available during FS RX West Zone spring burns per Supervisor T. R.)	Paul C. Olson DNR-MNIT 218-999-7840 (W) 218-327-2596 (H)	Jon Drimel DNR-NW 218-308-2362 (W) 218-290-0177 (PC) 218-308-3162 (wc) Brad Witkin-T DNR-NW 218-732-3309(W) x223 218-237-3608 (H) 218-820-6122 (C)	Mark Carlstrom * DNR-NW 218-732-3309 (W) 218-255-1540 (C) 218-237-5110 (H)	Mark Wurdeman * DNR-Central 763-689-7100 x230 (W) 612-636-4690 (PC)
Resource Unit Leader (RESL)	Erik Stoddard DNR-NW 218-386-1304 x308 (W) 218-242-9619 (C) Brian Leitinger-T DNR-NE 218-927-4040 x247 (W) 218-839-7288 (C) 218-549-0678(H)	Nicole Selmer USFS-SUF 218-365-7632 (W) 218-349-8009 (C) 218-365-4441 (H) (Not available during FS RX West Zone spring burns per Supervisor T. R.)	Brad Witkin DNR-NW 218-732-3309 x223 (W) 218-237-3608 (H) 218-820-6122 (C) William Glesener-T "BJ" DNR-NW 218-308-2364 (W) 218-244-3675 (C)	Linda Bruss * DNR-MIFC AIR 218-327-4582 (W) 320-260-2089 (PC) Mark Carlstrom * DNR-NW 218-732-3309 (W) 218-255-1540 (C) 218-237-5110 (H) Michael Chapman AD/SC 218-821-7660 (C) 218-947-3900 (H) Jon Drimel * DNR-NW 218-308-2362 (W) 218-308-3162 (C)	Travis Durkin * USFS-SUF 218-365-7614 (W) 218-365-2988 (H) 218-349-1445 (C) (Available June-Aug. Not available during FS RX West Zone spring burns per Supervisor T. R.) Paul Lundgren 218-232-7101 (C) 218-947-3232 (C) Charles Meyer "Chuck" Retired AD 218-259-8884 (PC) 218-403-0400 (WC) Barb Manahan-Thompson * USFS-SUF 218-365-7621 (W) 218-365-7600 (W) 218-340-4838 (C) 218-742-5198 (P) (Not available during FS RX West Zone spring burns per Supervisor T. R.)

IMTs / 3 POSITION	TEAM A	TEAM B	TEAM C	ALTERNATES *Also is alternate in another position TRAINEES	
Situation Unit Leader (SITL)	Robert Heisel "Bob" Retired 218-780-7396 (C) 218-741-8049 (H) Michael Wachholz-T DNR-Cen-Lake City 651-345-3216 (W)	Mike Locke DNR-NW 218-308-2368 (W) 218-444-7831 (H) 218-368-2593 (C) Jeremiah Fauskee-T DNR-NE 320-245-6789 (W) 320-629-6599 (C)	Stephen Gallay "Steve" AD/SC 218-259-5069 (C) 218-697-8346 (H) Jon Handrick DNR-NE 218-999-7843 (W) 218-324-1450 (C) 218-697-2505 (H) Nicole Selmer-T USFS-SUF 218-365-7632 (W) 218-349-8009 (C) 218-365-4441 (H) (Not available during FS RX West Zone spring burns per Supervisor T. R.)	BJ Glesener DNR-NW 218-308 2364 (W) 218-244-3675 (C) Jon Drimel * DNR-NW 218-308-2362 (W) 218-308-3162 (C) Barbara Manahan-Thompson * USFS - SUF 218-365-7621 (W) 218-340-4838 (C) 218-235-8107 (PC) 218-365-5129 (H) (Not available during FS RX West Zone spring burns per Supervisor T. R.) Brad Witkin * DNR-NW 218-237-3608 (H) 218-732-3309 (W) 218-820-6122 (C)	Travis Durkin-T USFS-SUF 218-365-7614 (W) 218-365-2988 (H) 218-349-1445 (C) (Not available during FS RX West Zone spring burns.) Kris Larson-T FWS-LFR 320-693-2849 x117 (W) 320-293-0790 (C) 320-699-1438 (H) Chris Mursu-T FWS-BGR 320-273-2507 (W) 605-924-0046 (C) Brianna Schueller-T USFS-SUF 218-387-1750 (GF) 218-387-3338 (H) 218-663-8609 Tofte Steve Schumacher-T FWS-DLR 218-844-3410 (W) 218-849-5775 (C) 218-846-2566 (H)
Computer Specialist (CTSP)	Meggan Nadler Nadler-MN.iT@DNR 651-259-5369 (W) 651-248-0168 (C) Mike Arlich Arlich-MN.iT@DNR 218-327-4746 (W) 218-322-2550 (C)	Gary Goll DNR MN.iT Goll-MN.it@DNR 218-833-8667 (W) 612-396-4902 (C) Jonathan Lord-T jonathan.lord@state.mn.us 651-259-5906 (W) 612-840-5292 (C)	Shelly Sentyrz Sentyrz-MN.iT@DNR 218-308-2374 (W) 218-290-9056 (C) Stan Zobel NPS-retired stan_zobel@mac.com 651-983-8641 (C) 320-629-1261 (H)	Ann Sampson Sampson-MN.iT@DNR 218-327-4156 (W) 218-398-7535 (C)	Kevin Twiest (only for local Cook Co.) 218-387-3664 (W) 218-370-8649 (C) 218-387-3168 (H) Lois Fogelberg NPS-VOP (Summer only) 218-283-6628 (W) 218-244-5283 (C)
GIS Technical Specialist (GISS)	Glendon Nyberg DNR-NE 218-330-9370 (C) 218-429-3024 (W) Darryl Holman USFS-CPF 218-335-8691 218-556-2227 (C) 218-333-0909 (H) Stephen Hafvenstein-T DNR-NW 218-634-2172 (W) 218-434-1747 (C)	William J. Glesener "BJ" DNR-NW 218-308 2364 (W) 218-244-3675 (C) Chris Mursu-T FWS-BGR 320-273-2507 (W) 605-924-0046 (C) Katherine Rossman-T DNR-NW / MN.iT 218-308-6888 (W) 218-368-4239 (C)	Sherry Watson DNR-NE 218-999-7948 (W) 218-259-9755 (C) Wade Mapes DNR-Central 320-245-6789 (W) 989-616-3610 (C) Christopher Henkel-T DNR-Central 320-245-6789 (W) 320-233-6664 (E) 320-216-5015 (E)	Mike Locke * DNR-NW 218-308-2368 (W) 218-444-7831 (H) 218-368-2593 (C) Michelle Sentyrz * "Shelly" DNR-MNIT 218-308-2374 (W) 218-290-9056 (C) 218-755-4417 (Fax) Michael J. Tronrud DNR St. Paul Central 612-743-8024 (C) 651-259-5504 (W) 715-531-0727 (H) Tom McCann USFS-SUF 218-387-3237 (W) 218-387-1661 (H)	Heather Fox BIA-GPA Tribal (Avail local only – NE MN) 218-475-2025 (W) 218-370-0436 (H) 218-349-1022 (C) Brianna Schueller-T USFS-SUF 218-663-8609 (W) Tofte 218-387-1750 (W) 218-370-9197 (C) 218-387-3338 (H) Brett Anderson-T DNR-Central 320-245-6789 (W) 541-805-9395 (C) Amber Humphrey-T

IMTs / 4 POSITION	TEAM A	TEAM B	TEAM C	ALTERNATES *Also is alternate in another position TRAINEES	
Logistics Section Chief (LSC2)	David Worshek USFS-SUF 218-229-8819 (W) 218-290-7192 (C) 218-229-2981 (H)	Steve Schug AD/SC 218-370-8662 (C) 218-663-7801 (H)	William M. Lauer "Bill" DNR-MIFC 218-322-2775 (W) 218-244-9763 (C) 218-999-7642 (H)	Dennis Brogger * AD/SC 218-256-6703 (C) 218-327-9147 (H) Duane Cihlar * AD/SC 218-370-1662 (C) 218-387-1784 (H) Jerry Jussila * AD/SC 218-365-6398 (H) 218-235-8983 (C)	Gene Mannelin * AD (2015 last year) 218-244-1337 (C) 218-246-2706 (H) Robert Nelson "Bob" DNR-Central 763-689-7100 x248 (O) 651-259-5260, St. Paul 612-390-9820 (C) 763-689-9687 (H) 763-291-5441 (PC) Dennis W. Cameron-T AD/SC 218-452-1387 (C) 218-386-1389 (H)
Supply Unit Leader (SPUL)	Vacant (If no SPUL found, order a RCDM)	Vacant (If no SPUL found, order a RCDM)	Dennis Cameron AD/SC 218-386-1304 (W) 218-242-9195 (C) 218-386-1389 (H) William Julson-T DNR-NE 218-897-5254 x224 (W 218-244-7027 (C)	Dennis Brogger * AD/SC 218-256-6703 (C) 218-327-9147 (H) Linda Bruss * DNR-MIFC Air 218-327-4582 (W) 320-260-2089 (C) Duane Cihlar * AD/SC 218-370-2638 (C) Gene Mannelin * AD (2015 last year) 218-244-1337 (C) 218-246-2706 (H)	Steve Schug * AD 218-370-8662 (C) 218-663-7801 (H) Ronald Bombeck-T "Ron" 612-655-9610 612-669-2821*(wife's phone)* Brian Edwards-T Northfield Hospital 507-646-1444 (W) 507-649-0955 (C) Michelle Hansen-T DNR-NW 218-634-2172 (W) 651-336-1010 (C)
Ordering Manager (ORDM)	Cindy Tisdell DNR-NW 218-308-2065 (W) 218-536-0409 (C) Rebekah Luedtke-T DNR–NE 218-697-2476 (W) 218-410-0268 (C)	Kathy Schiller DNR-NE 218-851-4367 (C) Donald Lantz-T "Don" FWS-SBR 763-389-3323x22 (W) 651-357-7152 (C)	Vacant Michelle Hansen-T DNR-NW 218-634-2172 (W) 651-336-1010 (C) *Need a fully qualified ORDM to go with Michelle.*	Kristie Prahl DNR – NE / MIFC 218-322-2692 (W) 218-326-6984 (H) Maggie Belmore AD / DNR-Central 763-434-6882 763-242-7764 Linda Bruss * DNR-MIFC Air 218-327-4582 (W) 320-260-2089 (C)	Jamie Chopp-T USFS-SUF 218-666-0048 (W) 218-780-3988 (C) Adam Fisher-T DNR-NW 218-294-6115 (W) 218-290-3062 (C) Trudy Fagre-T AD-NPS-VOP / APR 4 218-256-7477 (C)
Facilities Unit Leader (FACL)	Gary Johnson AD 218-242-2169(C) 218-424-7510(H) Andrew Drange-T "Andy" USFS-LAC 218-666-0032 (W) 218-235-1962 (C) (Not available during FS RX West Zone spring burns per Supervisor T. R.)	Edward J. Lauer "Jay" DNR-MIFC 218-322-2775 (W) 218-244-8154 (C) 218-999-9753 (H) Steven Frick-T "Steve" scfrick@fs.fed.us poutwhacker@gmail.com USFS-CPF 218-547-2147 (H) 218-547-5109 (W) 218-821-6271 (C)	Robert Nelson"Bob" DNR-Central 763-689-7100 x248 (W) 651-259-5260 (alt #) 763-291-5441 (C) 763-689-9687 (H) Adam Fisher-T DNR-NW 218-294-6115 (W) 218-290-3062 (C)	Dennis Brogger * AD/SC 218-256-6703 (C) 218-327-9147 (H) Dennis Cameron * AD/SC 218-386-1304 (W) 218-242-9195 (C) 218-386-1389 (H) Duane Cihlar * AD/SC 218-370-2638 (C) 218-387-1784 (H)	Jerry Jussila * AD/SC 218-365-6398 (H) 218-235-8983 (C) Gene Mannelin * AD (2015 last year) 218-244-1337 (C) 218-246-2706 (H) Donald Lantz-T "Don" FWS-SBR 763-389-3323x22 (W) 651-357-7152 (C

IMTs / 5 POSITION	TEAM A	TEAM B	TEAM C	ALTERNATES *Also is alternate in another position TRAINEES	
Communications Unit Leader (COML)	Peter Willis DNR-Central 320-532-3137 (W) 320-630-3193 (C) 320-532-3665 (H) 320-656-2072 (P)	Patrick Coughlin DNR-MIFC 218-322-2696 (W) 877-726-8205 (P) 218-885-2226 (H) 218-244-7505 (C)	Dana Carlson DNR-NW 218-634-2172 (W) 218-434-0716 (C) 218-783-5551 (H)	Michael Hayes * Retired SC (State only) 218-368-9562 (C) 218-751-1541 (H) Marvin Nygaard DOT-GPZ 218-327-4448 (W) 218-341-8744 (C) 218-327-9181 (H)	Joe Dickison -T DOT-Rochester 507-286-7605 (W) 507-421-1167 (WC) 507-696-2770 (C) 507-252-8935 (H)
Communications Technician (COMT)	Vacant	Kevin Throop USFS-MIFC 218-322-2712 (W) 303-229-3246 (C) 303-229-3246 (H)	Joseph Dickison DOT-Rochester 507-286-7605 (W) 507-421-1167 (WC) 507-696-2770 (C) 507-252-8935 (H)	Mike Hamilton USFS-SUF 218-229-8803 (W) 218-984-3084 (H) Michael Hayes * Retired SC (State only) 218-368-9562 (C) 218-751-1541 (H) Steve Mortensen BIA MNA-LL 218-335-7421 (W) 218-335-7400 (alt #) 218-766-6574 (C) 218-835-5509 (H)	Harvey Sobieck-T USFS 218-387-3215 218-387-1750 GFRD 218-387-2422 (H) Bruce Green-T USFS-SUF 218-387-3218 218-387-1750
Ground Support Unit Leader (GSUL)	Jerome Skraba “Skrub-e” MN DNR NE REG. AD 218-235-0066 (C) 218-365-4790 (H) 218-753-2580 x566 (W)	Vacant Andrew Drange-T USFS-LAC 218-666-0032 (W) 218-235-1962 (C) *Need fully qualified GSUL to go with Andy.* (Not avail during FS RX West Zone spring burns)	Kevin Carlisle DNR-NE 218-999-7942 (W) 218-244-9912 (WC) 218-780-9858 (PC) 218-780-0910 (PC) 218-780-9858 (H)	Chuck Larson DNR-NE SC/AD 218-744-7452 (W) 218-290-0617 (C) 218-865-6025 (H)	
Operations Section Chief (OSC2)	Mike Wurst DNR-NE 218-757-3489 (W) 218-757-3274 (Orr) 218-360-2212 (C) 218-757-3545 (H) 218-324-2184 (Bag) Russ Langford-T FWS-R3R 612-713-5498 (W) 763-244-9844 (C)	Timothy J. Norman AD/SC 218-370-2202 (C) 218-663-7228 (H) Donald Edgar “Jim” DNR - Central 507-765-2740 (W) 507-346-9866 (H) 507-696-5307 (WC) 507-271-4419 (PC) Tom Roach-T USFS-SUF 218-666-0047 (W) 218-969-7237 (C) 218-290-1195 (C) (Not avail during FS RX West Zone spring burns)	Brian Jenkins USFS-SUF 218-322-2686 (W) 218-244-1764 (C) 218-245-1004 (H) Gregory Vollhaber-T “Greg” DNR-NW 218-308-2067 (W) 218-368-9700 (C) 218-647-8806 (H) 218-759-6869 (P)	Mike Aultman * DNR-NE 218-246-8343 (W) 218-259-5509 (C) 218-244-9497 (C) 218-326-5509 (H) Brian Pisarek * DNR-NE 218-927-4040 x242 (W) 218-838-0102 (C) 218-927-6158 (H) Kurt Schierenbeck * AD FS 218-387-3383 (H)	Thomas Fasteland-T DNR-MIFC 218-322-2738 (W) 218-244-5690 (C) 218-259-4904 (PC) Thomas Schackman-T BIA-MNA-BJI 218-751-2011x452 (W) 218-224-2301 (H) 218-760-7145 (C)

IMTs / 6 POSITION	TEAM A	TEAM B	TEAM C	ALTERNATES *Also is alternate in another position TRAINEES	
Division Group Supervisor (DIVS)	Russ Langford FWS-R3R 612-713-5498 (W) 763-244-9844 (C) (*Will need to find a replacement if Russ goes as OSC2-T)* James Gubbels-T USFS-CPF 218-444-8788 (H) 218-335-8612 (W) 218-407-0045 (C)	Daniel Grindy "Dan" DNR-NE 218-878-5643 (W) 218-389-6431 (H) 218-260-9148 (C) Harlow Thompson-T DNR-NE 218-259-5136 (C) 218-326-6957 (H)	Vacant Patty Johnson-T USFS-SUF 218-387-3230 (W) 218-370-0392 (C) *NEED fully qualified DIVS to go with Patty.*	Cory Berg USFS-SUF 218-663-8610 (W) 218-370-0547 (C) 218-370-1009 (WC) Carl Crawford USFS-CPF 218-835-3136 (W) 218-556-4218 (C) 218-759-8685 (P) Bruce Giersdorf 218-259-3014 (PC) Thomas Fasteland * DNR-MIFC 218-322-2738 (W) 218-244-5690 (C) 218-259-4904 (PC)	Mark Hale * USFS-National Office, DC 218-322-2708 (W) 406-861-4876 (C) 218-212-4030 (H) Mike Hanson * AD/SC 218-666-5924 (H) Mike Rice * USFS-CPF-WR 218-547-1044 (W) 218-547-6002x117 (W) 218-368-2087 (C) Pete Lindgren-T USFS-SUF 218-387-3253 (W) 218-370-0349 (WC) 612-750-2413 (PC) 218-387-2047 (H)
Division Group Supervisor (DIVS)	Paul Pooler BIA-MRA 218-751-2011 x457 218-259-1906 (C) 218-444-2707 (H) Phil Millette-T FWS-BNR 320-589-4977 (W) 612-360-3999 (C) 320-392-0095 (H)	Vance Hazelton "Vinny" Go through USFS-WI-Chequamegon 715-358-6283 WI-WIC Steve Radji Center Mgr. 218-370-5956 (C) 715-812-1104 (H) 715-373-2667 (W) Kurt Fogelberg-T NPS-VOP 218-283-6660 (W) 218-360-1494 (C) 218-283-1010 (H)	Dan Paulson FWS-MVR 952-858-0729 (W) 515-423-4303 (C) 952-361-6070 (H) Benjamin Roy-T USFS-CPF 218-246-3456 (W)	Michael Crook * USFS-SUF 218-387-1750 (W) 218-370-9949 (C) 218-387-3105 (H) Donald Edgar * "Jim" DNR - Central 507-765-2740 (W) 507-346-9866 (H) 507-696-5307 (WC) 507-271-4419 (PC) Anthony Harding * USFS-SUF 218-365-7751 (P) 218-343-6432 (C) Mike Locke * DNR-NW 218-444-7831 (H) 218-308-2368 (W) 218-368-2593 (C)	Daniel Koschak * AD/SC 218-229-3118 (H) 218-290-3678 (C) 218-735-3958 Spring 218-229-1920 H-Fax Brian Pisarek * DNR-NE 218-927-7508 (W) 218-838-0102 (C) 218-927-6158 (H) Gregory Vollhaber * "Greg" DNR-NW 218-308-2067 (W) 218-368-9700 (C) 218-647-8806 (H) 218-759-6869 (P)
Division Group Supervisor (DIVS)	Mike Rice USFS-CPF-WR 218-547-1044 (W) 218-547-6002 x117 (W) 218-368-2087 (C) Ernie Schmitt-T DNR-NW 218-335-6647(W) 320-760-0655(WC) 320-760-4781(PC) 218-224-3632 (H)	Thomas Fasteland DNR-MIFC 218-322-2738 (W) 218-244-5690 (WC) 218-697-8427 (H) 218-259-4904 (PC) Seth Grimm-T FWS-BNR 320-589-4972 (W) 320-287-0370 (C) 218-731-2204 (H)	Marty Cassellius BIA-MRA 612-280-7361 (W) 612-725-4523 (C) John Norton-Jensen-T MN-SUF (*Cannot go at the same time as Patty Johnson)* 218-663-8609 (PC) 218-370-0583 (C)	Jeremy Bennett BIA-MRA 612-725-4526 (W) 218-261-1171 (C) Ronald Guck * AD/SC 218-290-5238 (C) 218-365-5216 (H) Pete Leschak DNR-NE 218-254-7989 (W) 218-254-3208 (H) 218-360-1812 (C) Tom Lynch * DNR-NE 218-387-3037 (W) 218-370-8765 (C) 218-388-2017 (H)	Douglas Miedtke * AD/BIA 218-259-9007 (C-Julie) 218-327-1464 (H) Tom Roach * USFS-SUF 218-666-0047 (W) 218-745-5281 (P) 218-969-7237 (H) 218-290-1195 (C) Thomas Schackman * BIA-MNA-BJI 218-751-2011 x452(W) 218-224-2301 (H) 218-760-7145 (C) Jeb Backe-T USFS-SUF 218-365-7557 (W) 218-235-8811 (C)

IMTs / 7 POSITION	TEAM A	TEAM B	TEAM C	ALTERNATES *Also is alternate in another position TRAINEES	
Air Support Group Supervisor (ASGS)	William Schuster "Bill" DNR-MIFC 218-322-2722 (W) 218-244-5286 (C) 218-755-6915 (P	Leland Kessler DNR-MIFC 218-322-2726 (W) MIFC 218-244-1765 (C) 218-326-1130 (H)	Vacant	Doug Lloyd AD/SC 218-244-4120 (C) 218-326-3151 (H)	Peter Tentinger "Pete" AD/SC 218-244-1045 (C) 218-556-3969 (PC)
Finance Section Chief (FSC2)	John Kelly DNR-Central 507-765-2740 (W) 507-202-5409 (PC) 507-346-7607 (H)	Brenda Miles NPS-VOP 218-283-6662 (W) 218-360-1493 (WC) 218-244-8299 (PC) 218-278-4437 (H)	Larry Himanga DNR-Central 651-259-5277 St. Paul 651-724-7242 (WC) 651-380-9681 (C) 651-345-6125 (H) Randee Olson-T USFS 218-387-1750 (W) 218-387-3204 (W) 218-370-0561 (WC)	Kevin O'Brien * DNR-Central 507-522-5063 (W) 507-429-2469 (WC) 507-458-4241 (PC)	
Time Unit Leader (TIME)	Randee Olson USFS 218-387-1750 (W) 218-387-3204 (W) 218-370-0561 (WC) Kurt Hinz-T DNR-Central-RST 507-206-2835 (W) 507-696-3669 (C) 507-452-7574 (H)	Kevin O'Brien DNR-Central 507-522-5063 (W) 507-429-2469 (WC) 507-458-4241 (PC)	Nancy Calder DNR-NW 218-386-1304 (W) 218-242-3778 (C) 218-689-0645 (alt. C) Cristine Basina-T BIA-MRA 612-725-4525 (W)	Valiree Green * DNR-Central-RST 507-724-5261 x5 (W) 507-429-2947 (WC) 507-482-6684 (H) Richard Peterson "Dick" DNR-Central 507-333-2012	Lance Sorensen AD/SC 507-367-4952 (H) 507-421-0340 (C)

Team members are responsible year round for finding their own replacements and notifying the IC & MIFC Dispatch when not available.

2015 MNICS IMT Rotation Schedule

Jan 1-5	Team C	May 5-11	Team C	Sept 1-7	Team B
Jan 6-12	Team A	May 12-18	Team A	Sept 8-14	Team C
Jan 13-19	Team B	May 19-25	Team B	Sept 15-21	Team A
Jan 20-26	Team C	May 26 – June 1	Team C	Sept 22-28	Team B
Jan 27 – Feb 2	Team A			Sept 29 – Oct 5	Team C
		June 2-8	Team A		
Feb 3-9	Team B	June 9-15	Team B	Oct 6-12	Team A
Feb 10-16	Team C	June 16-22	Team C	Oct 13-19	Team B
Feb 17-23	Team A	June 23-29	Team A	Oct 20-26	Team C
Feb 24 – Mar 2	Team B	June 30 – July 6	Team B	Oct 27 – Nov 2	Team A
Mar 3-9	Team C	July 7-13	Team C	Nov 3-9	Team B
Mar 10-16	Team A	July 14-20	Team A	Nov 10-16	Team C
Mar 17-23	Team B	July 21-27	Team B	Nov 17-23	Team A
Mar 24-30	Team C	July 28 – Aug 3	Team C	Nov 24-30	Team B
Mar 31 – Apr 6	Team A				
		Aug 4-10	Team A	Dec 1-7	Team C
Apr 7-13	Team B	Aug 11-17	Team B	Dec 8-14	Team A
Apr 14-20	Team C	Aug 18-24	Team C	Dec 15-21	Team B
Apr 21-27	Team A	Aug 25-31	Team A	Dec 22-28	Team C
Apr 28 – May 5	Team B			Dec 29 – Jan 4	Team A

Rotation time is 0600 Tuesday. NOTE: This schedule does not mean that team members are on call during this time period. They will only be on call when in ALERT level. ***Team members must make an effort to find their replacement***. Notify your IC and MIFC Dispatch to let them know who your replacement is going to be and for how long (dates).

Support for Home Agency Hosting IMT

Support Items for Home Agency When Hosting an Incident Management Team

Purpose
These are guidelines to facilitate the orderly transfer of incident responsibilities from the hosting unit to the Incident Management Team. This is a checklist of information and date the receiving unit needs to provide the Incident Management Team either in writing or orally.

Items to be Considered by the Hosting Unit Prior to Arrival of Incident Management Team and Assignment of Responsibility.

1. Prepare Delegation of Authority (See examples).
2. Obtain necessary information for agency administrator briefing.
3. Federal Agency will prepare a Wildland Fire Decision Support System (WFDSS), for a fire incident (Fireline Handbook).
4. Establish dispatching procedures.
5. Determine possible incident camp location.
6. The Mobile Cache Support Van (NFES #008621) and the National Radio Kit Starter Ssytem (NFES #004390) must be placed on a Resource Order to MIFC Dispatch at the same time that an Incident Management Team is ordered. For a description and contents of the cache van, *see pages 37-44*.
7. Order or make ample supply of topographic maps, base maps, etc.
8. Determine transportation needs of Incident Management Team. (From ordering unit to incident and while on incident).
9. Determine agency administrator briefing time and location and obtain necessary information for agency administrator briefing (see Section C below).
10. *See procedure for dispatching IMTs and placing resource orders pages 8-9.*
11. Begin to assemble finance information.
12. Local unit will supply a status/check-in recorder and RADO to the Incident Management Team.

Prepare For Two Briefings
There should be two briefings of the incoming Incident Management Team. The first briefing should be by the Agency Administrator at the site away from the incident. The second briefing should be by the local Incident Commander at the incident site. The transition period of take-over will depend upon the complexity of the incident, expertise of local incident team, and/or other problems.

1. Agency Administrator Briefing (by Park Superintendent, Forest Supervisor, DNR Regional Forester, Agency Forester, Agency Fire Management Officer, etc.) To be held as soon as possible after arrival of all General Staff members of the Incident Management Team. The following are the more important items to be discussed: *Use pages 23-26 as a guide for information needed.* You should have as much of this done as possible for presentation to the Incident Management Team during the Agency Administrator briefing. Make 10 copies of the Agency Administrator Briefing Form for the team. If you don't understand some blanks, go on to the next and complete as much as you can.
2. Local Incident Commander Briefing
   Use pages 27-28 as a guide for information needed. If time permits, start filling them out. Make 10 copies for the Team. If you don't understand some blanks, go on to the next item and complete as much as you can. Also fill out an ICS form 201, Incident Briefing form, and make 10 copies for the Team.

Agency Administrator's Briefing to Incident Management Team

Agency Administrator's Briefing to Incident Management Team
Incident Name
Approx. Size @ Date Time
Location
Date of Start
Overhead and Suppression Resources Currently on Incident And Present IC
General Fire Situation in Area
Resources Ordered
Other Organizations Requiring Coordination (Area Command, Expanded Dispatch, MAC, Buying Team, Payment Team, Tribal Government, Other Agency Jurisdictions)
Law Enforcement/Ongoing Investigations
Financial Considerations/Limitations
Fire Behavior Considerations
Weather Situation
Fuel Types
Topography
Fire Behavior
Appropriate Management Response Considerations Established Through and for the WDFSS Development Priorities
Environmental Constraints
Utility Corridors

Agency Administrator's Briefing to Incident Management Team / 2

Air Operations
Effectiveness
Hazards
Air Space Restrictions
Airports, Heliports, Helispots
Suppression Policies
Other
Environmental, Social, Political, Economic, and Cultural Resource Considerations
Environmental
Social
Political
Economic
Cultural Resource
Communications
Radio
Telephone
Electronic (Computers)
Expanded Dispatch

Agency Administrator's Briefing to Incident Management Team / 3

Procurement Arrangements
Agreements
Tribal Government
Infrared Status
Security Considerations
Incident Management Direction and Considerations
Wildfire Decision Support System
Delegation of Authority
Agency Administrator's Representative
Incident Business Advisor
Resource Advisor
Suppression Priorities
Forest Supervisor/Incident Commander Contact
Time
Process
News Media and Incident Information Management
Training Considerations
Interagency/Private Property Considerations (costs, etc.)
Mop Up Standards
Rehabilitation Considerations
Initial Attack Responsibility
Support to Other Incidents
Disposition of Unit Resources on the Incident
Close Out and Debriefing

Agency Administrator's Briefing to Incident Management Team / 4

Human Welfare
Safety
Health
Civil Rights
Distribute Support Documents
Wildfire Decision Support System (Common WFDSS if Unified Command)
Delegation of Authority Letter
Map & Photos
Fire Management, Pre-Attack, Land Management Plans
Weather Forecast
Special Management Area Documents
Phone Directory, Fax Number
Agreements (May be found at ~ http://www.mnics.org/Private_Side/Agreements/Agreements.shtml)
Incident Status Summary (ICS - 209)
Business Management Documents
Payments (Vendors and Casuals)
Claims
Injury Compensation
Incident Business Guidelines (ISOPS)

Local Incident Commander Briefing / 1

Local Incident Commander Briefing

The incoming Incident Management Team will be briefed, by the local Incident Commander, upon arrival at incident. The incoming Incident Management Team should not assume incident until they are thoroughly briefed and comfortable with the situation. Both IC's will determine exact hour of command change. After briefing, functions will start phasing into their areas of responsibility, but will not assume control until the predetermined time. Local team may continue to work on incident in various functions depending upon physical condition and Agency Administrator's directions.

Map of incident (best available)
Time of start
Spread - fire behavior
Fuels - at fire Ahead of fire
Anchor points
Line held (on map)
Natural barriers
Weather forecast
Camp Sites: Established Possible Spike Camps
Airtanker effectiveness to date
Hazards (aircraft & people)

Local Incident Commander Briefing / 2

Access from camp to line
Personnel and equipment on line
Personnel and equipment ordered (confirm information received at Agency Administrator's briefing)
Photos _____ Yes _____ No
Helispot and helibase locations (use map).
Communication system in use: Radio_____ Telephone _____ Mobile Phone _____
Water availability
Camp fire protection Crash fire protection at helibase Medivac arrangements
Review of existing plans for control in effect
Smoke conditions
Local political issues
Any security problems?
Overhead on line (Names & location - put on map).
Copy machine in camp _____ Yes _____ No

Delegation of Authority

DELEGATION OF AUTHORITY

_____is assigned as Incident Commander on the _____Incident. You have full authority and responsibility for managing the fire suppression activities within the framework of law, agency policy, and direction provided in the attached Overhead Briefing Direction and Guidelines.

Your primary responsibility is to organize and direct your allocated resources for efficient and effective suppression of the fire. You are accountable to me or the designated representative listed on the guidelines sheet.

Specific direction for the _____ Fire covering management and environmental concerns is listed:

_____ will represent me on any occasion that I am not immediately available.

_____ _____

Agency Administrator Date

Special Teams

Fireline Blasting Team: Superior National Forest

The team consists of: FLEA (Fire Line Explosives Advisor), FLEB (Fire Line Explosives Blaster) and a FLEC (Fire Line Explosives Crewmember). Order comes in from a field office and is dispatched through MIFC Dispatch.

Wildfire Investigation Team: MN DNR

This guideline supplements information found in Operation Order #77.

When a field forest officer or conservation officer determines that trained wildfire investigators are needed, follow these procedures:

- Request is forwarded to an area forestry supervisor and conservation officer supervisor. The supervisor will coordinate the assignment of at least one wildfire investigation team member from each division.
- If area supervisors are unable to provide a complete team, the request will be forwarded to regional forestry and enforcement supervisors in the region where the fire originated. Regional supervisors will ensure that at least one officer from each division is assigned to the team. The appropriate area supervisor will be notified of this assignment.

If a request cannot be filled from the DNR region, regional supervisors forward the request to MIFC. MIFC contacts the appropriate people within the divisions of Forestry and Enforcement, who have the authority to assign wildfire investigators on a statewide basis. These authorized personnel will select the appropriate personnel to fill the request.

Whenever conservation officers or forest officers are assigned outside their work areas, their supervisors will be notified. The Enforcement field operations officer should also be notified.

MNICS Wildfire Investigation Team

The MNICS Wildfire Investigation Team consists of the DNR Division of Forestry's law enforcement coordinator, the DNR Division of Enforcement's authorized delegate, and selected wildfire investigators who possess suitable training and experience. The purpose of the MNICS Wildfire Investigation Team is to provide support and added experience to the local investigator team.

A request for a call-up of the MNICS Investigating Team will be through the previously stated chain of command to MIFC 218-327-4558, when one or more of the following situations exist:

- The incident involves serious personal injury or death.
- The incident involves the loss of a permanent dwelling or a significant loss of outbuildings, vehicles, equipment, crops, natural resources or other property.

The DNR Division of Forestry's law coordinator and the Division of Enforcement's authorized delegate will assign investigators. Division of Forestry contact is Curt Cogan, 218-947-3232 (day), 218-820-6083 (cell), 218-232-1115 (night). DNR Division of Enforcement contact is Robert Gorecki, Aitkin, 218-232-1115. Each contact person is responsible for their division's personnel. Other agency fire investigators may be contacted through MIFC Dispatch 218-327-4558.

Local field officers should provide the following information to the wildfire investigation team:

- Preliminary reports and other information pertinent to the investigation
- Maps of the area
- Location of probable point of origin of fire
- Weather information
- Any suspect information
- Witness list
- Information concerning local law enforcement, county attorney, etc.

The MNICS team should work closely with the local investigators to complete a thorough, well-coordinated investigation. The local forestry area should be provided with a report as soon as possible. The local Division of Enforcement contact should receive a report copy as needed.

Wildland Fire Prevention Education Team

When severe wildland fire situations occur as a result of extreme fire weather, wildland fires can cause

extensive loss of life, property and resources. Under extreme conditions, wildland fire prevention/ education is often overlooked as a possible source of help. Contact MIFC Dispatch for information.

Because fire weather conditions are predictable, wildland fire prevention/education teams can be mobilized in advance of fires, when fire danger becomes extreme. Prevention/education teams are available to support any geographic area preceding and during periods of high fire danger or fire activity.

The requesting unit may use federal severity dollars in support of a prevention/education team. These teams are not generally fundable under regular emergency fire funding special funding. Special funding may be provided by compact states (Wisconsin, Michigan, Ontario, Manitoba) to pay for Minnesota prevention teams.

Working together with local units in the prevention of unwanted human-caused wildfires, a team can:

- Complete fire risk assessments
- Determine the severity of the situation
- Facilitate community awareness and education in fire prevention including prescribed burning
- Coordinate announcement of interagency restrictions and closures
- Coordinate fire prevention efforts with the public, special target groups, state and local agencies, and elected officials
- Promote public and personal responsibility regarding fire prevention in the wildland/ urban interface
- Assist incident management teams in accomplishing their objectives in working with the public

The **Mission** of a wildland fire prevention and education team: *Fire Prevention and Education Teams provide interagency expertise in wildland fire prevention, public relations and outreach, fire safety, the role of fire, and developing Firewise communities. Teams assist local units in the prevention of unwanted, human caused wildland fires, which can result in extensive loss of life, property, natural resources and associated costs. Teams support any geographic area during periods of high fire danger or fire activity.*

A wildland fire prevention and education team consists of a team leader, a public affairs officer, prevention specialist(s), optional trainee, and/or

other team members as the situation dictates (finance officer, logistics specialist, etc.). To request a team, send a resource order to MIFC.

Critical Incident Stress Debriefing

Before an individual is released from an incident or from a support role on an incident, the need for Critical Incident Stress Debriefing (CISD) will be considered by the Incident Management Team, program managers, supervisors, or at the request of incident personnel.

1. Personnel **will be encouraged** to attend a CISD if any of the following situations occur:
   - Death or serious injury to anyone on the incident
   - Direct incident involvement (fire/all risk)
   - Accidental causes on an incident
   - Natural causes on the incident (i.e. heart attack)
   - Major destruction of homes or property
   - Burn over, tornado, flood, etc. where there is loss or suffering
   - Shelter deployment
   - Near miss (fire, flood, etc.)
   - Direct personal danger to team or anyone on the incident

   CISD **may** be used in other situations determined to be unique in complexity, stress, time frame, or other conditions as warranted. (Both in and out-of-state assignments.)
2. Individuals or teams dispatched out of state will be encouraged to attend a CISD if any of the conditions of paragraph #1 apply while on assignment. If a CISD is not available at the incident, it will be conducted prior to demobilization.
3. In state, CISD teams will be coordinated through MIFC Dispatch by contacting one of the following in the order noted below:
   - Minnesota Duty Officer 800-422-0798
   - International Critical Stress Debriefing Team Foundation 410-313-2473
   - Statewide Critical Stress Debriefing Organization 218-759-8915

Chapter 30

Crews

Crews

20-Person Crews

Type 2 IA crews are used for initial attack and can be broken into squads for fireline construction and firing, including burning out a fireline. Minimum standards for national mobilization include one crew boss, three ICT5s (incident commander Type 5), and three agency-qualified sawyers.

Type 2 crews are used for initial attack, fireline construction and firing, including burning out a fireline. Minimum standards for National mobilization include one crew boss and three firefighters Type 1 (FFT1) squad bosses.

Five-Person Crews

Consist of one squad boss (FFT1) and four firefighters (FFT2) with transportation. Specialized crews can be set up as needed.

Conservation Corps Minnesota (CCM) Crews

CCM crews are made up of four to six people and may need leadership. DNR areas may use CCM crews for local assignments. These crews are often put on-call during higher planning levels. To order CCM crews, go through normal ordering channels.

Firefighter Requirements

Persons selected to serve solely as firefighters must meet the following requirements:

1. Be at least 18 years old. This is a requirement by state law.
2. Have no physical disability that could create a safety hazard.
3. Not be seriously overweight or underweight.
4. Have no history of heart, lung, intestinal, or nervous disorder.
5. Have personal protection equipment (PPE) and fire boots that are in good condition and can stand up to rough terrain if needed. Make sure fire boots are broken in and comfortable.
6. Pass the arduous physical fitness level test. Agencies may determine the method of evaluating the physical fitness level of their personnel. However, this testing method should be a measurable evaluation process.
7. Pass or meet agency or unit specific requirements for physical fitness or physical examination.
8. Have the minimum training, including an annual safety and refresher course, required for the position before assignment.
9. Crews will come equipped with a minimum: Up-to-date Red Card, photo/agency ID, crew first aid kit, personal first aid kit, hardhat, Nomex shirt, Nomex pants, fire shelter, leather fire gloves, canteen, headlamp, goggles, personal hygiene items, extra socks, extra underclothes, 8" top-lace leather fire boots in good condition (that can withstand rough terrain), web gear, sleeping bag, tent, and any personal medications.

Chief of Party

The chief of party is tracked, by the sending unit dispatcher, until destination is reached. The chief of party is responsible for all personnel assigned on the manifest list. Duties are:

1. Explain to all personnel at the beginning of travel, transportation arrangements, type of equipment, routes of travel, stopping points, ETAs, etc.
2. Have copies of manifests covering all personnel assigned, extra copies available for charter aircraft and submission to receiving units, etc., from the sending dispatcher.
3. Have the telephone numbers of the sending and receiving dispatcher's offices for use when delays of more than 30 minutes occur, to give information as to why and how long the delay will be.
4. Know other chiefs of party.
5. Have all personnel within the weight limitations, assembled, and ready to board transportation.

6. Provide for safety and welfare of each person assigned to the manifest.
7. Check Pilot Card and Aircraft Data Card for currency and qualifications. Example: Night flight requires that pilot be transport-night qualified.
8. Chief of party has total responsibility for insuring that all passengers arrive at their destination place.
9. Chief of party will be responsible for signing the Daily Flight Report - Invoices (Form 6500-122 or OAS-23) for all flights (except for domestic air carriers - airlines).

Chapter 40
Equipment and Supplies

Northeast Interagency Fire Cache

The Northeast Interagency Fire Cache (NEK) is designed to provide a unified source of supplies for the suppression of wildfires when the items are not available locally.

Because the NEK is a part of the National Cache System, anything listed in the National Fire Equipment System (NFES) catalog may be ordered through NEK. Items not usually stocked in Grand Rapids will be obtained from other locations if needed.

Refer to the NFES Catalog for a list of items stocked in the cache. Those items listed in the catalog with the designator NEK are stocked at the Grand Rapids cache. Supplies in the catalog may be ordered directly from the cache or through ROSS to be filled by the cache. Radios and the cache van orders must be placed through MIFC.

Location

Northeast Interagency Fire Cache
Minnesota Interagency Fire Center
402 11th Street SE
Grand Rapids, MN 55744

218-322-2763 Brian Wise, Cache Manager
218-322-2764 Tom Staydohar, Cache Assistant Mgr.
218-327-4581 FAX

Procedures

Each agency has its own procedures as outlined elsewhere, but all orders start with a Resource Order called into the agency dispatcher.

Radios

NIFC Radio Cache, NFES 4390

The NIFC Radio Starter system is larger than the R9 system but has similar channel assignments. There is also a Logistics Radio system available for use in Fire camp and a Radio Frequency backbone system for communications from Fire Camp to a fixed site command center. Complete system descriptions and ordering information are in the Communications section of the catalog. Orders of NFES 4390 must go through MIFC Dispatch, to EACC, to NICC for verification of which 4390 kit will be assigned.

MNS Radio Cache

MNS Fire Cache radios are comprised of 280 Chapter portable programmable radios, and 80 240-channel King mobile programmable radios. We also have two Daniels Command repeaters with two extra command repeaters for spares.

Portable radios can be ordered by the kit. Each kit comes with radio, leather case and external speaker microphone. All equipment is packaged in a heavy-duty transit case.

Mobile radio kits are installed in a fiberglass transit case and include a magnetic antenna and male cigarette lighter plug for power.

When ordering King Radio kits, include frequency needed. All radio orders must go through MIFC Dispatch. Dispatchers assign a radio kit number.

MIFC Communications Trailer

The Minnesota Department of Natural Resources has two communications trailers available. These trailers are housed at MIFC in Grand Rapids, Minnesota, and can be ordered through MIFC Dispatch.

The trailers are 31-foot travel trailers. A regular class C driver license is required to tow them. The office compartment contains a counter with workspaces, built-in storage cabinets, file cabinets, corkboards, white boards, a coat closet, and a padded bench.

The trailers come with a 6.5 kw generator, but also have the capability to plug directly into a standard 110 volt outlet. There are both 110 volt and 12 volt lights and a generous number of receptacles.

The trailers are equipped with a cellular phone, three landline phones, two – 240 GMH mobile radios, a

mobile aircraft radio, a scanner, a PA system, five handheld King radios w/acc, two hand-held aircraft radios, and a CB radio.

The miscellaneous equipment and supplies included with each trailer are: basic office supplies, Basic ICS and Communications Forms, a coffee pot, portable lights, a fan and a heater.

The trailer will automatically come with a set-up person and/or a Communications Technician (COMT). If a dispatcher is needed, please order separately.

Any questions or comments regarding the communications trailer can be directed to: Tom Kaase, MIFC, 55744; 218-322-2695

Specialized Supplies

Incident Meteorologist (IMET) Service and Associated Equipment

On-site forecast service is a non-routine service available from those National Weather Service (NWS) offices with designated incident meteorologists (IMETS). The NWS will provide IMET service upon request of federal, state, tribal or local government fire agencies in support of wildfires. IMET support will also be considered for non-wildfire situations, if resources permit. Such users will be limited to requests of federal fire agencies participating in the Interagency Agreement and requests by public safety officials who represent such support as essential to public safety.

An example of such past non-wildfire support in Minnesota has been IMET support for the Hazardous Fuels Reduction Project in the BWCAW.

There are three pieces of equipment that may be used by NWS incident meteorologists providing on-site meteorological support. Like the IMET, this equipment is a national firefighting resource.

Atmospheric Theodolite Meteorological Unit (NFES 1836)

This equipment belongs to the National Weather Service and will be operated by a certified NWS incident meteorologist. The Atmospheric Theodolite Meteorological Unit (ATMU) provides on-site winds aloft measurements. It consists of a Theodolite for tracking small 10-gram balloons filled with helium. The equipment is stored in one gray container weighing about 120 pounds.

This data provides the IMET with wind direction and wind speed measurements, generally to at least 5,000 feet above the ground or to the bases of clouds. An ATMU may be requested by an IMET performing on-site meteorological support or by an incident through normal dispatch procedures. If an ATMU is requested, helium will likely also be ordered for balloon inflation. This may be ordered through the cache or at the incident.

An Atmospheric Theodolite Meteorological Unit (ATMU) is no longer cached in Grand Rapids. This item will be requested as needed, through a resource order through MIFC Dispatch to the Eastern Area Coordination Center (EACC)..

All Hazards Meteorological Response Unit (AMR)

This equipment is NWS owned and is cached at designated NWS forecast offices which have certified IMETS. A unit is available at the NWS Chanhassen office in the Twin Cities (or Duluth). When IMETs are deployed to an incident, generally they will transport the unit, either by vehicle or by air. This unit provides a mobile satellite linked platform for data collection and forecast preparation. ***This equipment can only be operated by NWS certified IMETS.***

Remote Automated Weather Stations – FireRAWS

This equipment provides on-site meteorological observation capability for an incident. The units are maintained by the Bureau of Land Management's RAWS Depot at the National Interagency Fire Center (NIFC). Fire RAWS are dispatched and configured at the fire site by land management agency technicians. If deemed necessary, a FireRAWS (NFES 5869) would be ordered by the Incident Management Team managing a fire.

Responsibilities of the NWS

- Assembly and operation of the ATMU and AMRS at a fire site by a certified IMET.
- Inspection and restocking of the ATMU and AMRS upon release from an incident.
- Scheduling and conducting training session with land management agencies when appropriate.

Responsibilities of land management agencies

When services are requested, agencies provide:

1. Transportation of the ATMU, IMET and other equipment necessary to the incident. This may include air transportation and/or a rental vehicle (minivan or SUV to transport AMRS).
2. A work area for the IMET
3. Telephone access for the IMET
4. 2000 watts of 60 cycle 110 volt AC power (generator OK)
5. Open area for setting up AMRS with a clear view to the south.
6. A tank of helium for inflating weather balloons.

Financial responsibilities of the NWS and land management agencies

Land management agencies will reimburse the NWS for all costs associated with the dispatch of an IMET and associated equipment, as stated in the *Interagency Agreement for Meteorological Services Among the Bureau of Land Management, Bureau of Indian Affairs, U.S. Fish and Wildlife Service, and National Park Service of the U.S. Department of Interior; the Forest Service of the U.S. Department of Agriculture; and the National Weather Service of the U.S. Department of Commerce.*

These costs include overtime incurred by the IMET and any NWS staff covering shifts vacated by the duty IMET, travel costs, per diem, as well as other costs indicated in the agreement.

Request procedures

Request and dispatch of IMETs and equipment (AMRS, ATMUs, and FireRAWS) are accomplished through the National Resource Coordination System. If a local IMET is unavailable, the request will likely be sent to the Eastern Area Coordination Center (EACC). The request for an IMET will then be forwarded to the NWS National Fire Weather Coordinator (NWFOC) in Boise who will fill the order.

Information required by the IMET when dispatched

1. A copy of the Resource Order with the IMET's Resource Order Number (O #)
2. If the ATMU is requested by an IMET, an equipment order number for the ATMU (E #) will need to be sent to EACC
3. Project name and number
4. Location of the ICP with directions on getting there
5. Transportation arrangements for the ATMU
6. Name, phone number of a contact person at ICP
7. Fire code or P-code (in case of accidents, damages)

Release Procedures

When a fire is contained or controlled, the IMET should assess, in conjunction with the fire behavior analyst (FBAN) and planning section chief (PSC), the time requirement for further on-site weather support. Release from an incident must be fully coordinated with the Incident Management Team.

Mobile Cache Support Van Kits

The Fire Cache will load two Eastern Area Mobile Cache Support Vans (on semi-trailers) each spring. These kits will normally be pre-positioned at the NEK in Grand Rapids. Additional units can be brought on line for standby as necessary by direction of the Eastern Area center manager, the MIFC coordinator, or by requesting on a preparedness/pre-suppression resource order.

When the need exists to have an Eastern Area Mobile Cache Support Van pre-positioned somewhere besides the NEK, a preparedness/pre-suppression resource order will be prepared by the requesting agency and sent to the NEK through normal dispatch channels. The NEK will then move the Eastern Area Mobile Cache Support Van there for standby.

Dispatching Mobile Cache Support Van on host forest or agency incidents

The host unit or agency will dispatch the Eastern Area Mobile Cache Support Van to the incident and prepare the resource order. The resource order will

be sent through normal dispatch channels to the Fire Cache. Then the preparedness/pre-suppression order is released and transferred to the incident.

Dispatching Mobile Cache Support Van to other incidents

The requesting national forest, state, or other agency will place a resource order with the EACC center manager or MIFC coordinator with all necessary information. That person will place the order with the host unit or agency for movement of the pre-positioned Mobile Cache Support Van.

The host unit or agency will arrange for movement to the incident. The EACC center manager or MIFC coordinator will notify the NEK through normal dispatch channels of the movement to an incident by sending a copy of the resource order. The preparedness/pre-suppression order will then be released and transferred to the incident order.

When pre-positioned away from the NEK, the host unit or agency is responsible for:

1. Dispatch procedures.
2. Inventory integrity of the van contents.
3. Inspections and maintenance of the trailer.
4. Providing transport for movement of the trailer to an incident.

For items contained in the Mobile Cache Support Van, see pages 39-41.

Returning Cache Items

All items furnished to an incident from the Cache are on loan and must be returned. It is critical that the agency using the cache items return them as part of demobilization of the incident. In the past, cache materials have sometimes been used to supplement local caches. This impacts inventory and availability for other incidents. Return all items to NEK for reconditioning.

Returning supplies and equipment

To avoid delays in reconditioning and re-issue of supplies and equipment, all items must be returned to the Fire Cache during demobilization of the incident. If the unit plans to retain items after an incident, the items need to be transferred from the incident order to a pre-suppression order, as soon as the incident has been demobed. Call the Cache for procedures for doing this. It is very important that incidents do not keep equipment unless they have made prior arrangements with the Cache.
Hose should be drained, dried and rolled after control of the incident and returned to the Cache immediately. Certain types of hose deteriorate rapidly even with slight dampness. Do not store used hose for later use; return it to the Cache.

Kits used on an incident should be reassembled as best as possible before they are returned. Usage and/or damage should be noted.

Notify the Fire Cache prior to returning supplies and equipment. Return items should be boxed and a return manifest prepared before shipment. A copy of the warehouse issue or a handwritten list of the items will work. An incident order number and management code are necessary. Cache personnel can answer questions concerning the demobilization of Fire Cache equipment. *Drivers of return loads must have the required information about the load, or they may not be allowed to unload until the cache received the required information.*

Some items are expendable when used: such as rations, disposable mess gear, one-quart disposable canteens, gloves, etc. These items, if used, should not be returned to the Fire Cache. Items that are not expended and have continuing use should be returned: canteen covers, pack frames, fire tools, sheaths, spare parts, etc.

If an item from the cache does not work, do not try to fix it. Tag it, send it back to the cache and order a replacement. The cache has technicians to repair cache items. If necessary, the cache will send a retrieval team to pick up supplies or equipment not being used. The incident can order a Cache Demobilization Specialist through normal dispatch channels to help with returns.

Incident Replacement

NFES Caches will process incident replacement orders in the following manner: Prior to release, firefighting resources will fill out an Incident Replacement Requisition form for items that have been lost, consumed or worn out. See *Incident Replacement Requisition form (NFES 1300) or Interagency Incident Waybill (OF-285).*

Type I and Type II incidents
The Supply Unit is responsible for handling incident replacement orders when a Type I or Type II Team is used. The Supply Unit Leader (SUPL) approves replacement requests by each unit, based on engine accountability sheet or other fire equipment inventory documents.

The SUPL also determines if there are equipment and supplies available at the incident to be used for replacement. If they are unavailable at the incident, the SUPL forwards the Incident Replacement Requisition form to the Cache. This form must be complete, with "S" numbers and the home unit address (No post office boxes).

If the unit is unable to receive the replacement requisition at the incident, the materials will be shipped directly to the resource's home address.

Type III and Type IV incidents
Only the incident's agency administrator or authorized representative can approve orders.

Non-fire incident
Non-fire incidents are usually reimbursable and may include non-federal agencies. Examples are hurricanes, oil spills, rescues, and law enforcement actions. The same procedures described above apply in these situations.

Resource orders for replacement items may be placed up to 45 days following control of the incident. Orders for replacement items received after this time will be charged to project funds rather than firefighting funds (FFF) unless appropriate arrangements are made with the forest fire staff officer in advance.

Air Resources Available through the Cache

RESOURCE	AGENCY	LOCATION	REMARKS	NUMBER
AID	MNS	Grand Rapids	Helicopter Aerial Ignition Device	01
Air Tank Bs	MNS	Brainerd	Port Reload/3000 Gal Lc	01
Base Unit	NEK	NEK	Kit, R09 Mobile Cache Support Van	02
Blast Cord	SUF	Sand Lake G.S.	Fireline/see OPS Plan	5000 FT
Helitorch	MNS	Grand Rapids	W/Service Trailer & Crew	02
Electric Gen	MNS	Central Region		
Helitorch	SUF	Ely	Crews Available	02
Helitak Kit	MNS	Grand Rapids	For Sling Load Operation	05
Infrared Camera	NEK	NEK	Palm IR250 Camera	03
Longline Kit	NEK	NEK	Helicopter Remote Hook System	03
Longline	SUF	Ely	Helicopter Remote Hook System	01
Terra Torch	FWS	Agassiz NWR	With NWCG Operator	02

CACHE ITEM: 008621

KIT, Mobile Cache Support Van

COMPONENT ITEM	DESCRIPTION	QTY	U/I	TRACKABLE ID
000010	REDUCER - 1 1/2" NH-F (9 TPI) to 1" NPSH-M (11 1/2 TPI)	40	EA	
000021	BAG - garbage can liner, plastic, 30 GL, 39" x 33"	4	BX	
000022	BAG - sleeping, cloth, washable, 3 Ib fill, 34"x76" (100" zipper)	50	EA	
000030	BATTERY - size AA, 1.5 volt, penlight	120	PG	
000033	BATTERY - size D,1.5v,alkaline,general purpose	12	PG	
000037	CANTEEN - 1 QT (.9L), plastic, disposable, w/o cover	100	EA	
000048	CONTAINER - 5 GL (18.9L), plastic, collapsible, w/overpack	3	BX	
000070	FLY - Plastic Tent, 16'x24' w/l0 guy ropes	6	EA	
000077	TENT - 2 person	12	EA	
000082	POLE, RIDGE - for 10' x 12' tent	1	EA	
000083	POLE - Upright, Adjustable	30	EA	
000084	TENT - wall, 14' x 16', without poles	2	EA	
000089	POLE - Ridge,16'	4	EA	
000105	FUSEE - signal device, hand	2	BX	
000109	HELMET - safety, plastic w/chin strap	20	EA	
000126	KIT - Wash, Assembly	10	KT	
000138	NOZZLE - plastic, 35 GPM, 1" NPSH-F	40	EA	
000142	PAPER - toilet	1	BX	
000144	SHEETING - plastic, black, 20' x 100'	4	RO	
000146	PULASKI - with plastic sheath	40	EA	
000169	SHELTER - fire, *wlcase* and polyethylene liner	60	EA	
000171	SHOVEL - with plastic sheath, size #1	40	EA	
000222	TAPE - filament, 1" x 60 YD	36	RO	
000223	TENT - wall, 10' x 12', without poles	1	EA	
000231	VALVE - wye, gated, 1 *1/2"* NH-F x 1 *1/2"* NH-M x 1 *1/2"* NH-M	40	EA	
000240	TOWEL - paper, two ply, roll	1	BX	
000241	TORCH - drip, 1 *1/4* GL (4.7L) capacity	6	EA	
000250	PAPER - easel, 27" x 34"	8	PD	
000259	VALVE - wye, gated, 1" NPSH-F x 1" NPSH-M x 1" NPSH-M	10	EA	
000264	RIBBON - flagging, white, 1" wide	12	RO	
000278	RIBBON - flagging, yellow, 1" wide	12	RO	
000307	EXTINGUISHER - Fire,20A: 120BC, 20 Ibs	5	EA	
000318	GOGGLES - Clear Lens,Uvex Stealth model ANSI	50	PR	
000319	EXTINGUISHER - fire, dry chemical, rating 60-B:C, 10 Ib (4.5L)	5	EA	
000320	KIT - Incident Base Maintenance	1	KT	
000340	KIT - Chain Saw	4	KT	0340-NEK -0159-0551
000341	OIL - 2 cycle	48	QT	
000362	CATALOG – NFES Part l:Fire Supplies & Part 2: Publications (2009)	2	BK	
000390	KIT - Finance Section	1	KT	

Cache Item: 008621 KIT, Mobile Cache Support Van – p 2				
000480	KIT - Coffee Heating	1	KT	
000520	KIT - Helicopter Support	1	KT	
000532	SCALES – spring, 200 lb	1	KT	
000533	CORD - nylon shroud	1	SL	
000557	CHEST - ice, 48 qt	6	EA	
000566	RIBBON - flagging, "ESCAPE ROUTE", 1" x 100 yds	9	RO	
000570	SHIRT - fire, xx-large	5	EA	
000576	FLIGHT SUIT - chest size 46, inseam 30 1/2" (R)	3	EA	
000577	SHIRT - fire, small	10	EA	
000578	SHIRT - fire, medium	20	EA	
000579	SHIRT - fire, large	20	EA	
000580	SHIRT - fire, x-large	10	EA	
000586	LADDER, STEP - 8 FT, fiberglass	1	EA	
000598	HANDTRUCK - w/large wheels	2	EA	
000606	CAN - gasoline,safety,5GL,DOT approved style Jerri can	6	EA	
000650	KIT - Evacuation, S.K.E.D.	1	KT	
000664	TANK, FOLDING - 1500 GL (5678.1L), w/frame	1	EA	
000667	HEADLAMP - Firefighters	20	EA	
000692	BERM - containment, 55 GL, (1-4 drums)	2	EA	
000709	GENERATOR - Gasoline Engine, 3-6 KW,w/Ground Rod	2	EA	NEK-0709-0822
000744	PACKSACK - waterproof, w/straps	10	EA	
000760	KIT - Office Supplies, Incident Base	1	KT	
000772	KIT - Mop-Up, Lateral Line, 3-Wand	2	KT	
000800	KIT - Planning Section	1	KT	
000825	STAKES - tent, metal	90	EA	
000870	KIT - Pump, Portable, High Pressure	6	KT	0870-NEK-0148- 0141
000910	KIT - Logistics Section	1	KT	
000943	JUG - insulated,S GL (18.9L)	6	EA	
000970	KIT - Security Fence	1	KT	
001016	HOSE - garden, synthetic, 3/4" NH x 50'	20	LG	
001031	KIT - Sign, Incident Base	1	KT	
001034	HOLDER - radio battery, for 9 each AA Alkaline	48	EA	
001038	TOWEL - bath, disposable, 24" x 36"	2	BX	
001040	KIT - Crash Rescue	1	KT	
001062	BAG - sleeping, firefighters,36" x 86"	50	EA	
001143	KIT – First Aid, 20-25 Person, Belt Type	6	KT	
001145	FOAM CONCENTRATE - Class A,S GL, liquid,(18.9L)/pail	4	PL	
001149	PUMP - backpack, outfit,S 1/2" x 15 1/2" x 19", manually opera	30	EA	
001225	GLOVES - flight, size 10	3	PR	
001269	BAG - flight helmet	3	EA	
001294	GLOVES - leather, forest worker, small, NFPA compliance	10	PR	
001295	GLOVES - leather, forest worker, medium, NFPA compliance	20	PR	
001296	GLOVES - leather, forest worker, large, NFPA compliance	30	PR	

Cache Item: 008621 KIT, Mobile Cache Support Van – p 3				
001297	GLOVES - leather, forest worker, x-large, NFPA compliance	30	PR	
001343	CAN - garbage, *w/o* lid, metal, 32 GL	2	EA	
001352	SORTER - card, "1"	2	EA	
001368	UD - metal garbage can, 32 GL (121.1L)	2	EA	
001374	FORM,ICS-215-WS - Operational Planning Worksheet,(9/86), 36" x 64"	1	SH	
001566	PAD, SLEEPING, GRAY - *3/8"* x 23" x 75",ethalene vinyl acetate foam	100	EA	
001760	KIT - First Aid, 100-Person	1	KT	
001814	COMPASS - smoke chaser	10	EA	
001842	FOOD - MEALS READY TO EAT (MRE'S)	8	BX	
001873	HOSE - synthetic weeping, 1" NPSH x 100'	40	LG	
002047	CHAIR - folding, metal	20	EA	
002139	DISPENSER - filament tape	1	EA	
002315	HELMET - flight, SPH-5C, x-large	3	EA	
002396	RIBBON - flagging, chartreuse fluorescent, 1" wide	12	RO	
002398	RIBBON - flagging, orange fluorescent, 1" wide	12	RO	
002501	LANTERN - camp, electric, fluorescent	6	EA	
002698	TABLE - folding, 6'	10	EA	
002701	JEAN - Flame Resistant, BDU, 28"-32"x34"inseam	5	PR	
002703	JEAN - Fire Resistant,BDU,32"-36"x34"inseam	10	PR	
002704	JEAN - Flame Resistant,BDU,34"-38"x34"inseam	10	PR	
002705	JEAN - Flame Resistant,BDU,36"-40"x34"inseam	5	PR	
002707	JEAN - Flame Resistant,BDU,40"-44"x34"inseam	5	PR	
002801	JEAN - Flame Resistant,BDU,28"-32"x30"inseam	5	PR	
002802	JEAN - Flame Resistant,BDU,30"-34"x30"inseam	10	PR	
002804	JEAN - Flame Resistant,BDU,34"-38"x30"inseam	10	PR	
002805	JEAN - Flame Resistant,BDU,36"-40"x30"inseam	5	PR	
002807	JEAN - Flame Resistant,BDU,40"-44"x30"inseam	5	PR	
003007	LIGHTSTICK - chemical, 12 hour, red	10	BX	
003009	LIGHTSTICK - chemical, 12 hour, green	10	BX	
003012	LIGHTSTICK - chemical, 12 hour, yellow	10	BX	
003161	EASEL - display, 27" x 36" w/folding legs	2	EA	
006051	KIT - Lighting, Multi-light Cord	2	KT	
007046	CONE, traffic, orange	10	EA	
007064	LUMBER, 2" x 2" x 8' (for helibase)	10	EA	
007065	LUMBER, 2" x 4" x 8'	8	EA	
007078	PLYWOOD, 4' x 8' x *1/2"* sheet	2	EA	
007651	PUMP, TIRE (FOR BASE UNITS)	1	EA	

Chapter 50
Aircraft

Agency Aircraft Policies

MN DNR certification

All aircraft and pilots used by the Minnesota Department of Natural Resources (DNR) will be approved by the DNR prior to use.
MN State Patrol and MN Army National Guard (MNARNG) helicopters are pre-approved for state employee use.

US Forest Service and Office of Aviation Services (OAS) certification

Before any federal personnel/employee can board any military, National Guard, Canadian or state-contracted aircraft, the following conditions must be met:

1. The pilot must present a current pilot qualification card, USDA-Forest Service 5700-3 and/or OAS-30-B, signed by the authorized Forest Service or OAS Check Pilot. In lieu of a card, the Regional Aviation Officer/ OAS Regional Director may approve cooperator pilots with a signed letter of authorization (LOA). The pilot must be ***approved*** for the specific mission of use.
2. The particular aircraft will meet the Interagency Fire Helicopter Standards minimum national contract equipment standards or the equivalent of these standards. The aircraft must display a current data card, USDA-Forest Service 5700-4 and/or OAS-36B. In lieu of a card, the Regional Aviation Officer/OAS Regional Director may approve cooperator aircraft with a signed letter of authorization. Aircraft must be ***approved*** for the specific mission types prior to use (e.g. long line, point-to-point, helitorch). The only acceptable OAS card color for pilot and aircraft is white.

Federal personnel, Air Support Group Supervisors (ASGS) and/or Air Operations Branch Directors (AOBD) should request to see both the Pilot Card and the Aircraft Data Card. If both cannot be produced, the user should call the MIFC Aviation Desk for help in confirming that the pilot and/or aircraft have a letter of authorization signed by the Regional Aviation Officer/OAS Regional Director. Without a valid card or letter of authorization, use of the aircraft is not authorized.

Canadian registered aircraft

State employees are approved to fly onboard Canadian firefighting aircraft if the Canadian aircraft is approved by a provincial firefighting agency and meets all CFRs in regard to their standards.

General Aviation

Agency Briefings

All aircraft reporting to MNICS incidents will normally be briefed by the requesting agency on current and forecasted fire activity, and the agency's operating procedures:

1. Dispatching of aircraft
2. Flight following procedures/frequencies
3. Flight routes and check in points
4. Flight hazards
5. Communications
6. Helispot locations
7. Safety considerations
8. Agency's priorities
9. Agency's policies
10. Retardant avoidance areas

Air Operations IMT Personnel Briefings

Incoming ASGS and AOBDs can contact aviation managers from MIFC as part of their orientation to Minnesota in regard to air operation assets, plans and procedures. Interagency aviation conference calls are used to facilitate the statewide coordination of aircraft and personnel for all MNICS agencies.

Air Operations Plans are available on-line for review at www.MNICS.org. Look for "Air Operations" under the "For Members" tab.

Dispatching Aircraft

Aircraft Dispatchers

Statewide Aircraft dispatch offices are located at the Minnesota Interagency Fire Center (MIFC). There are two separate dispatch offices located at this location.

1. MN DNR statewide aviation dispatch is referred to as Air Desk, Fire Center, or Aviation Dispatch.
2. The USFS Aviation dispatch for both the Superior and Chippewa National Forests is referred to as Forest Dispatch Center.

Other aviation dispatch centers are co-located at tanker bases in Bemidji, Brainerd, Hibbing and Ely, Minnesota. Helicopters are dispatched from either a tanker base or a DNR area office. Temporary tanker bases are sometimes established and have dispatch capabilities.

The MIFC aircraft dispatcher serves as the central dispatch when there are multiple requests for MN DNR aircraft. This ensures that aircraft are sent to the highest priority incident.

MIFC will provide daily updates of MNICS aircraft available to MNICS agencies for suppression use. MIFC aircraft dispatchers monitor the MIFC air net, VHF-FM 151.3700 (N) tone 136.5 and "FRST A/G" on the ARMER (800MHz) radio system.

The Forest Service Dispatch Center, at MIFC, is the central dispatch for aircraft operating on the Superior and Chippewa National Forests. This is the primary dispatch center for all Forest Service initial attack resources.

Aircraft requests are prioritized according to the following criteria:

1. Life threatening fires
2. SAR/emergencies
3. Property threatening fires
4. Timber threatening fires
5. Brush and grass threatening fires
6. Wilderness fires

Communications

Aircraft operating on MNICS incidents will normally have at a minimum, a VHF-AM (Victor) communications system with a minimum of 760 frequencies operating in the 118-136.975 frequency range and a VHF-FM communications system operating in the 150 to 174 MHz frequency range.

Automated Flight Following (AFF)

Contracted and agency aircraft have Automated Flight Following (AFF) to monitor activity. Flight following procedures vary by agency.

Ordering Interagency Aircraft

Aviation resources in Minnesota

The State of Minnesota has some unique aviation resources that may be available to interagency partners for a quick response to wildfires. Water-scooping aircraft include state-contracted FireBoss planes, federally contracted CL-415 and CL-215s, and Canadian (Ontario and Manitoba) CL-215s and CL-415s. Up to seven Minnesota National Guard (MNARNG) Type I Helicopters (Blackhawks and Chinooks) may also be available.

The closest resource should be dispatched to fires that have requested aviation support. State-owned, Canadian and National Guard aircraft are sometimes used for initial response to fires in federal jurisdiction due to the proximity, mobilization time and availability of similar contracted aircraft in Minnesota. These resources will be used in situations where federally contracted aircraft are not reasonably available.

Resource order procedures in ROSS

Federal agencies use the ROSS system for documenting aircraft orders, including orders for initial attack. When a National Guard Type I Helicopter and/or a State-owned Type III Water Scooping Air Tanker are ordered there are two options for those who are ordering the aircraft:

1. **Aircraft is needed for initial attack (the first operational period).** The aircraft dispatcher should place an order for the requested aviation resources needed for initial attack. If the order is being filled with a National Guard Aviation asset, Federal agencies should place a second order for a nationally available contracted aircraft.

MNARNG assets can immediately respond to the fire and remain on a temporary-fill type basis. If/when contracted aircraft are available to fill the Federal order and the aircraft is on scene, the temporary aircraft could then be released from the incident.

2. **Aircraft needed for extended attack (longer than one operational period).** If the incident is likely to move into extended attack, additional aviation resources should be ordered so that initial attack resources may return to initial attack duties. The aircraft dispatcher should place an order for one "A" number for the resource and place the order into the national system to be filled with a contracted aircraft.

Tactical Aircraft

Emergency Response Aircraft

A variety of helicopters and fixed wing aircraft are available in Minnesota to respond to emergency situations. A source list that includes capabilities and radio frequencies for EMS, State Patrol and other aircraft is located on the www.mnics.org website.

Lead Planes

The DNR uses single engine and twin-engine fixed wing aircraft as air attack platforms. The pilot may perform the role of the Air Tactical Group Supervisor (ATGS) if qualified. A lead plane, ref. FSH 5709.16, Chapter 26, must be on order for federal incidents involving non-initial attack rated air tanker pilots and/or Modular Airborne Fire Fighting System (MAFFS), or over congested air space.

Air Tankers

Land-based multi-engine air tankers operating on MNICS incidents normally operate under the National Air Tanker Contract (FS/OAS) and have initial attack qualified pilots.

- There are three single engine Type 4 Beaver aircraft (SUF) based at the Ely Seaplane Base with initial attack qualified pilots.
- Single engine airtankers (SEATS) will normally be interagency carded.
- Contracted CL-415 and CL-215s are interagency carded.

Military Aircraft

All National Guard aircraft are requested through MIFC. Radios in National Guard military aircraft are generally equipped with the minimum MNICS requirements and are capable of communication on the ARMER (800MHz) system. For federal use, the aircraft and pilot must be approved by the USFS Regional Aviation Officer/OAS Regional Director.

Aviation Personnel

Helicopter Management

NWCG standard helicopter management modules will be assigned to each helicopter when ordered and unless specified differently by the requesting unit.

- **Light:** One manager plus two crew members.
- **Medium (standard category):** One manager plus three crew members.
- **Heavy and Restricted Category Mediums**: One manager plus other personnel as needed, depending on how the aircraft is issued, and support personnel provided by the contractor.

Air Tactical Group Supervisor

An Air Tactical Group Supervisor will be used (or on order) any time air tankers are used, or when four or more aircraft (fixed and/or rotary winged) are operating over a fire. An Air Tactical Group Supervisor should be used on all air tanker drops if one is available.

During complex aviation operations, Air Tactical Group Supervisors (ATGS) will normally be used to manage the incident airspace and coordinate operations with the Incident Commander or ground firefighters. Lead planes are used to supervise air tankers or other fixed wing operation.

Examples of complex operations:

1. Presence of four or more air tankers assigned to an incident.
2. Two or more helicopters with two or more air tankers on an incident.
3. Presence of smokejumper/Para cargo aircraft with two or more air tankers on an incident.
4. During periods of marginal weather, poor visibility, or turbulence.
5. Two or more branches associated with an incident.

6. At the request of an air tanker pilot.
7. Urban interface fires.

Air Tanker Base Data

There are four permanent tanker bases and two temporary SEAT Bases (see page 97). Bases are in operation during most of April and May depending on fire weather conditions. Tanker bases have radio communications and telephone services. ***Base communications should monitor VHF-AM Freq. 122.925 and VHF-AM Freq. 120.125.*** The Ramp frequency is also VHF-AM 120.125.

Canada / Minnesota

General Information/Dispatch

Minnesota borders the Canadian provinces of Manitoba (roughly west of Lake of the Woods) and Ontario (Lake of the Woods east to Lake Superior).

There may be instances, based on cooperative agreements and operating plans, where initial attack operations will be conducted by the

Canada/Minnesota, prior to or during implementation of control operations by a MNICS agency.

The Canadians rely heavily on aerial water bombing in initial attack and extended attack, with most of this work being performed by the CL-215/CL-415 tanker and a “Bird Dog” aircraft.

Manitoba

Minnesota DNR Forestry has written forest fire protection agreements with Manitoba for the use of the CL-215 and Bird Dog aircraft.

1. Radio Frequency - monitored by both tankers and Bird Dog 122.925/air-to-air.
2. If you cannot make contact with the airtanker or Bird Dog on an incident, contact MIFC to verify common working frequency with the Manitoba dispatcher.
3. On a MNICS incident, to request CL-215 tanker support from Manitoba,contact MIFC, with the information on the Tactical Aircraft Request Form.
4. Helicopters may be obtained through MIFC from Manitoba. CWN Contract helicopters are provided through the Great Lakes Forest Fire Compact (GLFFC).

Ontario

The Ontario Ministry of Natural Resources and the bordering US management agencies (SUF, MN DNR, Grand Portage Reservation, and VOP) have signed a Memorandum of Understanding establishing a common zone of fire protection approximately five (5) miles (8 km) on either side of the International Boundary.

The agency discovering the fire will take immediate steps to notify the agency in whose area it is, and if needed, take immediate steps to suppress the fire, organize crews, etc., until the agency affected has forces on the ground to take charge.

1. Radio Frequency - monitored by both tankers and Bird Dog 122.925/air-to-air.
2. If you cannot make contact with the airtanker or Bird Dog on an incident, contact MIFC dispatch to verify common working frequency with Fire Management Centers located in Thunder Bay or Fort Francis.
3. A MNICS incident requesting CL-415 tanker support from Ontario should contact MIFC and supply the information contained on the Tactical Aircraft Request form.

4. Helicopters may be obtained through MIFC from the Ontario Ministry of Natural Resources. Ministry-owned EC130-B4 helicopters are provided through GLFFC.

Minnesota

Minnesota DNR Forestry as written operating plans with Ontario and Manitoba for sharing each other’s CL-215x and CL-415s for initial attack or pre-positioning aircraft.

Fixed Wing Water Scooping Aircraft Guidelines

	Fire Boss	CL-215	CL-415
Water Dropping Capacity	800 Gal	1,400 Gal	1,600 Gal
Foam Capabilities	24 loads	20 Loads	None per current Contract
Drop Height	60-100 ft. above canopy	100-200 ft. above Canopy	100-200 ft. above Canopy
Load Release	Two Clamshell Doors – Computer Controlled Constant Flow – Salvo, String, or Split Drops – Coverage Level 1-6	Two Doors –Computer Controlled, Single Operation, Sequence or Salvo	Four Doors – Computer Controlled, Single Operation, Sequence or Salvo
Type of Fuel	Jet A	100LL	Jet A
Fuel Burn/hour	600 lbs/90 gal	1,000lbs/225 gal.	1,500lbs/350 gal.
Min Runway Length	3,000 gravel	5,000 feet	3,500 feet
Water Scooping Distance (Touch down to lift off)	2,000 feet	2,000 feet	2,000 feet
Total Pickup distance to clear 50 foot obstacle	5,668 feet	5,280 feet	4,400 feet
Min. Scooping Water Depth	4 ft.	8 ft	8 ft
Headwind Limitations	40 mph	None	None
Crosswind	20 knots	22 knots	22 knots
Fuel Cycle	4 hours	4 hours	4 hours
Normal Cruise Speed	140 knots	150 knots	170 knots
Max. Cruise Speed	155 knots	164 knots	187 knots

The information represented is most accurate for Minnesota operations. Many of these specifications while useful as a guideline can be highly variable dependent on actual operating locations and mission circumstances and are subject to the Pilot in Commands assessment.

SAFETY: CL-215 tanker operations are potentially dangerous. The entire 1400-gallon load can be released in 7.5 seconds. From a drop height of 100-200 feet, this force can have a devastating effect on tree crowns (especially budworm killed Balsam Fir) and shallow rooted tree species. It is essential that all line personnel stay clear of drop zones. Move personnel off the line a minimum of 200 feet and, if possible, to an opening so that the pilot can see them.

Air Tanker Bases in Minnesota

Base Name	Runway Length	Storage Capacity Retardant*	Storage Capacity Water*	FBO Phone	Tanker Base Phone	Fuel Type Available	Admin-istrator
Hibbing Tanker Base	6758' 3075’	20,000	20,000	218-263-4353	218-262-7334 FAX-262-7327	100 LL JET A	MNDNR MIFC
Ely Tanker Base	5600'	5,000 LC 3,000 off-load tank	10,000	218-365-5600	218-365-4831	100 LL JET A	USFS SUF
Brainerd Tanker Base	6500’ 2800’ 4080’	15,000	10,000	218-829-3398	218-828-2575 FAX-828-2707	100 LL JET A	MNDNR MIFC
Bemidji Tanker Base	7002’ 5700’	13,500	10,000	218-751-1880	218-755-4380 FAX-755-4379	100 LL JET A	MIFC MAA MIFC
Princeton SEAT Base (temp)	3900’	3,000 1,500	10,000	none	218-244-2365 FAX-389-2172	100 LL JET A	MNDNR MIFC
Warroad SEAT Base (temp)	5400’	3,000	10,000	218-386-9431	218-386-3492 FAX-386-1141	100 LL JET A	MNDNR MIFC

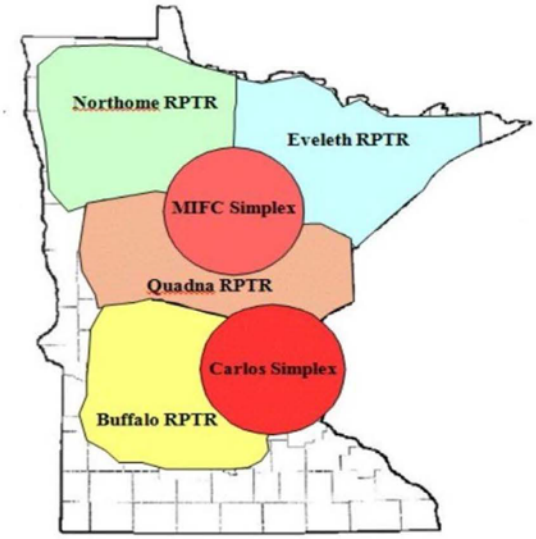
*gallons

Fire Air Net Card

MN DNR FIRE AIR NET

Simplex & Repeater Zones

Revised 2/24/2014



Location	Rx	Tone	Tx	Tone	N/D
MIFC & Carlos Simplex	151.3700	136.5	151.3700	136.5	N
Quadna Repeater	151.3700	136.5	156.1350	110.9	N
Eveleth Repeater	151.3700	136.5	156.1350	103.5	N
Northome Repeater	151.3700	136.5	156.1350	127.3	N
Buffalo Repeater	151.3700	136.5	156.1350	136.5	N

Approximate coverage shown on map based on 2,500' MSL

MN DNR FIRE AIR NET

Communications Procedures

For best results adhere to the following guidelines:

MIFC SIMPLEX
When operating within approximately 50 nautical miles of Grand Rapids (GPZ), please remain on MIFC SIMPLEX

CARLOS SIMPLEX
When operating within approximately 50 nautical miles of Carlos Avery Wildlife Management Area (Forest Lake - 25D) please remain on CARLOS SIMPLEX

QUADNA Repeater
When operating in Central MN, use QUADNA

EVELETH Repeater
When operating in Northeastern MN, use EVELETH

NORTHOME Repeater
When operating in Northwestern MN, use NORTHOME

BUFFALO Repeater
When operating in Southwestern MN, use BUFFALO

Always announce the frequency you are on:
- MIFC SIMPLEX, CARLOS SIMPLEX, QUADNA, etc.
- Use the listed call sign for the frequency

The MIFC Aviation Desk also monitors FRST A/G on the ARMER (800 MHz) Radio System

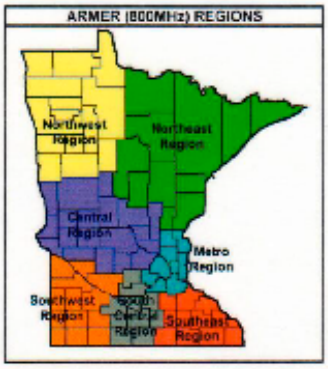
Revised 2/24/2014

ARMER (800 MHz) Card

12/29/2014	DNR FORESTRY ARMER (800MHz) FLEET MAP													
ZONE A		ZONE B		ZONE C		ZONE D		ZONE E		ZONE F		ZONE G		
DNR FORESTRY		METRO IC ZONE		CENTRAL IC ZONE		NORTHEAST IC ZONE		NORTHWEST CO / IC ZONE		SOUTHEAST IC ZONE		SO CENTRAL IC ZONE		
DNR FRST	1	MSP CALL	1	CM CALL	1	NE-CALL	1	NW-CALL	1	SE-CALL	1	SR CALL	1	
FRST ADM	2	ME TAC 1	2	CM 2	2	NE-2	2	NW 2	2	SE-2	2	SR-2	2	
FRST NW 3	3	ME TAC 2	3	CM 3	3	NE-3	3	NW 3	3	SE-3	3	SR-3	3	
FRST NE 3	4	ME TAC 3	4	CM 4	4	NE-4	4	NW 4	4	SE-4	4	SR-4	4	
FRST SC 3	5	ME TAC 4	5	CM 5	5	NE-5	5	NW 5	5	SE-5	5	SR-5	5	
FRST CAMB	6	ME TAC 5	6	CM 6	6	NE-6	6	NW 6	6	SE-6	6	SR-6	6	
C. Ripley-Fire	7	ME TAC 6	7	CM 7	7	NE-7	7	NW 7	7	SE-7	7	SR-7	7	
Ripley-Range	8	ME TAC 7	8	CM 8	8	NE-8	8	NW 8	8	SE-8	8	SR-8	8	
DRO-1	9	ME TAC 8	9	CM 9	9	NE-9	9	NW 9	9	SE-9	9	SR-9	9	
DRO-2	10	STAC 1	10	CM 10	10	NE-10	10	NW 10	10	SE-10	10	SR-10	10	
DRO-3	11	8CALL90	11	CM 11	11	NE-11	11	NW 11	11	SE-11	11	SR-11	11	
DRO-4	12	FRST CAMB	12	CM 12	12	NE-12	12	NW 12	12	SE-12	12	SR-12	12	
FSOA1	13	FRST SC 1	13	FRST SC 1	13	FRST NE 1	13	FRST NW 1	13	FRST SC 1	13	FRST SC 1	13	
DYN RGP	14	FRST SC 2	14	FRST SC 2	14	FRST NE 2	14	FRST NW 2	14	FRST SC 2	14	FRST SC 2	14	
SEMTAC	15	FRST SC 3	15	FRST SC 3	15	FRST NE 3	15	FRST NW 3	15	FRST SC 3	15	FRST SC 3	15	
FRST A/G	16	FRST A/G	16	FRST A/G	16	FRST A/G	16	FRST A/G	16	FRST A/G	16	FRST A/G	16	

ZONE H		ZONE I		ZONE J	
SOUTHWEST IC ZONE		STATEWIDE INTEROP		CONVENTIONAL INTEROP	
SW-CALL1	1	STAC1	1	8CALL90	1
SW-TAC2	2	STAC2	2	8TAC91	2
SW-TAC3	3	STAC3	3	8TAC92	3
SW-TAC4	4	STAC4	4	8TAC93	4
SW-TAC5	5	STAC5	5	8TAC94	5
SW-TAC6	6	STAC6	6	8CALL90D	6
SW-TAC7	7	STAC7	7	8TAC91D	7
SW-TAC8	8	STAC8	8	8TAC92D	8
SW-TAC9	9	STAC9	9	8TAC93D	9
SW-TAC10	10	STAC10	10	8TAC94D	10
SW-TAC11	11	STAC11	11	8SOA1	11
SW-TAC12	12	STAC12	12	8SOA2	12
FRST SC 1	13	FSOA1	13	8SOA3	13
FRST SC 2	14	FSOA2	14	8SOA4	14
FRST SC 3	15	DNR FRST	15	FSOA1	15
FRST A/G	16	FRST A/G	16	FSOA2	16

ARMER (800MHz) REGIONS



HAILING TALKGROUP | TRUNKED TALKGROUPS | SIMPLEX (NON-TRUNKED) TALKGROUPS

NATIONWIDE ANALOG CONVENTIONAL CHANNELS | "D" - DIRECT or SIMPLEX CHANNELS

CUSTOMIZED TALKGROUPS							
ZONE K		ZONE L		ZONE M		ZONE N	
DNR FRST	1	DNR FRST	1	DNR FRST	1	DNR FRST	
FRST ADM	2	FRST ADM	2	FRST ADM	2	FRST ADM	
	3		3		3		
	4		4		4		
	5		5		5		
	6		6		6		
	7		7		7		
	8		8		8		
	9		9		9		
	10		10		10		
	11		11		11		
	12		12		12		
	13		13		13		
	14		14		14		
	15		15		15		
	16		16		16		

ZONE DESCRIPTIONS	
ZONE A	DNR FORESTRY, CAMP RIPLEY & DISASTER RELIEF TALKGROUPS
ZONES B-C-D-E-F-G-H	IC ZONE TALKGROUPS - ASSIGNED BY COUNTY DISPATCHERS
ZONE I-J	STATEWIDE INTEROPERABILITY ZONES
ZONES K-L-M-N	CUSTOMIZED BY AREA / REGION / MIFC

PROCEDURES

MAKE INITIAL CONTACT WITH COUNTY DISPATCHER ON PRIMARY IC ZONE (HAILING) TALKGROUP TO NOTIFY THEM THAT YOU ARE RESPONDING

"____ COUNTY - DNR (RESOURCE) ____ ON ____ CALL"
"DNR IS RESPONDING TO THE_____ INCIDENT;
REQUESTING THE ASSIGNED TALKGROUP"

COUNTY DISPATCHER WILL NOTIFY YOU OF THE ASSIGNED TALKGROUP FOR THE INCIDENT

IF THE TALKGROUP ASSIGNED TO THE INCIDENT IS ON YOUR FLEET MAP AND PROGRAMMED INTO YOUR RADIO, USE IT FOR INCIDENT COMMUNICATIONS

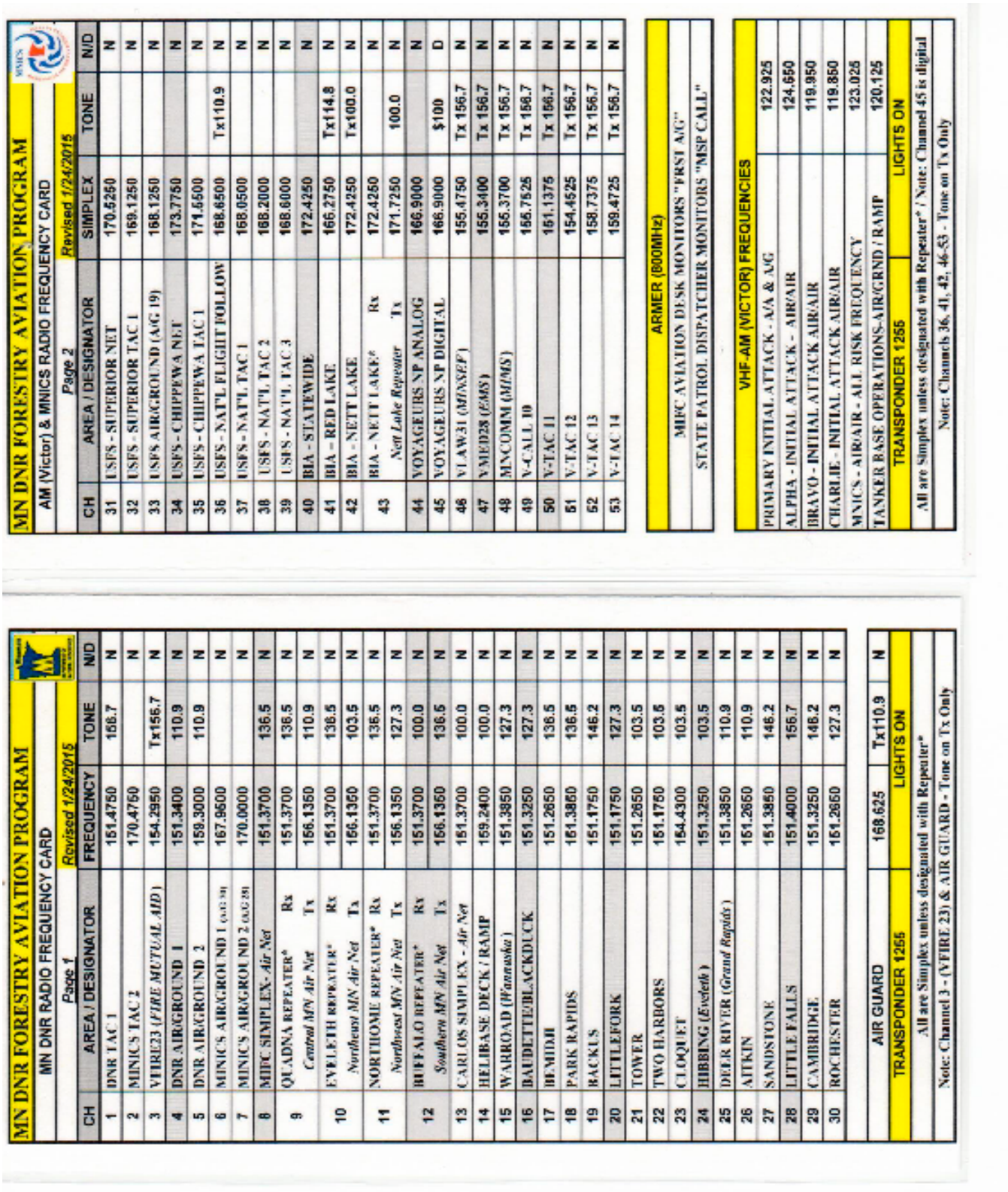
IF THE TALKGROUP ASSIGNED TO THE INCIDENT IS NOT AVAILABLE ON YOUR RADIO, REQUEST AN IC ZONE TALKGROUP FROM THE DISPATCHER

INFORMATION

DRO-1 RED CROSS
DRO-2 SALVATION ARMY
DRO-3 DISASTER RELIEF
DRO-4 DISASTER RELIEF
SEMTAC EMERGENCY MANAGEMENT
DYN RGP RADIO REGROUP

MIFC AVIATION DESK MONITORS "FRST A/G"
STATE PATROL DISPATCHER MONITORS "MSP CALL"

MNDNR, MNICS Aviation Frequency Card



MN DNR FORESTRY AVIATION PROGRAM

MN DNR RADIO FREQUENCY CARD

Page 1 — *Revised 1/24/2015*

CH	AREA / DESIGNATOR	FREQUENCY	TONE	N/D
1	DNR TAC 1	151.4750	156.7	N
2	MNICS TAC 2	170.4750		N
3	VTIRE23 (*FIRE MUTUAL AID*)	154.2950	Tx156.7	N
4	DNR AIR/GROUND 1	151.3400	110.9	N
5	DNR AIR/GROUND 2	159.3000	110.9	N
6	MNICS AIR/GROUND 1 (AG 39)	167.9500		N
7	MNICS AIR/GROUND 2 (AG 25)	170.0000		N
8	MFC SIMPLEX- *Air Net*	151.3700	136.5	N
9	QUADNA REPEATER* Rx	151.3700	136.5	N
	Central MN Air Net Tx	156.1350	110.9	N
10	EVELETH REPEATER* Rx	151.3700	136.5	N
	Northeast MN Air Net Tx	156.1350	103.5	N
11	NORTHOME REPEATER* Rx	151.3700	136.5	N
	Northwest MN Air Net Tx	156.1350	127.3	N
12	BUFFALO REPEATER* Rx	151.3700	100.0	N
	Southern MN Air Net Tx	156.1350	136.5	N
13	CARLOS SIMPLEX - *Air Net*	151.3700	100.0	N
14	HELIBASE DECK / RAMP	159.2400	100.0	N
15	WARROAD (*Hanneska*)	151.3850	127.3	N
16	BAUDETTE/BLACKDUCK	151.3250	127.3	N
17	BEMIDJI	151.2650	136.5	N
18	PARK RAPIDS	151.3850	136.5	N
19	BACKUS	151.1750	146.2	N
20	LITTLEFORK	151.1750	127.3	N
21	TOWER	151.2650	103.5	N
22	TWO HARBORS	151.1750	103.5	N
23	CLOQUET	154.4300	103.5	N
24	HIBBING (*Eveleth*)	151.3250	103.5	N
25	DEER RIVER (*Grand Rapids*)	151.3850	110.9	N
26	AITKIN	151.2650	110.9	N
27	SANDSTONE	151.3850	146.2	N
28	LITTLE FALLS	151.4000	156.7	N
29	CAMBRIDGE	151.3250	146.2	N
30	ROCHESTER	151.2650	127.3	N

AIR GUARD	168.625	Tx110.9	N
TRANSPONDER 1255	LIGHTS ON		

All are Simplex unless designated with Repeater*

Note: Channel 3 - (VFIRE 23) & AIR GUARD - Tone on Tx Only

MN DNR FORESTRY AVIATION PROGRAM

AM (Victor) & MNICS RADIO FREQUENCY CARD

Page 2 — *Revised 1/24/2015*

CH	AREA / DESIGNATOR	SIMPLEX	TONE	N/D
31	USFS - SUPERIOR NET	170.5250		N
32	USFS - SUPERIOR TAC 1	169.1250		N
33	USFS AIR/GROUND (AG 19)	168.1250		N
34	USFS - CHIPPEWA NET	173.7750		N
35	USFS - CHIPPEWA TAC 1	171.5500		N
36	USFS - NATL FLIGHT FOLLOW	168.6500	Tx110.9	N
37	USFS - NATL TAC 1	168.0500		N
38	USFS - NATL TAC 2	168.2000		N
39	USFS - NATL TAC 3	168.6000		N
40	BIA - STATEWIDE	172.4250		N
41	BIA – RED LAKE	166.2750	Tx114.8	N
42	BIA - NETT LAKE	172.4250	Tx100.0	N
43	BIA - NETT LAKE* Rx	172.4250		N
	Nett Lake Repeater Tx	171.7250	100.0	N
44	VOYAGEURS NP ANALOG	166.9000		N
45	VOYAGEURS NP DIGITAL	166.9000	$100	D
46	VLAW31 (*MNSEF*)	155.4750	Tx 156.7	N
47	VMED28 (*EMS*)	155.3400	Tx 156.7	N
48	MNCOMM (*MIMS*)	155.3700	Tx 156.7	N
49	V-CALL 10	155.7525	Tx 156.7	N
50	V-TAC 11	151.1375	Tx 156.7	N
51	V-TAC 12	154.4525	Tx 156.7	N
52	V-TAC 13	158.7375	Tx 156.7	N
53	V-TAC 14	159.4725	Tx 156.7	N

ARMER (800MHz)

MFC AVIATION DESK MONITORS "FIRST AIC"

STATE PATROL DISPATCHER MONITORS "MSP CALL"

VHF-AM (VICTOR) FREQUENCIES

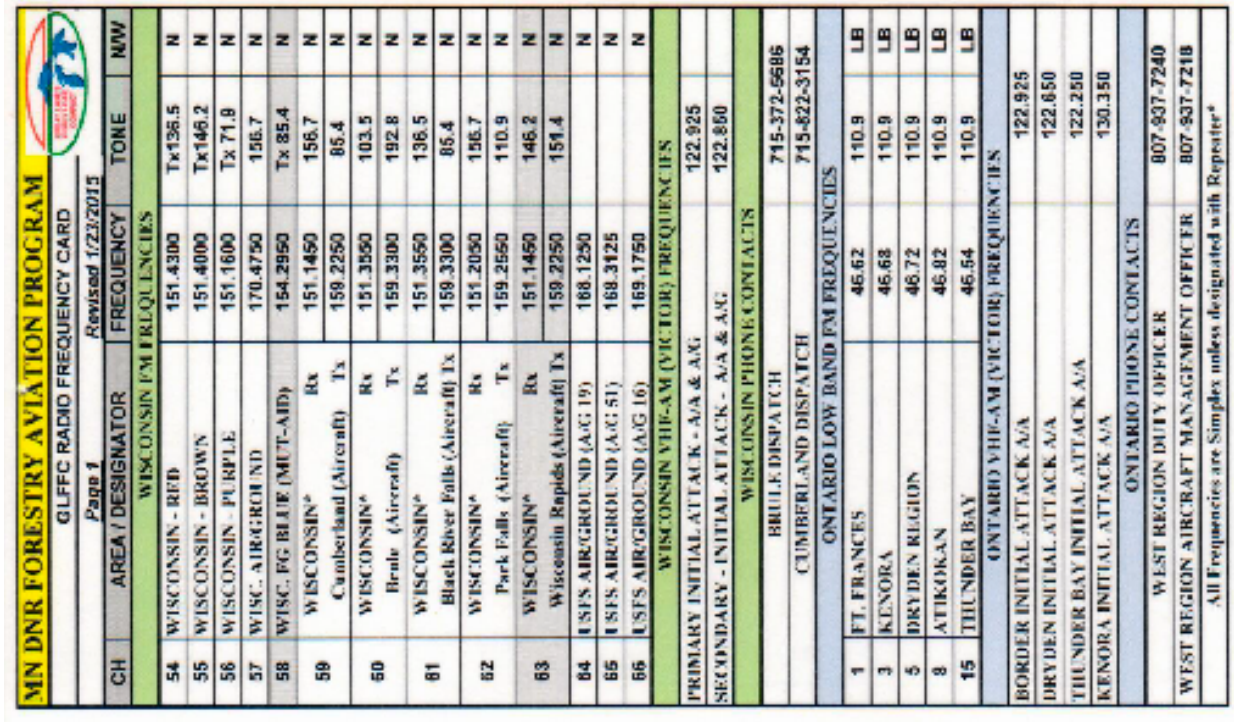
PRIMARY INITIAL ATTACK - A/A & A/G	122.925
ALPHA - INITIAL ATTACK - AIR/AIR	124.650
BRAVO - INITIAL ATTACK AIR/AIR	119.950
CHARLIE - INITIAL ATTACK AIR/AIR	119.850
MNICS - AIR/AIR - ALL RISK FREQUENCY	123.025
TANKER BASE OPERATIONS-AIR/GRND / RAMP	120.125

TRANSPONDER 1255	LIGHTS ON

All are Simplex unless designated with Repeater* / Note: Channel 45 is digital

Note: Channels 36, 41, 42, 46-53 - Tone on Tx Only

GLFFC Air Frequency Card



MN DNR FORESTRY AVIATION PROGRAM

GLFFC RADIO FREQUENCY CARD

Page 1 — Revised 1/23/2015

CH	AREA / DESIGNATOR	FREQUENCY	TONE	N/W
WISCONSIN FM FREQUENCIES				
54	WISCONSIN - RED	151.4300	Tx136.5	N
55	WISCONSIN - BROWN	151.4000	Tx146.2	N
56	WISCONSIN - PURPLE	151.1600	Tx 71.9	N
57	WISC. AIRGROUND	170.4750	156.7	N
58	WISC. FG BLUE (MUT-AID)	154.2950	Tx 85.4	N
59	WISCONSIN* Rx Cumberland (Aircraft) Tx	151.1450 159.2250	156.7 85.4	N N
60	WISCONSIN* Rx Brule (Aircraft) Tx	151.3550 159.3300	103.5 192.8	N N
61	WISCONSIN* Rx Black River Falls (Aircraft) Tx	151.3550 159.3300	136.5 85.4	N N
62	WISCONSIN* Rx Park Falls (Aircraft) Tx	151.2050 159.2550	156.7 110.9	N N
63	WISCONSIN* Rx Wisconsin Rapids (Aircraft) Tx	151.1450 159.2250	146.2 151.4	N N
64	USFS AIRGROUND (AG 19)	168.1250		N
65	USFS AIRGROUND (AG 51)	168.3125		N
66	USFS AIRGROUND (AG 16)	169.1750		N
WISCONSIN VHF-AM (VICTOR) FREQUENCIES				
PRIMARY INITIAL ATTACK - A/A & A/G		122.925		
SECONDARY - INITIAL ATTACK - A/A & A/G		122.850		
WISCONSIN PHONE CONTACTS				
BRULE DISPATCH		715-372-5686		
CUMBERLAND DISPATCH		715-822-3154		
ONTARIO LOW BAND FM FREQUENCIES				
1	FT. FRANCES	46.62	110.9	LB
3	KENORA	46.68	110.9	LB
5	DRYDEN REGION	46.72	110.9	LB
8	ATIKOKAN	46.82	110.9	LB
15	THUNDER BAY	46.54	110.9	LB
ONTARIO VHF-AM (VICTOR) FREQUENCIES				
BORDER INITIAL ATTACK A/A		122.925		
DRYDEN INITIAL ATTACK A/A		122.850		
THUNDER BAY INITIAL ATTACK A/A		122.250		
KENORA INITIAL ATTACK A/A		130.350		
ONTARIO PHONE CONTACTS				
WEST REGION DUTY OFFICER		807-937-7240		
WEST REGION AIRCRAFT MANAGEMENT OFFICER		807-937-7218		

All Frequencies are Simplex unless designated with Repeater*

MN DNR FORESTRY AVIATION PROGRAM

GLFFC RADIO FREQUENCY CARD

Page 2 — Revised 1/23/2015

CH	AREA / DESIGNATOR	FREQUENCY	TONE	N/W
MICHIGAN FM FREQUENCIES				
67	AIRGROUND UP	171.5750		N
68	AIRGROUND LP	171.4250		N
69	MI DNR TAC 1	151.3250		N
70	MI DNR TAC 2	159.2700		N
71	MI DNR TAC 3	159.3450		N
73	VFIRE23	154.2950	Tx156.7	N
74	USFS AIRGROUND (AG 66)	166.6750		N
75	USFS AIRGROUND (AG 23)	170.0000		N
76	USFS AIRGROUND (AG 70)	167.9500		N
MICHIGAN 800 MHz				
State of Michigan uses 800 MHz - Can Use Zone J (Conventional Interop) 8CALL90, 8TAC91, 8TAC92, 8TAC93, 8TAC94 & "D" talkgroups for Simplex				
MICHIGAN VHF-AM (VICTOR) FREQUENCIES				
PRIMARY INITIAL ATTACK - A/A & A/G		122.925		
MICHIGAN PHONE CONTACTS				
LOWER PENINSULA		989-275-5151		
UPPER PENINSULA		906-249-1497		
MANITOBA FM FREQUENCIES				
77	MANITOBA* Regional DO Rx Lac du Bonnet Fire Centre (4) Tx	163.6500 164.8800		W W
78	MANITOBA¹ Rx Steinbach (5) Tx	164.1600 163.1700		W W
79	MANITOBA¹ Rx Sprague (1) Tx	163.8900 164.8200		W W
80	MANITOBA¹ Rx Jessica Lake (5) Tx	163.8300 164.6100		W W
81	FIRE COMMISSIONER TAC	158.5500		W
82	A/G (12) Primary	163.6650		W
83	A/G (14) North	163.0200		W
MANITOBA VHF-AM (VICTOR) FREQUENCIES				
BORDER FIRES - PRIMARY INITIAL ATTACK A/A		122.925		
BIRD DOG #191		122.650		
BIRD DOG #192		122.250		
BIRD DOG #193		122.060		
BIRD DOG #198		122.850		
MANITOBA PHONE CONTACTS				
EASTERN REGION DUTY OFFICER		204-345-1418		
PROVINCIAL DUTY OFFICER - WINNIPEG		204-945-5252		

All frequencies are Simplex unless designated with Repeater*

Chapter 60

Predictive Services

Reporting

Intelligence Reports

All agencies will provide timely, accurate reporting of all incidents in Minnesota. Agencies will provide the MIFC Intelligence Desk with similarly formatted intelligence from agency incidents. The MIFC Coordinator or designee will check reports for accuracy and timeliness.

Minnesota Interagency Situation Report

The Minnesota Interagency Situation Report is generated by MIFC. It shows fire occurrence, resource availability, prescribed fires, year-to-date fire and large fire activity for all MNICS agencies. The Situation Report is submitted to the Eastern Area Coordination Center (EACC) for inclusion in the Geographic Area Report. The EACC report then rolls up into the National Incident Management Situation Report (IMSR).

Inputting data: Agencies should provide data by submitting a Minnesota Daily Interagency Situation Report (*page 63*) to MIFC intelligence by 0900 each morning via fax 218-327-4528 or email at mifcintell.dnr@state.mn.us . See the Eastern Area Mobilization Guide (EAMG), for reporting guidelines.

Wildfire Situation Update

The Wildfire Situation Update is a Minnesota Department of Natural Resources (DNR) report that shows current DNR fire activity and preparedness levels across the state. Fire statistics for MNICS cooperators are also included. See www.mnics.org For Members (Staffing / Planning Levels / Dispatch).

Inputting data: DNR area offices and MNICS agencies must provide input to the Wildfire Situation Update via e-mail or fax by 0900 daily at Planning Level 3 or higher. At Planning

Level 2, the Wildfire Situation Update is completed on Monday only. Updates to the Aircraft Status report are due by 0745. Those that come in after 0745 will be included in the Wildfire Situation Update.

Retrieving reports: The public Wildfire Situation Update is posted on the DNR Fire website: www.dnr.state.mn.us/forestry/fire/wildfirereports_tools.html. The agency-only report is on the DNR intranet.

Aircraft Status Report

The Aircraft Status Report is a Minnesota DNR report which shows the availability of DNR and MNICS cooperator helicopters and fixed-wing aircraft. Also included is a list of railroad patrols statewide and a schedule of active military air operations area usage (MOA/MTR military operating area / military training route). This report is posted on the DNR Intranet. The Air Desk will fax or email this report to those unable to access the DNR Intranet.

Inputting data: An Initial Aircraft Status Report is produced by 0800 daily when aircraft are available for dispatch. Changes in a helicopter or fixed wing aircraft status or railroad patrols should be provided to aircraft dispatchers the night before or by 0745 at 218-327-4582.

Retrieving reports: The Aircraft Status Report is automatically posted on the DNR Intranet website no later than 0845 every morning when aircraft are operational. Any updates to this report are included with the Wildfire Situation Update at 1000.

Potential Assessment Report (Fire Weather Outlook)

MIFC produces the Potential Assessment Report (Fire Potential/Fire Danger Outlook) each month. Information to be considered for inclusion in the report should be submitted on the form available on *page 64* or on the EACC website at http://gacc.nifc.gov/eacc/predictive_services/intelligence/intelligence.htm . Fax form to MIFC Intel at 218-327-4528 by the 25th of each month.

Incident Status Summary (ICS-209)

When on an interagency incident, the Incident Commander will send in an ICS Form 209 for 100+ acres timber or 300+ acres grass fire or non-fire incidents, when lives are threatened or lost, and/or when homes and property are damaged or destroyed. Protocol as follows:

Agency	Time	To
MN Division of Forestry	0830	Area Forester
Superior National Forest	2100*	Forest Dispatch
Chippewa National Forest	2100*	Forest Dispatch
Bureau of Indian Affairs	2100*	Greg Peterson Tom Remus
St. Croix Scenic Riverway	2100*	Chief Ranger
Isle Royale National Park	2100*	Park Dispatcher
Voyageur's National Park	2100*	Park Dispatcher
US Fish & Wildlife Service	2100*	Don Lantz Russ Langford
MN HSEM	0930	Roy Holmes State Duty Officer

**Fire information that meets the above criteria should be submitted as soon as possible but no later than 0830 the following morning. Significant changes in fire activity should be submitted as changes occur.*

Prescribed Burn Reports

The MNICS Daily Prescribed Burn Notice should be faxed 218-327-4528 or called into MIFC Intel by 0845. Report actual acres completed and any smoke complaints received to MIFC Intel within 24 hours of completion. See *MNICS Daily Prescribed Burn Notice* form, *page 65.* Prescribed burns can be entered into the Prescribed Burns Database located at: https://webapps11.dnr.state.mn.us//fire_reporting/prescribed_burns/new

Prescribed Fire Dispatch Protocols

Most ordering of prescribed fire resources is handled by the requesting unit. For large complex burns that require personnel from outside the local area and/or specialized personnel, MIFC may assist in ordering. Normal dispatching procedures for wildfire suppression will be used with the following additions.

Qualifications: For prescribed burns where interagency resources are used, units must adhere to National Wildfire Coordinating Group (NWCG) prescribed burn qualifications. In the case of holding personnel, the request must specify the level of NWCG suppression qualification required rather than simply requesting a holding boss (if the complexity level requires a division supervisor DIVS-level holding specialist, then the request should be for a DIVS).

Cost reimbursement: All requests for personnel will identify the level of reimbursement for which the requesting unit is responsible. This could include expenses, overtime and per diem only, or none of the above.

Use of ADs for prescribed fire burns: Policies differ regarding the use of administratively determined intermittent employees (ADs) on prescribed burns. In general, U.S. Department of Interior agencies (depending on agency policy) may allow the use of ADs on prescribed burns. The USFS does not (except when the burn is used for training). Sending units should identify if the individuals are ADs or regular employees. MIFC will provide this information to requesting units.

Prescribed fire availability: Each year agencies will provide a list of individuals with prescribed fire qualifications who are interested in assignments in Minnesota. Information will include name, agency, unit, prescribed fire qualifications, and office contact number. This list will be consulted first when seeking to fill requests for qualified personnel and trainees.

Special needs: Requesting agencies should identify any special needs when ordering.

Burning Restrictions

To standardize regulations on open burning, the state and various federal agencies have established five classes of regulations affecting open burning. The Minnesota Department of Natural Resources, the U.S. Forest Service (Chippewa and Superior National Forests), the National Park Service, Voyageur's National Park, the U.S. Fish & Wildlife Service, and Bureau of Indian Affairs adhere to the classes listed, to the maximum extent possible, considering the various agencies' statutory authorities and existing conditions. The goal of these categories is to make the restrictions easier to administer and more understandable to the public.

All wildfire-related laws, rules and regulations will remain in effect until changed or modified by the issuance of burning restrictions through the Commissioner's Office of the DNR, the Forest Supervisor's Office of the USFS, the USFWS, the Minneapolis Office of the BIA, or the International Falls Office of the NPS.

Before issuing or modifying restrictions of a Class IV or V (See class information at right) nature, the above agency heads, or their delegates, will consult with each other concerning the intent of their actions, possible effects, the areas included, public reaction, restriction needs, interagency coordination (to be done by initiating agency), news releases, and other areas of concern. Class IV and V regulations will be instituted on a countywide basis whenever possible. Restriction boundaries will keep National Forest and Reservation boundaries as complete units.
When any closure order or restriction is issued or modified which is of a Class IV or V category all other agencies named in this agreement will be provided a copy of the closure order.

CLASS I – Normal Regulations

1. Unrestricted burning permits issued under local authority with limitations commensurate with local conditions.
2. Special permits are allowed.
3. No restriction on campfires or recreational fires.
4. Prescribed burning allowed.

Criteria
Fire Danger: Low to moderate
Risk: Low to high
State Regional Planning Level: 1 or 2

CLASS II – Controlled Regulations

1. No general public burning permits will be issued.
2. Special permits are allowed.
3. No restrictions on campfires or recreational fire.
4. Prescribed burning allowed.
5. Normal spring burning regulations will be designated Class II restrictions.

Criteria
Fire Danger: Moderate to high
Risk: Low to High
State Regional Planning Level: 2 or 3

CLASS III – Restricted Regulations, Fire Restriction Recommendations

1. Burning permits for the general public will not be issued.
2. Special permits may be issued.
3. Campfires or recreational fires are allowed only in a designated fire receptacle designed for such use and associated with a residence, dwelling, campground, or resort.
4. No use of fireworks allowed outside of municipalities.
5. Prescribed burning is allowed.

Criteria
Fire Danger: High to Very High
Risk: High to Very High
State- Regional Planning Level: 3 or 4

CLASS IV – Restricted Regulations, Fire Restriction Recommendations

1. No burning permits for the general public.
2. Special permits may be issued.
3. No prescribed burning on private lands. State and federal agencies may burn under an Approved Prescribed Burn Plan.
4. Campfires or recreational fires not allowed. Gas and propane fired camp stoves, grills and similar devices are allowed. Charcoal fires allowed only in a grill designed for that purpose and associated with an occupied dwelling on private lands.
5. No use of fireworks allowed outside of municipalities.
6. No use of fireworks allowed outside of municipalities.
7. No welding, acetylene torches or other devices with open flame allowed in forest areas except under special permits.
8. If regional planning level reaches Planning Level 4, Class IV restrictions are recommended for that region. To be determined by the MNICS Task Force.

Criteria
Fire Danger: High to Very High
Risk: High to Very High
State Planning Level: 4+

CLASS V – Restricted Regulations, Fire Restriction Recommendations

1. No burning permits issued.
2. No open burning – including cooking fires associated with residential areas.
3. No campfires or recreational fires including propane and gas fire devices.
4. Charcoal grills allowed only in a grill designed for that purpose and is associated with an occupied dwelling on private lands.
5. No outdoor smoking allowed on public lands.
6. Travel or entry on public lands may be restricted.
7. Recreational activities may be restricted.
8. Industrial operations may be restricted.
9. No prescribed burning on state and private land. Federal agencies with an approved Prescribed Burn Plan may burn with informed consent of the MNICS Agency partners.

Criteria

Fire Danger: High to Extreme
Risk: High to Extreme
State Planning Level: 5

Remote Automated Weather Stations (RAWS)



National Weather Service

There are six National Weather Service (NWS) offices that provide fire weather forecasts in Minnesota. See www.weather.gov

Twin Cities, MN (Chanhassen)
NWS Forecast Office
952-361-6671
Fire Weather Program Leader
Mike Griesinger
michael.griesinger@noaa.gov

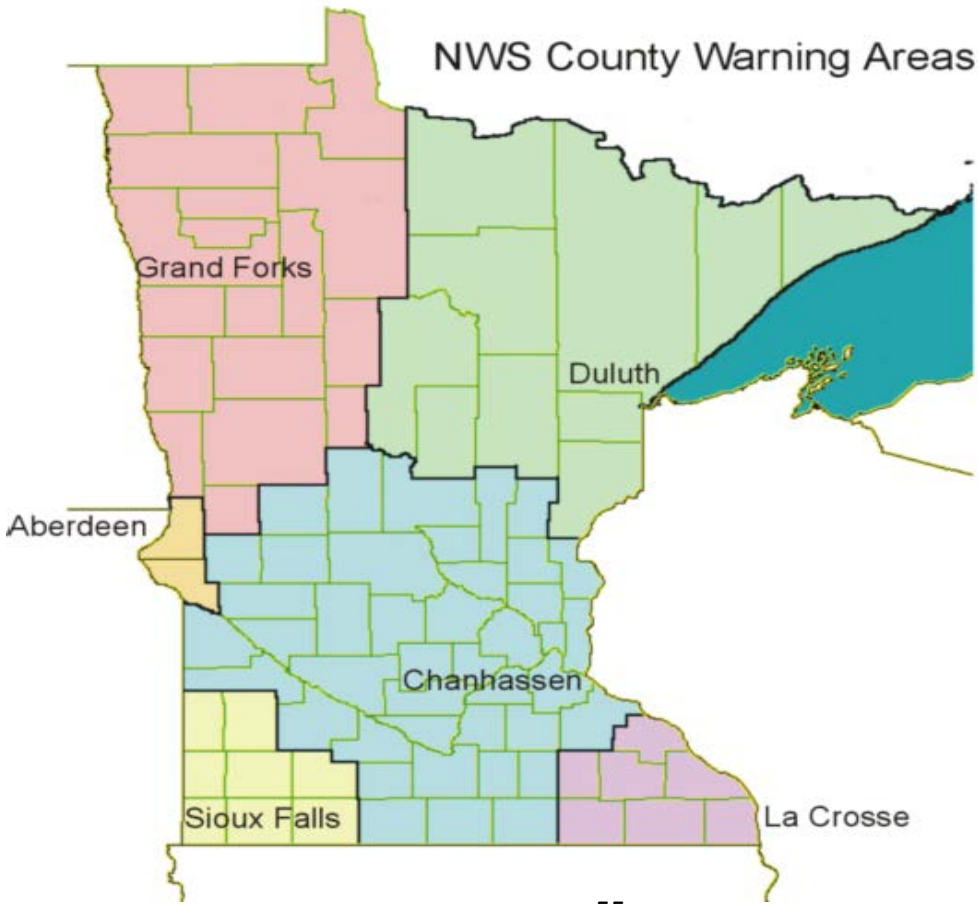
Duluth, MN
NWS Forecast Office
218-729-6697
Fire Weather Focal Point (IMET)
Amanda Graning
amanda.graning@noaa.gov

Grand Forks, ND
NWS Forecast Office
701-795-5198
Fire Weather Program Leader
Al Voelker
al.voelker@noaa.gov

LaCrosse, WI
NWS Forecast Office
608-784-8275
Fire Weather Program Leader
John Wetenkamp
john.wetenkamp@noaa.gov

Sioux Falls, SD
NWS Forecast Office
605-330-4246
Fire Weather Program Leader
Mike Fuhs
michael.fuhs@noaa.gov

Aberdeen, SD
NWS Forecast Office
605-225-5547
Fire Weather Program Leader
Travis Tarver
travis.tarver@noaa.gov



When to Report Wildland Fire Incidents with an ICS-209

ICS-209: When to Report Wildland Fire Incidents

All wildland fires are managed under one or more strategies, which may vary over time. To accurately report significant fires that are not *fully suppressed'* on the ICS-209 form requires a new approach to how fires are reported.

The minimum national requirements for submitting an ICS-209 haven't changed. An ICS-209 is required for any fire under a full suppression management strategy that exceeds 100 acres in timber (fuel models 8-13), 300 acres in grass and brush (fuel models 1-7), or has a Type 1 or 2 incident management team assigned. *(Geographic Areas and agencies may have more stringent reporting requirements.)* Wildland fires being managed under multiple strategies may, or may not, require an ICS-209 to be submitted daily, depending on the size and complexity of the incident. The attached decision matrix and this document provide the basic guidelines for when an incident should submit an ICS-209 report.

When an emerging or ongoing fire meets the minimum large fire criteria outlined above (and in the National Interagency Mobilization Guide), the management strategy or strategies employed at the time will dictate the frequency of ICS-209 reporting. An initiallCS-209 should always be done when a fire meets national large fire criteria. After that, the frequency of ICS-209 reporting will vary with the strategies employed. Below are examples of when an ICS-209 report should be submitted.

Example 1.
A full suppression fire meeting large fire criteria should submit an ICS-209 daily until containment is achieved. A final ICS-209 should be completed at containment (a *second* final ICS-209 may also be done when the fire is controlled).

Example 2.
A fire managed under multiple strategies with a Type 1 or 2 incident management team assigned should submit an ICS-209 daily until containment is achieved, or the team is released.

Example 3.
A fire managed under multiple strategies with a commitment of national resources exceeding 72 hours should submit an ICS-209 daily until the number of resources declines below the minimum level outlined in the matrix.

Example 4.
A complex of fires managed under multiple strategies should submit an ICS-209 report daily until containment is achieved for all fires within the complex. If the complex is dissolved, ICS-209 reports for individual fires should be submitted based on the other criteria in the matrix.

Example 5.Example 5.
A single large fire, or complex of fires, experiences a significant event or change should submit an ICS-209 report daily until the event or change has passed, diminished, or no longer affecting the incident. Significant events include severe weather events, large increase in resources - especially national resources, large acreage growth, or impacting high value resources.

Example 6:
A large fire managed under multiple strategies that does *not* have a significant number of resources, or national resources

When to Report Wildland Fire Incidents with an ICS-209

assigned (see **definitions** below), and is not experiencing large acreage gains, should submit an initial ICS-209. After that, the fire shall be reported weekly on the Geographic Area spreadsheet until the fire is contained. A final ICS-209 shall be completed at full containment.

Management strategies include the following:

- Monitor
- Confine
- Point Zone Protection
- Full Suppression

Definitions:
Significant number of resources is defined as non-local resources that are required to manage an incident that exceed the capacity of the local unit.
Significant commitment of national resources is defined as one or more Type 1 crews, one or more fixed wing or rotor wing aircraft.

Monitor is the systematic process of observing, collecting and recording of fire-related data, particularly with regards to fuels, topography, weather, fire behavior, fire effects, smoke, and fire location. This may be done onsite, from a nearby or distant vantage point in person or using a sensor, or through remote sensing (aircraft or satellite).

Confine is to restrict a wildfire to a defined area, using a combination of natural and constructed barriers that will stop the spread of the fire under the prevailing and forecasted weather conditions until out. This means, "some action is or has been taken" (line construction, bucket drops, etc.) to suppress portions of the fire perimeter.

Point or Zone Protection involves protecting specific points from the fire while not actively trying to line the entire fire edge. Points being protected may be communities, individual homes, communication sites, areas of high resource value, etc.

Full Suppression implies a strategy to "put the fire out," as efficiently and effectively as possible, while providing for firefighter and public safety. To complete a fireline around a fire to halt fire spread, and cool down all hot spots that are immediate threat to control line or outside the perimeter, until the lines can reasonably be expected to hold under foreseeable conditions. Synonymous with "Full Perimeter Containment" and "Control."

Incident Status Summary – Form ICS-209

***1. Incident Name:**			**2. Incident Number:**	
***3. Report Version** (check one box on left)**:** ☐ Initial ☐ Update ☐ Final Rpt # (if used):	***4. Incident Commander(s) & Agency or Organization:**		**5. Incident Management Organization:**	***6. Incident Start Date/Time:** Date: _____ Time: _____ Time Zone: _____
7. Current Incident Size or Area Involved (use unit label – e.g., "sq mi," "city block")**:**	**8. Percent (%) Contained or Completed** (circle one)**:**	***9. Incident Definition:**	**10. Incident Complexity Level:**	***11. For Time Period:** From Date/Time: _____ To Date/Time: _____

Approval & Routing Information

***12. Prepared By:** Print Name: _____ ICS Position: _____ Date/Time Prepared: _____	***13. Date/Time Submitted:** **Time Zone:**
***14. Approved By:** Print Name: _____ ICS Position: _____ Signature: _____	***15. Primary Location, Organization, or Agency Sent To:**

Incident Location Information

***16. State:**	***17. County/Parish/Borough:**	***18. City:**
19. Unit or Other:	***20. Incident Jurisdiction:**	**21. Incident Location Ownership** (if different than jurisdiction)**:**
22. Longitude (indicate format)**:** **Latitude** (indicate format)**:**	**23. US National Grid Reference:**	**24. Legal Description** (township, section, range)**:**
***25. Short Location or Area Description** (list all affected areas or a reference point)**:**		**26. UTM Coordinates:**
27. Note any electronic geospatial data included or attached (indicate data format, content, and collection time information and labels)**:**		

Incident Summary

***28. Observed Fire Behavior or Significant Events for the Time Period Reported** (Describe fire behavior using accepted terminology. For non-fire incidents, describe significant events related to the materials or other causal agents):
29. Primary Fuel Model, Materials or Hazards Involved (fuel types, hazardous chemicals, infectious agents, radiation, etc.)**:**

Incident Status Summary – Form ICS-209 / 2

30. Damage Assessment Information (summarize damage and/or restriction of use or availability to residential or commercial property, natural resources, critical infrastructure and key resources, etc.)**:**	A. Structural Summary	B. # Threatened (72 hrs)	C. # Damaged	D. # Destroyed
	E. Single Residences			
	F. Nonresidential Commercial Property			
	G. Other Minor Structures			

Additional Incident Decision Support Information

***31. Public Status Summary:**	A. # This Reporting Period	B. Total # to Date
C. Indicate Number of Civilians (Public) Below:		
D. Fatalities		
E. With Injuries/Illness		
F. Trapped/In Need of Rescue		
G. Missing *(note if estimated)*		
H. Evacuated *(note if estimated)*		
I. Sheltering in Place *(note if estimated)*		
J. In Temporary Shelters (note if est.)		
K. Have Received Mass Immunizations		
L. Require Immunizations (note if est.*)*		
M. In Quarantine		
N. Total # Civilians (Public) Affected:		

***32. Responder Status Summary:**	A. # This Reporting Period	B. Total # to Date
C. Indicate Number of Responders Below		
D. Fatalities		
E. With Injuries/Illness		
F. Trapped/In Need of Rescue		
G. Missing		
H. Evacuated *(note if estimated)*		
I. Sheltering in Place		
J. In Temporary Shelters (note if est.)		
K. Have Received Immunizations		
L. Require Immunizations		
M. In Quarantine		
N. Total # Responders Affected:		

33. Life, Safety, and Health Status/Threat Remarks:

35. Weather Concerns (synopsis of current and predicted weather; discuss related factors that may cause concern)**:**

***34. Life, Safety, and Health Threat Management:**	A. Check if Active	B. Notes
C. No Likely Threat		
D. Potential Future Threat		
E. Mass Notifications in Progress		
F. Mass Notifications Completed		
G. No Evacuation(s) Imminent		
H. Planning for Evacuation		
I. Planning for Shelter-in-Place		
J. Evacuation(s) in Progress		
K. Shelter-in-Place in Progress		

Incident Status Summary – Form ICS-209 / 3

	L. Repopulation in Progress		
	M. Mass Immunization in Progress		
	N. Mass Immunization Complete		
	O. Quarantine in Progress		
	P. Area Restriction in Effect		

36. Projected Incident Activity, Potential, Movement, Escalation, or Spread and influencing factors during the next operational period and in 12-, 24-, 48-, and 72-hour timeframes:

12 hours:

24 hours:

48 hours:

72 hours:

Anticipated after 72 hours:

37. Strategic Objectives (define planned end-state for incident)**:**

38. Current Incident Threat Summary and Risk Information in 12-, 24-, 48-, and 72-hour timeframes and beyond. Summarize primary incident threats to life, property, communities and community stability, residences, health care facilities, other critical infrastructure and key resources, commercial facilities, natural and environmental resources, cultural resources, and continuity of operations and/or business. Identify corresponding incident-related potential economic or cascading impacts.

12 hours:

24 hours:

48 hours:

72 hours:

Anticipated after 72 hours:

39. Critical Resource Needs in 12-, 24-, 48-, and 72-hour timeframes and beyond to meet critical incident objectives. List resource category, kind, and/or type, and amount needed, in priority order:

12 hours:

24 hours:

48 hours:

72 hours:

Anticipated after 72 hours:

40. Strategic Discussion: Explain the relation of overall strategy, constraints, and current available information to:

1) critical resource needs identified above,

2) the Incident Action Plan and management objectives and targets,

3) anticipated results.

Explain major problems and concerns such as operational challenges, incident management problems, and social, political, economic, or environmental concerns or impacts.

Incident Status Summary – Form ICS-209 / 4

41. Planned Actions for Next Operational Period:
42. Projected Final Incident Size/Area (use unit label – e.g., "sq mi"):
43. Anticipated Incident Management Completion Date:
44. Projected Significant Resource Demobilization Start Date:
45. Estimated Incident Costs to Date:
46. Projected Final Incident Cost Estimate:
47. Remarks (or continuation of any blocks above – list block number in notation):

Incident Status Summary – Form ICS-209 / 5

Incident Resource Commitment Summary

48. Agency or Organization:	**49. Resources** (summarize resources by category, kind, and/or type; show # of resources on top ½ of box, show # of personnel associated with resource on bottom ½ of box)**:**	**50. # of Personnel** not assigned to a resource**:**	**51. Total Personnel** (includes those associated with resources – e.g., aircraft or engines –*and* individual overhead)**:**
52. Total Resources			

53. Additional Cooperating and Assisting Organizations Not Listed Above:

Minnesota Daily Interagency Situation Report

MINNESOTA DAILY INTERAGENCY SITUATION REPORT

RESOURCES

Reporting Unit: _____ Date: _____ Time: _____

Reporting Person: _____

Fire Danger: _____ Detection Planned: _____

Number of New Fires (Human caused): _____ (Lighting caused): _____

Number of New acres: _____

Uncontrolled fires by class: A_____ B_____ C_____ D_____ E_____ G_____

Total Fires since January 1: _____ Total Acres since January 1: _____

AVAILABLE	INSTATE	OUTSTATE	COMMITTED	INSTATE	OUTSTATE
Helicopter			Helicopters		
Airtankers			Airtankers		
Other Aircraft			Other Aircraft		
Type II Crews			Type II Crews		
Squads			Squads		
Engines			Engines		
Bombardiers			Bombardiers		
Misc Overhead			Misc. Overhead		

Prescribed Fires:

New: #_____ Acres_____

Acres_____

Carry Over: #_____ Acres_____

Natural: #_____

Precipitation:

Station	Amount

Planning Class or Planning Level: _____

Remarks: _____

_____

_____

Please FAX this report to MIFC, Grand Rapids no later than 0900 hours. FAX: 218-327-4528

Monthly Fire Weather / Fire Danger Outlook

Potential Assessment

1. REPORTING UNIT

2. DATE:

3. POTENTIAL FOR SERIOUS/CRITICAL FIRE PROBLEMS

THIS COMING MONTH	BELOW NORMAL		NORMAL		ABOVE NORMAL	
THIS SEASON	BELOW NORMAL		NORMAL		ABOVE NORMAL	

COMMENTS:

4. FIRE WEATHER OUTLOOK (To address the following factors)

   DROUGHT CONDITIONS:

   PRECIPITATION ANOMALIES AND OUTLOOK:

   TEMPERATURE ANOMALIES AND OUTLOOK:

5. FUELS

FINE - GRASS STAGE	GREEN		CURED			
NEW GROWTH	SPARSE		NORMAL		ABOVE NORMAL	

   LIVE FUEL MOISTURE (sage, deciduous, conifer):

   1000-HOUR DEAD FUEL MOISTURE:

   NORMAL/AVERAGE FUEL MOISTURE FOR THIS TIME OF YEAR:

6. AVERAGE FIRE OCCURRENCE/ACRES BURNED (to date 5 year average):

7. ACTUAL OCCURRENCE/ACRES BURNED (to date this year):

8. WRITTEN SUMMARY (The text from this summary will be used in the National Wildland Fire Outlook).

MNICS Daily Prescribed Burn Notice

MNICS DAILY PRESCRIBED BURN NOTICE

For DNR Prescribed Burns: When DNR Forestry Areas are contacted to activate a burning permit for a prescribed fire, the following information should be collected. This information should be faxed or called into MIFC (attention Intel Desk) by 08:45 am.

Fax number: 218-3274582 Email: mifcintell.dnr@state.mn.us

Planned Date	Agency and Unit (e.g. MNS-WLF)	Burn Name and Burn ID Number	Fuel Types (1 – 13)*	Planned Acres	Legal Description Section- Township Range	Lat/Long	Planned Duration	Actual Acres Completed **	Smoke Complaints on Burn ***

*List Fire Behavior Fuel Models or identify fuel as: Grass, Brush, Timber, or Slash

****Report actual acres completed and any complaints received within 24 hours of completion.**

*** The Minnesota Smoke Management plan requires that all smoke complaints from prescribed fires are tracked and reported to the Minnesota Pollution Control Agency.

Chapter 70
Directory

Minnesota Interagency Fire Center (MIFC) – MN-MFC

402 11th Street SE Grand Rapids, MN 55744	Fire phone: **218-327-4558**
Dispatch FAX: 218-327-4528 Email: mifcdispatch.DNR@state.mn.us mifcintell.DNR@state.mn.us mifcairdesk.DNR@state.mn.us	Night or 24-hour phone: **218-327-4558** Pager: **218-755-6410** *After hours: Main line connects to duty officer on call.*
	Duty officers: Tom Fasteland, Ronda Estey, Linda Bruss, Jean Goad

. . . If no answer on above number, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Fasteland, Tom MIFC Coordinator	Grand Rapids	tom.fasteland@state.mn.us	W: 218-322-2738 C: 218-244-5690	H:218-697-8427 C: 218-259-4904
Estey, Ronda MIFC Ass't Coordinator	Grand Rapids	ronda.estey@bia.gov mifcdispatch.dnr@state.mn.us	W: 218-322-2743 C: 218-244-4461	C: 218-398-0338
MIFC Lead Dispatcher	Grand Rapids		W: 218-322-2748	
Goad, Jean Information Officer	Grand Rapids	jean.goad@state.mn.us	W: 218-322-2739 C: 218-244-1911	C: 218-259-0929
Bruss, Linda MIFC Aviation Lead Disp.	Grand Rapids	linda.bruss@state.mn.us mifcairdesk.DNR@state.mn.us	W: 218-327-4582	C: 320-260-2089
Fire Intelligence Specialist	Grand Rapids		W: 218-322-2709	
Ettl, Julie MIFC DNR Aviation Disp.	Grand Rapids	julianna.m.ettl@state.mn.us	W: 218-327-4582	
Humphrey, Ginger MIFC DNR Aviation Disp.	Grand Rapids	ginger.humphrey@state.mn.us	W: 218-327-4582	
Nygaard, Diane Intelligence Lead	Grand Rapids	diane.nygaard@state.mn.us mifcintell.DNR@state.mn.us	W: 218-322-2745	H: 218-327-9181 C: 218-360-3338
Stoffel, Ron Wildfire Suppression Supervisor	Grand Rapids	ronald.stoffel@state.mn.us	W: 218-322-2682 C: 218-244-1091 P: 218-755-6909	H: 218-327-7283
Wildfire Aviation Supv.	Grand Rapids		W: 218-322-2723	
Coughlin, Pat Radio Shop Tech	Grand Rapids	pat.coughlin@state.mn.us	W: 218-322-2696 P: 218-755-6400	H: 218-885-2226 C: 218-244-5300

Minnesota DNR Division of Forestry (MN-MNS)

Central Office, 500 Lafayette Road, St. Paul, MN 55155 MIFC, 402 11th Street SE, Grand Rapids, MN 55744	**651-259-5282** **218-327-4558**
St. Paul FAX: 651-296-5954 MIFC FAX: 218-327-4528	Email: *See below*

. . . If no answer on above number, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Schmid, Craig Forestry Section Manager	St. Paul	craig.schmid@state.mn.us	W: 651-259-5276 C: 218-244-0341	
Stoffel, Ron Wildfire Suppression Supv.	Grand Rapids	ronald.stoffel@state.mn.us	W: 218-322-2682 C: 218-244-1091 P: 218-755-6909	H: 218-327-7283
Fasteland, Tom MIFC Coordinator	Grand Rapids	tom.fasteland@state.mn.us	W: 218-322-2738 C: 218-244-5690	H:218-697-8427 C: 218-259-4904
Wildfire Aviation Supv.	Grand Rapids		W: 218-322-2723	H:
Himanga, Larry Fire Admin. Supervisor	St. Paul	larry.himanga@state.mn.us	W: 651-259-5277	C: 651-380-9681
Schuster, Bill Helicopter Ops Specialist	Grand Rapids	bill.schuster@state.mn.us	W: 218-322-2722 P: 218-755-6915	C: 218-244-5286
Wannarka, Paul Fixed Wing Ops Spec	Grand Rapids	paul.wannarka@state.mn.us	W: 218-322-2728 C: 218-244-1941	C: 218-368-7733
Oland, Timothy Rural Fire Program Coord.	Grand Rapids	timothy.oland@state.mn.us	W: 218-322-2688	
Manley, Todd Fire Training & Intel Coord.	Grand Rapids	todd.manley@state.mn.us	W: 218-322-2683	
Fire Behavior, Intelligence	Grand Rapids			
Kaase, Tom Ground Support Ops	Grand Rapids	tom.kaase@state.mn.us	W: 218-322-2695 C: 218-244-0545	
Coughlin, Pat Radio Shop Tech	Grand Rapids	pat.coughlin@state.mn.us	W: 218-322-2696 P: 218-755-6400	H: 218-885-2226 C: 218-244-5300
Staydohar, Tom Asst. Fire Cache Mgr	Grand Rapids	tom.staydohar@state.mn.us	W: 218-322-2764 C: 218-244-0571	
Ettl, Luke Pilot	Grand Rapids	luke.ettl@state.mn.us	W: 218-322-2727	C: 218-398-2084
Goad, Jean Information Officer	Grand Rapids	jean.goad@state.mn.us	W: 218-322-2739 C: 218-244-1911	H: 218-327-0929 C: 218-259-0929
Bruss, Linda MIFC Lead Aviation Disp.	Grand Rapids	linda.bruss@state.mn.us mifcairdesk.DNR@state.mn.us	W: 218-327-4582	C: 320-260-2089
Nygaard, Diane Intelligence Lead	Grand Rapids	diane.nygaard@state.mn.us mifcintell.DNR@state.mn.us	W: 218-322-2745	H: 218-327-9181 C: 218-360-3338

Northwest Region, DNR Forestry (MN-MNS)

NW Region Forestry Office 2115 Birchmont Beach Rd NE Bemidji MN 56601-8571	Fire phone: **218-308-2361** **218-766-0551** (mobile)
FAX: 218-755-4417 Main office: 218-308-2378 (Carla Anderson) Region dispatch: 218-308-2361	Night or 24-hour phone / Regional duty officer Cell/pager: **218-766-0551**
Email: NWregion.fire.DNR@state.mn.us	Duty officers: BJ Glesener, Jon Drimel, Mike Locke, Harvey Tjader (alt), Robert Milne (alt)

. . . If no answer on above numbers, call office number listed below . . .

NAME/TITLE – DUTY OFFICER	CITY	EMAIL	WORK	PERSONAL
Jon Drimel	Bemidji	jon.drimel@state.mn.us	WC: 218-766-0551 W: 218-308-2362	C: 218-290-0177
BJ Glesener	Bemidji	bill.glesener@state.mn.us	WC: 218-766-0551 W: 218-308-2364	C: 218-244-3675
Mike Locke	Bemidji	mike.locke@stste.mn.us	WC: 218-766-0551 W: 218-308-2368	C: 218-368-2593
Harvey Tjader (alt)	Bemidji	harvey.tjader@state.mn.us	WC: 218-766-0551 W: 218-308-2383	C: 218-407-7924
Robert Milne (alt)	Bemidji	bob.milne@state.mn.us	WC: 218-766-0551 W: 218-308-2382	C: 218-407-7924
DNR Area Forestry Office	**City**	**Email for fire team leaders**	**WORK Phone / Cell/Pager/Fax**	**DUTY OFFICER Phone**
Bemidji Area Office 2220 Bemidji Ave N Greg Vollhaber	Bemidji	greg.vollhaber@state.mn.us	W: 218-308-2072 F: 218-755-2049	C: 218-766-0708 P: 218-759-3800
Blackduck Area Office 417 B Forestry Dr NW Scott Burns	Blackduck	scott.burns@state.mn.us	W: 218-835-3161 F: 218-835-3170	P: 218-759-3713 C: 218-766-7752
Warroad Area Office 804 Cherne Dr NW Josh Donatell	Warroad	Josh.Donatell@state.mn.us	W: 218-425-7793 F: 218-425-7797 F2: 218-386-1314	C: 218-425-3121
Baudette Area Office 206 Main St E Wes Belanger	Baudette	wesley.belanger@state.mn.us	W: 218-634-2172 F: 218-634-2563	C: 218-434-0476
Backus Area Office 4391 State Hwy 87 NW Mailing address: PO Box 6 Curt Cogan	Backus	curt.cogan@state.mn.us	W: 218-947-3232 N: 218-232-1115 F: 218-947-3525	C: 218-820-6083 Brainerd: 218-203-4425
Park Rapids Area Office 607 First St W Brad Witkin	Park Rapids	brad.witkin@state.mn.us	W: 218-732-3309 F: 218-732-5391	C: 218-820-2079 P: 218-759-8608

Northeast Region, DNR Forestry (MN-MNS)

1201 E Hwy 2 Grand Rapids, MN 55744-3296	Fire phone: **218-999-7834 or 218-327-7580** Night or 24-hour phone: **218-244-1059**
Main office: 218-999-7833 FAX: 218-327-4391	Duty officers: Jon Handrick, Paul Olson, Andrea Johnson, Rebekah Luedtke, Clarissa Spicer

. . . If no answer on above number, call office number below . . .

NE Region Duty Officers	City	Email	WORK Phone	Personal
Jon Handrick	Grand Rapids	jon.handrick@state.mn.us	WC: 218-244-1059 W: 218-999-7843	C: 218-324-1450
Paul Olson	Grand Rapids	paul.c.olson@state.mn.us	WC: 218-244-1059 W: 218-999-7840	H: 218-327-2596
Andrea Johnson	Grand Rapids	andrea.m.johnson@state.mn.us	WC: 218-244-1059 W: 218-999-7891	C: 218-326-0362
Rebekah Luedtke	Grand Rapids	rebekah.luedtke@state.mn.us	WC: 218-244-1059 W: 218-999-7842	C: 218-410-0238
Clarissa Spicer	Grand Rapids	clarissa.spicer@state.mn.us	W: 218-999-2878	C: 515-450-9461
DNR Area Forestry Office, Program Leader	**City**	**Email**	**WORK Dispatch (DP) Duty Officer (DO)**	**Fire Program Leader Phone**
Aitkin Area Office 1200 Minnesota Ave S Brian Pisarek	Aitkin	brian.pisarek@state.mn.us	DP: 218-927-4040 x241 DO: 218-927-6903 x240	W: 218-927-4040 x242 H: 218-927-6158 C: 218-838-0102
Cloquet Area Office 1604 S Hwy 33 Patrick Wherley	Cloquet	patrick.wherley@state.mn.us	DSP: 218-879-0823 DO: 218-380-0673	W: 218-879-0880 x228 C: 218-341-8540
Deer River Area Office 403 Division St Darren Newman	Grand Rapids	darren.neuman@state.mn.us	DSP: 218-327-4748 DO: 218-244-3790	W: 218-327-4435 H: 218-327-1663 C: 218-244-9494
Hibbing Area Office 1208 E Howard St Dan Prazak	Eveleth	Daniel.prazak@staste.mn.us	DSP: 218-735-3958 DO: 218-749-6010 (N St Louis Co, page Hibbing DNR)	W: 218-735-3959
Littlefork Area Office 421 3rd Ave – Box 65 Matt Wappler	Littlefork	matt.wappler@state.mn.us	DSP: 218-278-6651 (DNR) DO: 218-244-2227 (Koochiching Co)	W:218-278-6651 WC: 218-244-2485 PC:218-398-0895
Tower Area Office 650 Hwy 169 Thor Pakosz	Tower	thor.pakosz@state.mn.us	Tower: 218-753-2580 x264 Orr: 218-757-3274 St. Louis Co: 218-749-6010	W: 218-753-2580 x266 PC: 218-780-4189 WC: 218-404-0613
Two Harbors Area Office 1568 Hwy 2 Aaron Mielke	Two Harbors	aaron.mielke@state.mn.us	DSP: 218-834-1418 DO/P:	W: 218-387-3037 H: 218-387-2627 C: 218-370-8699

Central Region, DNR Forestry (MN-MNS)

1200 Warner Road St. Paul, MN 55106	Fire phone: **651-259-5782** (Warner Rd) **763-689-7100 x230** (Cambridge)
FAX: 651-772-7563 (Warner Rd) 763-689-7120 (Cambridge)	Region Duty Officer: **651-259-5742** transfers call to Duty Officer
	Duty Officers: Mark Wurdeman, Pam O'Leary, Jean Mouelle, Michelle Martin, Jim Wilson

. . . If no answer on above numbers, call office number below . . .

NAME/TITLE – Duty Officers	CITY	EMAIL	WORK	PERSONAL
Mark Wurdeman	Cambridge	mark.wurdeman@state.mn.us	DO: 651-259-5742 W: 763-689-7100 x230	C: 612-636-4690
Pam O'Leary	St. Paul	pam.oleary@state.mn.us	DO: 651-259-5742 W1: 651-259-5782 W: 2612-259-5830	C: 612-390-9818
Jean Mouelle	St. Paul	jean.mouelle@state.mn.us	DO: 651-259-5742 W: 651-259-5783	C: 763-360-5991
Michelle Martin	St. Paul	michelle.martin@state.mn.us	DO: 651-259-5742 W: 651-259-5836	C: 248-763-1921
Jim Wilson	Lewiston	jim.wilson@state.mn.us	DO: 651-259-5742 W: 507-333-2013 x223	C: 763-226-0153
Area Forestry Office	**City**	**Email**	**Work Phone**	**Cell / Pager**
Little Falls Area Office 16543 Haven Road Little Falls, MN 56345 John Korzeniowski Jason Kern	Little Falls	john.korzeniowski@state.mn.us jason.kern@state.mn.us	O: 320-616-2459 F: 320-616-2473 DO: 320-616-2496	C: 320-616-2496
Cambridge Area Office 800 Oak Savanna Lane Cambridge, MN 55008 Don Mueller Lisa Wagner	Cambridge	don.mueller@state.mn.us lisa.wagner@state.mn.us	O: 763-689-7100 Disp: 763-689-7116 F: 763-689-7120	C: 763-689-7107
Lewiston Area Office Box 279 Lewiston, MN 55952 Jim Edgar Doug Rau Jeanne Willson Kurt Hinz	Lewiston	jim.edgar@state.mn.us doug.rau@state.mn.us jeanne.willson@state.mn.us kurt.hinz@state.mn.us	O: 507-522-5060 F: 507-523-2951	C: 507-206-2834
Sandstone Area Office 613 Hwy 23 S Lance Meyen	Sandstone	lance.meyen@state.mn.us	DSP: 320-245-6789 DO/C: 612-390-2203 W: 320-245-6789	C: 612-616-2581

US Forest Service, Chippewa National Forest (MN-CPF) Superior National Forest (MN-SUF)

MIFC 402 11th Street SE Grand Rapids, MN 55744	**Chippewa National Forest** 201 Minnesota Ave E Walker, MN 56484 **Superior National Forest** 8901 Grand Ave Place Duluth, MN 55805-1122	Night or 24-hour phone: **218-327-4175**
FAX: 218-327-4528 Attention: CPF Dispatch Attention: SUF Dispatch		Email: mnfsdispatch@gmail.com

. . . If no answer on above number, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Fifarek, Tracy FS Initial Attack Center Mgr	Grand Rapids	tfifarek@fs.fed.us	W: 218-322-2756	C: 928-853-7966
IA Assistant Center Mgr	Grand Rapids		W: 218-327-4175	
Guith, Ken IA Dispatcher	Grand Rapids	kguith@fs.fed.us	W: 218-322-2752 C: 218-244-2962	C: 218-259-9141
Heavirland, Rob Aviation Officer	Grand Rapids	rheavirland@fs.fed.us	W: 218-322-2715	
Fire Management Officer	Grand Rapids		W: 218-322-2685	
Jenkins, Brian Fuels Specialist	Grand Rapids	bsjenkins@fs.fed.us	W: 218-322-2686 C: 218-244-1764	H: 218-245-1004
Wise, Brian Fire Cache Manager	Grand Rapids	bwise@fs.fed.us	W: 218-322-2763	C: 218-368-8238 H: 218-224-2458
Lenz, Darla – Supervisor **Chippewa National Forest**	Cass Lake	dlenz@fs.fed.us	W: 218-335-8631 C: 218-556-5564	
Halter, Brenda – Supervisor **Superior National Forest**	Duluth	bhalter@fs.fed.us	W: 218-626-4302 C: 218-349-7914	C: 212-760-2716

US Forest Service, NE Area State & Private Forestry

11 Campus Blvd. – Suite 200 Newtown Square, PA 19073	Fire phone: **610-557-4152**
FAX: 610-557-4154	

. . . If no answer on above number, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Martin, Owen Dir of Fire Management	Newtown Square, PA	omartin01@fs.fed.us	W: 610-557-4180	H: 610-447-5746 C: 610-742-7551
Hartlove, Robert Fire Ops/Safety	Newtown Square, PA	rhartlove@fs.fed.us	W: 610-557-4161	H: 717-859-4190 C: 610-742-7593
Gabliks, Maris SFA/RX Fire/Fuels	Newtown Square, PA	mggabliks@fs.fed.us	W: 610-557-4108	H: 732-364-3617 C: 610-742-7854
Owens, Winnie FEPP & VFA Manager	Newtown Square, PA	wowens@fs.fed.us	W: 610-557-4141	H: 610-352-7434 C: 610-742-7619
Brooks, Maureen Fire Plan/WUI/Prev.	Newtown Square, PA	mbrooks@fs.fed.us	W: 610-557-4146	H: 610-526-0618 C: 610-742-7614
Zimmerman, Dan Aviation Officer	Newtown Square, PA	dzimmerman@fs.fed.us	W: 610-557-4147	H: 610-608-3907 C: 610-742-7860
Dillon, Matthew Training Officer	Newtown Square, PA	matthewdillon@fs.fed.us	W: 610-557-4143	C: 610-420-9911
Williams, Sandra Emergency Prep Spec	Warren, PA	swilliams04@fs.fed.us	814-728-6159	C: 610-717-6997

Bureau of Indian Affairs, Midwest Region Agency (MN-MRA)

Norman Pointe II 5600 West American Blvd, Suite 500 Bloomington, MN 55347	Fire phone: **612-713-4400** Night or 24-hour phone: **218-327-4558** MIFC Duty Officer
FAX: 612-713-4401	Duty officers: Tom Remus, Marty Cassellius, Jeremy Bennett,

. . . If no answer on above number, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Remus, Tom Region FMO	Grand Rapids	tom.remus@bia.gov	W: 218-322-2693 C: 218-259-8658	H: 218-752-1008
Cassellius, Marty Regional Fuels Specialist	Bloomington	marty.cassellius@bia.gov	W: 612-725-4523 C: 612-280-7361	H: 651-206-4381
Anderson, Matthew Regional Forester	Bloomington	matt.anderson@bia.gov	W: 612-725-4521 C: 612-787-6768	
Basina, Cristine Administrative Officer	Bloomington	cristine.basina@bia.gov	W: 612-725-4525 612-713-4400	
Bennett, Jeremy Prevention Forester	Bloomington	jeremy.bennett@bia.gov	W: 612-725-4526	C: 715-787-4573 C: 612-965-3645
GIS Forester	Bloomington		W: 612-725-4524	
Pooler, Paul Fire Ecologist	Bemidji	paul.pooler@bia.gov	W: 218-751-2011x457 C: 218-259-1906	H: 218-444-2707
Kurtz, Bill NEPA / ARCH Fire	Bloomington	bill.kurtz@bia.gov	W: 612-725-4527	H: 952-997-6855
Estey, Ronda MIFC Assist Coordinator	Grand Rapids	ronda.estey@bia.gov	W: 218-322-2743 C: 218-244-4461	C: 218-398-0338

BIA – Minnesota Agency (MN-MNA)

Room 418, Federal Building 522 Minnesota Ave. NW Bemidji, MN 56601-3062	Fire phone: **218-751-2011** **x408** Greg Peterson or **x452** Thomas Schackman
FAX: 218-751-4367	Night or 24-hour phone: **218-327-4558** MIFC Duty Officer

. . . If no answer on above number, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Peterson, Greg MN Agency FMO	Bemidji	greg.peterson@bia.gov	W: 218-751-2011 x408	H: 218-224-2160 C: 218-820-1744 C: 800-939-1744 o/s
Estey, Ronda MIFC Assist Coordinator BIA & Tribal Dispatcher	Grand Rapids	ronda.estey@bia.gov	W: 218-322-2743 C: 218-244-4461	C: 218-398-0338
Lintelmann, Bob MN Agency Forester	Bemidji	robert.lintelmann@bia.gov	W: 218-751-2011 x406	H: 218-759-8584 C: 218-820-9636
Schackman, Thomas Fuels Manager	Bemidji	thomas.schackman@bia.gov	W: 218-751-2011 452	H: 218-224-2301 C:218-760-7145
Administrative Assistant	Bemidji		W: 218-751-2011 x407	

Minnesota Agency - White Earth (MN-WEA)

PO Box 37 Naytahwaush, MN 56566 Email: weforestry@whiteearth.com	Fire phone: **218-935-5967** Ask for Brad, David, Steve or Tim
	Night or 24-hour phone: **218-368-0325** cell for Brad Estey **or 218-327-4558** MIFC Duty Officer

. . . If no answer on above numbers, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Smith, Mike Forester	Naytahwaush	weforestry@whiteearth.com	W: 218-935-5967	H: 218-751-9658
Estey, Brad Prevention Technician & Fire Program Lead	Naytahwaush	bradestey@hotmail.com	W: 218-935-2359 W: 218-935-2917	C: 218-368-0325
Snetsinger, David, Jr. Allotment Forester Tech	Naytahwaush	weforestry@whiteearth.com	W: 218-936-5757	H: 218-935-5829 C: 218-935-5905
Forestry & Fire Technician	Naytahwaush		W: 218-935-2917	
Lafriniere, Steve BIA/White Earth Tribal Forestry & Fire Tech.	Naytahwaush		W: 218-935-2917	C: 218-935-5829 C:218-308-3193 C: 218-368-0361
Warren, Timothy BIA/White Earth Tribal Forestry & Fire Tech.	Naytahwaush		W: 218-935-2917	
Crowell, Cliff White Earth Forestry Tech	Naytahwaush		218-935-5757	C: 218-255-4512
Snetsinger, Terry Forestry Fire Tech	Naytahwaush		W: 218-935-2917	
Estey, Ronda MIFC Ass't Coordinator BIA & Tribal Dispatcher	Grand Rapids	ronda.estey@bia.gov	W: 218-322-2743 C: 218-244-4461	C: 218-398-0338

Red Lake Agency (MN-RLA)

RED LAKE AGENCY Red Lake Band of Chippewa Natural Resources	Fire phone: **218-679-3381**
Address: Hwy 1, PO Box 279 Red Lake, MN 56671	Night or 24-hour phone: **218-766-8557** (Gil Juarez) **218-368-0579** (Wendy Pemberton)
FAX: 218-679-2466 Email: wendizzle_97@hotmail.com	Duty officers: Ronda Estey, Gilbert Juarez, Wendy Pemberton, Greg Peterson

. . . If no answer on above numbers, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Juarez, Gilbert Lead Fire Tech.	Red Lake	gilbert_juarez@yahoo.com	218-679-3959	H: 218-679-3955 C: 218-766-8557
Pemberton, Wendy Fire Clerk/Dispatch	Red Lake	wendizzle_97@hotmail.com	218-679-3959	H: 218-679-3580 C: 218-368-0579
Harris, Joe Fuels Specialist	Red Lake	jharris@redlakenation.org	218-679-3959	C: 218-766-9345
Shackman, Tom Fuels Manager	Bemidji	thomas.schackman@bia.gov	W: 218-751-2011 x452	H: 218-224-2301 C:218-760-7145
Reynolds, Michelle Prevention Technician	Red Lake	chelle_reynolds78@hotmail.com	W:218-679-3959	H: 218-679-2690 C: 218-308-5910
Beaulieu, Mike Prevention Specialist	Red Lake		218-679-3381	H: 218-679-3492 C: 218-766-0268
Estey, Ronda MIFC Ass't Coordinator	Grand Rapids	ronda.estey@bia.gov	W: 218-322-2743 C: 218-244-4461	C: 218-398-0338
Peterson, Greg BIA FMO	Bemidji	greg.peterson@bia.gov	W: 218-751-2011 x408 C: 800-939-1744 o/s	H: 218-224-2160 C: 218-820-1744

Mille Lacs Agency (MN-MLA)

43408 Oodena Drive Onamia, MN 56359	Fire phone: **320-532-7589** Dean Staples, office
FAX: 320-532-7514 Email: dean.staples@millelacsband.com	Night or 24-hour phone: **320-630-2431** Dean Staples, cell 218-327-4558 MIFC Duty Officer

. . . If no answer on above number, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Staples, Dean Forester & Fire Supv	Mille Lacs	dean.staples@millelacsban.com	320-532-7589	H: 320-532-5650 C: 320-630-2431
Staples, Elijah Forestry & Fire Tech	Mille Lacs		320-532-7589	
Aubid, Shane Prevention Technician	Mille Lacs		320-532-7589	
Estey, Ronda MIFC Assist Coordinator	Grand Rapids	ronda.estey@bia.gov	W: 218-322-2743 C: 218-244-4461	C: 218-398-0338

Minnesota Agency – Leech Lake (MN-MNA) LLA

15756 State Hwy 371 W Cass Lake, MN 56633	Fire phone: **218-335-7440** or **218-335-7445**
FAX: 218-335-7430 or 218-335-7452	Night or 24-hour phone: **218-327-4558** MIFC Duty Officer

. . . If no answer on above number, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Bebeau, Duane Leech Lake Fire Coordinator	Cass Lake	Dbebeau19@yahoo.com	218-335-7440	H: 218-246-9279
White, Eric Leech Lake Fire Technician	Cass Lake		218-335-7445	
Karnes, Keith Leech Lake Forester	Cass Lake	forestry@lldrm.org	218-335-7418	H: 218-659-2119
Estey, Ronda MIFC Assist Coordinator	Grand Rapids	ronda.estey@bia.gov	W: 218-322-2743 C: 218-244-4461	C: 218-398-0338
Jordan, Margaret Administrative Assistant	Cass Lake	mjordan@lldrm.org	W: 218-335-7432	C: 218-760-8033

Bois Forte Agency (MN-BFA)

2364 Indian Service Road 9 Nett Lake, MN 55772	Fire phone: **218-757-3177** (Dave Larson)
FAX: 218-757-3646	Night or 24-hour phone: **218-244-5004** (Dave Larson, cell) **218-327-4558** MIFC Duty Officer

. . . If no answer on above numbers, call in order listed below . . .

Name / title	City	Email	WORK Phone/Cell/Pager	PERSONAL Home / Cell
Larson, Dave Reservation Forester, FMO	Nett Lake	dave.larson@boisforte-nsn.gov	218-757-3177 x1	H: 218-276-2458 C: 218-244-5004
Mehne, Alex Allotment Forester	Nett Lake	alex.mehne@boisforte-nsn.gov	218-757-3177 x2	
Hill, Lance Forest Technician	Nett Lake	lance.hill@boisforte-nsn.gov	218-757-3177 x3	C: 218-750-2011
Wagner, Charles Forest Technician	Nett Lake	charle.wagner@boiseforte-nsn.gov	218-757-3177 x4	C: 218-780-3755
Buchholz, Noah Forest Technician	Nett Lake	noah.buchholz@boisforte-nsn.gov	218-757-3177 x5	C: 218-404-5586
Estey, Ronda MIFC Assistant Coordinator BIA & Tribal Dispatcher	Grand Rapids	ronda.estey@bia.gov	W: 218-322-2743 C: 218-244-4461	C: 218-398-0338

Fond Du Lac Agency (MN-FDA)

1720 Big Lake Road Cloquet, MN 55720	Fire phone: **218-878-7147**
FAX: 218-878-7168 Email: *firstlast@fdlrez.com*	Night or 24-hour phone: **218-327-4558** MIFC Duty Officer

. . . If no answer on above number, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Weske, Matt Forestry Crew Supervisor	Fond du Lac	mattweske@fdlrez.com	218-878-8015	H: 218-348-1898
Whitebird, Erica Fire Prevention Tech	Fond du Lac	ericawhitebird@fdlrez.com	218-878-7116	
Olson, Steve Forester	Fond du Lac	steveolson@fdlrez.com	218-878-7105	H: 218-879-1930 C: 218-591-1795
Nelson, Christian Allotment Forester	Fond du Lac	christiannelson@fdlrez.com	218-878-7118	
Estey, Ronda MIFC Assist Coordinator BIA & Tribal Dispatcher	Grand Rapids	ronda.estey@bia.gov	W: 218-322-2743 C: 218-244-4461	C: 218-398-0338

Grand Portage Agency (MN-GPA)

P.O. Box 428 – 27 Store Road Grand Portage, MN 55605	Fire phone: **218-475-2415** (Tim Miller)
FAX: 218-475-2615	Night or 24-hour phone: **218-370-1163** (Tim Miller, cell) Or, call Cook County Law Enforcement, **218-387-3030** and ask them to contact Tim Miller or Erik Carlson by radio.

. . . If no answer on above numbers, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Miller, Timothy Forester & Fire Supv	Grand Portage	tpmiller@boreal.org	W: 218-475-2415 x2033 Desk: 218-475-2033	H: 218-387-3108 C: 218-370-1163
Carlson, Erik Forestry & Fire Tech. & Prevention	Grand Portage	erikc@boreal.org	W: 218-475-2415 x2035 Desk: 218-475-2035	H: 218-475-2373 C: 218-370-1414
Estey, Ronda MIFC Assist Coordinator BIA & Tribal Dispatcher	Grand Rapids	ronda.estey@bia.gov	W: 218-322-2743 C: 218-244-4461	C: 218-398-0338

NPS – National Park Service
Voyageurs National Park (MN-VOP)

360 Highway 11 East International Falls, MN 56649-8904	Fire phone: **218-283-6600**
Email: *first_last@nps.gov*	Night or 24-hour phone: Call numbers below or **218-327-4558** MIFC Duty Officer

. . . If no answer on above number, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Fogelberg, Kurt Asst. Fire Mgmt. Officer	International Falls	kurt_fogelberg@nps.gov	W: 218-283-6660	H: 218-283-1010 C: 218-360-1494
Miles, Brenda Fire Program Assistant	International Falls	brenda_miles@nps.gov	W: 218-283-6662	H: 218-278-4437 C: 218-360-1493
Weyenberg, Scott Fire Ecologist	St. Croix Falls, WI	scott_weyenberg@nps.gov	W: 715-483-2285	H: 715-825-2208 C: 218-244-2563
MIFC - LEAD Dispatcher	Grand Rapids		W: 218-322-2748	

St. Croix National Scenic Riverway (MN-SCP)

ST. CROIX NATIONAL SCENIC RIVERWAY NATIONAL PARK SERVICE	Fire phone: **219-395-1008**
401 N Hamilton St St. Croix Falls, WI 54024	Night or 24-hour phone: **219-395-1008**
FAX: 715-483-3288	Email: first_last@nps.gov

. . . If no answer on above numbers, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Jacobsen, Mat District Ranger	St. Croix Falls, WI	mat_jacobsen@nps.gov	W: 715-483-2260 F: 715-483-3288	C: 612-616-8567
Carlson, Chuck District Ranger	Trego, WI	chuck_carlson@nps.gov	W: 715-635-8346 x421 F: 715-635-8823	H: 715-349-8539 C: 715-491-6878
Lundin, Charlie Park Ranger, Fire Coord	Trego, WI	charlie_lundin@nps.gov	W: 715-635-8346 x426 F: 715-635-8823	C: 715-491-6880
MIFC - LEAD Dispatcher	Grand Rapids		W: 218-322-2748	

USFWS – US Fish & Wildlife Service

Minnesota Zone Fire Management Office 5600 American Blvd. W., Suite 990 Bloomington, MN 55437	Fire phone: **612-713-5498**
FAX: 612-713-5287	Night or 24-hour phone: *See cell phone listings below.*

. . . If no answer on above number, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Langford, Russ Zone FMO	Bloomington	Russ_Langford@fws.gov	W: 612-713-5498 F: 612-713-5287	C: 763-244-9844
Lantz, Don Acting ZFMO Zone WUI	Zimmerman	Donald_Lantz@fws.gov	W: 763-389-3323 x22 F: 763-389-3493	C: 651-357-7152
Mursu, Chris Zone Fire Mgt Specialist	Odessa	Chris_Mursu@fws.gov	W: 320-273- 2507	C: 320-305-0812
Boschee, Troy FMO-Fergus Falls WMD	Fergus Falls	Troy_Boschee@fws.gov	W: 218-736-0642 F: 218-739-9534	H: 701-293-4016 C: 218-770-6192
Schumacher, Steve DFMO -Detroit Lakes DLR, TMR, HSR, GLR, RYR, NWR units	Detroit Lakes	Steve_Schumacher@fws.gov	W: 218-844-3410 F: 218-847-4156	H: 218-846-2566 C: 218-849-5775
Paulson, Dan FMO-MN Valley NWR	Bloomington		W: 952-858-0729 F: 612-725-3279	H: 952-361-6070 C: 515-423-4303
Seth Grimm DFMO-Sherburne SBR, CMR RLR units	Zimmerman	Seth_Grimm@fws.gov	W: 763-389-3323 x16 F: 763-398-3493	C: 398-260-3473
Franco, Darrin FMS-Agassiz NWR (assist w/GLR, RYR)	Thief River Falls	Darrin_Franco@fws.gov	W: 218-449-4115 x206 F: 218-449-3241	H: 701-330-0892 C: 218-689-5417
Angelo, Dan FMO-Morris WMD/ Big Stone NWR	Morris	Dan_Angelo@fws.gov	W: 320-589-4972 F: 320-589-2624	H: 320-273-2266 C: 320-304-0177
Larson, Kris FMO–Litchfield WMD	Litchfield	Kris_Larson@fws.gov	W: 320-693-2849 x117 F: 320-593-2552	H: 320-699-1438 C: 320-293-0790
Earhart, Eric PFS-Windom WMD	Windom	Eric_Earhart@fws.gov	W: 507-831-2220 x15 F: 507-831-5524	H: 507-847-5797 C: 507-822-0329
Leach, Jim Refuge Supervisor, MN/WI	Bloomington	Jim_Leach@fws.gov	W: 612-713-5406	H: 651-450-7566
Regional Fire Mgt Coor				

HSEM – Homeland Security & Emergency Management

HSEM Minnesota Department of Public Safety	Fire phone: **218-327-4496**
402 11th Street SE Grand Rapids, MN 55744	Night or 24-hour phone: MN State Duty Officer **800-422-0798**
FAX: 218-327-4527	Email: roy.holmes@state.mn.us

. . . If no answer on above number, call in order listed below . . .

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Reed, Kevin Homeland Security Branch Director	St. Paul	kevin.reed@state.mn.us	W: 651-201-7425 C: 651-398-0562	H: 507-684-3339 C: 673-222-3391
Goelz, Karise (Kari) Operations Chief	St. Paul	karise.goelz@state.mn.us	W: 651-201-7446 P: 651-857-0304	C: 651-357-6830
Holmes, Roy Northeast Region Program Coordinator	Grand Rapids	roy.holmes@state.mn.us	W: 218-327-4496 C: 218-259-2221	H: 218-327-2572

GLFFC – Great Lakes Forest Fire Compact

GREAT LAKES FOREST FIRE COMPACT	Fire phone: See below

NAME/TITLE	CITY	EMAIL	WORK	PERSONAL
Friesen, Gary	Manitoba	gary.friesen@gov.mb.ca	204-945-7779	204-945-7782
Kollmeyer, Paul	Michigan	kollmeyerp@michigan.gov	989-275-5151 x2050	
Stoffel, Ron	Minnesota	ronald.stoffel@state.mn.us	218-322-2682	218-327-4527
McAlpine, Rob	Ontario	rob.mcalpine@ontario.ca	705-945-5978	705-945-5785
Marty, Trent	Wisconsin	trent.marty@wisconsin.gov	608-266-7978	608-266-8576

Chapter 80

Forms

Instructions for filling out Dispatch forms begin on page 89, followed by an **Overhead Resource Order** form for an example. Also included in this Chapter is the **Wildland Fire Fatality and Entrapment Initial Report** form.

The following forms are available in PDF and fillable formats at the following sites:

www.mnics.org

www.nifc.gov/nicc/logistics/coord_forms.htm

Aircraft

- Aircraft Flight Request / Schedule
- FAA Temporary Tower Request
- Hazard Analysis and Dispatch / Aviation Manager Checklist
- Infrared Aircraft Scanner
- Request for Temporary Flight Restriction
- Tactical Aircraft Request
- Temporary Flight Restriction

Crews

- Crew Evaluation

Dispatch

- Assignment Extension
- Crew Manifest
- Incident Replacement Requisition
- Mobile Food and Shower Service Request
- Passenger and Cargo Manifest
- Preparedness / Detail Request
- Resource Extension Request

Emergencies

- Emergency Release
- Wildland Fire Fatality and Entrapment

Incident Management Team

- Agency Administrator Briefing to Incident Management Teams
- Delegation of Authority
- Local Incident Commander Briefing

Intelligence

- Incident Status Summary (ICS-209)
- Minnesota Daily Interagency Situation Report (Sit Report)
- MNICS Daily Prescribed Burn Notice
- Monthly / Seasonal Significant Fire Potential Report (Potential Assessment)

Misc.

- Firefighter Timesheet (OF288)

Resource Orders

- Aircraft
- Crews
- Equipment
- Overhead
- Overhead – Incident Management Teams
- Supply

Resource Order Completion Instructions / 1

Resource Order Completion Instructions

NOTE: All times are to be in 24-hour format.

Block 1: INITIAL DATE/TIME
This is the date and time of the **first** order that was place for this incident.

Block 2: INCIDENT/PROJECT NAME
This is the name given to this incident following agency policy.

Block 3: INCIDENT/PROJECT ORDER NUMBER
This is an identifier unique to this incident for this calendar year. This is the number assigned by the home unit. It should be a two-letter state designator, three-letter unit identifier and up to six-digit incident number. e.g., MN-SUF-000001.

Block 4: OFFICE REFERENCE NUMBER
Input the cost-coding data or office reference number.

Block 5: DESCRIPTIVE LOCATION/RESPONSE AREA
Use specific unit address. EQUIPMENT and SUPPLY ORDERS require the delivery address and directions to the incident/cache and billing address.

Block 6: SEC. TWN. RNG. BASE and MDM
Legal description of the incident or the Command Post.

Block 7: MAP REFERENCE
Latitude and Longitude are critical and required on all AIRCRAFT and RADIO SYSTEM ORDERS. The home unit will provide this information.

LAT. This should be the latitude of the incident to the nearest minute.

LONG. This should be the longitude of the incident to the nearest minute.

For aircraft, use decimal minutes.

Block 8: INCIDENT BASE/PHONE NUMBER
All orders require a phone number. This should be a phone number at the incident (supply unit) or at the office having radio contact with the incident.

Block 9: JURISDICTION/AGENCY
Input the appropriate agency responsible for the incident (i.e., BLM, USFS, NPS, FWS, BIA, State, etc.)

Block 10: ORDERING OFFICE
Name of the office or agency ordering.

Block 11: AIRCRAFT INFORMATION
BE SURE TO ENTER LATITUDE AND LONGITUDE. This information must be supplied when ordering aircraft or when expecting delivery to the incident by aircraft. For help with any of these entries, consult an air operations person. The word "OMNI", or VOR, refers to a VHF Omni-directional Radio, a navigational aid for pilots. Locations and bearing may be found on a sectional chart.

BEARING – Compass azimuth (direction in degrees) from nearest VOR.

DISTANCE – Distance in nautical miles from the VOR or a known location.

BASE OR OMNI (VOR) – VOR from which the bearing and distance are calculated. Use three-letter VOR identifiers.

AIR CONTACT – Call sign of the airborne person-in-charge. (i.e., Air Attack 02, Lead 21 etc.

FREQUENCY – Frequency on which to contact the ground person-in-charge (i.e., 122.9, 168.950, etc.) and tone, if applicable.

Resource Order Completion Instructions / 2

GROUND CONTACT – Call sign of the ground contact person or station.

FREQUENCY – The frequency (and tone if needed), which may be used to communicate with the ground contact.
RELOAD BASE – Thee air tanker base the aircraft is to use for reloading. This is usually the closest tanker base to the incident.

OTHER AIRCRAFT/HAZARDS – Other aircraft in the area of the incident, such as helicopters, air tankers, smokejumpers, lead planes, etc. Hazards in the area of the incident: wires, towers, heavy smoke or thunderstorms, etc. Also check for MTRs and MORs.

Block 12: REQUEST NUMBER
This is a critical entry!!! It consists of a letter from the group below, a hyphen and a three-digit number. The letter represents the "category" of the request. The numbers start with 01 within each category.

A – Aircraft (Helicopter, air tanker, etc.)
C – Crews (An organized group of people with supervision. e.g., hand crew, helitak crew, camp crew, kitchen crew, etc.)
O – Overhead (Any single personnel position) or (T2-IMT)
S – Supplies (Pump, hose, sleeping bag, etc.)
E – Equipment (Engine, dozer, plow buses, vans, etc.) *(Radios are back as part of Equipment ordering)*

ORDERED DATE/TIME – Enter the date and time the request is made.

FROM/TO – Enter names and/or offices.
QUANTITY – Ensure resources are listed with the correct unit of issue (i.e. kt, ea, lg, cs, etc.). Quantity is always one (1) except supplies. Find units of issue in the NFES catalog.

RESOURCE REQUESTED – Anticipate the number of lines needed to identify the components of the request before entering the next request number. Use this space to furnish specific information about the resource such as radio or equipment requirements, etc.

EQUIPMENT and SUPPLY requests **must** start with the NFES number followed by the appropriate description. Be sure to include what type of engine, dozer, crew, radio, etc., you need. You may also need to order frequencies?

CREW ORDERS **must** state type of crew, configuration, tool requirements, meal needs, time-frames, transportation and/or unusual needs for assignment.

NAME REQUEST NOTE – Agency or incident requirements may sometimes dictate requests for specific personnel or other resources.

NEEDED DATE/TIME – Date and time that the resource is needed. **Do not accept ASAP (as soon as possible)**. If it appears that the time frame allowed is not adequate, the dispatcher must discuss this with the incident and request additional time.

DELIVER TO – Area to which the requested resource is to report or be delivered.

TO/FROM – Who the request is placed with (office and individual's name) and who is placing it (your name or initials).

TIME – Time the order was placed.

AGENCY ID – This is the agency that fills the order.

RESOURCE ASSIGNED – Confirmed resource assigned by the sending agency. When this information has been passed to the ordering office, the small box in block #12 is blackened in.

ETD/ETA – This block should reflect ACTUAL time of departure and estimated time of arrival. Place an X in the small box when resource assigned and time information is passed on to the requester.

Resource Order Completion Instructions / 3

The next three blocks are used for releasing a resource.

RELEASE DATE – Input the actual date the resource is to be released from the incident.

RELEASED To – If different from the desired point of demobilization provided by the sending unit, asterisk (*) to the far right and elaborate in block 13.
TIME/ETA – Input the actual time the resource departs and estimated time enroute. When the release information is relayed the small box is blackened.

When all items in Block 12 are released, reassigned to another resource order from, or if all supplies have been shipped, the order is ready to close. The dispatcher must review the order and ensure all necessary documentation is complete and the resources have been released.

NOTE: If a resource cancels after the information has been recorded, "X" the agency, line out the resource assigned and print "See BLOCK 13" in the released column. Indicate what happened in Block 13 and reorder using the same request number on the next blank line.

BLOCK 13: ORDER RELAYED
These blocks are used to document all actions taken and all contacts made while completing an order.

PASSES ASSIGNED RESOURCE INFORMATION TO REQUESTING OFFICE.

A. Relays property numbers
B. Advises the field of unavailable and back ordered resources.
C. Relays ACTUAL TIME OF DEPARTURE and ESTIMATED TIME OF ARRIVAL.
D. Advises the field of method of delivery.

ARRIVAL OF ITEMS.

A. Once actual departure time of the resource is relayed it is the responsibility of the receiving office to follow up on the arrival of the resource.
B. Sending dispatchers will not call to confirm arrival of any supply or equipment orders.

REQUEST NUMBER – This indicates which requested item is being documented (e.g. S-13, A-42, O-21, C-15, etc.).

DATE – Date action was taken on the order.

TIME – Time action was taken on the order.

TO/FROM – Person with who contact was made and the dispatcher's name or initials.

ACTION TAKEN – This is to record what activity has taken place for the request number.

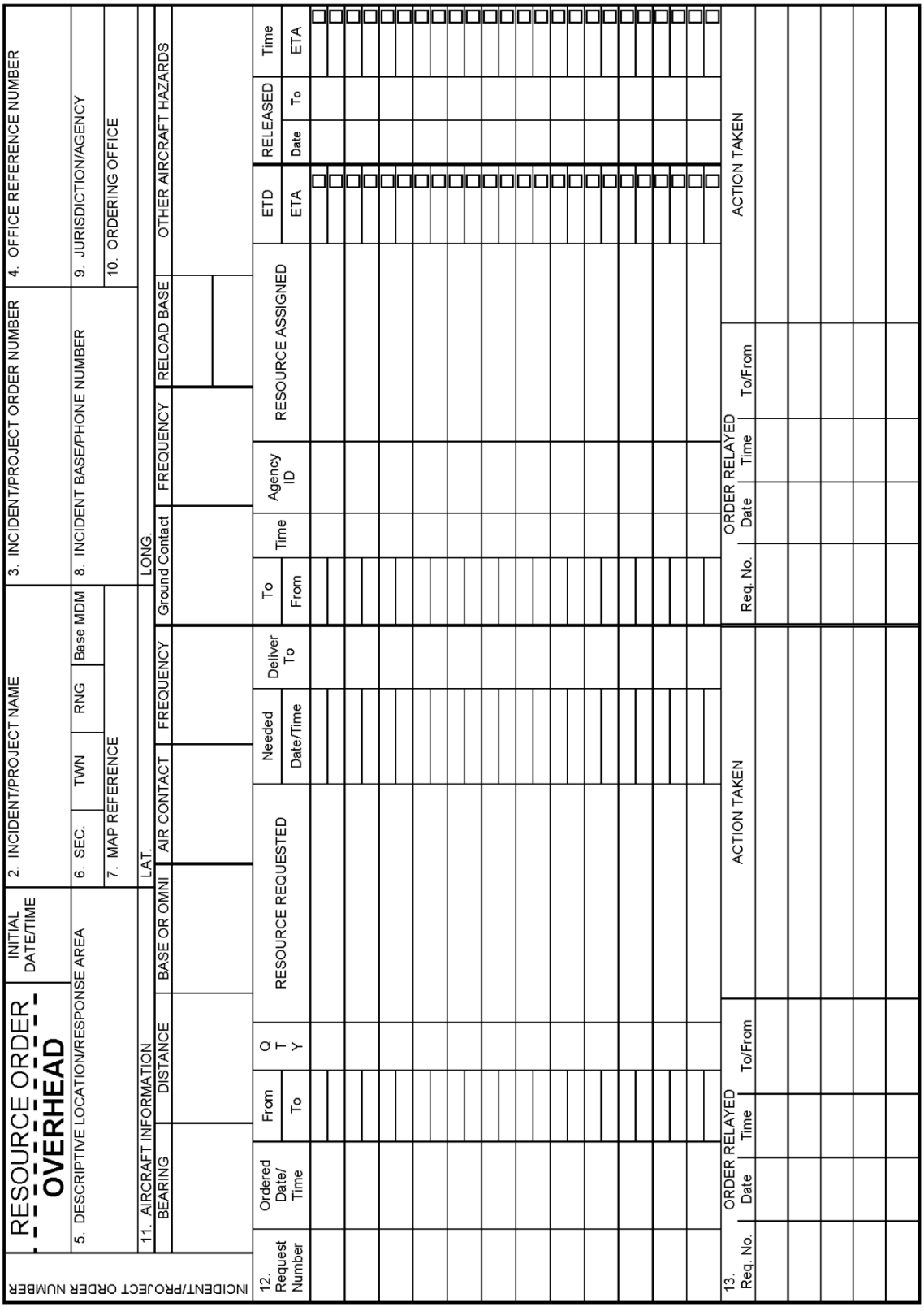
CONTINUATION SHEETS – When block #13 becomes full, the backside of the resource order or continuation sheets can be used to continue documenting action taken.

Travel information is documented in Block #13 at the time it is received.

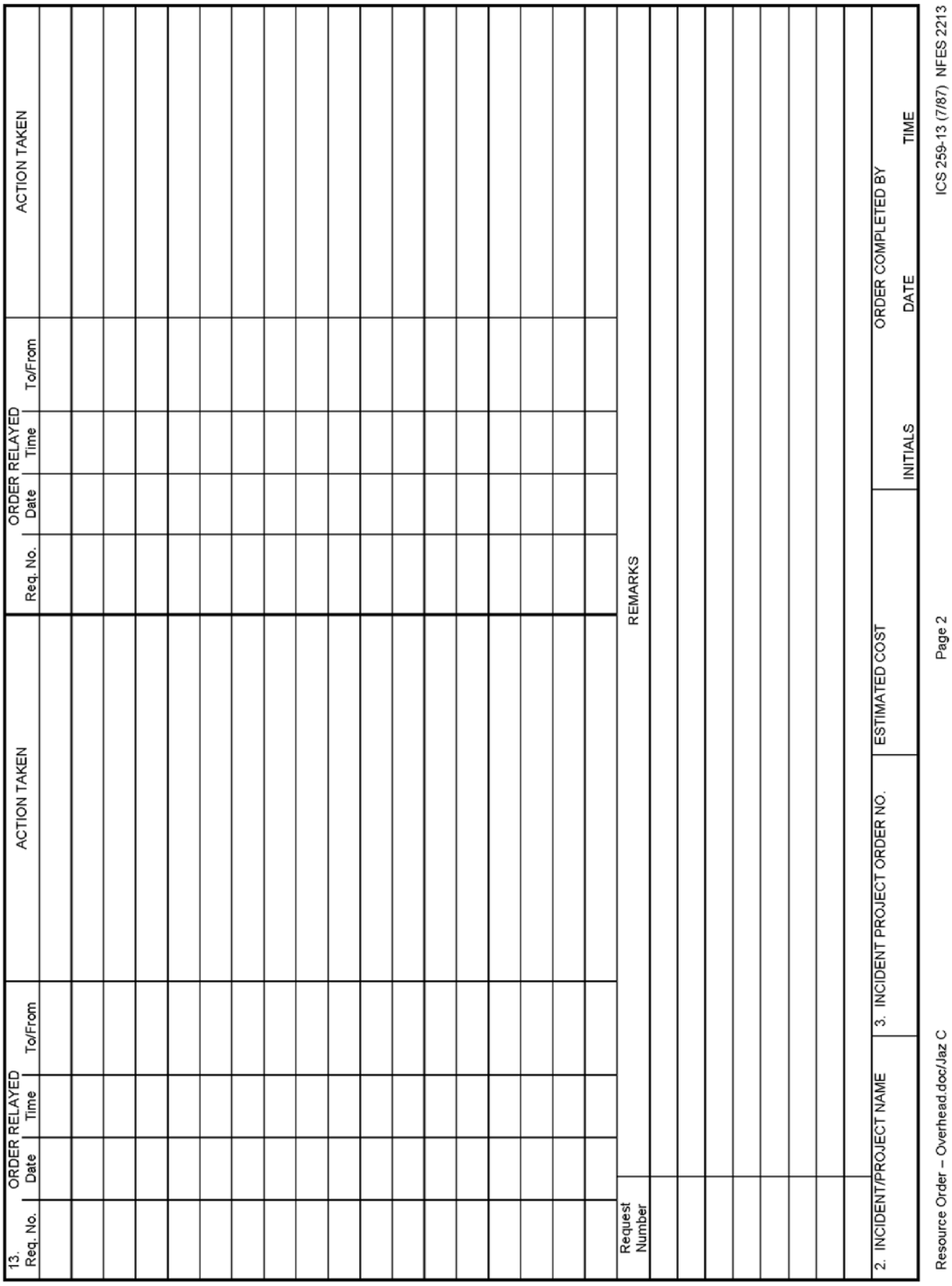
REMARKS – Use this space to note anything about the request that does not fit anywhere else.

NOTE: The resource order is completed when the resource arrives at the designated location or travels beyond the sending unit's sphere of communication and control. In any case, the receiving unit must notify the Dispatch Office of all resource arrivals.

Resource Order – Overhead



Resource Order – Overhead / 2



Wildland Fire Fatality And Entrapment Initial Report / 1

Wildland Fire Fatality and Entrapment Initial Report

Complete this report for fire-related entrapment and/or fatalities. Timely reporting of wildland-related entrapments or fatalities is necessary for the rapid dissemination of accurate information to the fire management community. It will also allow fire safety and equipment specialists to quickly respond to these events as appropriate. This initial report does not replace agency reporting or investigative responsibilities, policies, or procedures. Immediately notify the National Interagency Coordination Center (NICC) Coordinator on Duty (COD) by phone, and then submit this written report to NICC within 24 hours—even if some data are missing—to the address given below.

NICC—National Interagency Fire Center
3833 South Development Ave.
Boise, ID 83705

Phone: 208–387–5400
Fax: 208–387–5414
Coordinator on Duty email: COD@blm.gov

Submitted by:	Position:
Agency:	Location:
Phone:	E-mail:

General Information		
• Date of event:		Time:
• Number of personnel involved:		
• Number of:	Injuries:	Fatalities:
• Fire name, location, agency, etc.:		

Fatalities			
Type of accident:			
☐ Aircraft	☐ Vehicle	☐ Natural (lightning, drowning, etc.)	
☐ Smoke	☐ Medical (heart, stroke, heat, etc.)	☐ Entrapment	☐ Struck by falling object
Where fatality/entrapment occurred:			
☐ Fire site	☐ In transit		
☐ Incident base	☐ Other		
Note: In the event of fatality(s), do not release name(s) until next of kin are notified.			
Employing agency:			
Unit name:			
Address:			
For further information, contact:			
Phone:			

Wildland Fire Fatality And Entrapment Initial Report / 2

2. Fire-Related Information

- Fuel Model:
- Incident management type at time of the incident/accident: (circle one) 1 2 3 4 5
- Temperature: RH: Wind: Mph
- Topography: Urban/wildland intermix? ☐ Yes ☐ No
- Slope: %
- Fire size at the time of the incident/accident: acres
- Cause of fire: ☐ Natural ☐ Incendiary ☐ Accidental ☐ Unknown

3. Entrapment Information

A situation where personnel are unexpectedly caught in a fire-behavior-related, life-threatening position where escape routes or safety zones are absent, inadequate, or have been compromised. An entrapment may or may not include deployment of a fire shelter. Note: Engine and dozer burnovers also constitute entrapments.

- Brief description of the accident:

Entrapment Description

- Person trapped ☐ With shelter ☐ Without shelter
- Burns/smoke injuries while in shelter ☐ Yes ☐ No
- Burns/smoke injuries while escaping entrapment ☐ Yes ☐ No
- Burns/smoke injuries incurred while fighting fire ☐ Yes ☐ No
- Fire shelter performed satisfactorily ☐ Yes ☐ No
- Fire shelter was available, but not used ☐ Yes ☐ No

Personal Protective Equipment Used

- Fire shelter ☐ Yes ☐ No
- Gloves ☐ Yes ☐ No
- Protective pants ☐ Yes ☐ No
- Boots ☐ Yes ☐ No
- Protective shirt ☐ Yes ☐ No
- Goggles ☐ Yes ☐ No
- Face/neck protection ☐ Yes ☐ No
- Hardhat ☐ Yes ☐ No

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Chapter 90 – Cooperation

MNICS Interagency Agreements

With Whom	*Title of Agreement*	*Purpose*	*Related To*
USFWS & DNR	Coop Agreement - USDOI Fish & Wildlife & MN DNR	Fire suppression agreement w/ FWS and DNR	MNICS
BIA, USFS, USFWS, NPS, DNR, DEM	MNICS Charter	Member organization to operate under NIIMS (ICS)	Parent agreement for MIFC agreement & others
MNICS Partners	Interagency agreement for MIFC	Authorizes MIFC operations	MNICS
MNICS Partners	MIFC Financial Plan	MIFC MNICS financial plan	MNICS
MNICS Partners	MOU MNICS Radio Communications	Authorization and use of MNICS radio frequency	MNICS
DNR, USFS, USFWS, BIA, NPS	MOU for Prescribed Fire	Authorizes cooperation on prescribe fire	MNICS
GLFFC, USFS	Coop. Fire Protection Agreement - GLFFC & USFS NE Area S & P	Sharing training and financial support from USFS State and Private	Great Lakes Forest Fire Protection Agreement
WI, MI, MN, ONT. MANITOBA	Great Lakes Forest Fire Protection Agreement	Promote effective prevention, pre-suppression, and control of forest fires in the Great Lakes region and Canadian provinces	GLFFC - USFS S&P
BIA & DNR	Bemidji Airtanker Base Tanker Base Lease Agreement	Authorizing joint operations of the Bemidji Tanker base Authorizes DNR to operate on BIA lease & take over lease if BIA backs out of lease	MNICS
BIA & DNR	Bemidji Interagency Air Operations Annual Operating Plan	Operational plan for Bemidji tanker base and fire suppression operations	MNICS, Bemidji Tanker Base, Red Lake
Chisholm-Hibbing & DNR	Lease - Chisholm-Hibbing Airport	Lease for the Hibbing Tanker Base	MNICS, USFS Fire Protection Agreements
Superior Nat. Forest & DNR	Participating Agreement Between US Secretary of Ag. & MN Com. of NR	Provide staffing and other support for the Smokey, Woodsy Owl, & Junior Forest Ranger programs.	MNICS, MIFC, USFS
USFS NE Area State and Private & DNR	2005 Annual Operating Plan to Coop. Fire Control Agreement, 9-1980	Sharing crews and resources and fiscal procedures	MNICS, GLFFC
USDA & USDI	Wildland Fire Management Joint Policy Statement	USDA & USDI to work jointly on fire suppression	Somewhat to MNICS, MIFC, & others
DNR & HSEM	MIFC - Interagency Agreement between DPS (HSEM) & DNR	Authorizes HSEM to occupy and pay for space in MIFC	MNICS, MIFC
HSEM - FEMA	Federal-State Assistance Agreement	Authorizes Federal assistance for fire related expenditures	USFS Fire Protection Agreement
CNF, SNF, DNR	Operating Plan for Shared Protection Responsibilities	Sharing initial attack resources and boundary fires between USFS & DNR, how and when to bill each other	MNICS, MIFC, USFS Fire Protection, etc.
NPS & DNR	Coop Agreement DNR & NPS (for shared protection responsibilities)	Sharing initial attack resources and boundary fires between NPS & DNR, How and when to bill each other	MNICS, MIFC, National Fire Protection, etc.
BLM & DNR	Fire Control Coop. Agreement between BLM & DNR	DNR to provide fire protection to BLM lands and payment by BLM	
BIA, Red Lake & DNR	Coop. Fire Agreement between	Sharing initial & extended attack	MNICS, MIFC, National

	USDI, Red Lake Band, & DNR	resources and boundary fires between BIA, Red Lake Band & DNR	Fire Protection
BIA, Mille Lacs & DNR	Coop. Fire Agreement between USDI, Mille Lacs Band, & DNR	Sharing initial & extended attack resources and boundary fires between BIA, Mille Lacs Band & DNR, How and when to bill each other	MNICS, MIFC, National Fire Protection
BIA, Fond du Lac & DNR	Coop. Fire Agreement between USDI, Fond du Lac Band, & DNR	Sharing initial & extended attack resources and boundary fires between BIA, Fond du Lac Band & DNR, how and when to bill each other	MNICS, MIFC, National Fire Protection
BIA & DNR (White Earth Res.)	Coop. Fire Agreement between BIA & DNR	Shared agreements with BIA & DNR for White Earth Reservation.	
BIA, DNR, & Bois Forte Reservation	Coop. Fire Agreement between BIA, Bois Forte Band, & DNR	Shared agreements with BIA & DNR for Bois Forte Reservation.	MNICS, MIFC, National Fire Protection
BIA, DNR, & Sioux Communities	Coop. Fire Agreement between BIA, Sioux Communities, & DNR	Shared agreements with BIA & DNR for Sioux Communities.	MNICS, MIFC, National Fire Protection
BIA, DNR, & Grand Portage	Coop. Fire Agreement Grand Portage	Shared agreements with BIA, DNR & Grand Portage.	MNICS, MIFC, National Fire Protection
MANITOBA & DNR	Fire Suppression Resources Sharing Agreement between Manitoba MNR & Minnesota DNR	Sharing fire suppression resources and common border agreement	MNICS, MIFC, NIFC-CIFFC
US & CANADA	Canada/US Reciprocal Forest Firefighting Arrangement	Operational Guidelines for 1996, Guideline for sharing resources across the border. Between CIFFC & NIFC	MNICS, MIFC, GLFFC
ONT MNR, NPS, USFS, DNR	DRAFT Operating Guidelines for common boundaries and fire suppression	Sharing fire suppression resources and common border agreement	MNICS, MIFC, NIFC, CIFFC, GLFFC
ONT MNR, US, & DNR	Fire Aviation Operations Plan	Operating plan for fire aviation operations between US agencies, DNR, and Ontario MNR	MNICS, MIFC, NIFC-CIFFC, GLFFC
ONT MNR, USFS, NPS, DNR	MOU & Diplomatic Letters	Sharing firefighting resources between US and Ontario	MNICS, MIFC, NIFC-CIFFC, GLFFC
WI DNR & MN DNR	Cooperative Fire Agreement for initial attack on Boundary Fires between MN & WI	Sharing firefighting resources between MN and WI	MNICS, MIFC, GLFFC
DNR, & MN Dept. of Health	DNR, & MN Dept. of Health Emergency Response Interagency Agreement	Use of MNICS Incident Management Teams in a health emergency	MNICS

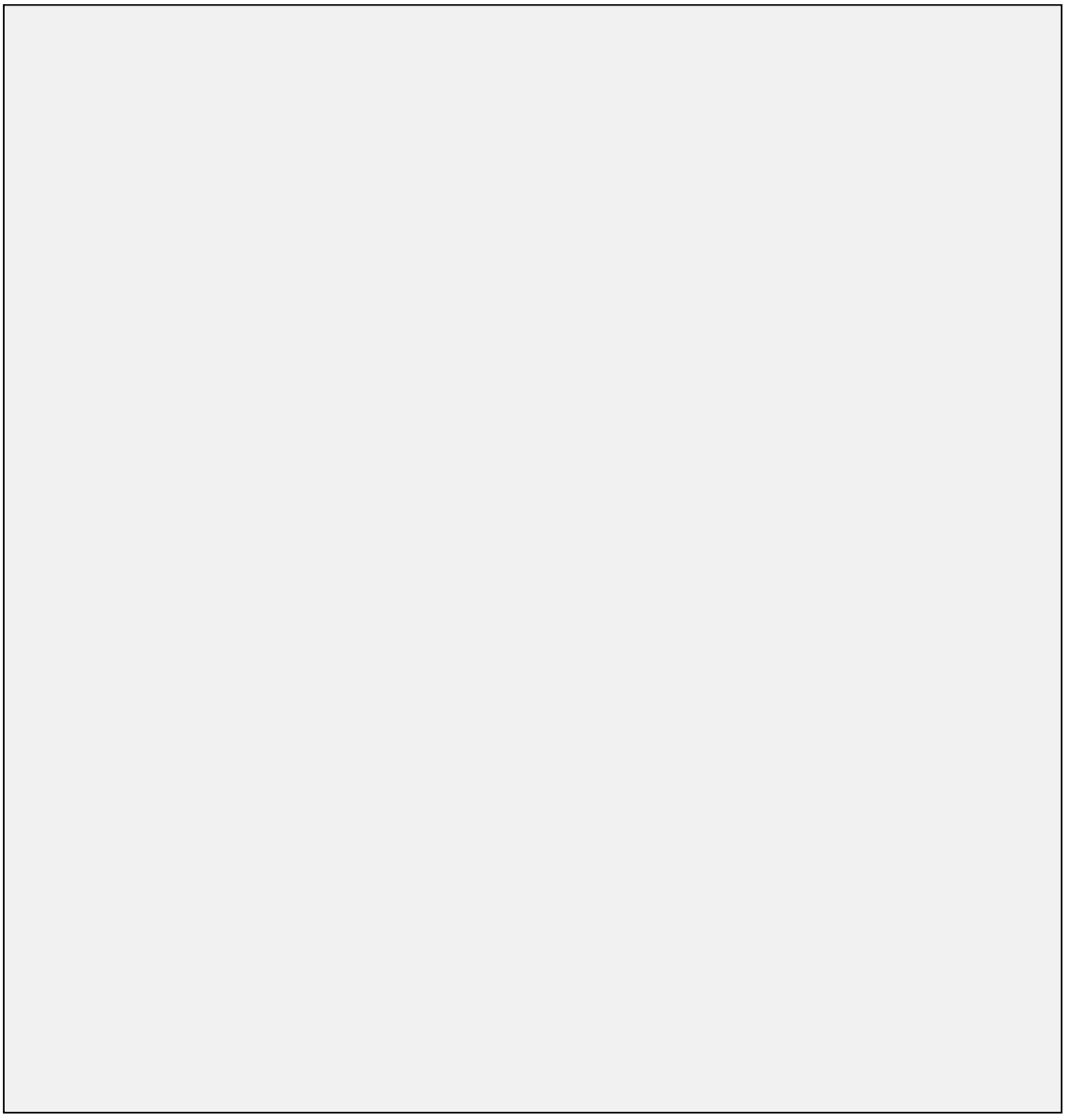
Questions about agreements should be directed to Tom Fasteland at the Minnesota Interagency Fire Center, 218-322-2738.

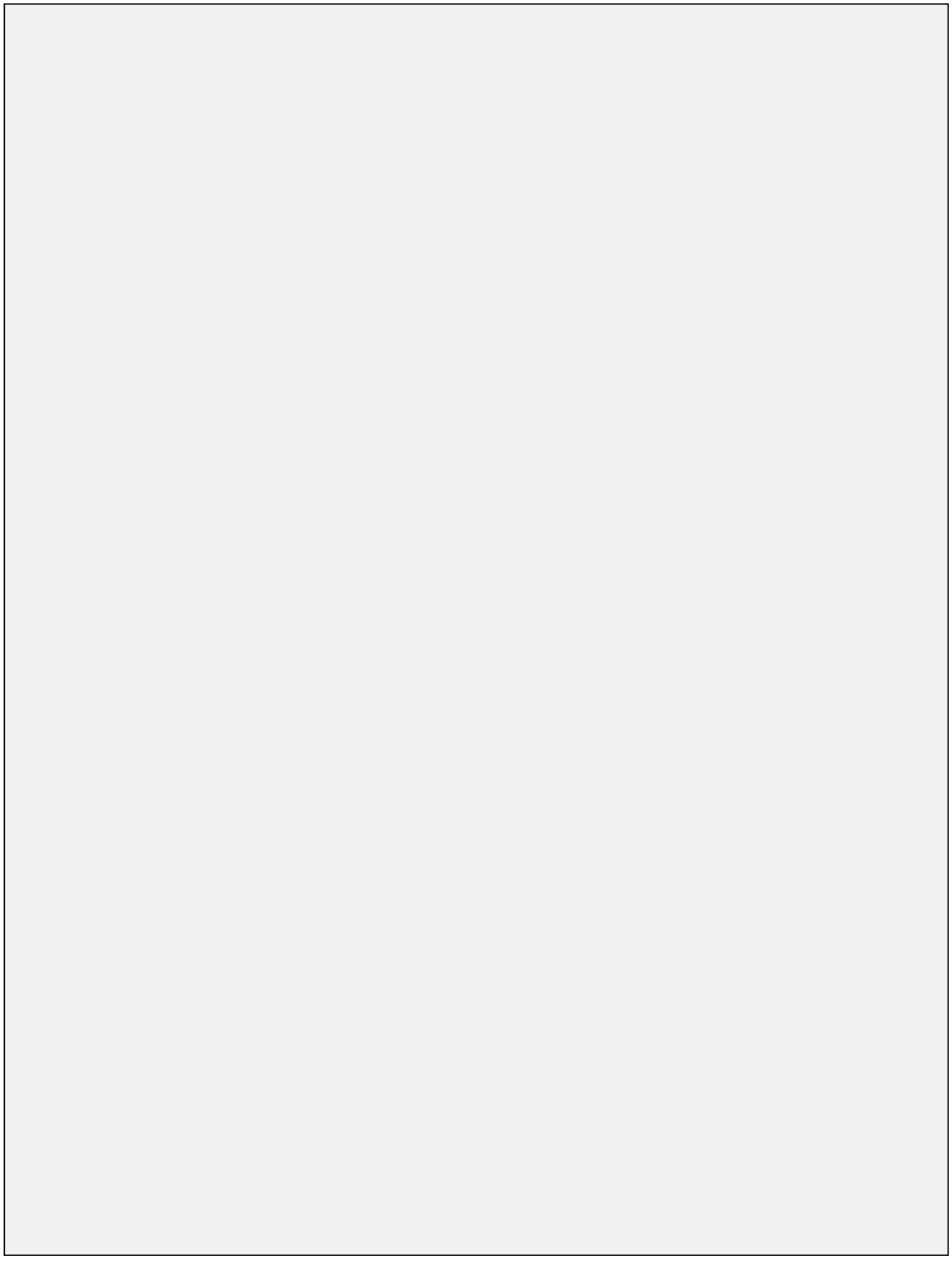
MNICS Cooperative Agreement

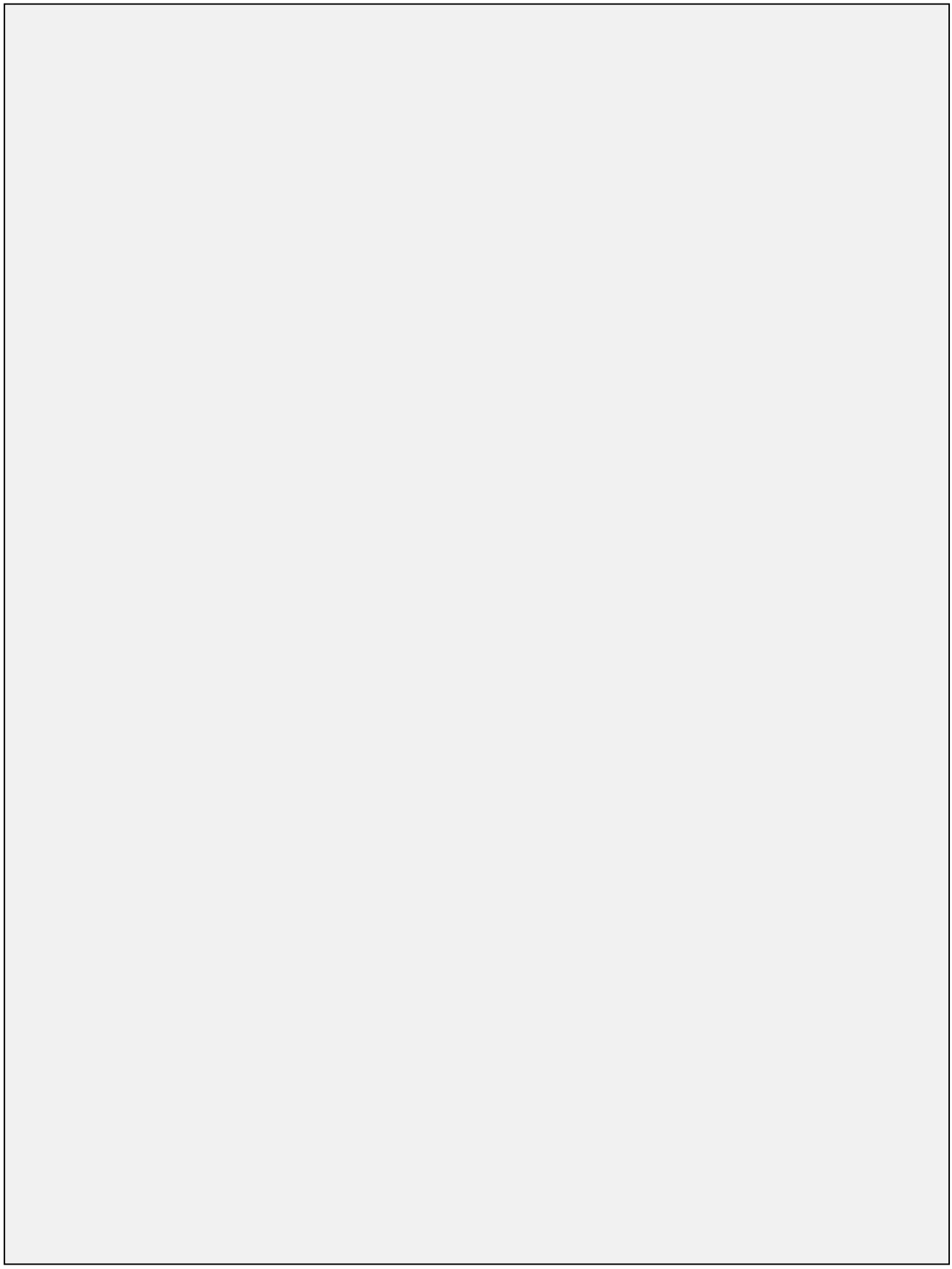
This is the agreement in effect at the time of publication of the 2015 Mobilization Guide. This is a portion of the actual agreement which does not include the following:

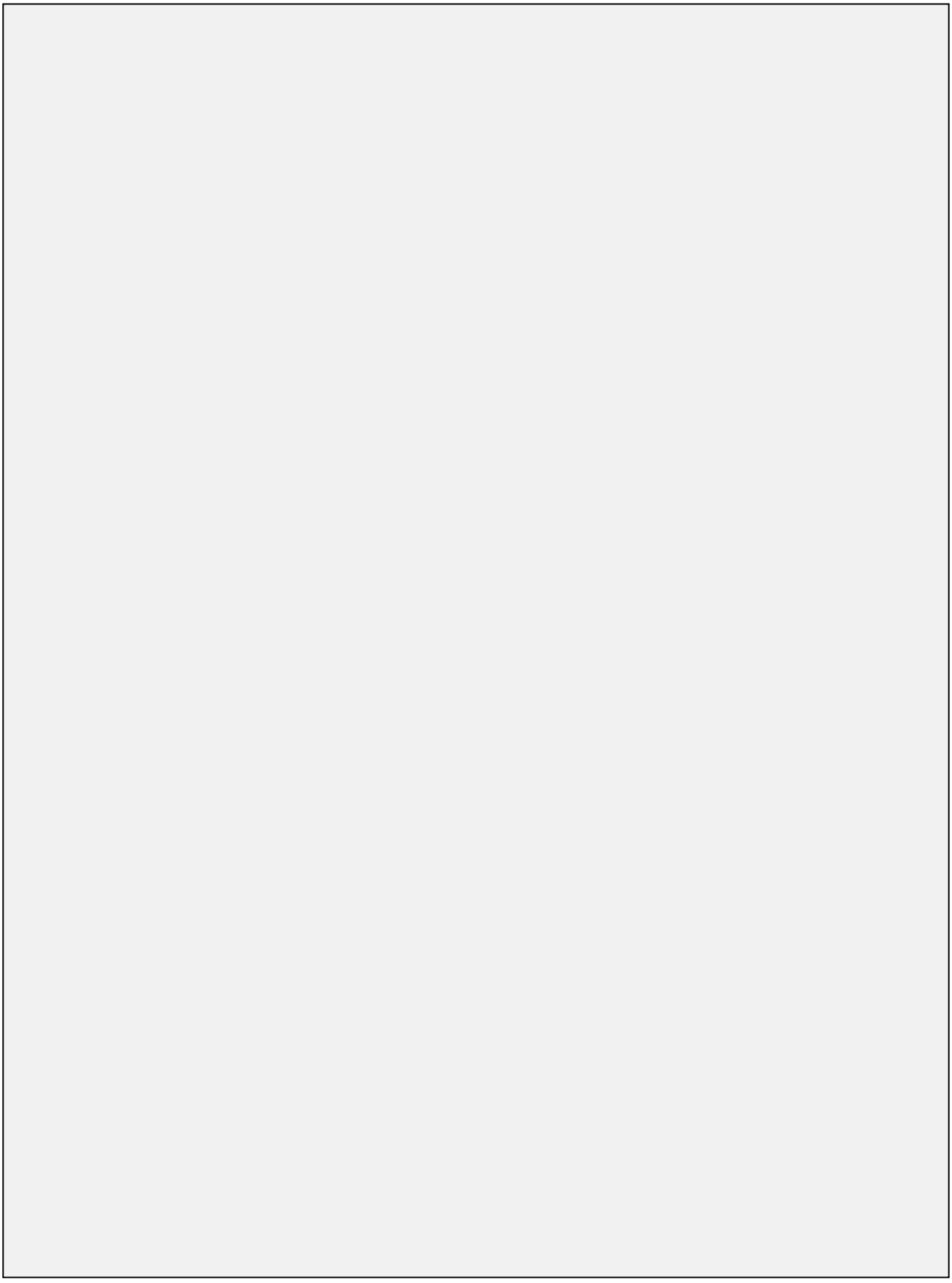
- *Table of Contents*
- *Signature page*
- *Exhibit A –Glossary of Terms*
- *Exhibit B—Principal Contacts,.*
- *Exhibit I – Glossary of Terms for Stanford Act Response*

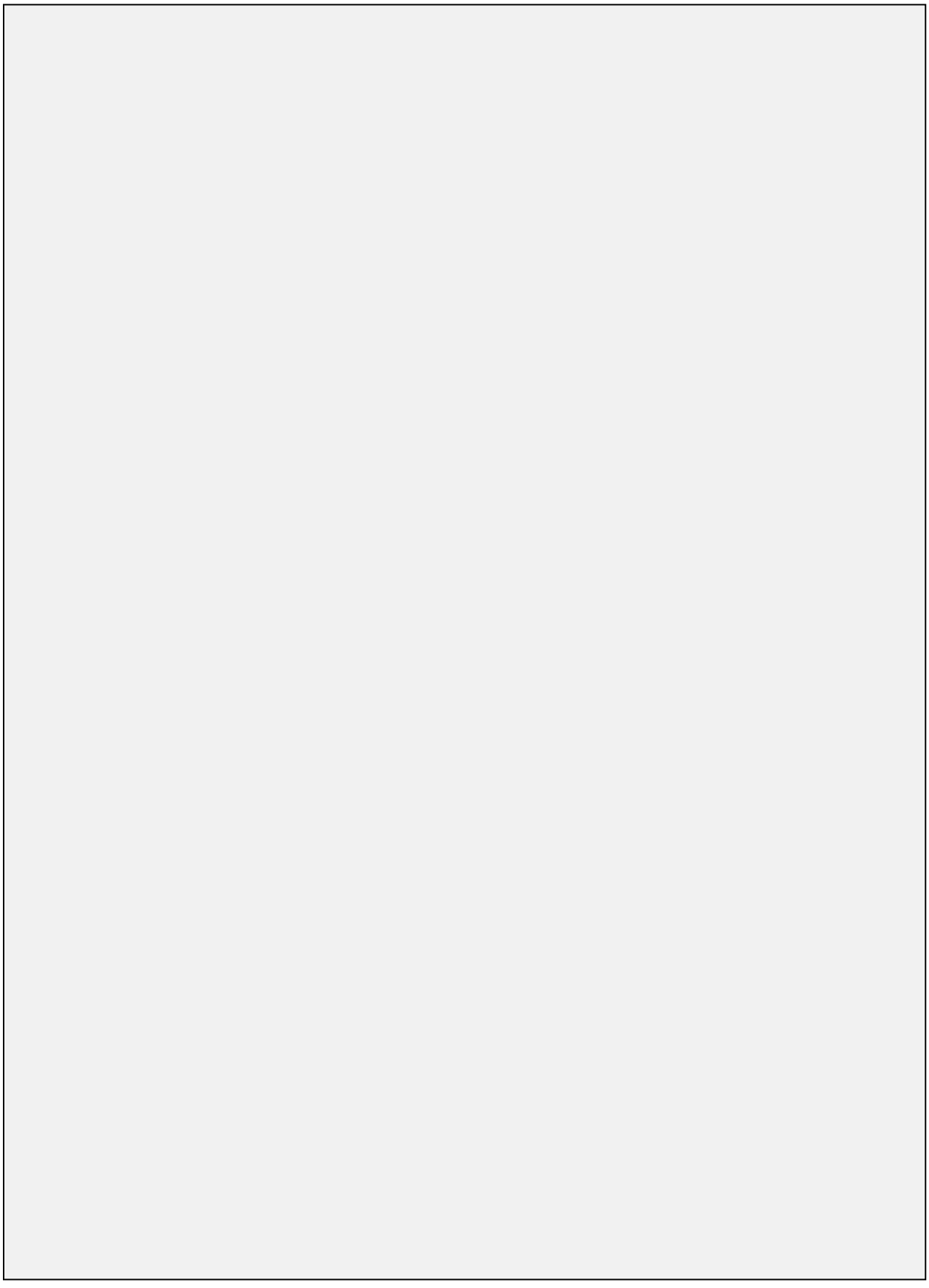
Page numbers in this reproduction are different from the actual agreement..
For the latest agreement, go to www.mnics.org

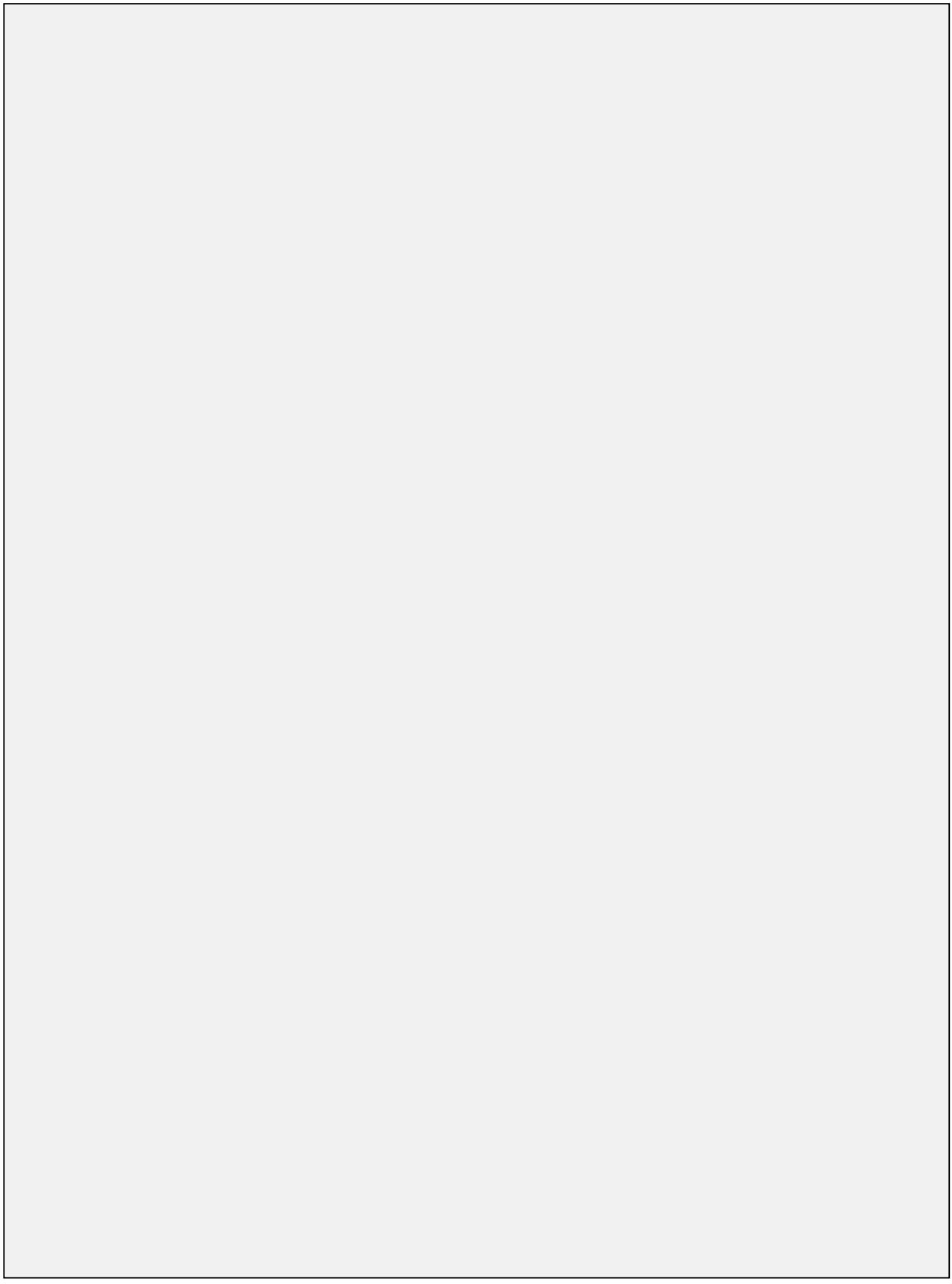


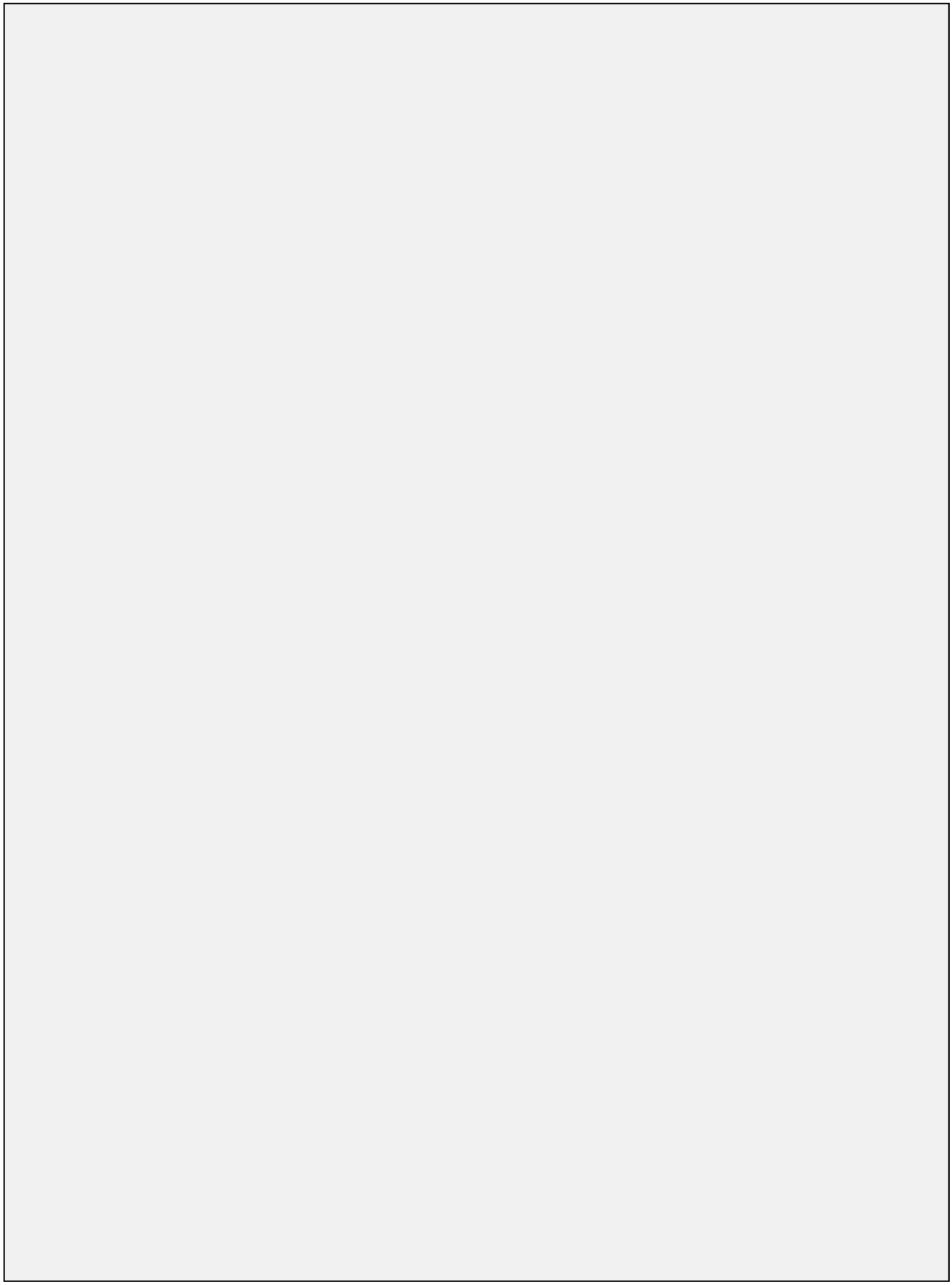


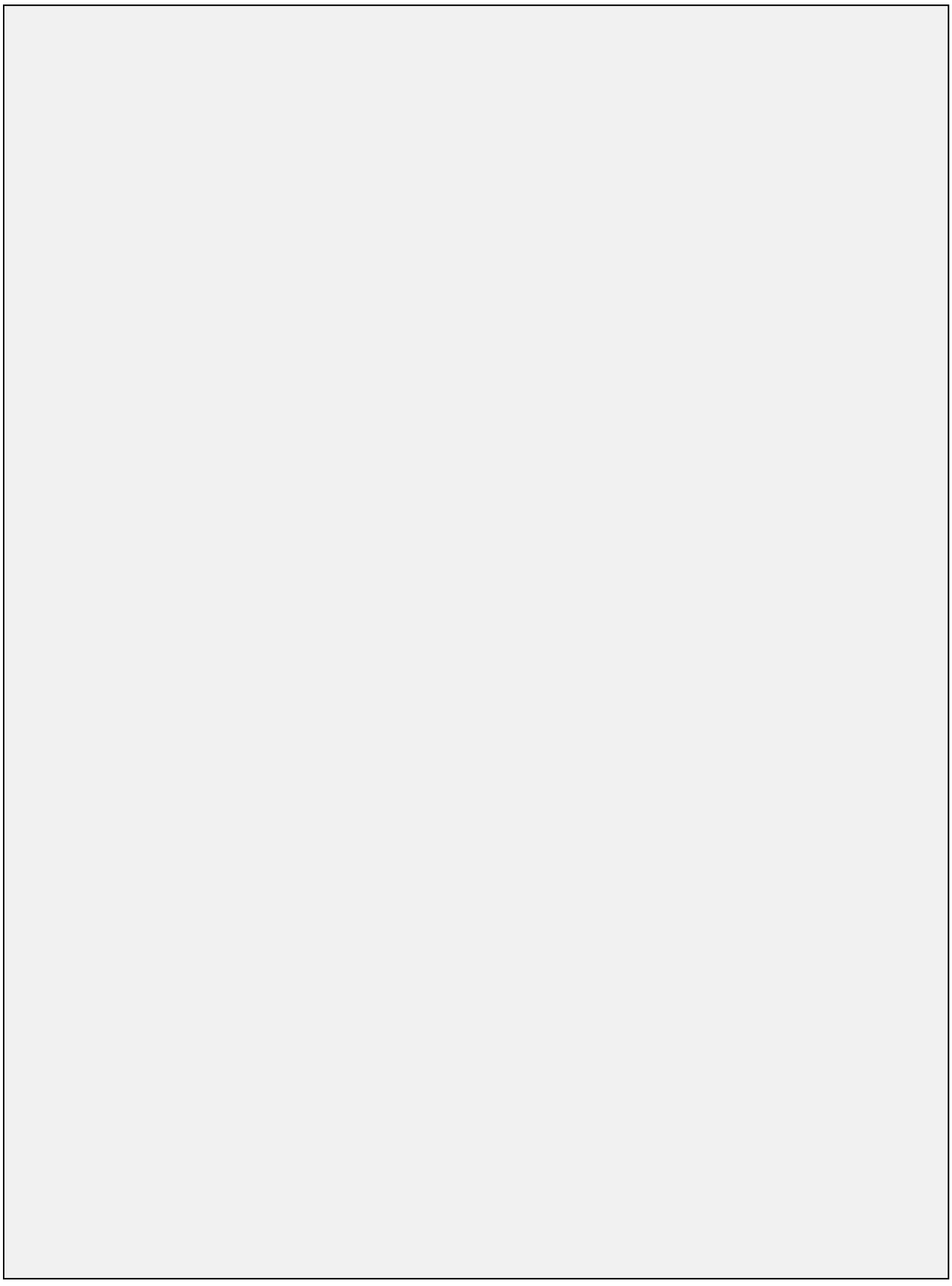


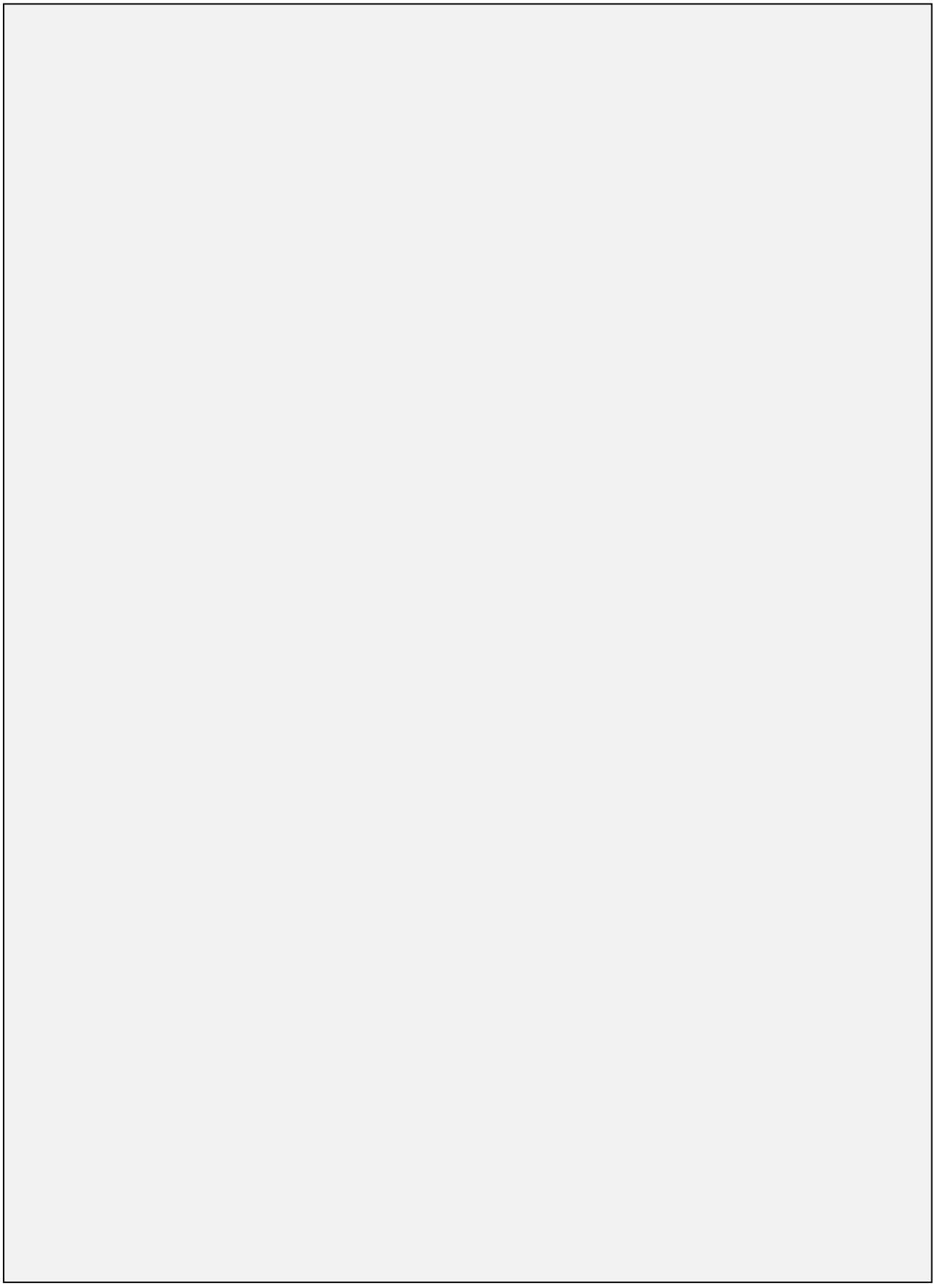


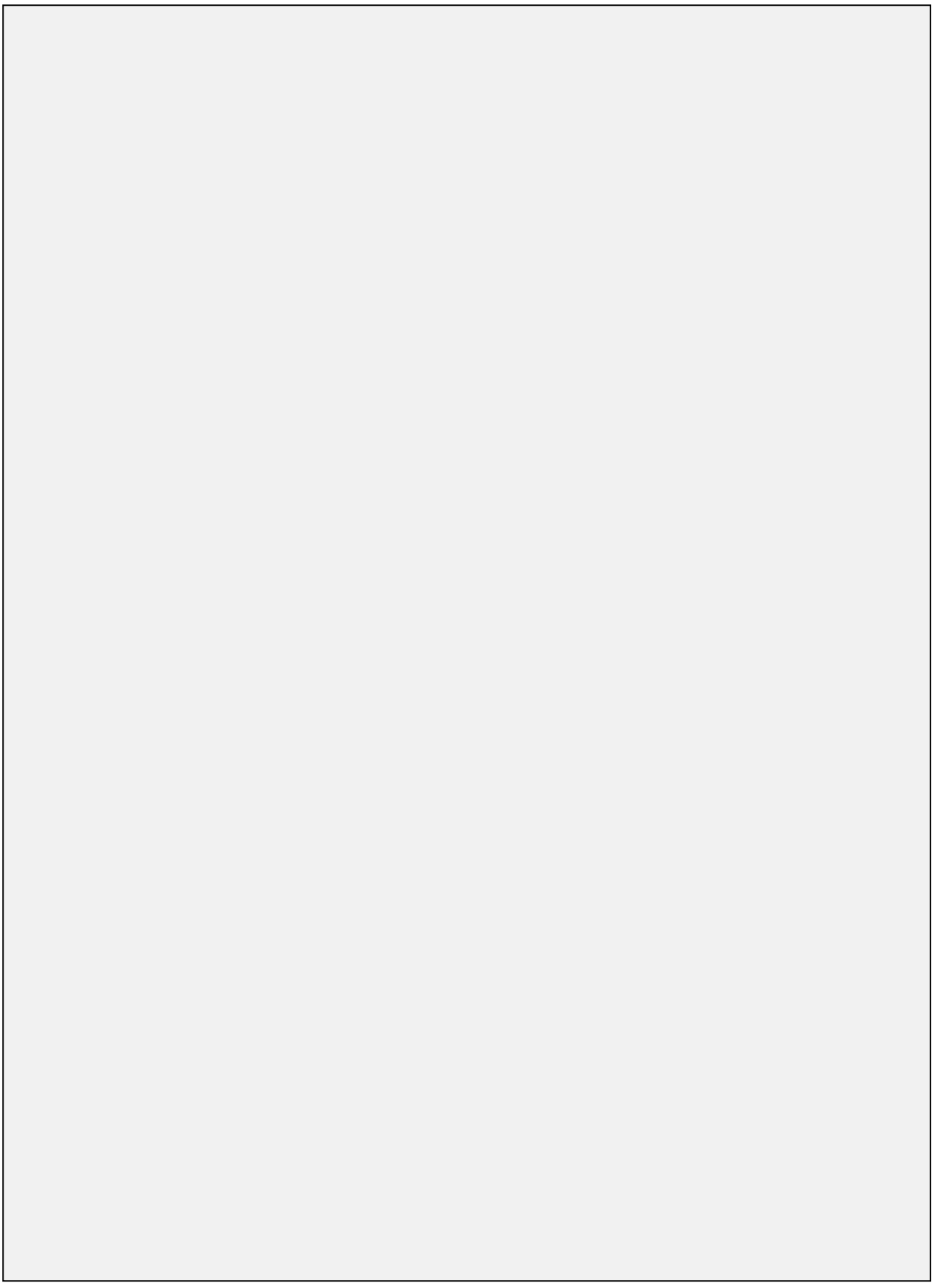


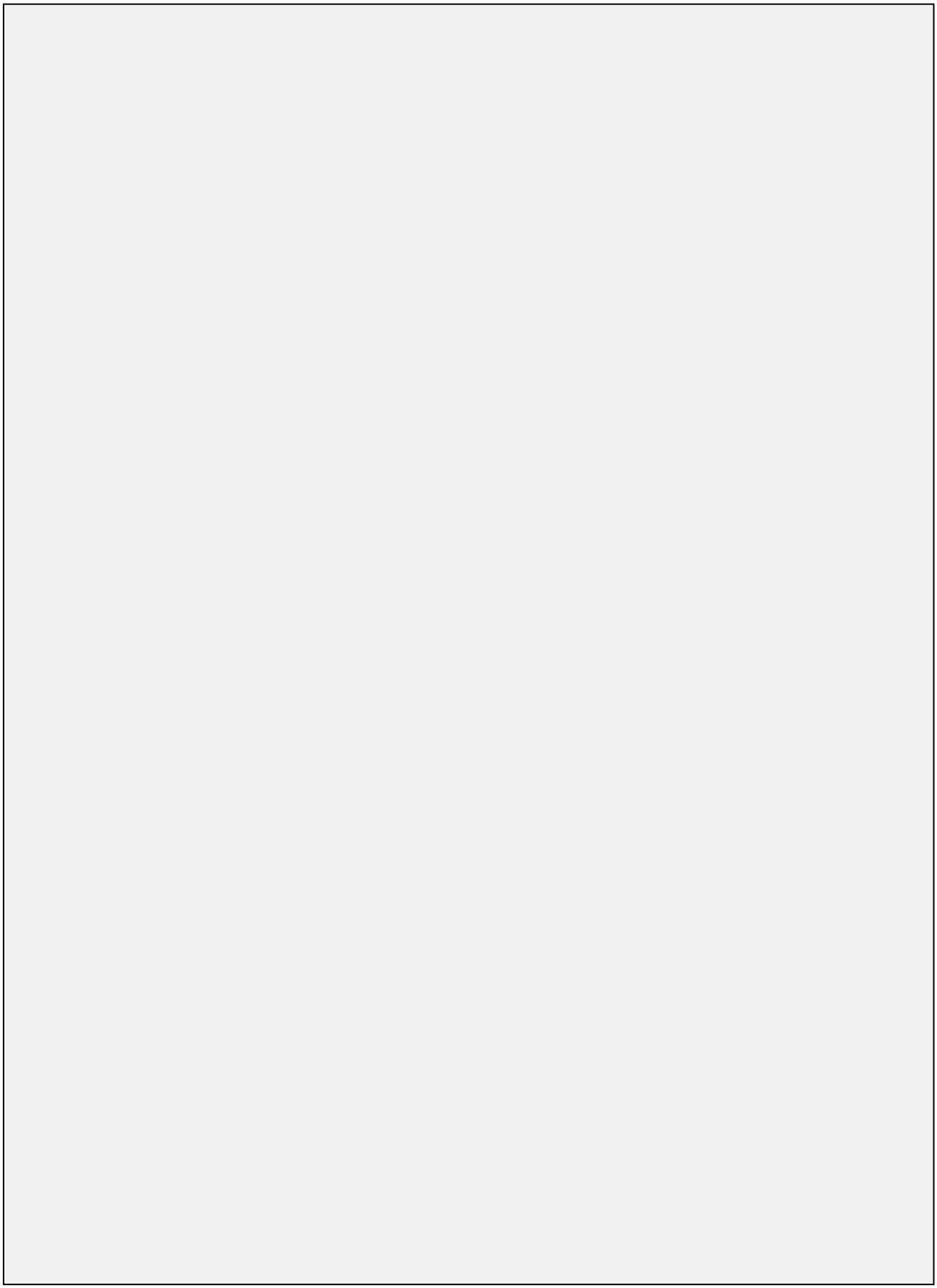


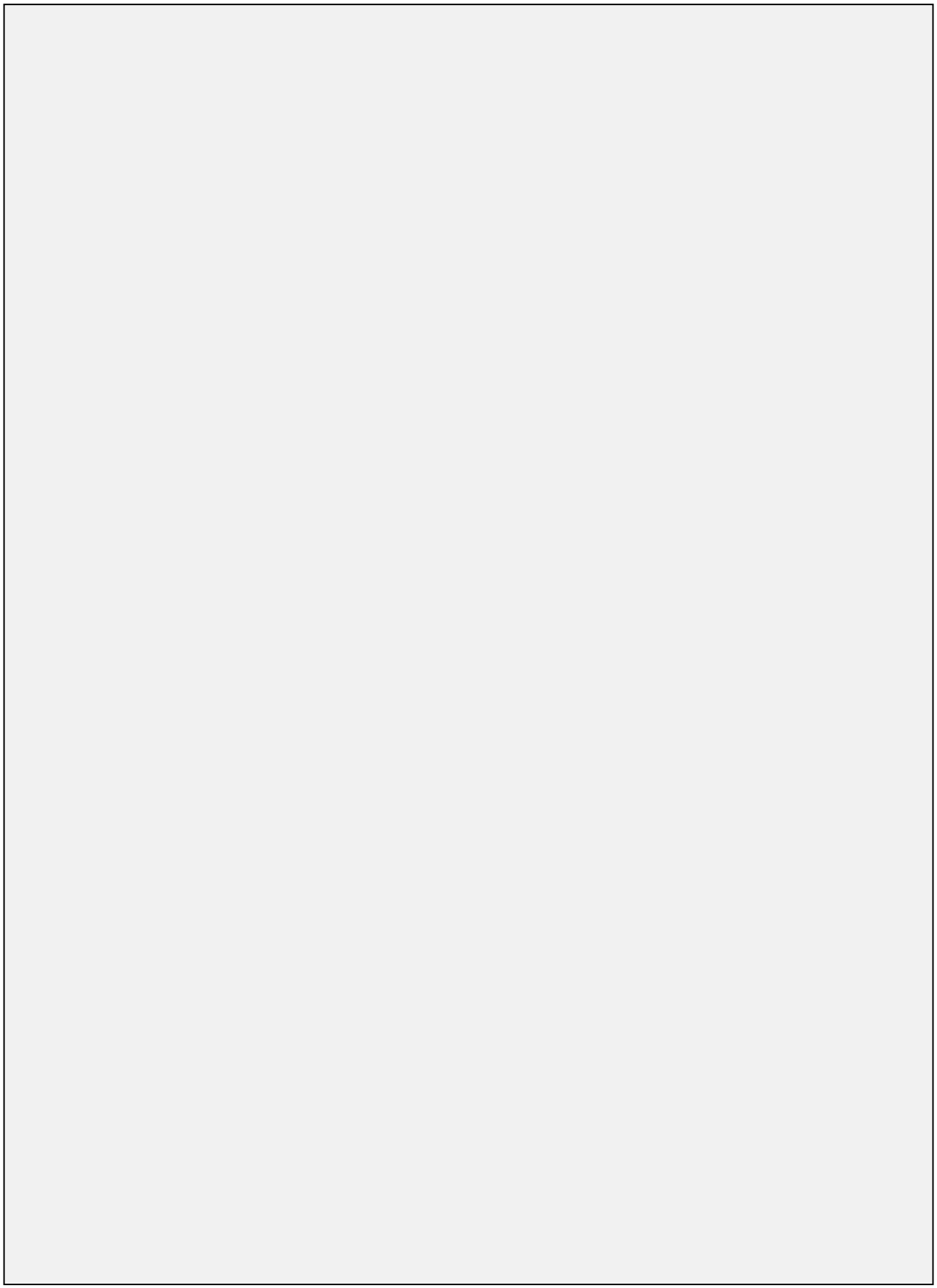


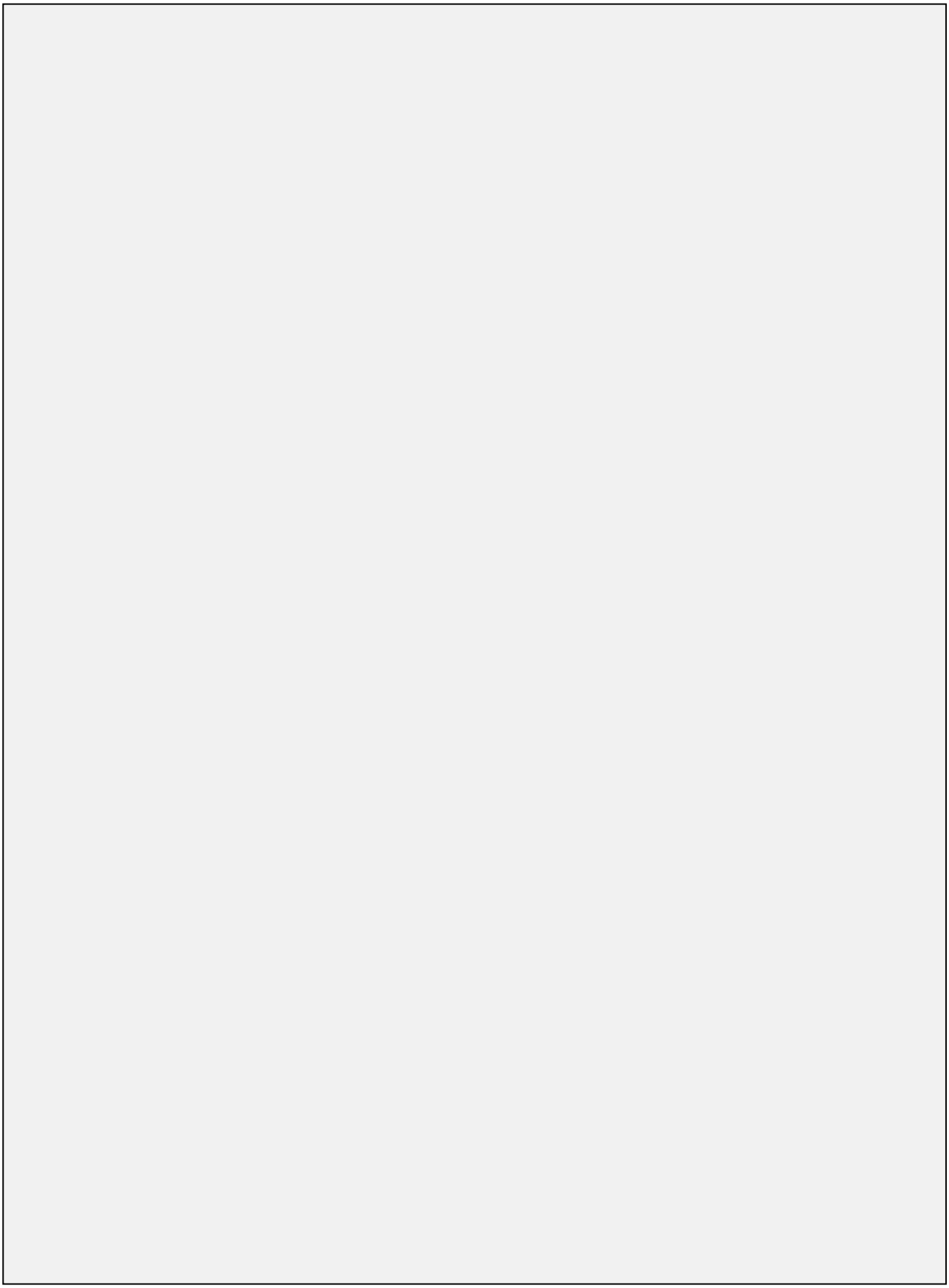


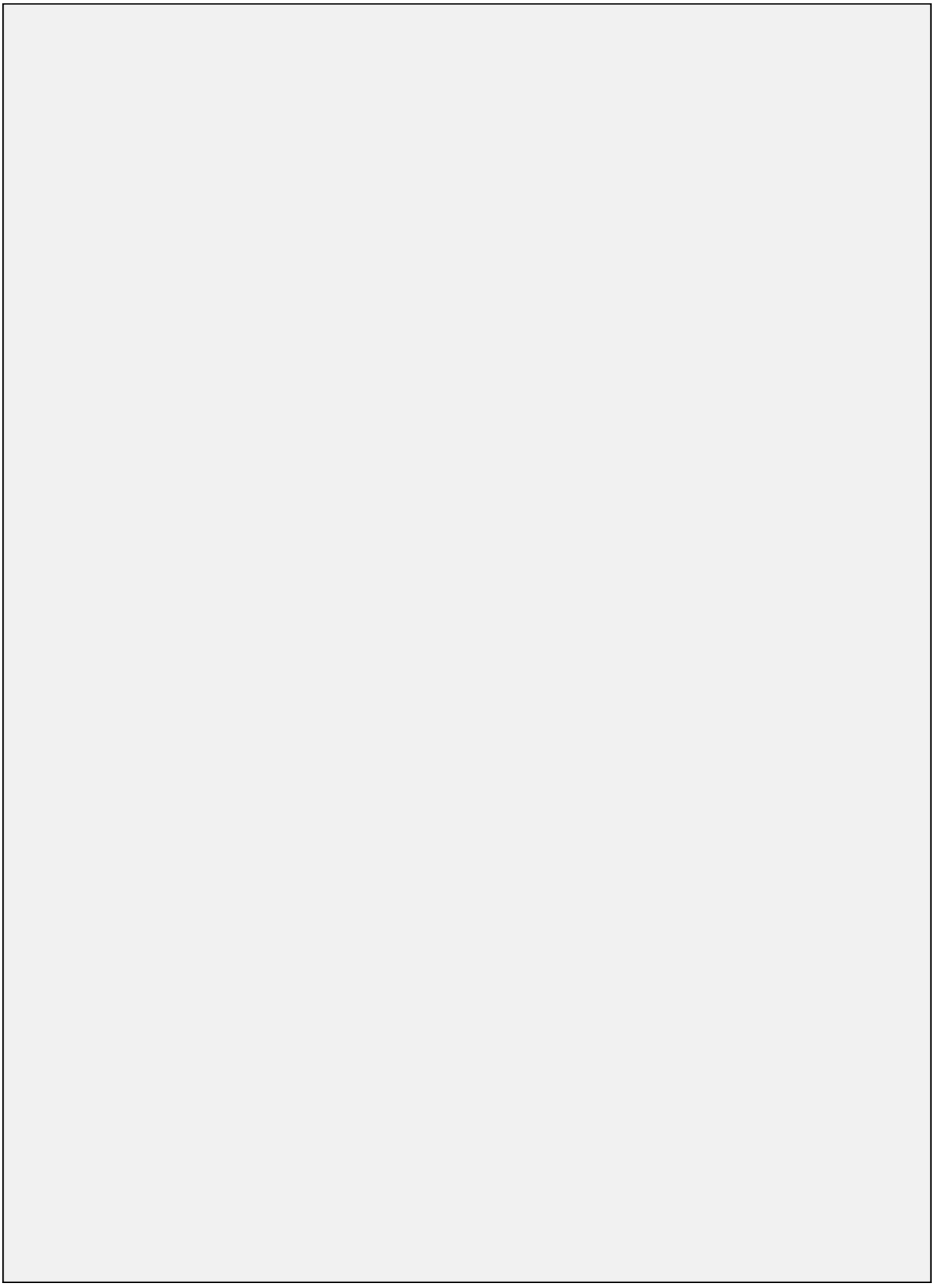


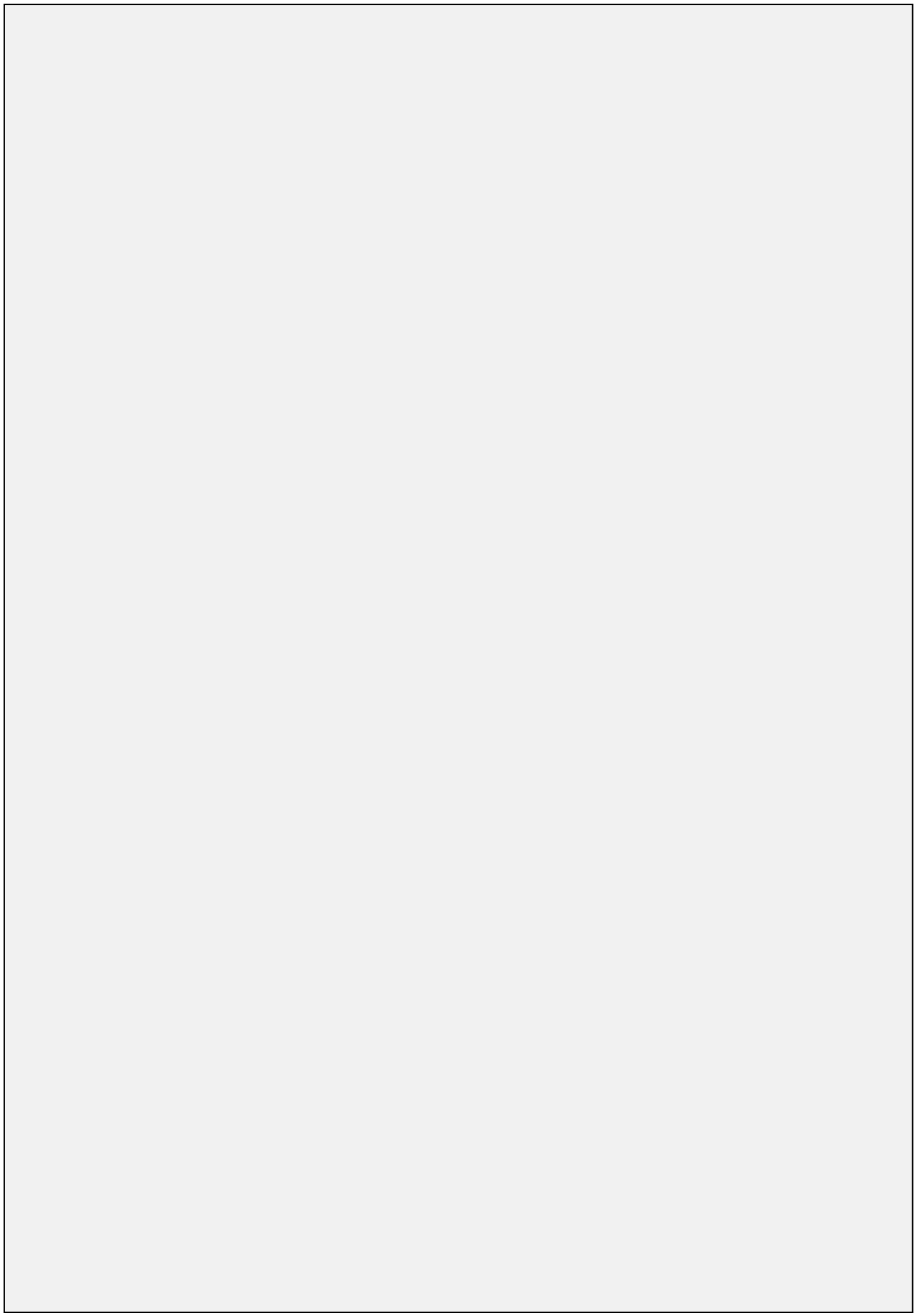


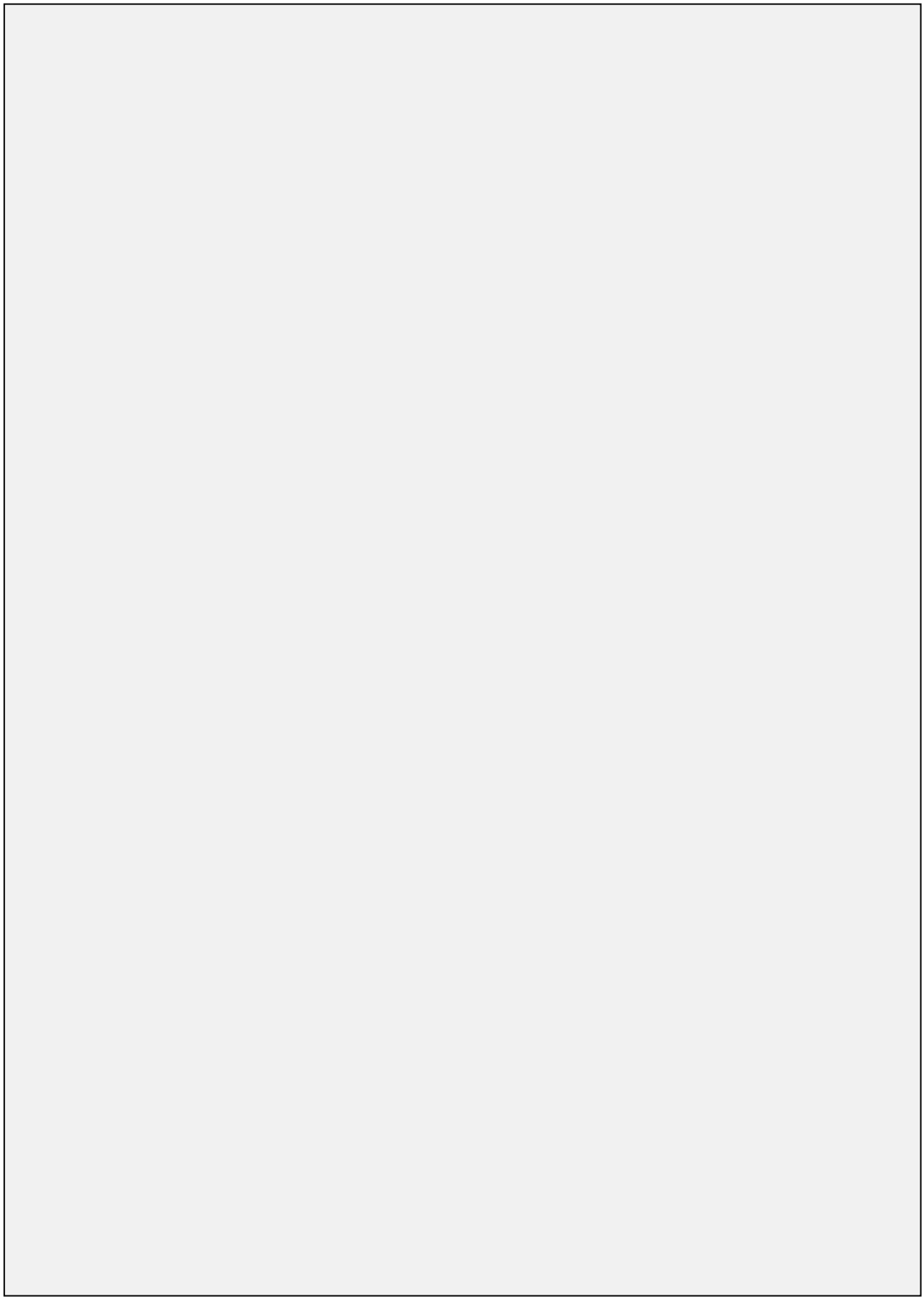


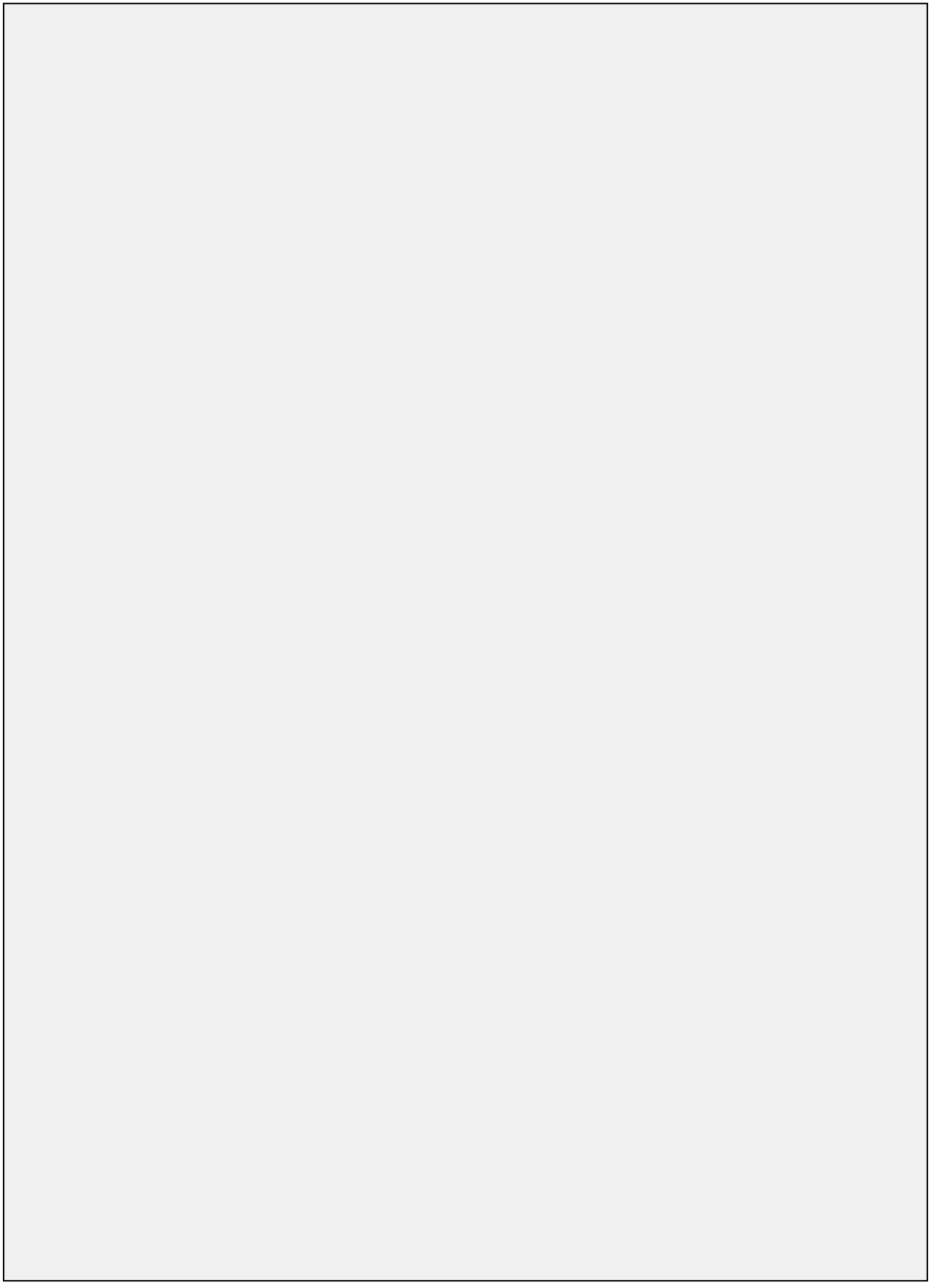


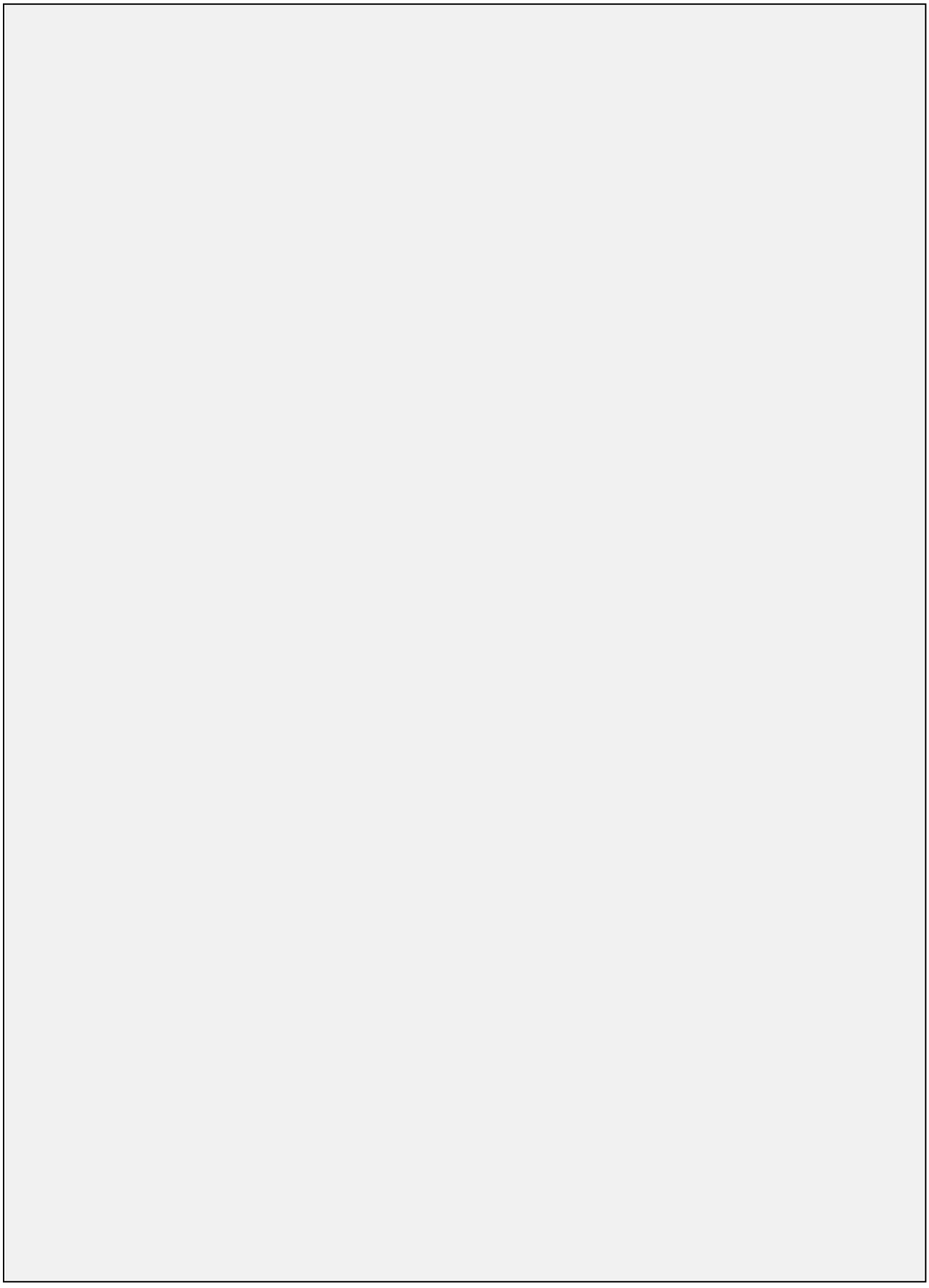


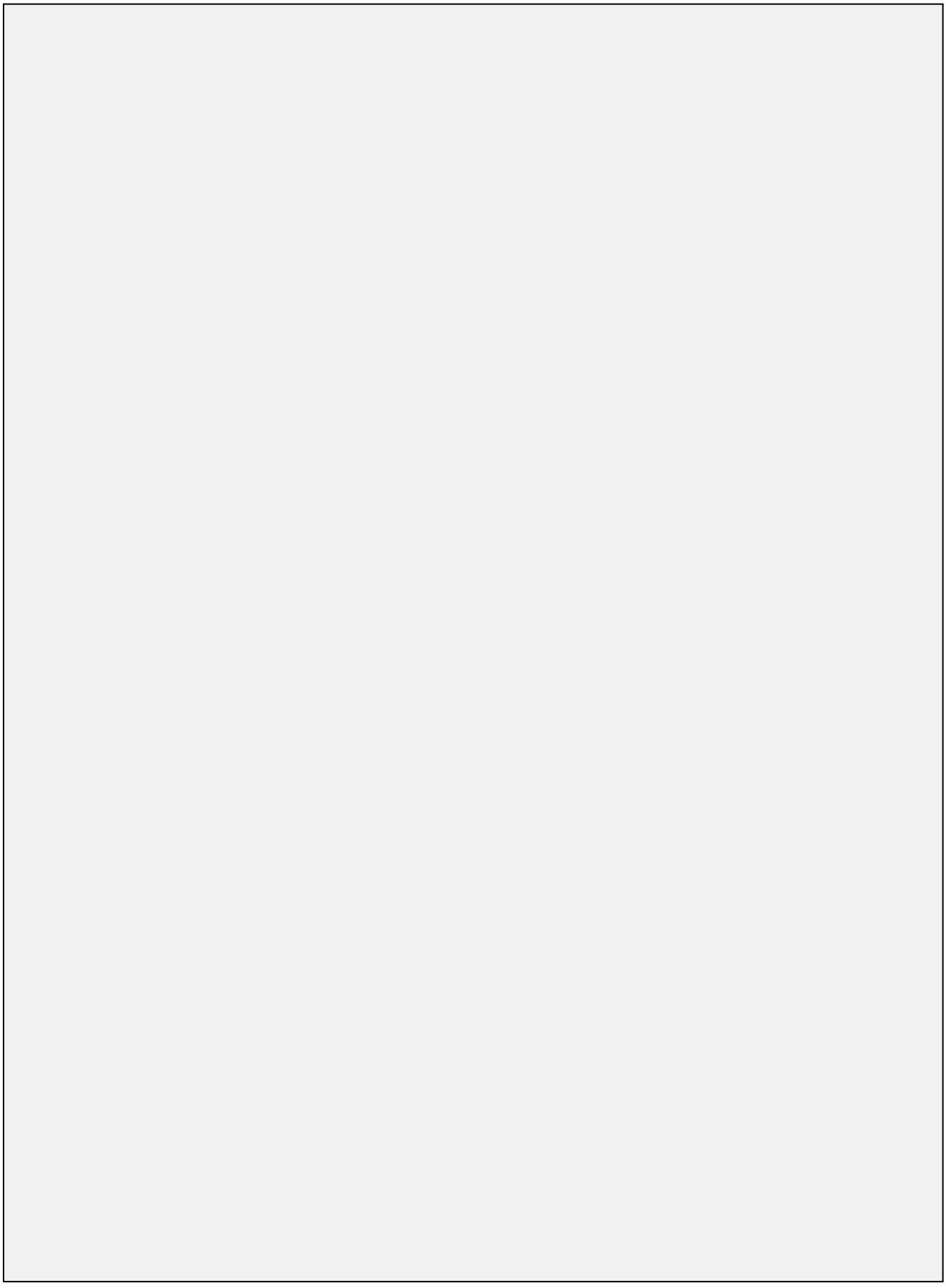


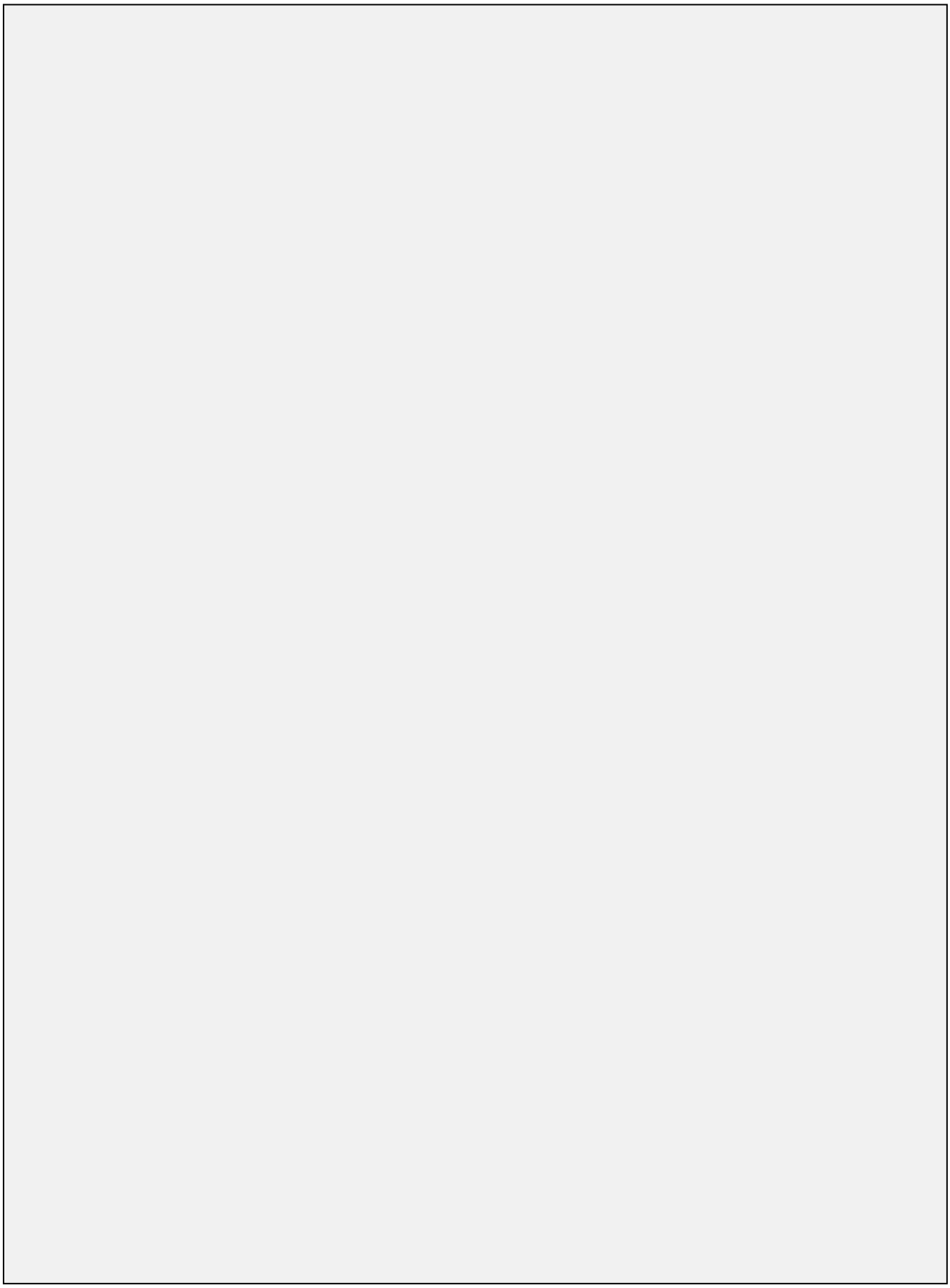


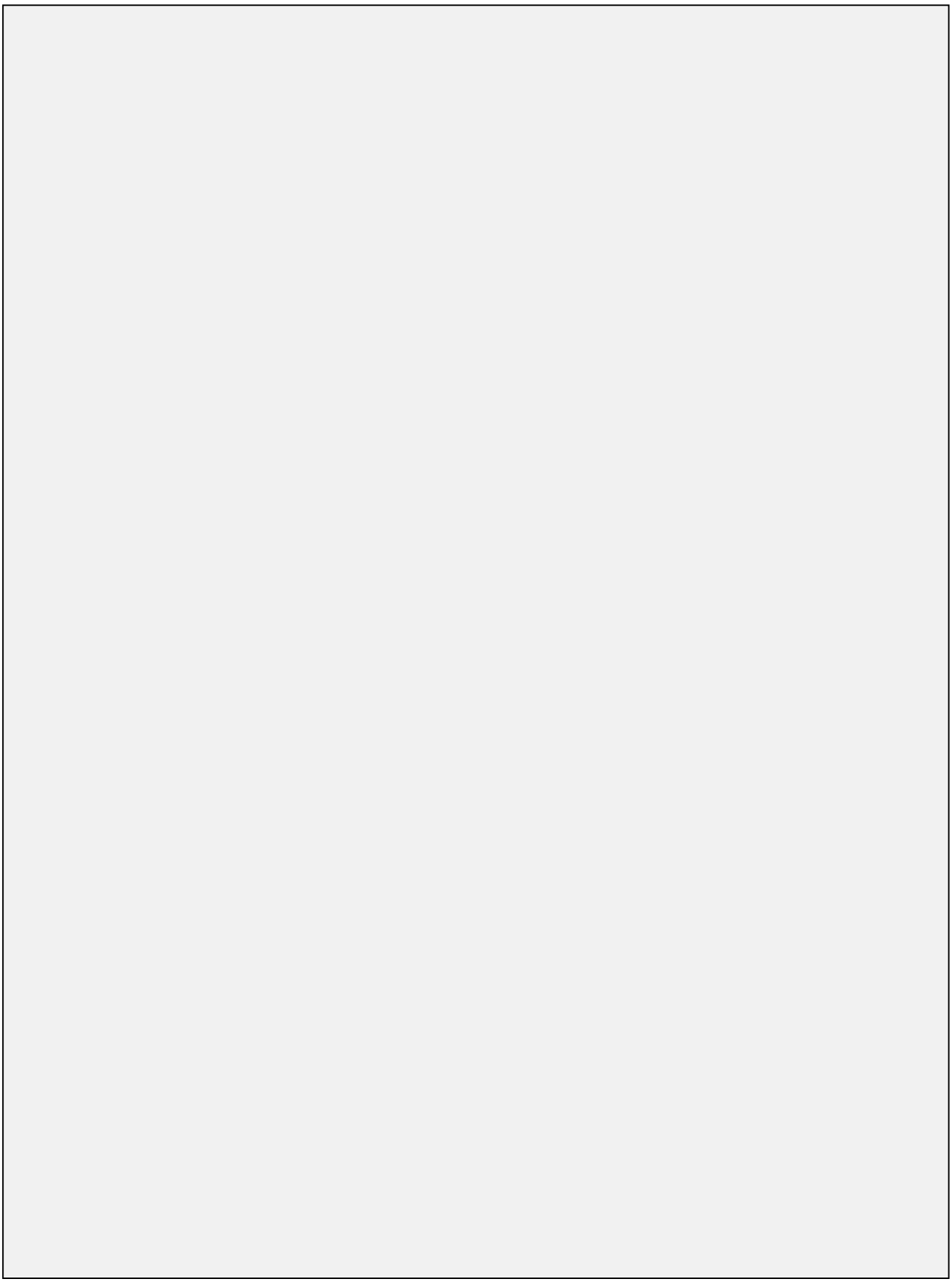


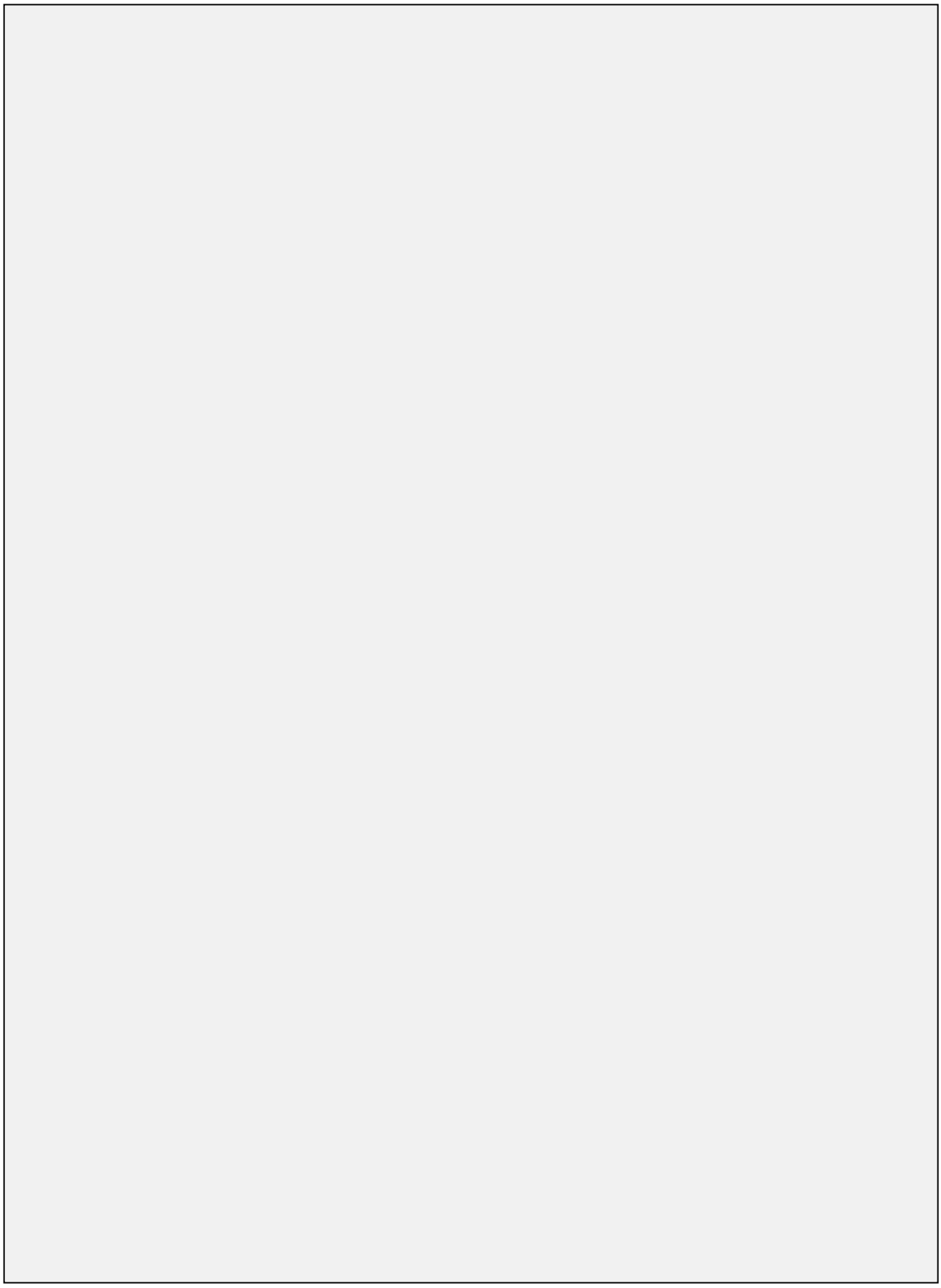


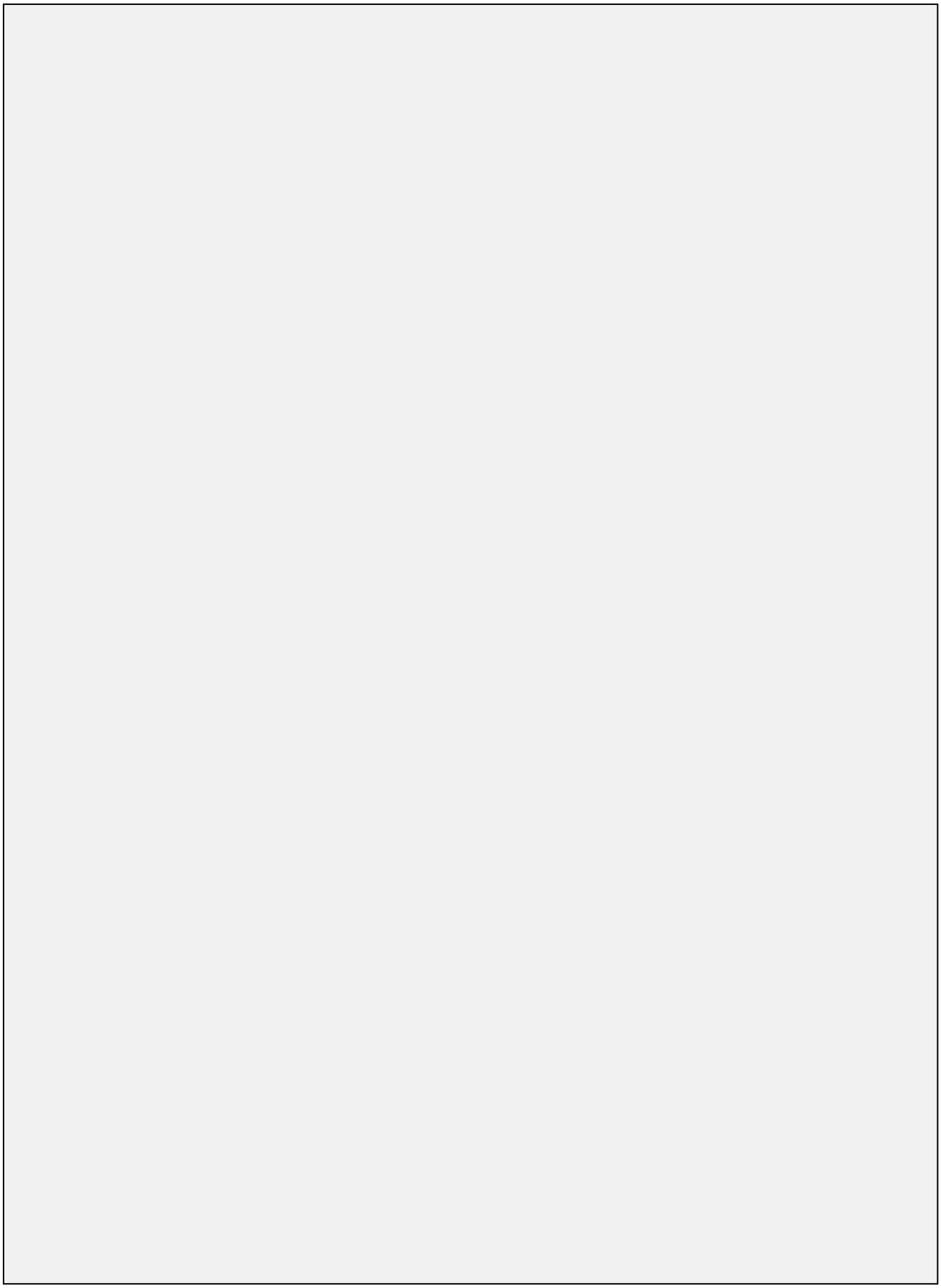


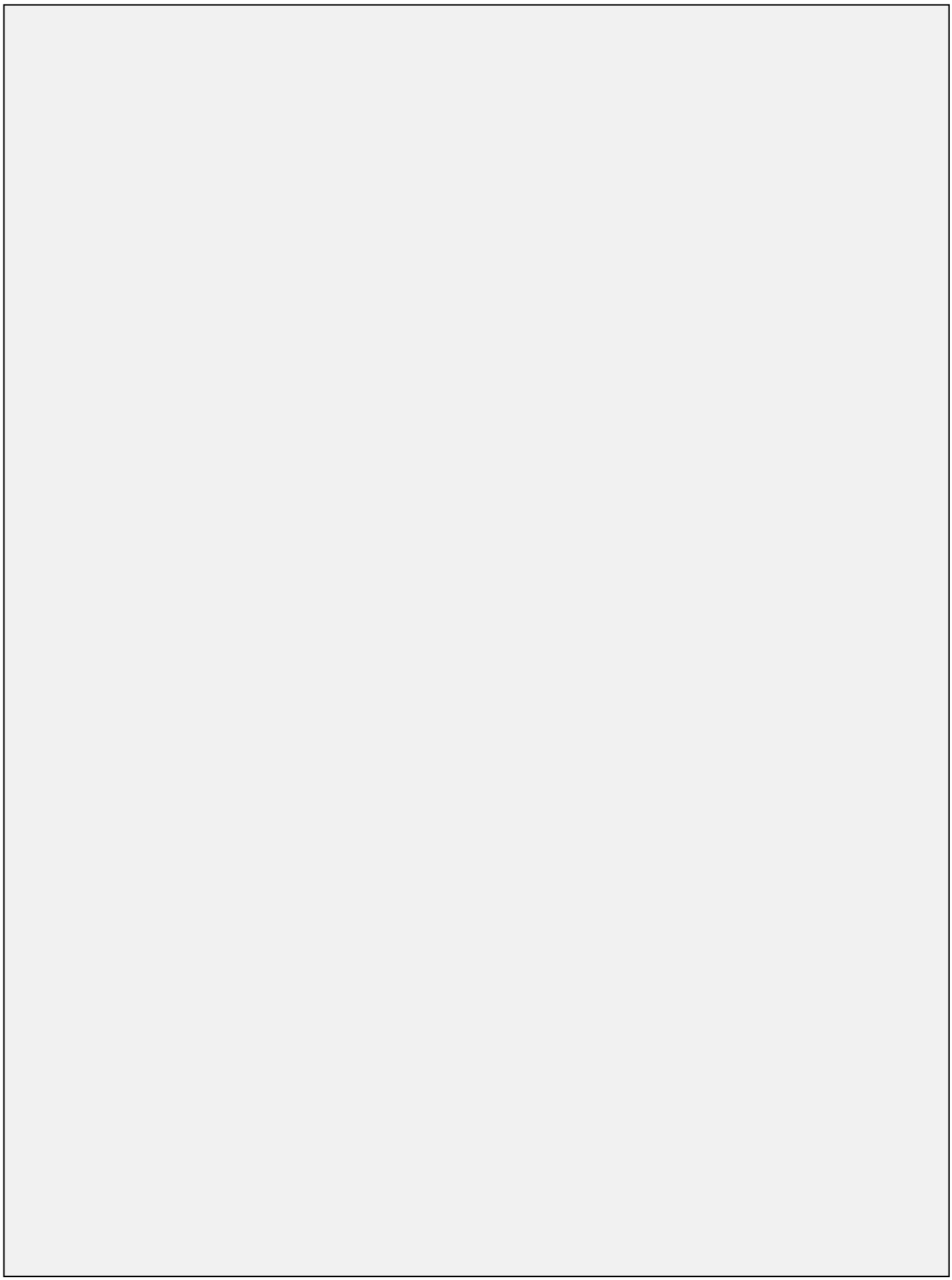


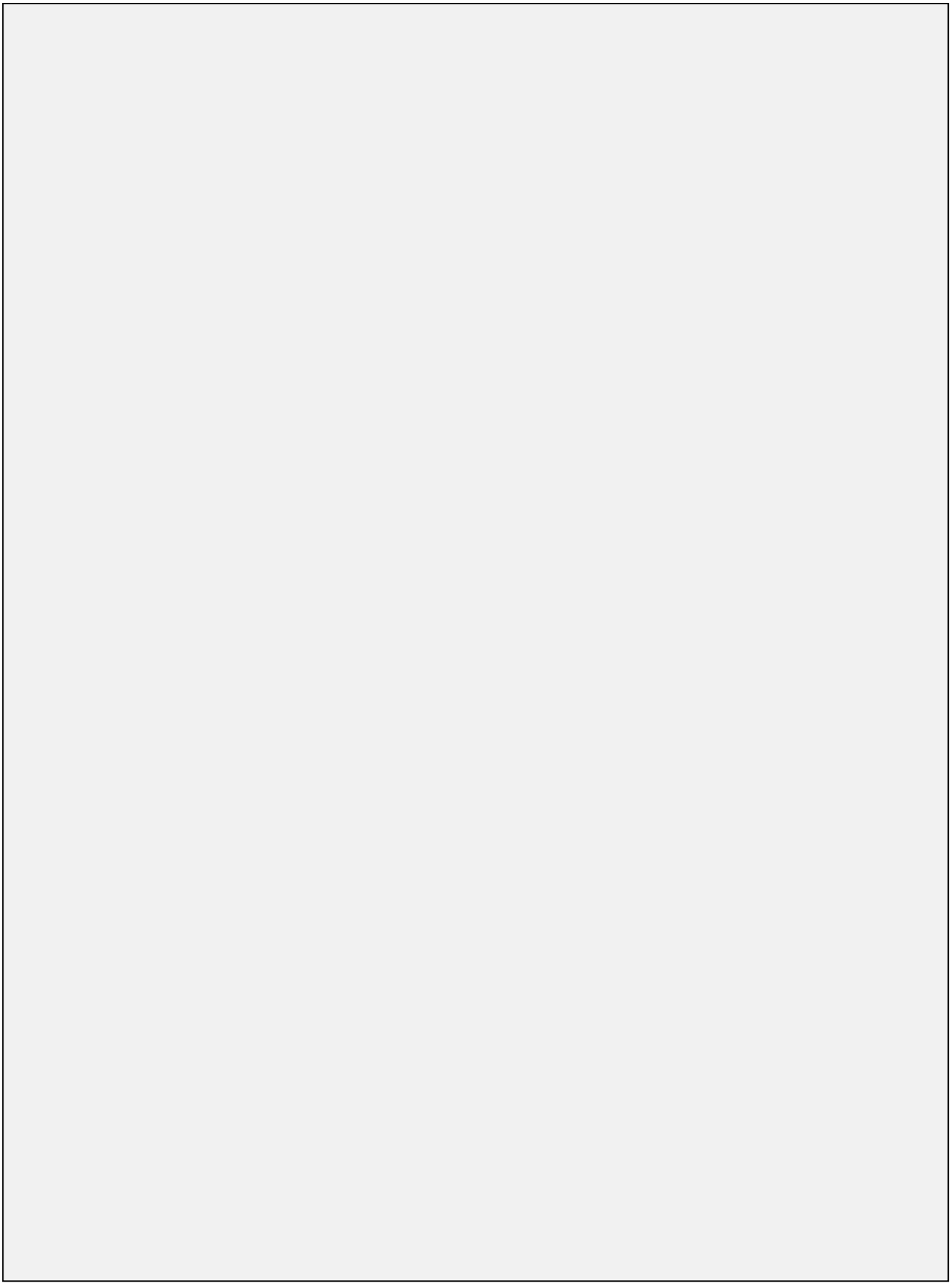


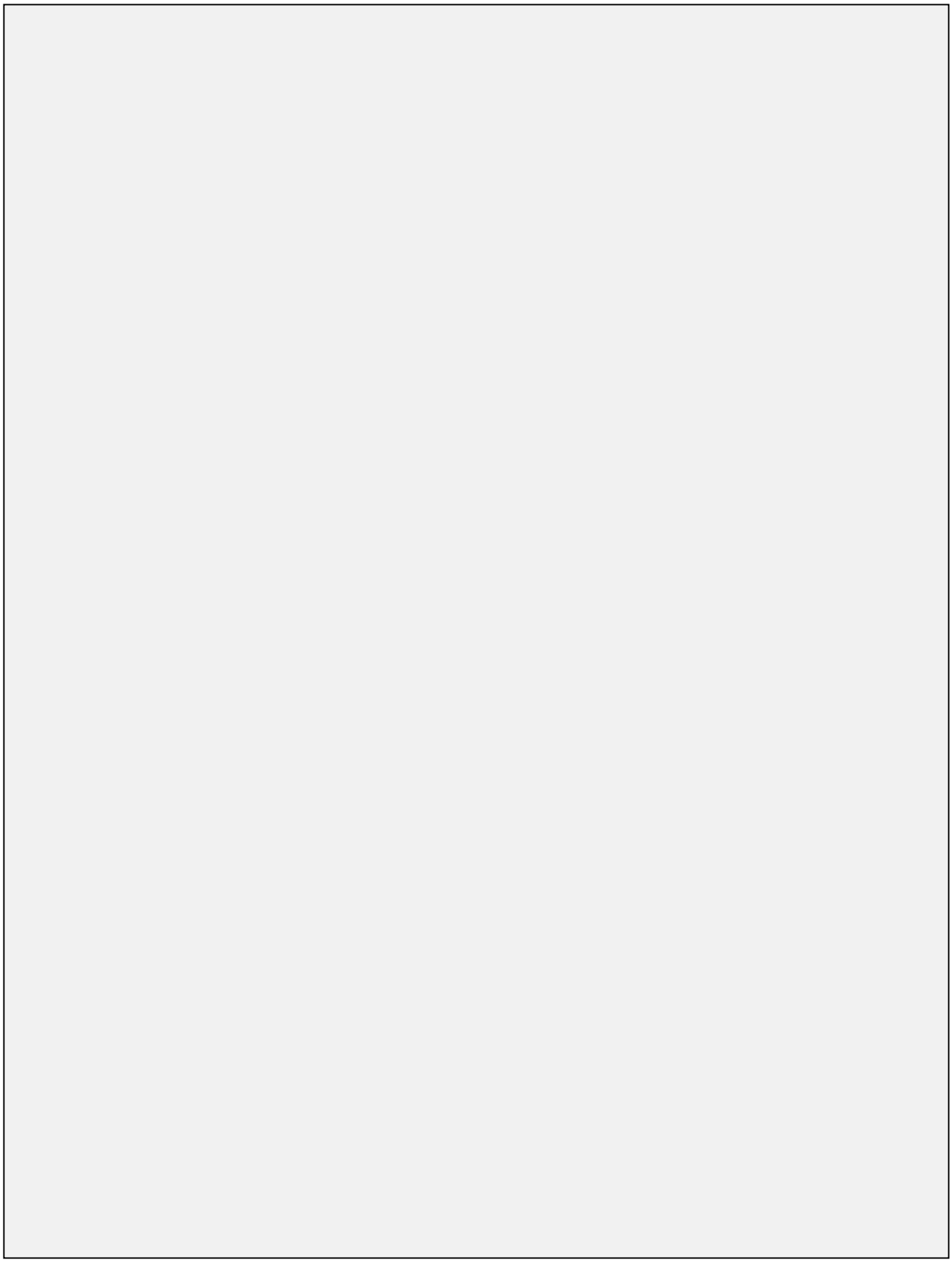


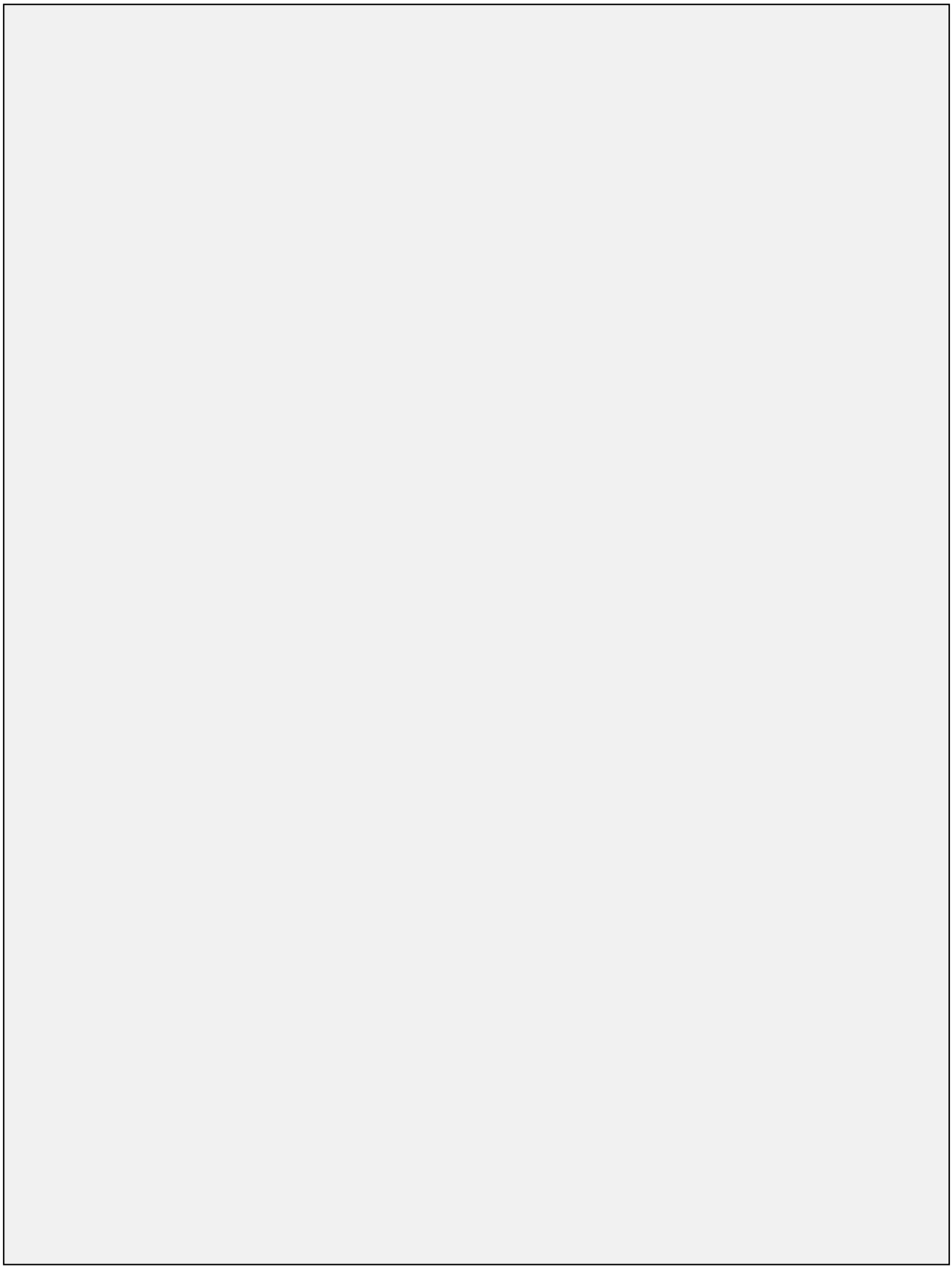


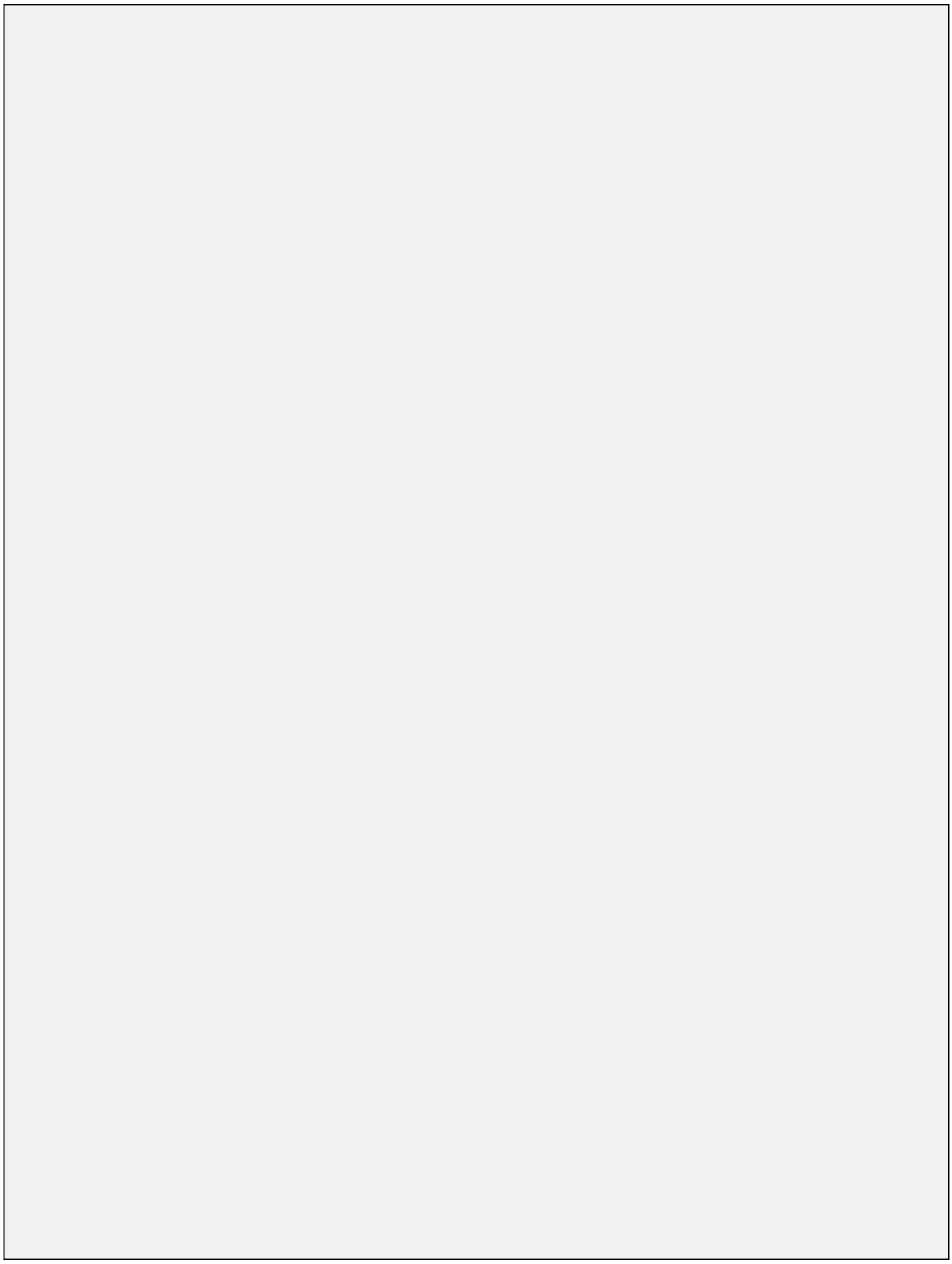


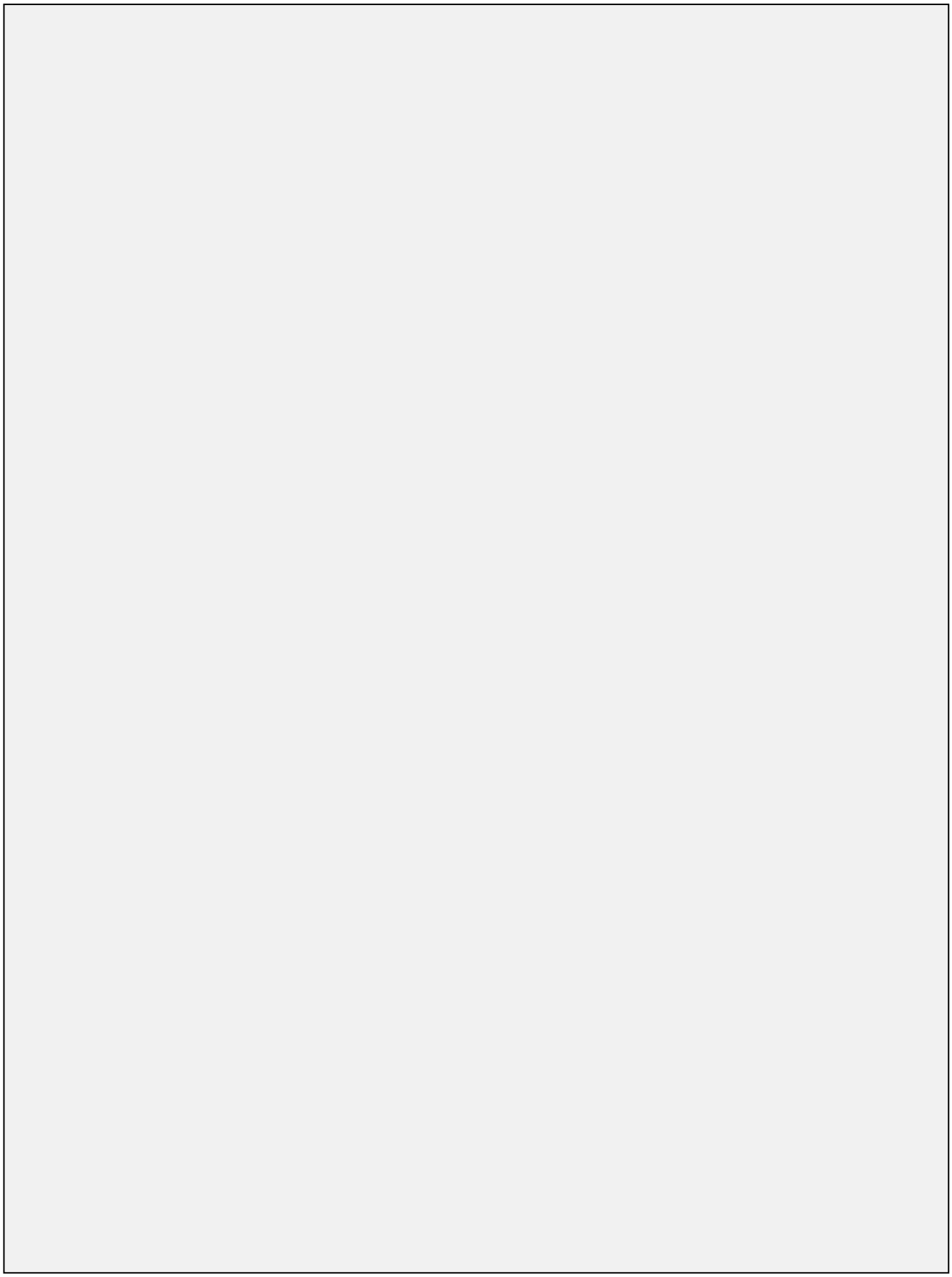


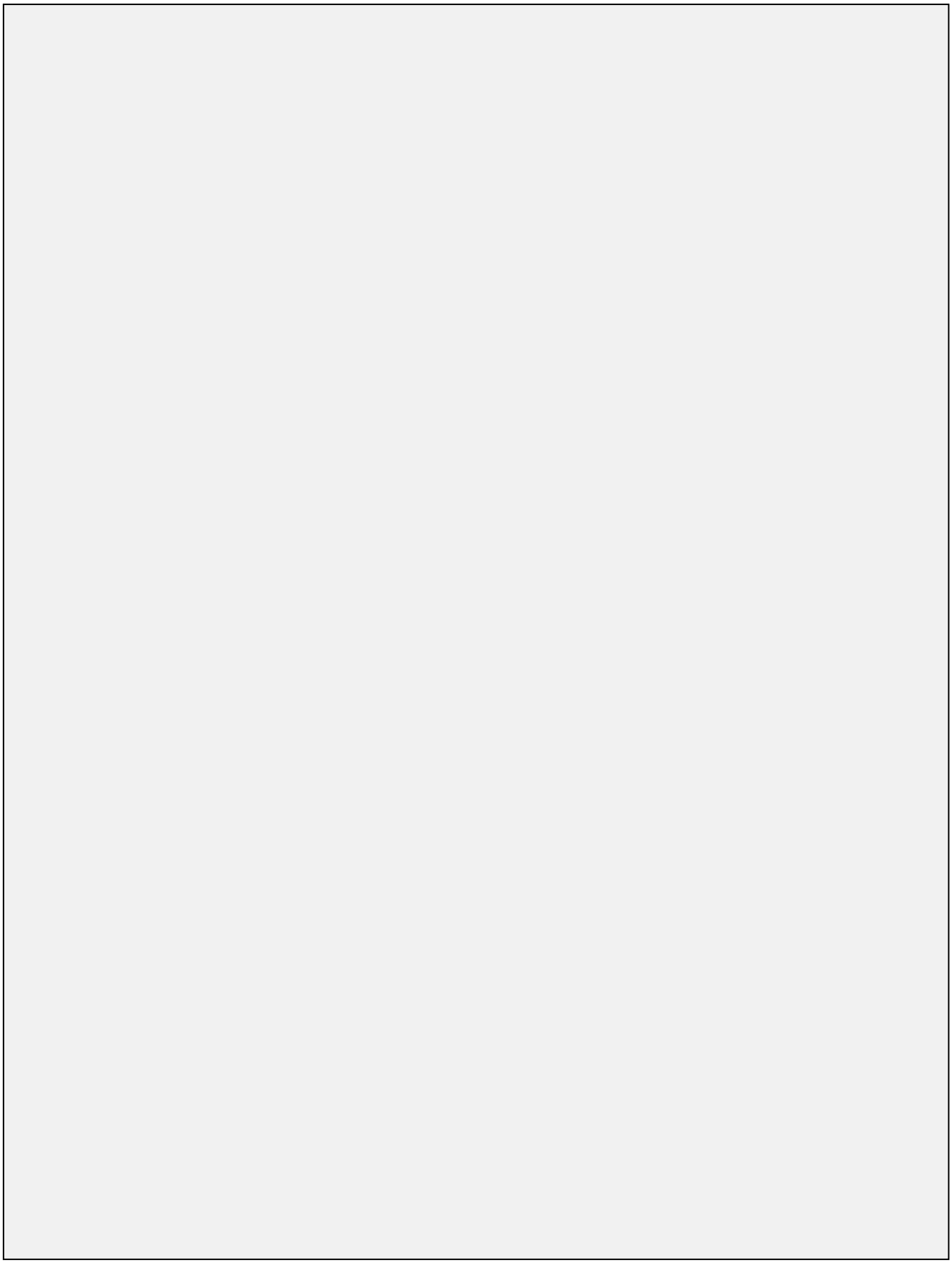


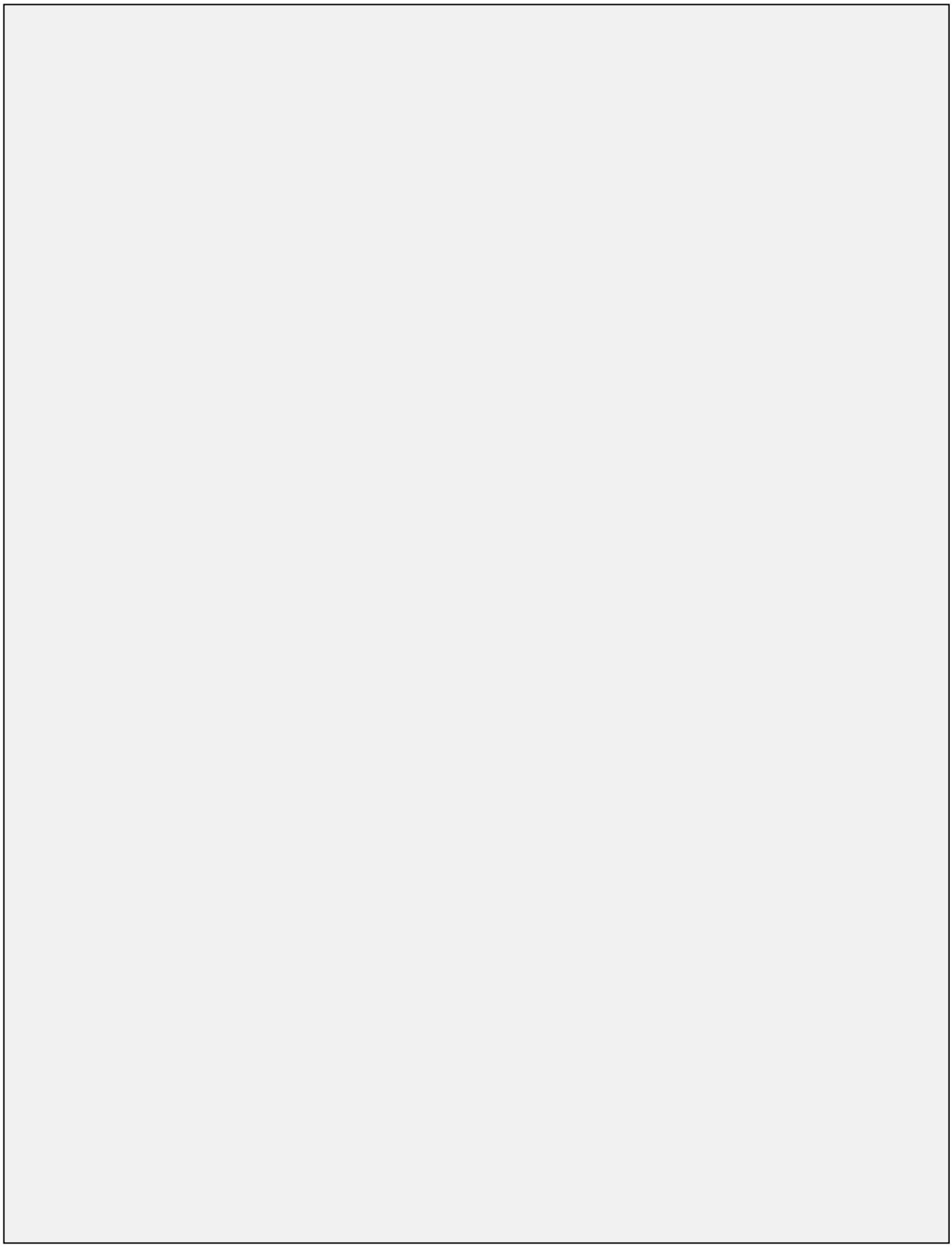


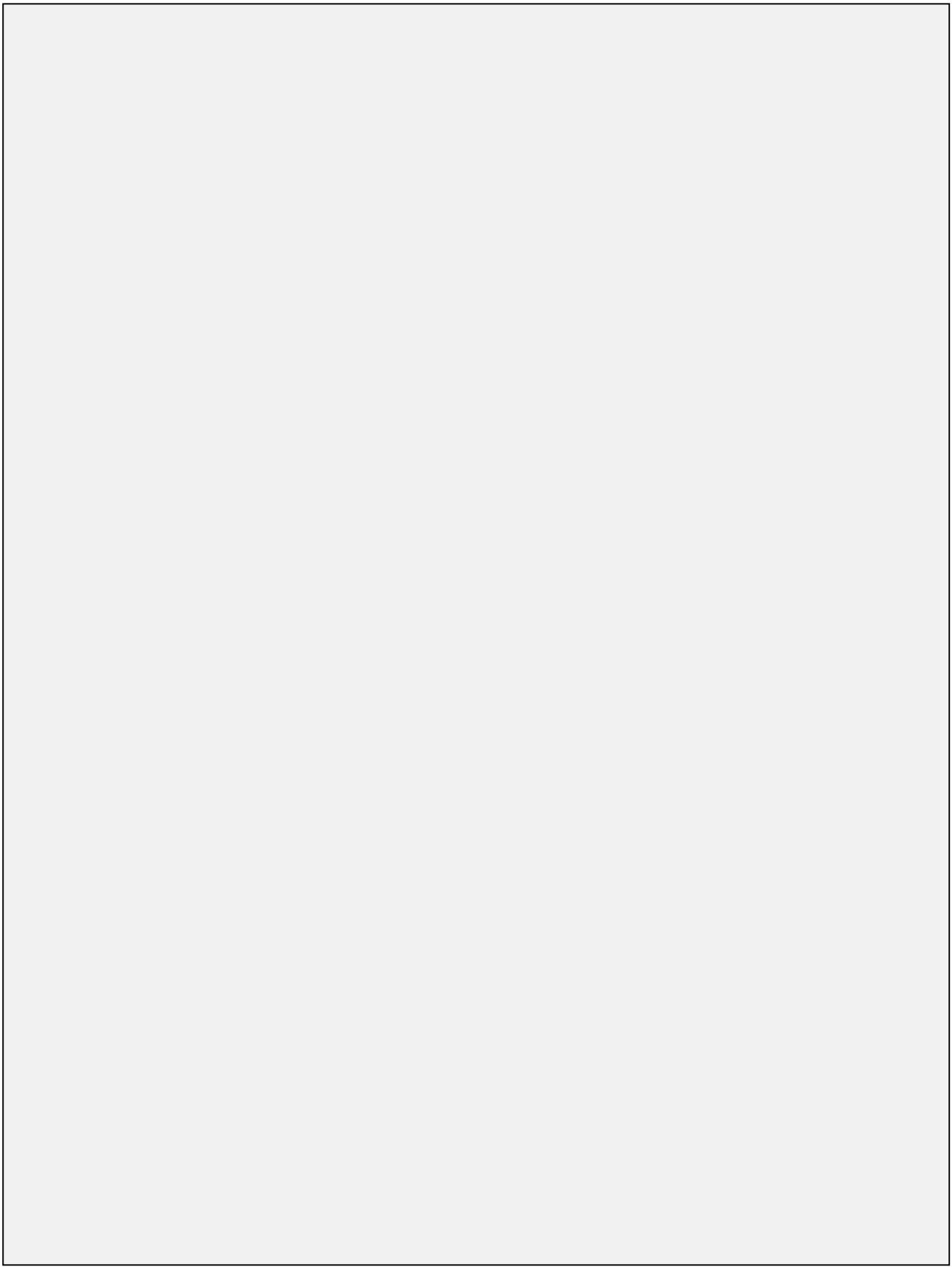


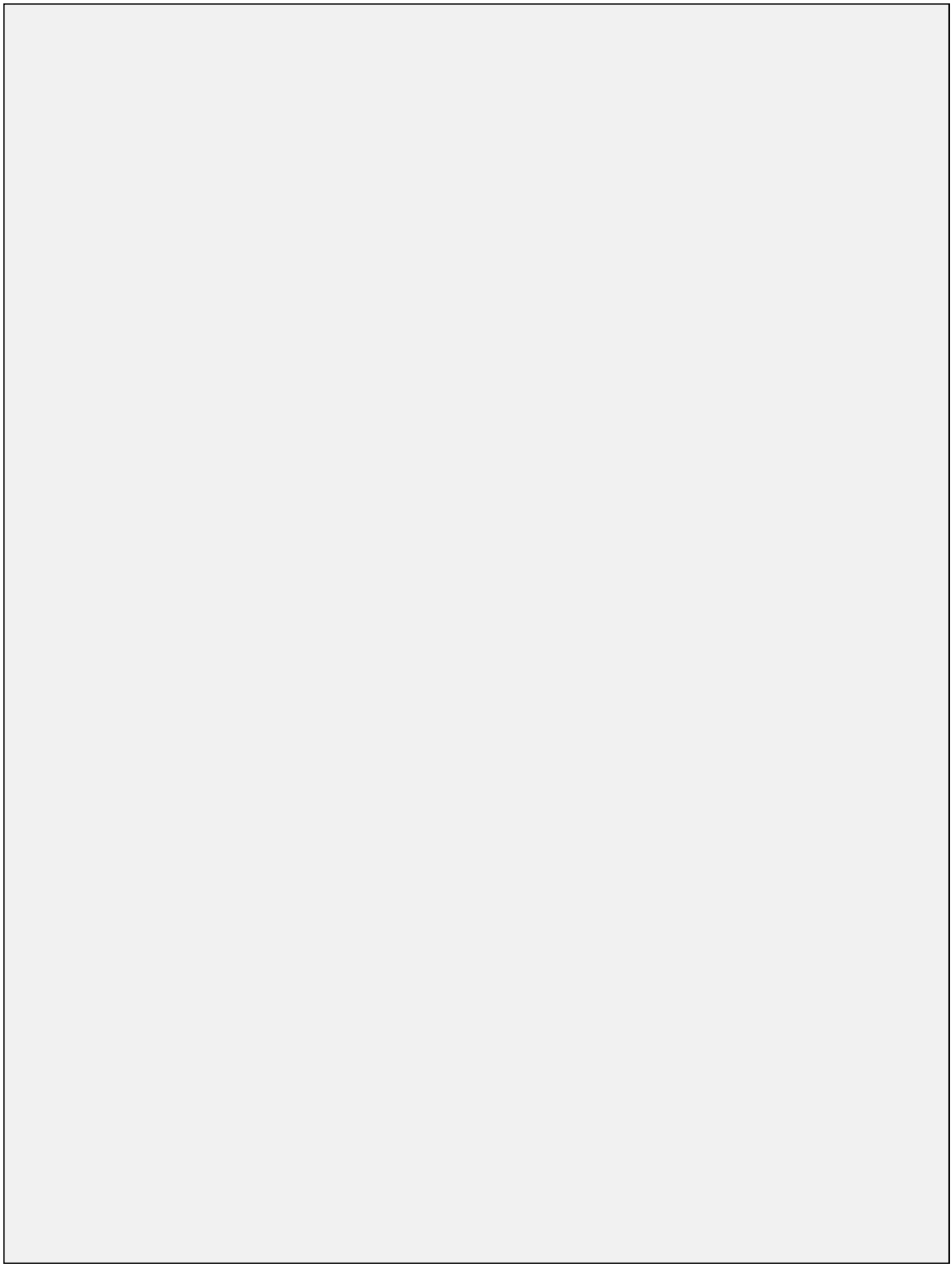


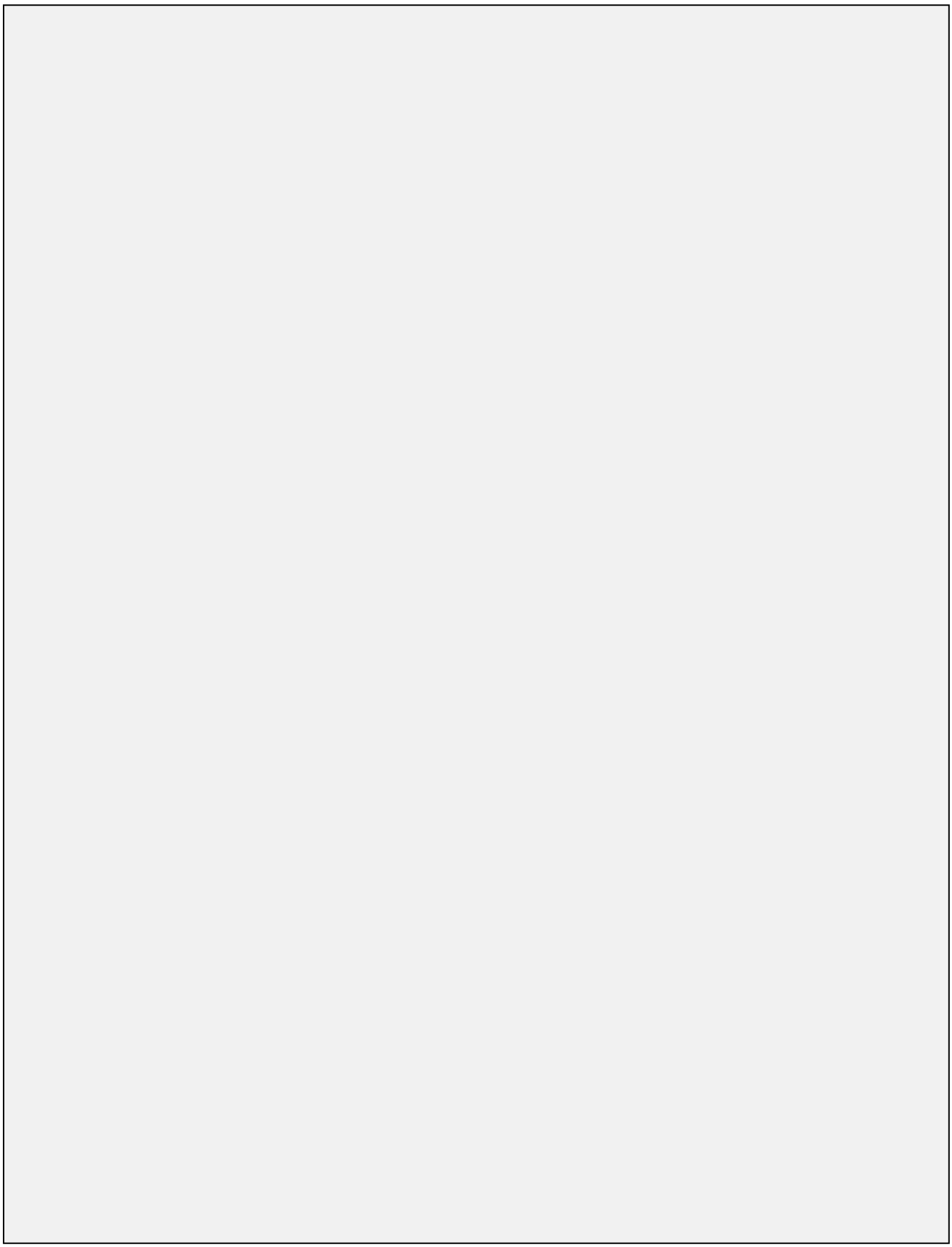


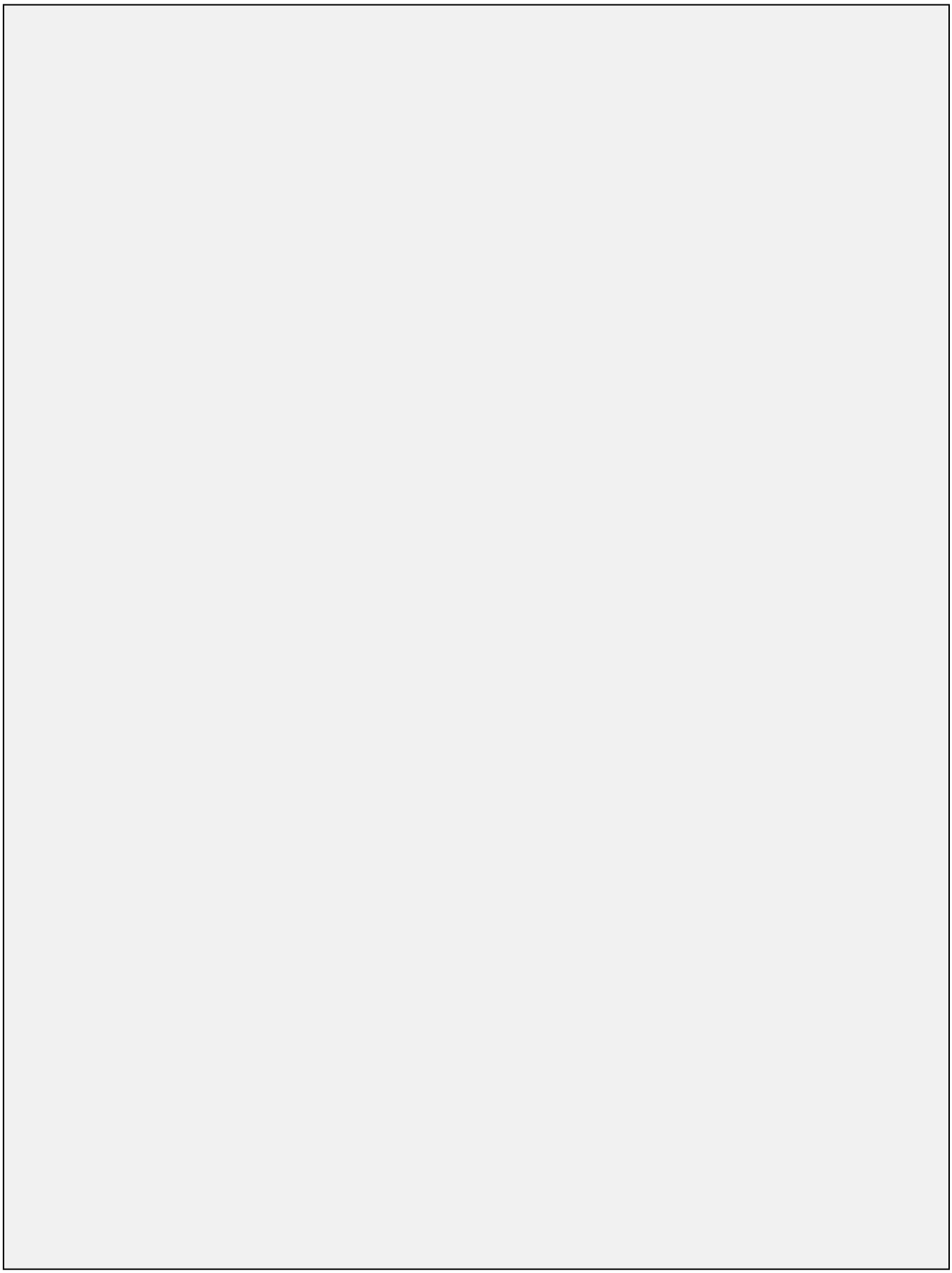


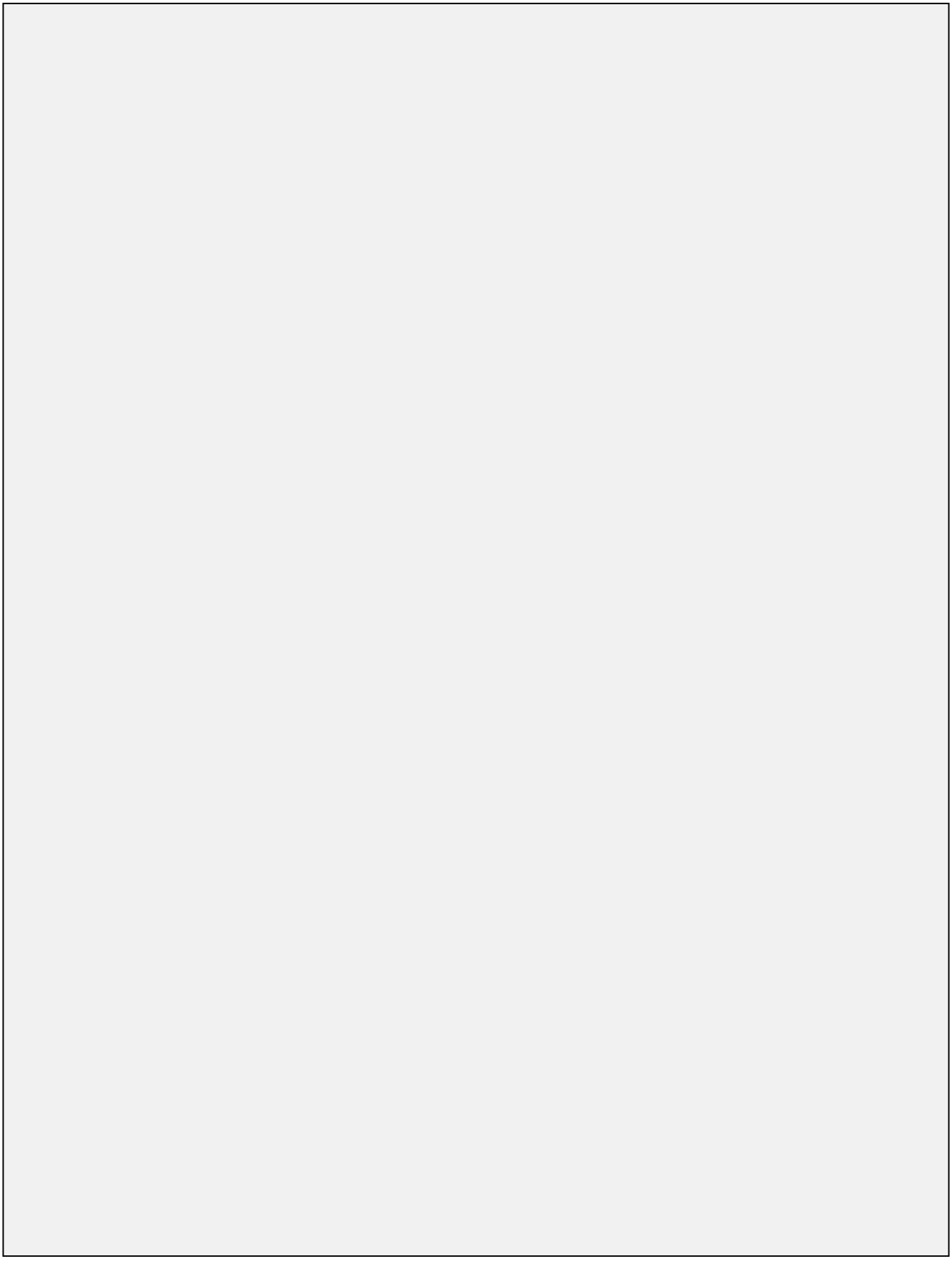




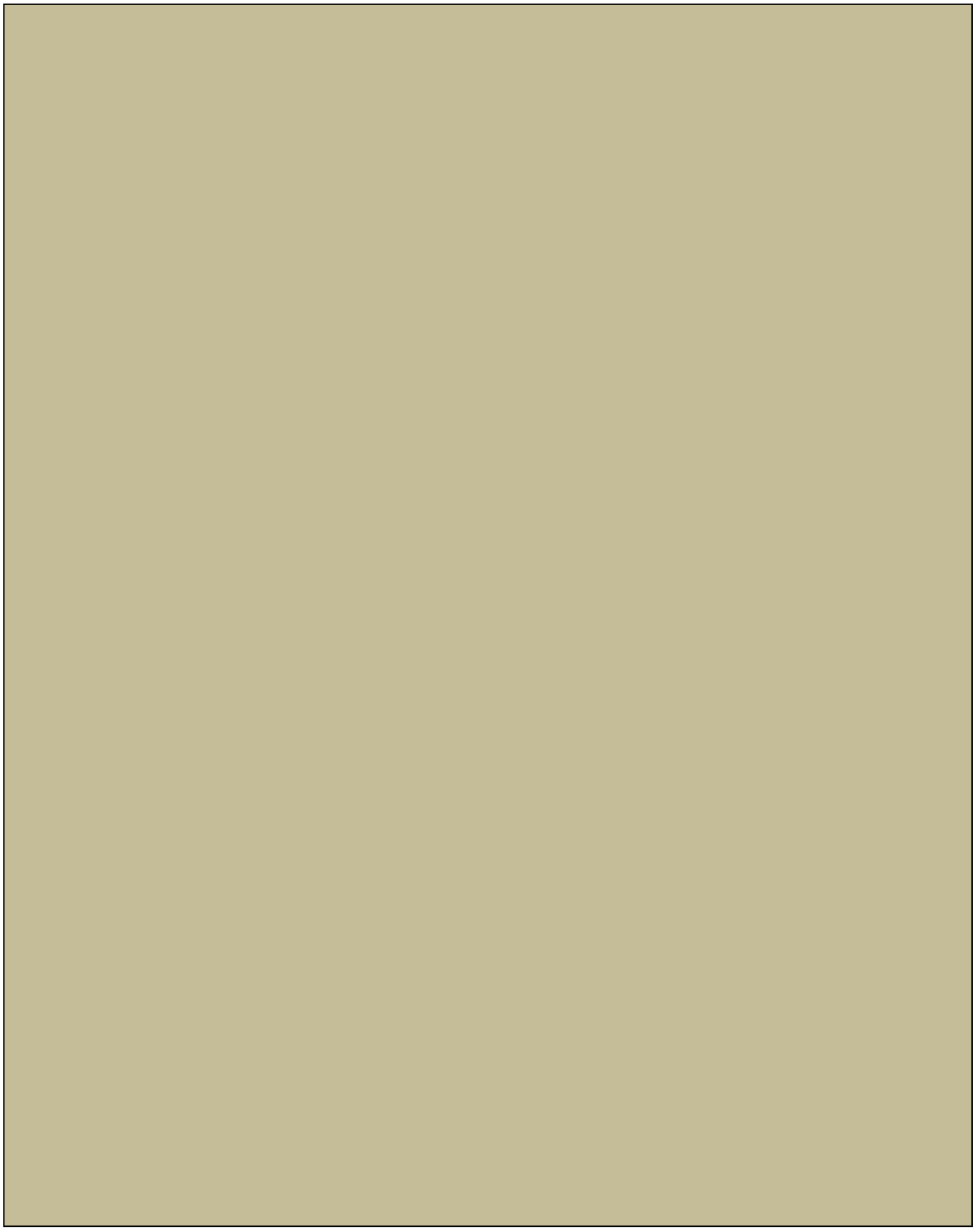


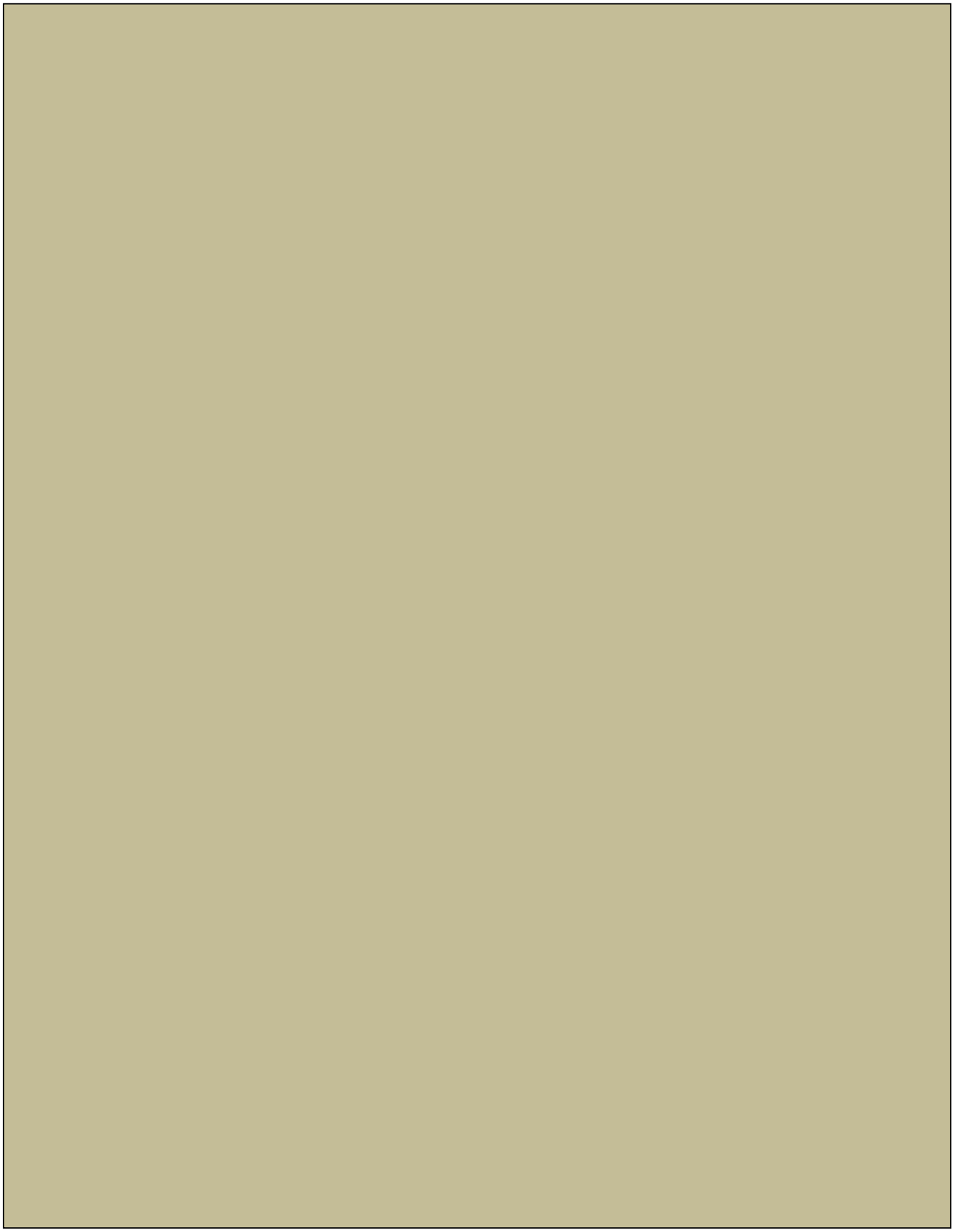


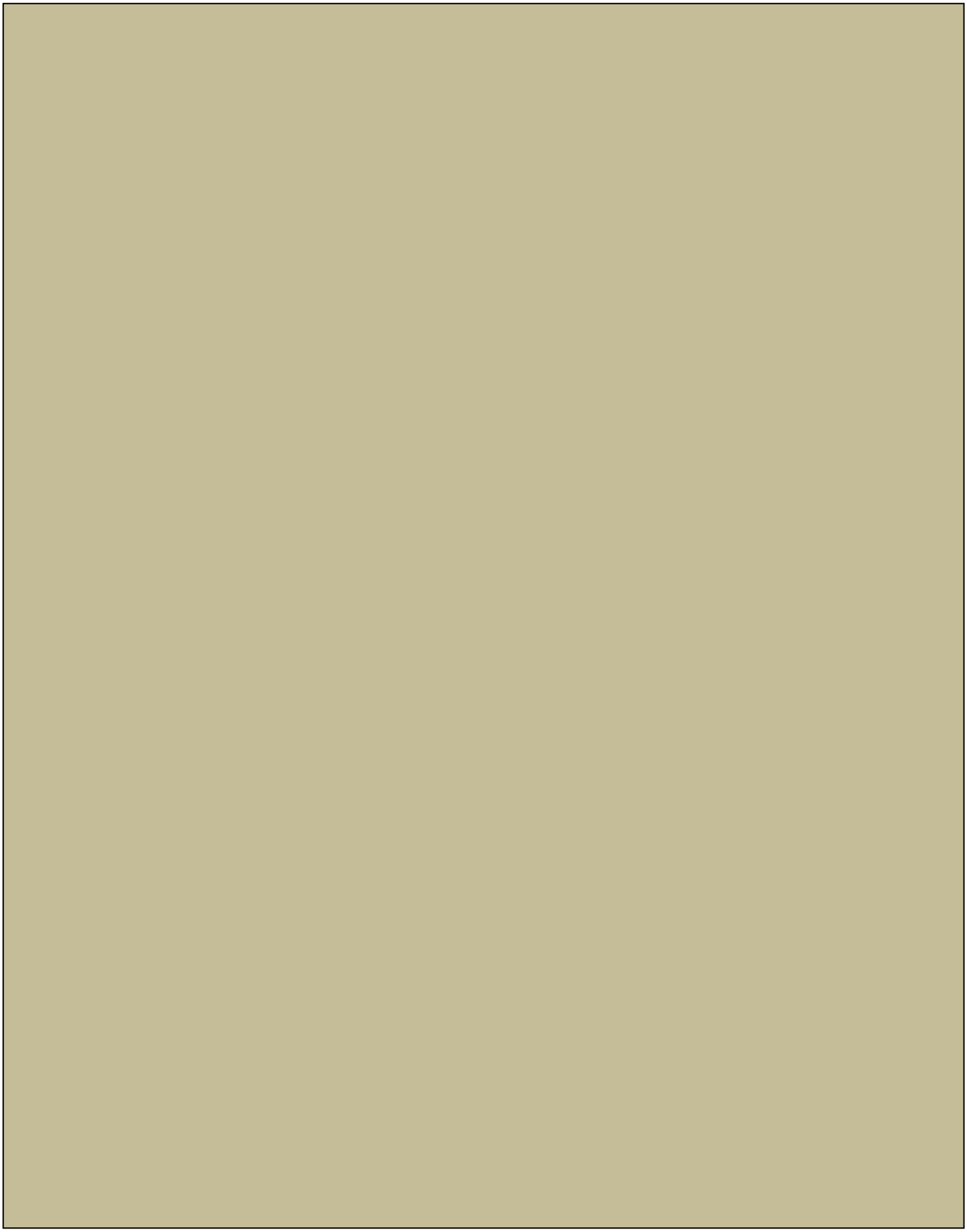


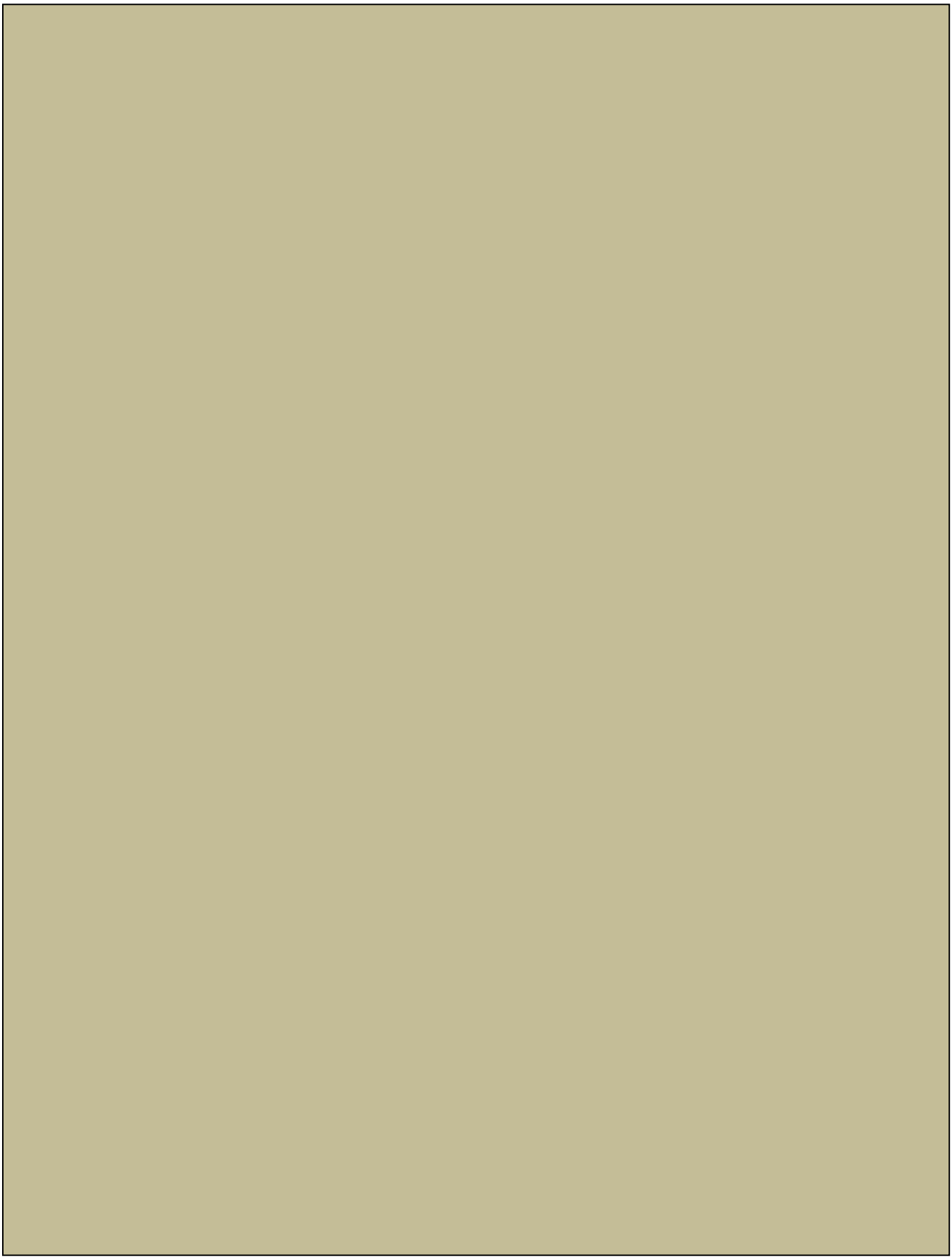


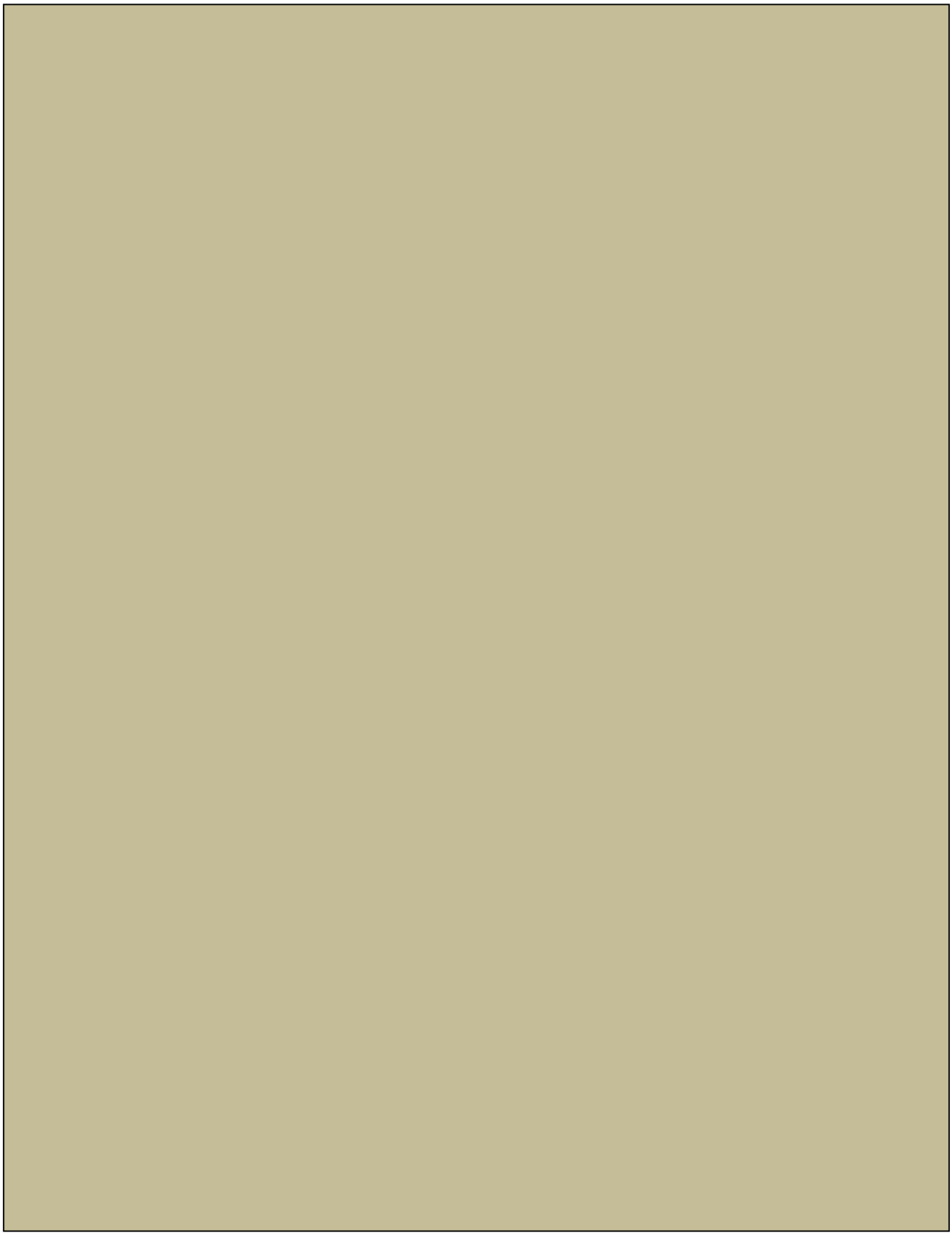
MNICS/MIFC Financial/Operating Plan











CHAPTER 100
COMMUNICATIONS

2015 Minnesota Interagency Radio Frequency List

Use/Locations	Receive	Tone	Transmit	Tone
Tactical 1	151.475*	156.7	151.475	156.7
Air-to-Ground	151.340*	110.9	151.340	110.9
Tac 2/MNICS	170.475*		170.475	
V-Fire 23	154.295*	156.7	154.295	156.7
Statewide	151.415*	156.7	151.415	156.7
MIFC Fire Air Net	151.370*	136.5	151.370	136.5
Quadna Rpt	151.370*	136.5	156.135	110.9
Eveleth Rpt	151.370*	136.5	156.135	103.5
Northhome Rpt	151.370*	136.5	156.135	127.3
Carlos-Avery	151.370*	136.5	151.370	136.5
Buffalo Rpt	151.370*	136.5	156.135	136.5
2014 *PLANS*				
Initial Attack	**(ALPHA) (NB) FM**		**170.000***	**{MNICS A/G 2} 170.000**
AM/FM Plans	**AM**		**124.650**	**124.650**
(BRAVO) (NB) FM	**167.950***	**{MNICS A/G 1}**	**167.950**	
AM	**119.950**		**119.950**	
(CHARLIE) AM	**119.850**		**119.850**	
Agassiz NWR				
Agassiz Rpt –analog	171.750*	127.3	172.450	127.3
Agassiz Tactical	171.750*		171.750	
Backus Simplex	151.175*	146.2	151.175	146.2
Leader Rpt	151.175*	146.2	159.465	146.2
Whipholt Rpt	151.175*	146.2	159.465	100.0
Borden Lake Rpt	151.175*	146.2	159.465	192.8
Emily Rpt	151.175*	146.2	159.465	151.4
Baudette/Bduck Simplex	151.325*	127.3	151.325	127.3
Kelliher Rpt	151.325*	127.3	159.315	127.3
Blackduck Rpt	151.325*	127.3	159.315	71.9
Roosevelt Rpt (Baudette)	151.325*	127.3	159.315	146.2
Border Rpt (Baudette)	151.325*	127.3	159.315	82.5
Bemidji/Bagley Simplex	151.265*	136.5	151.265	136.5
Bagley Rpt	151.265*	136.5	159.270	136.5
Juggler Lake Rpt	151.265*	136.5	159.270	103.5
Leech Lake Rpt	151.265*	136.5	159.270	192.8
Trail Rpt	151.265*	136.5	159.270	146.2
Big Stone NWR Simplex	164.625*	127.3	164.625	127.3
Big Stone Rpt Analog	164.625*	127.3	172.500	127.3
Bois Forte Reservation Simplex	172.425*		172.425	
Boise Forte Rpt	172.425*		171.725	100.0

**Denotes narrowband status*

Use/Locations	Receive	Tone	Transmit	Tone
Cambridge Simplex	151.325*	146.2	151.325	146.2
German Hill Rpt	151.325*	146.2	159.315	114.8
Shafer Rpt	151.325*	146.2	159.315	100.0
Arden Hills Rpt	151.325*	146.2	159.315	156.7
Chippewa Forest Net (USFS)	164.825		164.825	open
North Rpt – Max	164.825*		164.125	110.9
South Rpt – Longville	164.825*		164.125	103.5
East Rpt – Marcell	164.825*		164.125	127.3
Airguard	168.625*		168.625	110.9
Cloquet Simplex	154.430*	103.5	154.430	103.5
Arrowhead Rpt	154.430*	103.5	159.3675	167.9
Lost Lake Rpt	154.430*	103.5	159.3675	103.5
Mahtowa Rpt	154.430*	103.5	159.3675	82.5
Meadowlands Rpt	154.430*	103.5	159.3675	110.9
Two Harbors Simplex	151.175*	103.5	151.175	103.5
Bogus Lake Rpt	151.175*	103.5	159.465	94.8
Isabella Rpt	151.175*	103.5	159.465	136.5
Poplar Rpt	151.175*	103.5	159.465	156.7
Devil Fish Rpt	151.175*	103.5	159.465	123.0
Wales Rpt	151.175*	103.5	159.465	141.3
Detroit Lakes WMD Simplex	164.625*	127.3	164.625	127.3
Detroit Lakes Rpt	164.625*	127.3	163.150	127.3
Tamarac NWR	171.725*	103.5	171.725	103.5
Fergus Falls WMD Simplex	164.625*	103.5	164.625	103.5
Fergus Falls Rpt	164.625*	103.5	163.150	103.5
Fond du Lac Reservation Simplex	172.425*		172.425	
Fond du Lac Rpt	172.425*		171.725	
Grand Portage Reservation Simplex	172.425*		172.425	
Grand Portage Rpt	172.425*		171.725	156.7
White Earth Reservation Simplex	172.425*		172.425	
White Earth Rpt.	172.425*		171.725	103.5
Deer River Area Simplex	151.385*	110.9	151.385	110.9
Deer River Rpt	151.385*	110.9	159.435	110.9
Effie Rpt	151.385*	110.9	159.435	167.9
Nashwauk Rpr	151.385*	110.9	159.435	100.0
Max Rpt	151.385*	110.9	159.435	141.3
Northome Rpt	151.385*	110.9	159.435	127.3
Hibbing/Eveleth Simplex	151.325*	103.5	151.325	103.5
Side Lake Rpt	151.325*	103.5	159.315	103.5
Virginia Rpt	151.325*	103.5	159.315	94.8
Nashwauk Rpt	151.325*	103.5	159.315	136.5
Shaw Rpt	151.325*	103.5	159.315	167.9

**Denotes narrowband status*

Use/Locations	Receive	Tone	Transmit	Tone
Hill City/Aitkin Simplex	151.265*	110.9	151.265	110.9
Quadna Rpt	151.265*	110.9	159.270	110.9
White Pine Rpt	151.265*	110.9	159.270	167.9
Leech Lake Reservation	172.425*		172.425	
Leech Lake Rpt	172.425*		171.725	88.5
Little Falls Simplex	151.400*	156.7	151.400	156.7
Pease Rpt	151.400*	156.7	159.375	131.8
Onamia Rpt	151.400*	156.7	159.375	192.8
Lincoln Rpt	151.400*	156.7	159.375	151.4
Gilman Rpt	151.400*	156.7	159.375	162.2
Woodland Rpt	151.400*	156.7	159.375	110.9
Little Fork Simplex	151.175*	127.3	159.465	127.3
Little Fork Rpt	151.175*	127.3	159.465	127.3
Birchdale Rpt	151.175*	127.3	159.465	110.9
Margie Rpt.	151.175*	127.3	159.465	167.9
Minnesota Valley NWR Simplex	171.750*	127.3	171.750	127.3
Minnesota Valley Rpt	171.750*	127.3	171.450	127.3
Morris WMD Simplex	171.750*	127.3	171.750	127.3
Morris Rpt	171.750*	127.3	172.450	127.3
Nett Lk Reservation Simplex	172.425*		172.425	
Nett Lake Rpt	172.425*		171.725	100.0
Tower Simplex	151.265*	103.5	151.265	103.5
Gheen Rpt	151.265*	103.5	159.270	210.7
Sullivan Bay Rpt	151.265*	103.5	159.270	127.3
Ely Rpt	151.265*	103.5	159.270	156.7
Soudan Rpt	151.265*	103.5	159.270	118.8
Giants Ridge	151.265*	103.5	159.270	82.5
Park Rapids Simplex	151.385*	136.5	151.385	136.5
Wolf Lake Rpt	151.385*	136.5	159.435	136.5
Leech Lake Rpt (Park Rapids)	151.385*	136.5	159.435	210.7
Eagle Lake Rpt	151.385*	136.5	159.435	107.2
Red Lake Reservation Simplex	172.425*		172.425	
Red Lake Rpt	172.425*		171.725	156.7
Red Lake Tactical	166.275*	114.8	166.275	114.8
Red Lake BIA Police	154.860*	123.0	154.860	123.0
Red Lake Fire Rpt	166.275*	114.8	159.4125	114.8
Rice Lake NWR Simplex	171.750*	127.3	171.750	127.3
Rice Lake Rpt	171.750*	127.3	171.450	127.3

**Denotes narrowband status*

Use/Locations	Receive	Tone	Transmit	Tone
Rochester Simplex	151.265*	127.3	151.265	127.3
Lake City Rpt	151.265*	127.3	159.270	114.8
Preston Rpt	151.265*	127.3	159.270	141.3
Dresbach Rpt	151.265*	127.3	159.270	162.2
Alma Rpt	151.265*	127.3	159.270	100.0
Sandstone Simplex	151.385*	146.2	151.385	146.2
Askov Rpt	151.385*	146.2	159.435	94.8
Sherburne/Crane Meadows NWR				
Sherburne Rpt Analog	171.750*	141.3	172.450	141.3
Crane Meadows Simplex	171.750*	127.3	171.750	127.3
St. Croix Nat'l Scenic Riverway Splx	164.750*	$100	164.750	$100
William O'Brien SP Rpt – South Frederick, WI	164.750*	$100	164.250	$100
Superior Forest Net (USFS)	170.5250*		170.5250	
Buyck	170.5250*		164.1375	123.0
Devilfish	170.5250*		164.1375	131.8
Elephant Lake	170.5250*		164.1375	167.9
Fernberg	170.5250*		164.1375	100.0
Gunflint	170.5250*		164.1375	110.9
Honeymoon	170.5250*		164.1375	103.5
Idington	170.5250*		164.1375	146.2
Isabella	170.5250*		164.1375	136.5
Lookout	170.5250*		164.1375	151.4
Meander	170.5250*		164.1375	127.3
Mt. Weber	170.5250*		164.1375	141.3
Midtrail	170.5250*		164.1375	107.2
Chisholm	170.5250*		164.1375	156.7
Wales	170.5250*		164.1375	114.8
Airguard	168.625*		168.6250	110.9
Flight Following	168.650*		168.6500	110.9
Warroad Simplex	151.385*	127.3	151.385	127.3
Lake Bronson Rpt	151.385*	127.3	159.435	146.2
Roosevelt Rpt (Warroad)	151.385*	127.3	159.435	103.5
Grygla Rpt	151.385*	127.3	159.435	156.7
Winner Silo Rpt	151.385*	127.3	159.435	118.8
Middle River	151.385*	127.3	159.435	127.3
White Earth Conservation Simplex	172.425*		172.425	
	172.425		171.725	103.5
Windom WMD				
Simplex Digita NAC codes	164.625*	$200	164.625	$200
Simplex Analog	164.625*	127.3	164.625	127.3
Voyagers Nat. Park NAC codes:		Dec/Hex		Dec/Hex
Simplex Digital	166.900*	256/$100	166.900	256/$100
Islandview-Makooda Rpt	166.900*	256/$100	166.300	512/$200
Sullivan Bay Rpt.	**166.800***	768/$300	166.300	512/$200

**Denotes narrowband status*

MNICS Communications Plan

Wideband / Narrowband / Digital Transition

All partner federal government agencies have switched from analog wideband to analog narrowband or digital narrowband VHF frequencies.

All radios purchased by federal agencies are digital/analog capable (wide or narrow) on a per channel basis and are backwards compatible with any legacy analog radios.

Isle Royale National Park is using the Digital mode for communications with the NAC code of $100 for Tx/Rx on 169.675 for their "Net" or simplex mode. When using the Ojibwa repeater use 170.350 (Tx) with NAC code on $400, $100 on the 169.675 receive side. They dispatch through the Cuyahoga Valley National Park in Cuva, Ohio, through a Radio/Ip link to Houghton, Michigan, across the lake to Isle Royale Island. The dispatch phone is 440-546-5945.

The Minnesota DNR switched Forestry Division frequencies to narrowband in 2009, currently operating in this mode. For any questions, call MIFC radio shop: Pat Coughlin, DNR, 218-322-2696 or Kevin Throop, USFS, 218-322-2712

Purpose

This Communications Plan is designed to give participating members of MNICS the information necessary for communications on incidents within the State of Minnesota. It is the intent of this plan to identify what equipment is available and what frequencies are involved, along with recommendations on how to communicate between agencies.

Frequency Management

The control of partner agency frequencies remains with the individual agency that holds the license for that frequency. The license holder will determine the use of the frequency and all users must adhere to the limitations of the license as per the "Memorandum of Understanding." The MOU of Co-op Agreement must be in place to share frequencies. Check with a local frequency manager before reprogramming radios.

In the case of Extended Attack or Project incidents, the Incident Action Plan will be used to coordinate all radio frequencies used on that incident.

Capabilities

System capabilities vary with each agency, but as a whole, there is only limited equipment capable of operating on multi-agency frequencies. The equipment now available capable of functioning in multi-agency environment is as follows:

Minnesota DNR: Most mobile and handheld radios are 240/400 channels, wide/narrowband analog/digital radios. MNICS frequencies and other interagency frequencies have been programmed to facilitate interagency communication. MIFC has two communications trailers that may be used on incidents. The Department of Public Safety – State Patrol Van has the capability of being programmed to operate on all MNICS agencies' frequencies.

Superior National Forest: All Superior National Forest vehicles have synthesized radios with at least 240 channels. The frequencies of all cooperators have been installed. The radios are wide/narrowband analog/digital capable and are authorized to have MN DNR frequencies installed.

Chippewa National Forest: All Chippewa National Forest vehicles have the 210/240 channel synthesized radios. MNICS cooperator frequencies have been installed. Most of the hand held radios are the GPH or DPH and are narrow/wideband analog and digital capable.

National Park Service: Mobile radios have MNICS cooperator frequencies installed. All hand held radios are programmable. All radios are digital-narrow/wideband analog capable.

US Fish and Wildlife Service: The FWS uses narrow/wideband and Digital radios that are interagency compatible. (See frequencies page 108.)

Bureau of Indian Affairs: Agency radios are capable of operating on their own frequencies, as well as MNICS, DNR and other frequencies. At Red Lake, all initial attack units and king radios have MNICS and DNR frequencies. The base station at Red Lake has the two statewide BIA frequencies (171.725 &

172.425). In addition, the local agency frequency (166.275) is used along with a repeater for this channel, input on 159.4125 – 114.8 hz.

Minnesota DNR Radio Cache: The DNR has a radio cache of over 330 king handheld radios and 100 king mobile radios, with 15/25 groups, 16 channels with scanning capability. The cache also has two communications trailers and 2 crank-up towers – one 100-foot, one 50 foot.

The DNR has two command repeaters with UHF link kits installed with state fire frequencies, along with two other command repeaters (no UHF link). They are set up on State fire channels.

These radio kits are available by contacting MIFC Dispatch. If communications is not set up or operational on an incident, resources should not be deployed.

The State of Minnesota also has built out the 800 Mhz. systems to over 95% of the State.

To keep in contact with various local fire departments and other county agencies, MIFC has a small cache, (52) portables, using Motorola model XTS-2500 portables to work with entities that have migrated onto this system.

Ground Operation Communications

The ground operations communication needs can be broken into different levels: Initial Attack, Extended Attack, and Project Incidents. Regardless of the level of operations, there are several common steps:

1. All resources reporting to an incident will "report in" with the Incident Commander. If radio communications are available, they may be used; otherwise, face-to-face communications should be used. (Remember: LCES)
2. Resources with different communication capabilities must be coordinated with the IC.
3. Use the MNICS frequency as a contact frequency and command net until a radio cache system arrives.

Initial attack

Initial attack is the responsibility of the local agency. Taking the following steps on incidents that may involve other agencies will optimize radio capabilities.

1. Place mobile radios into the scan mode and scans the tactical frequency.
2. Put mobile and portable radios in the monitor mode. (Disable CTCSS).
3. If possible bring spare handheld radios to an incident to give to other agencies.

Extended attack

Extended attack is the gray area between an Initial Attack Incident and a Project Incident. It will usually require more organization than Initial Attack and last for a longer period of time.

1. Request additional communication equipment, through normal dispatch channels, early in the incident.
2. Establish and Incident Command Post with capability of communicating with those agencies on the incident. Maintain a radio from each participating agency at the Command Post for relaying information.
3. Consider using the MNICS frequency of 170.475 for a command and check-in frequency until incident communications are established. There is also national call up frequency 168.550, which may be used until incident communications are established. All frequencies are narrowband.
4. Switch to a tactical frequency as soon as possible to relieve pressure off the agency frequencies.

Project incidents

A Project Incident will require more people and more communications. This increased load often strains an agency's communications system. Therefore, a radio cache system from NIFC, R9, or the State should be ordered. Follow these steps for a project incident.

1. Use a radio cache system (NIFC, R9, and State) as soon as possible.
2. Use a Communications Unit Leader to organize and coordinate the Incident Communications System.
3. Prepare a written Communications Plan (Form ICS 205).

Air Operations

Air operations will vary with the agency involved but several points will remain constant.

1. Aircraft call designators will be the last 3 digits of their "N" or tail number.

2. All Forest Service and State of Minnesota aircraft, contact or service owned, will always monitor 168.625 MHZ (Airguard)
3. On project incidents the Incident Communication Plan will determine the air-to-ground, air-to-air, and flight following frequencies. The ATGS and COML will coordinate these frequency assignments.

Dispatching

For aircraft dispatched by MIFC, frequency: 151.370 toned on 136.5 Tx/Rx will be used.
The repeater input is 156.135 for ALL four repeater sites with the associated tone to access.
The DNR and Superior National Forest have aircraft radios that they install in owned and leased equipment. The radio inventory is:

Minnesota Department of Natural Resources

RADIO	CONTROL HEADS
(14) Technisonic TDFM 136	N/A
(2) RT 136 Tac Packs	
(4) Technisonic TFM 30	N/A

NE MN Forest Cache – USFS

RADIO	CONTROL HEADS
(3) Technisonic TDFM 136 Tac Packs	N/A

Minnesota DNR: All air-to-ground communications on an incident will be initially conducted on the DNR area simplex frequency or the DNR A/G frequency 151.340 (tone on 110.9) or as designated by the incident commander. Air-to-air communications will initially be conducted on 122.925 by all MNICS agencies.

Superior National Forest: All air-to-ground communications on an incident will be conducted on 168.125 {2014}, Forest Simplex (170.525) or NIFC Tactical frequencies.

All other agencies: Because most other agencies only have radios capable of communicating on their own frequencies, air operations should be conducted on the agency's simplex frequency unless directed otherwise by the dispatcher.

Canada: Initial communications with aircraft from Ontario and Manitoba will be via a VHF-AM radio on frequency 122.925. This is the established air-to-air frequency. Once communications have been established, this frequency may change as needed to provide a safe working environment.

Recommendations

1. Agencies with common borders should have extra radios or scanners available when dispatched to incidents where several agencies may work together.
2. Establish an Incident Command Post and try to have all agencies on the incident represented at the location with a radio.
3. Preplan with border agencies to clarify capabilities available for communications.
4. Consider purchasing radios with scanning capabilities capable of working on all partner agency frequencies. Recommend minimum of 32 channels and narrowband compliant.
5. Scanners for VHF are a good second choice to synthesized radios. The drawback to scanners is that either both mobiles must have one or you can only monitor one side of the conversation.
6. The assigned frequency 170.475 is approved for MNICS use. This frequency should be added to all radios having that capability.

A list of the programmed frequencies should be kept with each radio. The list should be in the vehicle for mobile radios and attached to the radio for portables.

Agency and Unit Communications Systems

Minnesota Base Stations and Repeaters

Minnesota DNR	151.265+	Area Net
	151.325+	Area Net
	151.385+	Area Net
	151.175+	Area Net
	151.400+	Area Net
	154.430+	Area Net
	151.475	Tac 1 (toned 156.7)
	151.340	Air-to-Ground (toned 110.9)
	151.370	Flight Following (toned 136.5)
Superior National Forest	170.525	Forest Net
	164.1375+	Forest Repeat*
	168.625/110.9	Air Guard (Emergency use only)
	168.650/110.9	Flight Following
	168.125	Air-to-Ground
	168.200	Tactical 2
	169.125	Tactical 1
Chippewa National Forest	164.825	Forest Net
	164.125+	Forest Repeat*
	168.125	Air-to-Ground
	168.200	Tactical 2
	171.550	Tactical 1
(NAC code in $ "HEX")		
Voy. National Park Simplex	166.900/ $100	Park Net – Mixed Mode
Sul-Bay Net	166.800/ $300	Sullivan Bay rpt only
Isleview, Mukooda, Sullivan Bay	166.300/ $200	Park Repeaters (All three)
Isle Royale National Park	169.675/$100	Park Net
	170.350/$400	Park repeat (Ojibaway)
	170.400/$300	Park repeat (Windigo)
St. Croix National Scenic River	164.750/$100	Park Net
	164.250/$100	TX/NAC South Repeat / Tower @ Wm O'Brien SP
	164.250/$200	TX/NAC Middle Repeat / Tower @ Fredrick, WI.
	164.250/$300	TX/NAC North Repeat / Tower @ Trego, WI
Grand Portage Nat. Monument	166.325/$100	Park Net
	166.925/$200	Park repeat
Bureau of Indian Affairs	172.425	Statewide
	171.725	Repeater
	166.275+	Red Lake Tone - 114.8 on Tx
Fire Mutual Aid	154.295/156.7	Local Fire Department – Mutual Aid
MNICS	170.475	Interagency Incident Use

+ Tones must accompany the frequencies when communicating with base stations and repeaters. Tones are needed to access the Superior National Forest repeaters. Refer to Minnesota Division of Forestry Radio Communications System Description, Addendum B. The BIA at Red Lake frequency uses a tone of 114.8 to transmit and receive. Grand Portage uses tone (156.7).

US Fish and Wildlife Service Communications System

MOBILES & PORTABLES SHOULD BE PROGRAMMED PER THIS LISTING

The radio frequency assignments for Refuges and Wetland Management Districts in Minnesota are as follows: (all frequencies are narrowband unless noted as digital)

Use/Locations	Receive	Tone	Transmit	Tone
USFWS Tactical 1	162.2375		162.2375	
USFWS F TAC 1	168.350	107.2	168.350	107.2
Agassiz NWR Simplex	171.750	127.3	171.750	127.3
Agassiz RPTR	171.750	127.3	172.450	127.3
Big Stone NWR Simplex	164.625	127.3	164.625	127.3
Big Stone RPTR	164.625	127.3	163.150	127.3
Detroit Lakes WMD Simplex	164.625	127.3	164.625	127.3
Detroit Lakes RPTR	164.625	127.3	163.150	127.3
Tamarac NWR Simplex	171.725	103.5	171.725	103.5
Fergus Falls WMD Simplex	164.625	103.5	164.625	103.5
Fergus Falls RPTR	164.625	103.5	163.150	103.5
Litchfield WMD Simplex	171.750	127.3	171.750	127.3
Burbank RPTR	171.750	136.5	172.450	136.5
Cedar Mill RPTR	171.750	156.7	172.450	156.7
Minnesota Valley NWR Simplex	171.750	127.3	171.750	127.3
Minnesota Valley RPTR	171.750	127.3	172.450	127.3
Morris WMD Simplex	171.750	127.3	171.750	127.3
Morris RPTR	171.750	127.3	172.450	127.3
Sherburne NWR Simplex	171.750	127.3	171.750	127.3
Sherburne RPTR	171.750	141.3	172.450	141.3
Crane Meadows NWR Simplex	171.750	127.3	171.750	127.3
Rice Lake NWR Simplex	171.750	127.3	171.750	127.3
Rice Lake RPTR	171.750	127.3	172.450	127.3
Windom WMD Simplex	164.625	127.3	164.625	127.3
Windom RPTR	164.625	127.3	163.150	127.3

US Forest Service

Superior National Forest Communications System

The current radio system on the Superior National Forest is a tone operational system (CTCSS – sub-audible tones used to access repeaters only). There are base stations located at each District Ranger's Office that operate on the Forest Net only. Central Dispatching, located at the Minnesota Interagency Fire Center in Grand Rapids, uses base stations located in Ely, Minnesota for transmitting on Forest Net, Air Net.

The Superior Forest is also in the process of placing additional repeaters throughout the forest this year & these will be added into the frequency plan as they are placed in service.

There are three basic frequencies located in Forest Dispatch and they are the following:

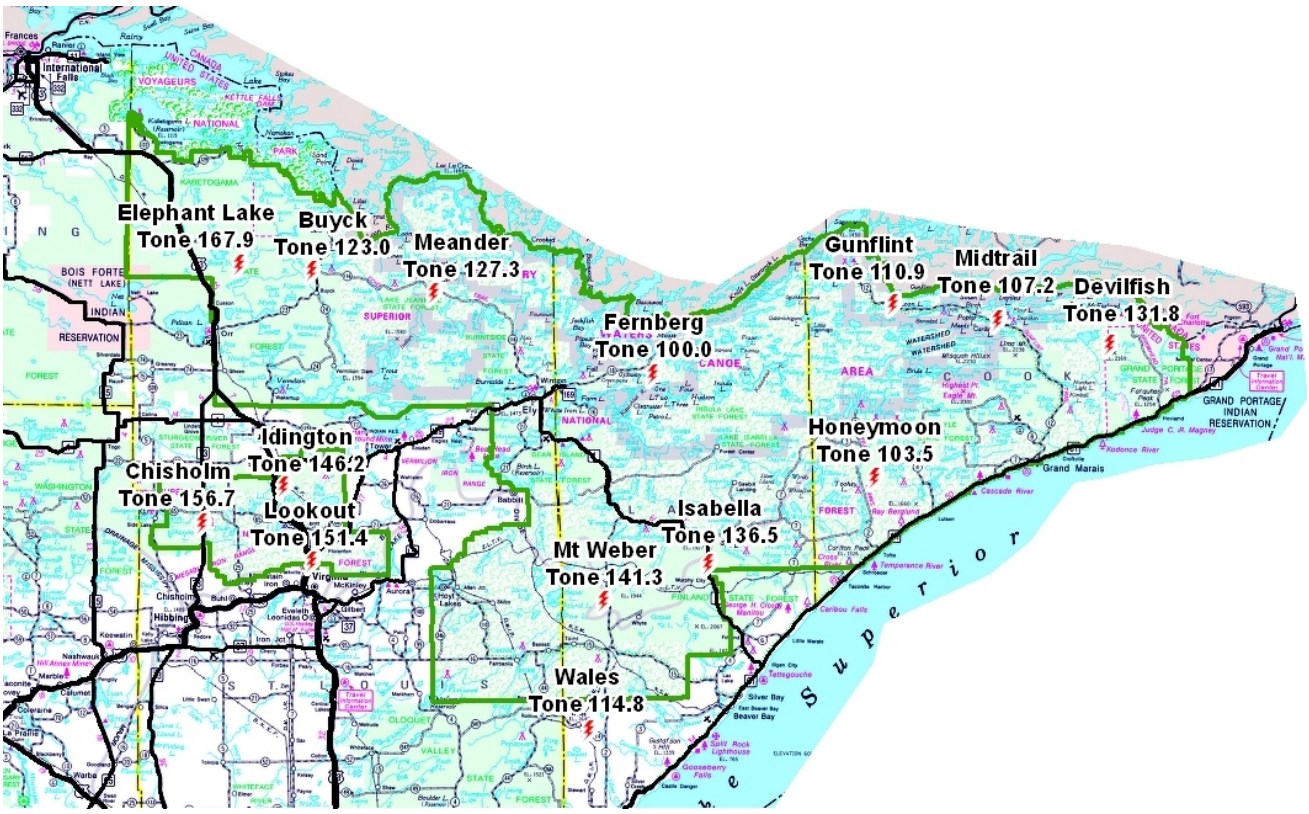
Channel	Function	Transmit	Receive	Tone
1	Forest Net	170.525	170.525	None
2	Forest Repeater	164.1375	170.525	**
3	Flight Following	168.6500	168.6500	110.9 - Tx only
4	Air Guard	168.6250	168.6250	110.9 - Tx only
5	Air-to-Ground	168.125	168.125	None

The first two are used for normal forest traffic (Ch. 1 and Ch. 2). Channel 3 is used for flight following of U.S. Forest Service aircraft. Airguard, (Ch.4) is for emergency use only. Channel four is installed at the Ely station and all Forest Service handhelds and mobile radios.

There are 110 mobiles and 3 aircraft in the Forest Fire System capable of communicating on other agency's frequencies.

** Refer to Minnesota Division of Forestry Radio Repeater Coverage Map, page 143.

2015 Superior National Forest Repeaters



Chippewa National Forest Communications System

The current radio system on the Chippewa National Forest is a standard squelch system. (Tones-CTCSS sub-audible tones used on Tx only). All frequencies are narrowband. There are only four frequencies used on the Forest and they are:

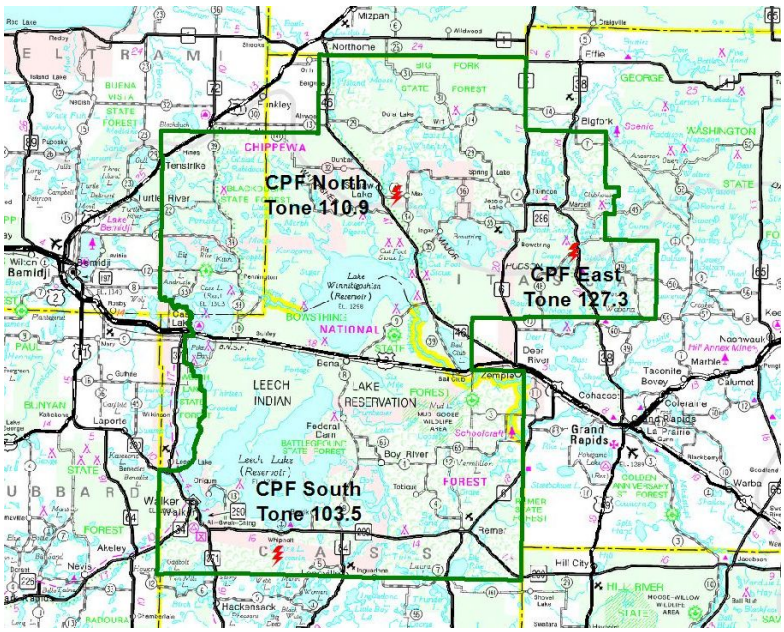
Channel	Function	Transmit	Tone	Receive
1	Forest Net	164.825	164.825	
2	Forest Repeater	164.125	110.9	164.825 North*
	164.125	103.5	164.825 South*	
		164.125	127.3	164.825 East*
3	Flight Following	168.650	110.9	168.650
4	Air Guard	168.625	110.9	168.625
5	Air-to-Ground	168.125		168.125

The first two channels are used for all Forest radio traffic with emergency communications taking precedence over all other traffic. Flight following and Air Guard capabilities are located in Ely, Minnesota. The coverage will improve with installation of a flight following and Air Guard base station in Grand Rapids, Minnesota.
All handheld radios and mobiles are capable of communicating on other agency frequencies.
The system is analog (narrowband) with all mobile and handheld radios being capable of wide/narrowband operation.

Interoperation with Itasca County, which uses the 800 MHz trunked system is achieved on any of the four frequencies set up for use within the county and are as follows:

Interop One – 5 site simulcast; Tx 153.800 with tone 141.3, Rx 159.285 with tone 141.3
Interop Two – Coleraine site; Tx 156.150 with tone 141.3, Rx 158.760 with tone 141.3
Stwd Fire – (Mutual Aid); 154.295 Toned on 156.7 Tx & Rx
Minnsef – (Police Emerg); 155.475 Toned on 156.7 Tx & Rx

2015 Chippewa National Forest Repeaters



Forest Net Frequency
164.825

Repeater Input Frequency
164.125

North Chippewa - Max
South Chippewa - Whipholt
East Chippewa– Marcell

MN DNR, Division of Forestry Communications System

The Minnesota Division of Forestry radio system is a multi-frequency system using continuous tone coded squelch system (CTCSS) to achieve separation. The following describes the system and its operation from a semi-technical view.

Each administrative area is assigned a frequency and tone for simplex operations, and each area has one (or more) repeaters. These repeaters are activated by a base, mobile or portable transmitting a signal on a higher frequency and same or different tone. The repeater then retransmits this signal on the area net.

Most base stations also transmit on the statewide point-to-point net.

Two frequencies, 151.475 and 170.475 have been designated for tactical use. A tone of 156.7 is required on 151.475, *BUT NOT* ON 170.475. Frequency 151.340 is dedicated as initial attack Air-to-Ground. The tone on 110.9 both transmit and receive is programmed for DNR Air/Ground.

The Division also communicates with fire departments on Fire Mutual Aid (154.295) This is toned on Tx/Rx on 156.7.

All mobiles are capable of transmitting on any of the area simplex, area repeater, tactical, or Fire Mutual Aid frequencies. They are capable of receiving and scanning the simplex, tactical frequencies if the operator elects to do so. Most portable radios are programmable King radios with at least 16 channels & 15 groups with scan capability.

Operator understanding of these capabilities and functions varies widely.

To communicate with a base station (simplex):

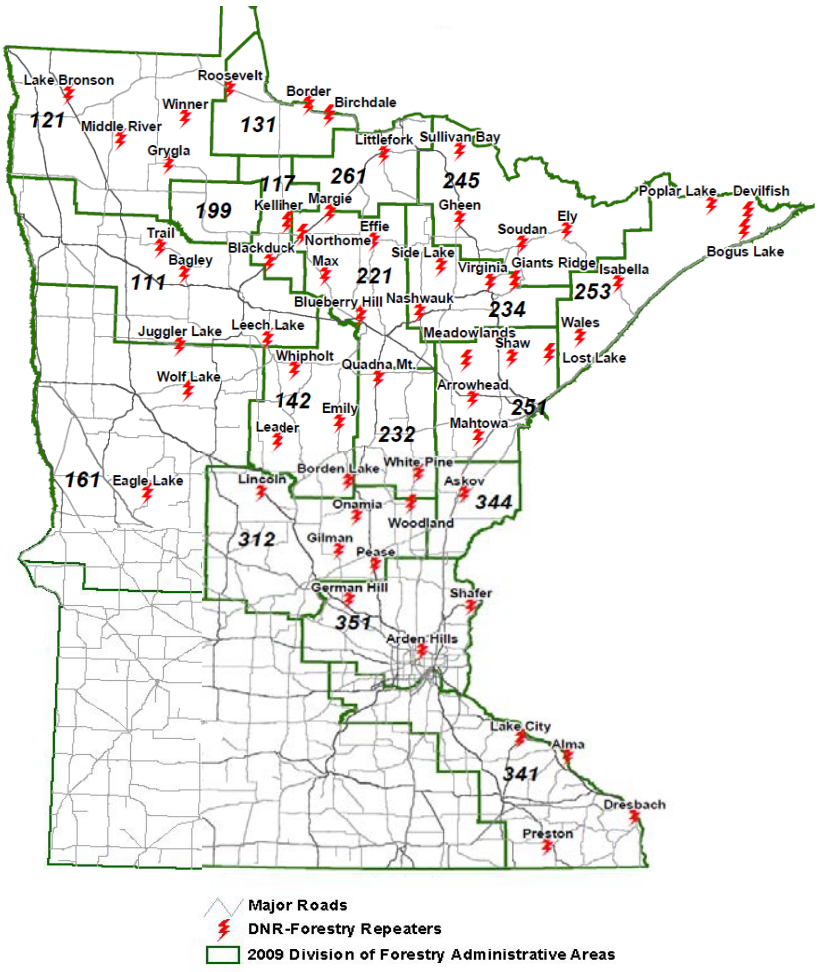
- Identify the frequency and tone of the net from the chart and map.
- You must transmit on the lower frequency (151.xxxMHz) and correct tone to establish communications.
-

To communicate with a base station on the DNR statewide point-to-point frequency, transmit on 151.415 MHz with a tone of 156.7 Hz. Say "point-to-point" or "Statewide" during a call-up so the other person knows which frequency or channel to answer on.

To communicate with a mobile, it may not be necessary to transmit the tone as mobiles are capable of receiving signals without tone if the operator has pushed the proper buttons {Mon}. To be sure, include the tone.

We also have the five Nationwide Emergency Interoperable Frequencies on our list, these are: **V-Tac 11, 12, 13, 14 & V-Call 10.** These frequencies reside in the Forestry radio program, group 15 channels 1 – 5. Group 15 is designated as the "Statewide VHF Interop Zone"

2015 DNR Forestry Repeaters



MN DNR Forestry Frequency Listing

Mobiles and portables should be programmed per this listing.

Use/Locations	Receive	Tone	Transmit	Tone
Tactical 1	151.475*	156.7	151.475	156.7
Tac 2/MNICS	170.475*		170.475	
Air-to-Ground	151.340*	110.9	151.340	110.9
V-Fire 23	154.295*	156.7	154.295	156.7
Statewide	151.415*	156.7	151.415	156.7
Bemidji/Bagley Simplex	151.265*	136.5	151.265	136.5
Bagley Rpt	151.265*	136.5	159.270	136.5
Juggler Lake Rpt	151.265*	136.5	159.270	103.5
Leech Lake Rpt	151.265*	136.5	159.270	192.8
Trail Rpt	151.265*	136.5	159.270	146.2
Warroad Simplex	151.385*	127.3	151.385	127.3
Lake Bronson Rpt	151.385*	127.3	159.435	146.2
Roosevelt Rpt (Warroad)	151.385*	127.3	159.435	103.5
Grygla Rpt	151.385*	127.3	159.435	156.7
Winner Silo Rpt	151.385*	127.3	159.435	118.8
Middle River	151.385*	127.3	159.435	127.3
Baudette/Blackduck Simplex	151.325*	127.3	151.325	127.3
Kelliher Rpt	151.325*	127.3	159.315	127.3
Roosevelt Rpt (Baudette)	151.325*	127.3	159.315	146.2
Border Rpt (Baudette)	151.325*	127.3	159.315	82.5
Blackduck Rpt	151.325*	127.3	159.315	71.9
Park Rapids Area Simplex	151.385*	136.5	151.385	136.5
Wolf Lake Rpt	151.385*	136.5	159.435	136.5
Leech Lake Rpt	151.385*	136.5	159.435	210.7
Eagle Lake Rpt	151.385*	136.5	159.435	107.2
Cloquet Simplex	154.430*	103.5	154.430	103.5
Arrowhead Rpt	154.430*	103.5	159.3675	167.9
Meadowlands Rpt	154.430*	103.5	159.3675	110.9
Lost Lake Rpt	154.430*	103.5	159.3675	103.5
Mahtowa Rpt	154.430*	103.5	159.3675	82.5
Two Harbors Simplex	151.175*	103.5	151.175	103.5
Bogus Lake Rpt	151.175*	103.5	159.465	94.8
Isabella Rpt	151.175*	103.5	159.465	136.5
Poplar Rpt	151.175*	103.5	159.465	156.7
Devil Fish Rpt	151.175*	103.5	159.465	123.0
Wales	151.175*	103.5	159.465	141.3

**Denotes narrowband status*

Use/Locations	Receive	Tone	Transmit	Tone
Little Fork Simplex	151.175*	127.3	151.175	127.3
Little Fork Rpt	151.175*	127.3	159.465	127.3
Birchdale Rpt	151.175*	127.3	159.465	110.9
Margie Rpt	151.175*	127.3	159.465	167.9
Tower Simplex	151.265*	103.5	151.265	103.5
Gheen Rpt	151.265*	103.5	159.270	210.7
Sullivan Bay Rpt	151.265*	103.5	159.270	127.3
Ely Rpt	151.265*	103.5	159.270	156.7
Soudan	151.265*	103.5	159.270	118.8
Giants Ridge	151.265*	103.5	159.270	82.5
Hibbing/Eveleth Simplex	151.325*	103.5	151.325	103.5
Side Lake Rpt	151.325*	103.5	159.315	103.5
Virginia Rpt	151.325*	103.5	159.315	94.8
Nashwauk Rpt	151.325*	103.5	159.315	136.5
Shaw Rpt	151.325*	103.5	159.315	167.9
Deer River Area Simplex	151.385*	110.9	151.385	110.9
Effie Rpt	151.385*	110.9	159.435	167.9
Deer River Rpt	151.385*	110.9	159.435	110.9
Nashwauk Rpt	151.385*	110.9	159.435	100.0
Max Rpt	151.385*	110.9	159.435	141.3
Northome Rpt	151.385*	110.9	159.435	127.3
Backus Area Simplex	151.175*	146.2	151.175	146.2
Leader Rpt	151.175*	146.2	159.465	146.2
Whipolt Rpt	151.175*	146.2	159.465	100.0
Borden Lake Rpt	151.175*	146.2	159.465	192.8
Emily Rpt	151.175*	146.2	159.465	151.4
Aitkin Simplex	151.265*	110.9	151.265	110.9
Quadna Rpt	151.265*	110.9	159.270	110.9
White Pine	151.265*	110.9	159.270	167.9
Cambridge Simplex	151.325*	146.2	151.325	146.2
German Hill Rpt	151.325*	146.2	159.315	114.8
Shafer Rpt	151.325*	146.2	159.315	100.0
Arden Hills Rpt	151.325*	146.2	159.315	156.7
Sandstone Simplex	151.385*	146.2	151.385	146.2
Askov Rpt	151.385*	146.2	159.435	94.8
Rochester Simplex	151.265*	127.3	151.265	127.3
Lake City Rpt	151.265*	127.3	159.270	117.8
Preston Rpt	151.265*	127.3	159.270	141.3
Dresbach Rpt	151.265*	127.3	159.270	162.2

Alma Rpt	151.265*	127.3	159.270	100.0

**Denotes narrowband status*

Use/Locations	**Receive**	**Tone**	**Transmit**	**Tone**
Little Falls Simplex	151.400*	156.7	151.400	156.7
Pease Rpt	151.400*	156.7	159.375	131.8
Onamia Rpt	151.400*	156.7	159.375	192.8
Lincoln Rpt	151.400*	156.7	159.375	151.4
Gilman Rpt	151.400*	156.7	159.375	162.2
Woodland Rpt	151.400*	156.7	159.375	110.9
MIFC Fire Air Net	151.370*	136.5	151.370	136.5
Carlos-Avery	151.370*	136.5	151.370	136.5
Quadna Rpt	151.370*	136.5	156.135	110.9
Eveleth Rpt	151.370*	136.5	156.135	103.5
Northhome Rpt	151.370*	136.5	156.135	127.3
Buffalo Rpt	151.370*	136.5	156.135	136.5
Nationwide Interop Frequencies				
V-CALL 10	155.7525*	156.7	155.7525	156.7
V-TAC 11	151.1375*	156.7	151.1375	156.7
V-TAC 12	154.4525*	156.7	154.4525	156.7
V-TAC 13	158.7375*	156.7	158.7375	156.7
V-TAC 14	159.4725*	156.7	159.4725	156.7

*Denotes Narrowband status

MNICS Frequency

The State of Minnesota has been granted a frequency of 170.475 MHz (MNICS A/G 2) to be used by MNICS agencies for the detection, prevention and suppression of forest fires during joint ICS operations. The frequency should be used as the command net during initial attack whenever possible. This frequency is used in the wideband mode.

Frequency Limitations

1. Used in mobile and portable radios only
2. Maximum output power of 120 watts
3. Cannot be used within 50 miles of Thunder Bay, Ontario
4. Limited use in aircraft would be allowed with a maximum output power to ten watts and elevations not exceeding 5,000 feet above the earth's surface.

Any new radio equipment purchased, or existing equipment which has the capability, should have the 170.475 MHz (MNICS A/G 2) frequency installed for initial attack communications.

Bureau of Indian Affairs

Communications System Carrier Squelch Repeater or Simplex System
Repeater input frequency is 171.725
Repeater output frequency is 172.425

Repeater locations include, Fond du Lac to service the Fond du Lac Reservation, Red Lake to service the Red Lake Reservation, Nett Lake to service the Nett Lake Reservation, Grand Portage to serve the Grand Portage Reservation.

There are two Bureau-wide frequencies on all BIA mobiles, portables and base stations, a truck-to-truck frequency transmitting on 172.425 and one frequency transmitting through the repeater stations on 171.725. Both channels receive on 172.425.

Nett Lake Simplex frequency is 172.425 (100.0), the repeater frequency is 171.725, tone 100.0.

Grand Portage Simplex frequency is 172.425. The repeater frequency is 171.725, tone 156.7.

White Earth Simplex frequency is 172.425. The repeater is 171.725, tone is 103.5.

Leech Lake Reservation has added a repeater frequency, 171.725, tone is 88.5.

Nett Lake BIA Police (Law Enforcement Services) is dispatched through St. Louis County Sheriff's Office from Duluth. They also use dispatch with Koochiching County and Statewide Police Mutual Aid frequency or MINNSEF.

Red Lake: A tactical frequency of 166.275, tone 114.8 (TAC #1), has been added at Red Lake. The frequency is designated for fire suppression use, to eliminate congestion on the other frequencies.

Red Lake Fire Repeater is (Tx) 159.4125, tone on 114.8; receive being on the 166.275 frequency.

National Park Service

St. Croix National Scenic Riverway Radio Communications System

The major components of the radio communications system on the St. Croix National Scenic Riverway consists of the following:

1. Three main repeater sites with two related satellite receiver sites. The three main sites are located at Lampson (north of Trego, WI), Frederic, WI, and William O'Brien State Park near Marine, MN. Two additional satellite receiver sites are linked into the Lampson repeater. These sites are located at Hayward, WI, and Danbury, WI.
2. Three fixed base stations are operated from each of the Visitor Information Stations located in St. Croix Falls, Grantsberg, and Trego. There is no dispatching operation at this time but the main control point for the system is at the Headquarter Building in St. Croix Falls, WI.
3. There are approximately 40, five-watt portables and 20 mobiles of various types within the system. Each of the three district areas has the capability to operate on the MNICS call-in frequency.

The simplex frequency operates at 164.750 MHz and the repeater sites are accessed using 164.250 MHz and one of three NAC codes. The Fredrick site uses NAC code of $200, the Lampson site uses NAC code $300, and the William O'Brien site uses NAC code $100. The receive frequency from the repeater sites is the same as the simplex frequency so that the complete system is using three VHF rpt sites; two satellite sites and the two frequencies. The mobile, base, and portable units in the system are generally multi-frequency, Digital/Narrow/Wide radios'.

USE	TRANSMIT	RECEIVE	LOCATION
Park Net	164.750/$100	164.750/$100	
South	164.250/$100	164.750/$100	William O'Brien SP
Middle	164.250/$200	164.750/$100	Frederick, WI
North	164.250/$300	164.750/$100	Trego / Lampson, WI

164.750/$100	Park Net
164.250/$100	TX/PL South Repeat / Tower @ Wm O'Brien SP
164.250/$200	TX/PL Middle Repeat / Tower @ Fredrick, WI
164.250/$300	TX/PL North Repeat / Tower @ Trego, WI

Grand Portage National Monument Radio System

The current radio system operates on one repeater frequency and one local frequency. A base station is located at monument headquarters in Grand Marais with another base station located at the monument. The park switched over to the "Digital Mode" in 2011, the NAC codes are as below. The repeater is located on Mount Maude.

Use/Location	Transmit $NAC	Receive $NAC
Park Net	166.325 - $100	166.325 - $100
Repeater	166.925 - $200	166.325 - $100

Isle Royal National Park Radio System

The current radio system operates on two repeater frequencies and one local frequency. Two repeaters are located on the island. The East End repeater (F2) is located on Ojibaway Tower. The West End repeater, (F3) is located at Windigo. Operation is Digital

Use/Location	Transmit	Receive	
F1	169.675/$100	169.675/$100	(Simplex)
F2	170.350/$400	169.675/$100	(Ojibaway)
F3	170.400/$300	169.675/$100	(Windigo)

Voyageurs National Park Radio Communications System

The park operates in Digital/Analog narrowband operation (Mixed Mode) The current radio system at Voyageur's National Park operates on one repeat frequency as well as local frequencies.

The repeaters are now set up with the mixed mode analog/digital for receiving. The digital system uses a NAC code of Hex 200, (Dec 512) on transmit for the Islandview & Mukooda repeaters with a receive NAC code of Hex 100, (Dec 256).

For the Sullivan Bay repeater, a NAC code of Hex 200, (Dec 512) on transmit and the receive NAC code of Hex 300, (Dec 768) is used. The transmit frequency is the same on 166.300 mhz for all three repeaters. Sullivan bay uses a different receive frequency being 166.800 instead of 166.900.

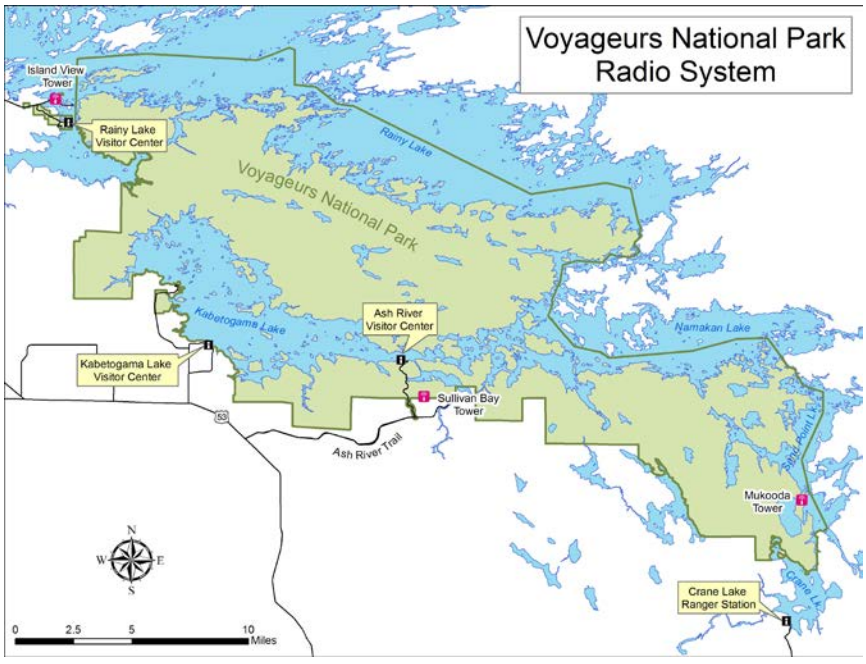
When using Simplex, the NAC codes used are Hex 100, (Dec 256) for both transmit & receive on the Isleview and Makooda areas while NAC code of Hex 300, (Dec 768) and frequency of 166.800 is for the Sullivan Bay area.

This system will also accept the analog narrowband frequency with no CTCSS tones to access it (open squelch) & retain the simulcast repeater operation. Repeater received signals are sent to the Sullivan Bay site via the UHF backbone. The signals are then voted on for best audio and are sent back to the other two repeater sites. All three repeaters then transmit the signal on 166.900/166.800 MHz. The three repeaters are located at Black Bay (West end), Sullivan Bay (Central) and Makooda (East end).

The base station at International Falls and all mobiles and portable units operate on a simplex frequency of 166.900 MHz, and transmit frequency of 166.300 MHz to access the repeaters.

	Use/Location	Transmit	NAC	Receive	NAC
	Park Net	166.900	$100 {D256}	166.900	$100 {D256}
	Sul-Bay direct	166.800	$300 {D768}	166.800	$300 {D768}
Sullivan Bay	Central Rpt	166.300	$200 {D512}	166.800	$300 {D768}
Isleview	West End Rpt	166.300	$200 {D512}	166.900	$100 {D256}
Makooda	East End Rpt	166.300	$200 {D512}	166.900	$100 {D256}

$100 denotes "Hex" 100 NAC Code, while D256 denotes "Decimal" NAC Code. The meaning in code language is same for both Hex ($) and Decimal (D), but is different in the number given for either format. ie: Decimal or hex codes. $100 is the same as D256 (Decimal). Radios use either way to program the NAC - ($-Hex) or (Dec) – codes, we need to be aware of which one is being used. Make sure you know which format used and the number associated with that format.



Appendix 1

National Park Service Motor Vehicle Driving Policy Memo

****ELECTRONIC COPY ONLY – NO HARD COPY TO FOLLOW****

United States Department of the Interior

NATIONAL PARK SERVICE
Branch of Wildland Fire
Fire Management Program Center
3833 S. Development Avenue
Boise, Idaho 83705-5354

IN REPLY REFER TO:
Y14(9560)

May 18, 2012

Memorandum

To: Regional Fire Management Officers

From: Branch Chief, Wildland Fire William Kaage

Subject: Motor Vehicle Driving Policy while on Official Travel and Wildland Fire Operations Driving Standards

In a memo dated May 10, 2012 with the subject line "Motor Vehicle Driving Policy while on Official Travel" the National Park Service communicated new policy restricting the number of hours an employee may drive a vehicle. The intent of this policy is to help prevent another fatal driving accident during lengthy drives while on official travel.

The intent of this memo is to clarify the interaction of this new NPS policy with the Driving Standards found in the *Interagency Standards for Fire and Fire Aviation Operations*, also known as the Red Book (http://www.nifc.gov/policies/pol_ref_redbook_2012.html).

National Park Service fire management employees involved in wildland fire management operations or all-hazard activities will abide by the National Wildfire Coordinating Group's National Incident Operations Driving Standards. This standard has been adopted by the NPS as policy and is found in the current year's *Interagency Standards for Fire and Fire Aviation Operations*. Of special note is the direction found within that document regarding Non-Incident Operations Driving which refers the reader to the current driving standards for their agency.

Risk management topics such as allowable duty day, number of hours per driver, work/rest guidelines, preferred mobilization and demobilization times, and resource tracking are covered within the NWCG driving standard or by direct communication with a dispatcher. Managing employee risk is of highest priority and supervisors are expected to take appropriate action based on their assessment of the current situation within the parameters of the NWCG driving standard.

Further questions on wildland fire management operations driving standards may be addressed to Chad Fisher, Wildland Fire Safety Program Manager, at 208-387-5967.

Cc: Division Chief, Fire and Aviation Management
Division Chief, Risk Management
Acting Operations Program Leader, Wildland Fire
Administrative Assistant, Division of Fire and Aviation Management

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