

2017

Minnesota Interagency MOBILIZATION GUIDE



Minnesota Incident Command System



Minnesota Incident Command System

402 11th Street SE

Grand Rapids, MN

218-327-4436

www.mnics.org

Agency Designators

MFC Minnesota Interagency Fire Center

NEK Northeast Interagency Fire Cache

BIA Bureau of Indian Affairs

BFA Bois Forte-Nett Lake Reservation

FDA Fond du Lac Reservation

GPA Grand Portage Reservation

LLA Leech Lake Agency

MLA Mille Lacs Reservation

MNA Minnesota Agency

MRA Midwest Region Office

RLA Red Lake Agency

SFA Sac & Fox Agency

WEA White Earth Agency

DNR MN Department of Natural Resources

MNS Minnesota DNR Division of Forestry

NPS National Park Service

GPP Grand Portage Monument

IRP Isle Royale National Park

PCP Pipestone National Monument

SCP St. Croix National Scenic Riverway

VOP Voyageurs National Park

USFS United States Forest Service

CPF Chippewa National Forest

SUF Superior National Forest

NAF NE Area State and Private Forestry

NCF North Central Experiment Station

R09 Region 9 USFS

**USFWS US Fish and Wildlife Service
Region 3, West Zone
(Minnesota)**

AGR Agassiz National Wildlife Refuge

BGR Big Stone National Wildlife Refuge

BNR Morris Wildlife Management District

CMR Crane Meadows National Wildlife Refuge

DLR Detroit Lakes Wildlife Management District

FFR Fergus Falls Wildlife Management District

GLR Glacial Ridge National Wildlife Refuge

HSR Hamden Slough National Wildlife Refuge

LFR Litchfield Wildlife Management District

MVR Minnesota Valley National Wildlife Refuge

R3R Great Lakes Big Rivers, Region 3

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

**HSEM Homeland Security and
Emergency Management
MN Department of Public
Safety**

FEMA Federal Emergency Management Agency, Region 5

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Chapter 10 – Policies and Operations

Minnesota Incident Command System

The Minnesota Incident Command System (MNICS) is an interagency-organization consisting 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 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 is comprised of representatives from participating agencies:

- Bureau of Indian Affairs (BIA)
- Minnesota Department of Natural Resources (MNDNR)
- Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management (MN HSEM)
- National Park Service (NPS)
- US Fish and Wildlife Service (USFWS)
- US Forest Service (USFS) Chippewa National Forest (CPF) and Superior National Forest (SUF)
- Minnesota Fire Chiefs Association (ex officio)

MNICS' Mission:

"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:

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

MNICS Board of Directors

The MNICS Board of Directors is the governing unit of the MNICS organization. The board of directors prioritizes projects, sets direction, solves problems and exchanges emergency management information. The MNICS Board reviews proposals and authorizes mutual aid agreements,

memorandums of understanding and other agreements relating to MNICS and the Minnesota Interagency Fire Center (MIFC).

MNICS Board of Directors members are:

- BIA – Tom Remus
- MNDNR – Paul Lundgren
- MN HSEM – Joe Neuberger
- NPS – Bob DeGross
- USFWS – Russ Langford
- USFS, CPF – Darla Lenz
- USFS, SUF – Connie Cummins

MNICS Task Force

The MNICS Task Force is the operational governing unit of the MNICS organization. The task force meets monthly to provide oversight on MIFC operations and decide how best to partner with state and federal emergency response organizations. The Minnesota Incident Management Teams (IMT) report to the task force. IMT member selection, training, general policy and personnel matters are guided by the task force.

The task force decides which issues should be forwarded to the MNICS Board of Directors. If proposals or projects need further research or development, they may be referred to a MNICS working team.

Members are:

- BIA – Greg Peterson
- MNDNR – Ron Stoffel
- MN HSEM – Roy Holmes
- NPS – Kurt Fogelberg
- USFWS – Seth Grimm, 2017 Chair
- USFS, CPF – Robert LaPlant
- USFS, SUF – Chase Marshall

MNICS Working Teams

The MNICS Task Force establishes working teams, asks for proposals from the teams, and approves projects, proposals and priorities. MNICS Working Teams serve in an advisory capacity to the task force for items such as interagency training calendars, oversight of the incident management teams and the Type 2 IA interagency crews, new technology and prescribed fire policies.

The teams have a voting member from each partner agency. Working team members are part of an incident management team or otherwise affiliated with emergency response organizations. Working teams meet at the MNICS annual meeting and regularly convene throughout the year.

Air Operations

Darren Neuman, DNR, Chair
Ron Stoffel, Task Force Representative

Communications

Pat Coughlin, DNR, Chair
Seth Grimm, Task Force Representative

Dispatch

Ryan Kingsley, USFS, Chair
Nataasha Woodwick, Task Force Representative

Finance

Kevin O'Brien, DNR, Chair
Chase Marshall, Task Force Representative

Information Management

Mark Erickson, South Metro Fire, Chair
Roy Holmes, Task Force Representative

Information Technology

Tom McCann, USFS, Chair
Roy Holmes, Task Force Representative

Logistics

Brian Wise, USFS, Chair
Roy Holmes, Task Force Representative

Operations

Ben Roy, Chair
Chase Marshall, Task Force Representative

Prescribed Fire and Fuels

Pat Boone, DMA, Chair
Greg Peterson, Task Force Representative

Prevention

Mike Beaulieu, Chair
Christi Powers, Task Force Representative

Training

Troy Boschee, FWS, Chair

Kurt Fogelberg, Task Force Representative

Multi-Agency Coordinating Group (MAC)

Multi-agency coordination through a Multi-agency Coordinating Group (MAC) provides a discussion forum to ensure an adequate number of resources are available to meet anticipated needs and to allocate those resources efficiently during periods of heavy use or shortage.

A MAC 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.

A MNICS MAC group will include representatives from each cooperating MNICS agency – board of directors or task force member. Participation depends on the complexity of 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 non-MNICS agencies. The need for additional representatives will be agreed to at the time of activation of the 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 in Minnesota that involve multiple agencies or IMT activation for in-state incidents.
- At the request of any of the MNICS agency administrators.

The MIFC coordinator will coordinate MAC group call-ups, group meetings and conference calls (assistant coordinator serves in coordinator's absence).

Minnesota Interagency Fire Center

The Minnesota Interagency Fire Center (MIFC) houses staff from the cooperating MNICS agencies. MIFC services include the following:

Dispatch Coordination Center

Supplies, equipment, personnel and aviation resources are dispatched from MIFC to incidents in Minnesota and nationwide. Often requests for resources need to be balanced between the need for personnel and equipment within Minnesota and out-of-state activity.

Wildfire Aviation Management

Air tankers, helicopters, lead planes and small-engine aircraft are all part of Minnesota's aviation resources during fire season. The aviation staff at MIFC trains personnel in helitac, air attack and air support positions, and coordinates and schedules contract aircraft.

Fire Behavior Support

State-of-the-art weather and fire behavior modeling software help personnel predict daily fire behavior and fire environment outlooks. The fire behavior staff help during ongoing incidents and assist agencies plan prescribed burns or weigh parameters for managed fire.

All Risk Emergency Management and Support

When the Division of Homeland Security and Emergency Management (HSEM) became partners in MNICS, agencies began to broaden their focus to support all-hazard emergency response in Minnesota.

Fire Cache

The Northeast Fire Cache (NEK) is located at MIFC and is jointly operated by the US Forest Service and the MN Department of Natural Resources. The cache serves the federal and state agencies in the 20 northeastern (Eastern Area) states. It is one of 11 caches in the National Incident Support Cache System. Supplies and equipment are shared among the National Incident Support Caches as needed depending on activity. NEK stocks, issues, stores and maintains incident support equipment and supplies; provides equipment and supplies to incidents administered by

federal and state agencies; and refurbishes and restocks supplies and equipment.

Symbols Program

The National Symbols Cache located onsite with the Northeast Interagency Fire Cache and is the distribution center for Smokey Bear, Woodsy Owl and Fire Education Program materials. The cache also manages the Junior Forest Ranger and Junior Snow Ranger Programs, and stocks wildland fire prevention, conservation education and general fire education products.

Radio Shop

The MIFC radioshop repairs portable radios, programs radio frequencies for incidents and clones radios which are used for incidents and day-to-day operations. The MN Department of Transportation, US Forest Service and MN Department of Natural Resources staff the radio shop with technical experts to maintain and manage a communications program for MNICS partners.

Training Program

MNICS members develop a five-year training calendar based on a personnel needs assessment. The training program plans, communicates and provides annual training to member agencies and the MNICS Task Force. The program collaborates with partners (such as community colleges) to deliver training following NWCG standards. The annual Wildland Fire Academy hosts over 800 students attending more than 30 courses with nearly 100 instructors.

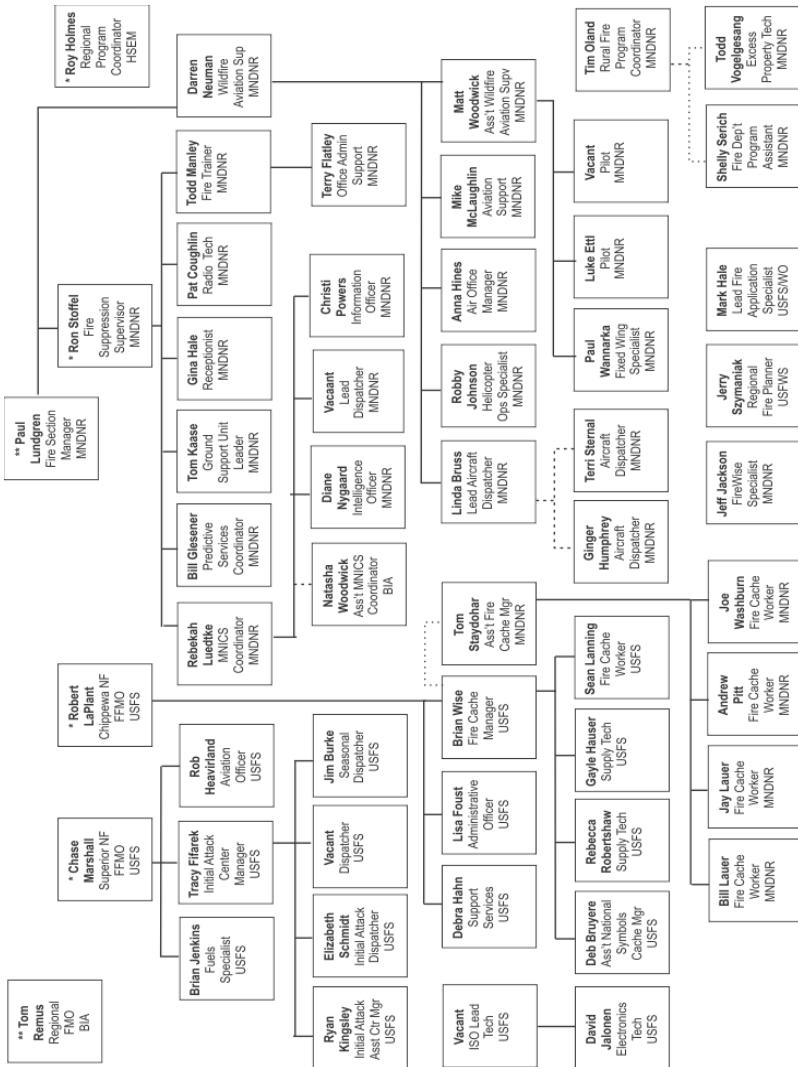
MIFC is the main training center for National Wildfire Coordinating Group (NWCG) courses. MIFC has a training room which seats 50 and two smaller rooms used all year for meetings. In addition, the facility is often used for agency-specific training.

Rural Fire Department Support

Through a government Excess Property Program and Rural Community Fire Protection Program a variety of supplies and grants are made available to rural fire departments. The equipment, usually from military or other branches of government is screened and purchased through the excess property program. Fire departments can also purchase needed equipment through the fire cache.

MIFC Operational Staffing

MIFC Organizational Chart



* MNICS Task Force member

** MNICS Board of Directors member

Dispatch

Agency Dispatch Responsibilities

MNICS agencies have the following 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 (IC) 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 the Resource Ordering and Status System (ROSS). 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 exceed extended attack. The expanded dispatch function relieves the incident host agency's dispatch unit by focusing on large or complex incidents, incidents requiring aviation support, and incidents requiring more than typical initial attack resources.

Requests for Resources

Requests for resources must go through proper agency dispatch channels. See [Resource Order Completion Instructions](#).

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.

Supplies may be ordered directly from the Northeast Interagency Fire Cache through the local dispatcher. Agency, regional, and area dispatch offices need to fax resource orders directly to the cache. If the items have National Fire Equipment System (NFES) numbers, they can be entered into ROSS and the cache will fill them. On the supply order, add NFES numbers from the current catalog and item description. [Mobile Cache Support Van](#), page 44 in this document, for examples. Please do not phone in orders.

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. All federal fires where DNR personnel are assigned beyond initial attack will be assigned a State Cost Code 2.

Detail Request

The [Detail Request Form](#) must be filled out completely including the responsible agency management fiscal code. The form must be processed through normal dispatch channels and paired with a ROSS request to be valid for mobilizing resources.

Resource 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.

When filling out of state requests, requests for resources will be routed through the identified agency point of contact, duty officer or local dispatch for approval. No resource will be contacted directly without prior approval and prior knowledge of the identified point of contact, duty officer or local dispatch.

Resources mobilized through MIFC will be requested and documented using established ROSS procedures. See the [Interagency Standards ROSS Operations Guide](#) (ISROG).

Prior to incident mobilization, all resources will be requested, by a standard resource categorization and identified with a unique request number through established dispatch channels.

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

Resource Demobilization

To manage fatigue, every effort should be made to avoid off-unit mobilization and demobilization travel between 2200 and 0500 local time, excluding initial attack (IA) response.

Occasionally, the availability of transportation or other circumstances dictate time frames for demobilization. If resources cannot reasonably be expected to arrive home by 2200 hours local time, mitigation measures are to be taken (such as remain overnight at a local hotel or mob center) and documented on the resource order.

There are several nonstandard demobilization scenarios, such as when an agency requests an individual to be released, family emergency, medical issue or disciplinary demobilization. It is important to involve MIFC in these instances. When an emergency situation arises, confidentiality of the individual involved is to be strictly maintained.

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, unless otherwise agreed upon by the MIFC coordinator and the crew boss.

Work / Rest Guidelines

Work/rest guidelines should be met on all incidents. Plan for and ensure a 2:1 work to rest ratio (for every 2 hours of work or travel, provide 1 hour of sleep and/or rest).

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

Individual agencies may have additional work/rest guidelines that must be followed.

Minnesota DNR employees refer to the [Wildfire Protection Business Management Manual](#) for additional information.

The intent of the guidelines is to manage fatigue and provide flexibility for incident commanders (IC) and agency administrators (AA) managing initial attack, extended attack, and large fires. The guidelines are designed to ensure that for every 2 hours of work or travel, 1 hour of time off should be provided within a 24-hour period. It does not matter when the 24-hour period starts; all time recorded on the clock is counted as hours of work; time off the clock is counted as hours of rest, including meal breaks.

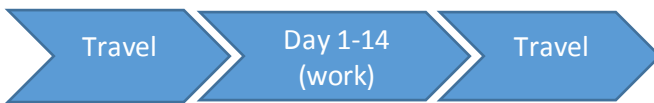
The IC or AA must justify shifts that exceed 16 hours and those that do not meet the 2:1 work to rest ratio. Justification will be documented in the daily incident records. Documentation shall include mitigation measures used to reduce fatigue.

The work/rest guidelines do not apply to aircraft pilots assigned to an incident. Pilots must abide by applicable Federal Aviation Administration (FAA) guidelines or agency policy, if more restrictive.

Length of Assignment

An assignment is defined as the time period (days) between the first full operational period at the first incident or reporting location on the original resource order and commencement of return travel to the home unit.

Standard assignment length is 14 days, exclusive of travel from and to home unit.



Time spent in staging and preposition status counts toward the 14-day limit, regardless of pay status, for all personnel, including Incident Management Teams.

After completing a 14-day assignment, two mandatory days off will be provided (Minnesota DNR employees refer to the [Wildfire Protection Business Management Manual](#)). Days off must be on the immediate calendar days following the return travel in order to be charged to the incident. If the next days upon return from an incident are a regular work days, paid days off are authorized. If the days identified are normally scheduled days off, paid days off cannot be authorized.

Agencies will apply holiday pay regulations, as appropriate. A paid day off is recorded on home unit time records according to agency requirements. Casuals (ADs) and contract resources are not entitled to paid day(s) off upon release from the incident or at their point of hire.

Home unit agency administrators may authorize additional day(s) off with compensation to further mitigate fatigue. If authorized, home unit program funds will be used.

All length-of-assignment rules apply to aviation resources, including aircraft pilots (notwithstanding the FAA and agency day off regulations).

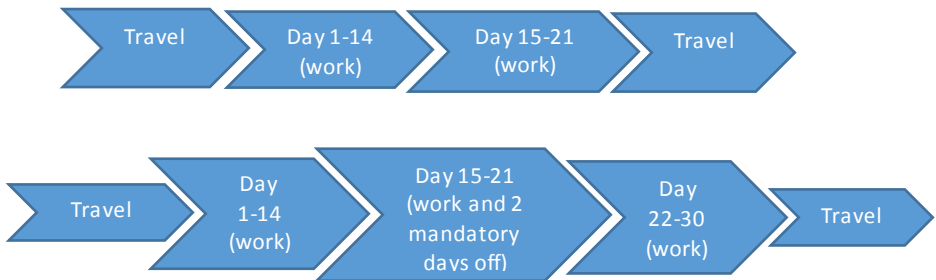
Assignment extension

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.



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.

Chapter 10 – Policies and Operations

- 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.

Chapter 20 – Overhead and Teams

Type 2 Incident Management Teams

The Minnesota Incident Command System (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.

Type 2 IMT Composition

The National Multi-Agency Coordinating Group and the National Wildfire Coordinating Group approved Incident Management Team composition standards in June 2016. The standard Short Teams has 20 positions plus 6 trainees and Long Teams with 44 positions plus 14 trainees.

IMT2 – Short Configuration

- Incident Commander – ICT2
- Deputy Incident Commander
- Safety Officer -- SOF2
- Public Information Officer – PIO2
- Operations Section Chief – OSC2
- Air Operations Branch Director – AOBD
- Planning Section Chief – PSC2
- Logistics Section Chief – LSC2
- Finance Section Chief – LSC2
- Operations Branch Director – OPBD or
- Division/Group Supervisor – DIVS (2)
- Geographic Information System Specialist – GISS
- Computer Technical Specialist – CTSP
- Discretionary positions (6)
- IMT trainee positions (6)

IMT2 – Long Configuration

- Incident Commander – ICT2
- Deputy Incident Commander
- Safety Officer -- SOF2
- Public Information Officer – PIO2
- Operations Branch Director (2) – OPBD
- Liaison Officer – LOFR
- Facilities Unit Leader – FACL
- Supply Unit Leader – SPUL
- Food Unit Leader – FDUL

- Communications Unit Leader – COML
- Medical Unit Leader -- MEDL
- Ground Support Unit Leader – GSUL
- Ordering Manager –ORDM
- Communications Technician –COMT or
- Communications Center Manager
- Resource Unit Leader – RESL
- Geographic Information System Specialist – GISS
- Computer Technical Specialist
- Situation Unit Leader –SITL
- Fire Behavior Analyst – FBAN
- Division/Group Supervisor (2) – DIVS
- Air Support Group Supervisor – ASGS
- Cost Unit Leader – COST
- Time Unit Leader – TIME
- Procurement Unit Leader – PROC
- Discretionary positions (11)
- IMT trainee positions (6)
- GAC priority trainees (8)

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 National Incident Management System [NIMS: Wildland Fire Qualification System 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 Forest Service Fire & Aviation Qualifications Guide](#).

Level of Qualification

- Q Qualified:** Resource meets all requirements [of NIMS Wildland Fire Qualification System Guide \(310-1\)](#). Additional agency position requirements may exceed 310-1.
- T Trainee:** A resource who is approved by their agency and is preparing to qualify for a position. The trainee must be qualified in any prerequisite position. Training requirements must be met before position certification.

Availability

Individuals rostered as IMT members should manage their availability with their IMT planning section chief. Team members are responsible for finding their own replacement if they are not available during their rotations. They may request assistance from MIFC Dispatch if they have exhausted all possible options and need a replacement identified. Personnel 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.

Use of Trainees

MNICS IMTs have trainee positions that are assigned to each team. The minimum number of trainees (6) will be ordered at the initial mobilization. Requests for additional trainee positions may be negotiated later between the IC and the host agency.

Dispatching IMTs: Guidelines

The [All-Hazard Incident Complexity Analysis](#) form should be used when determining if an IMT, and what type, is needed.

When requesting an IMT, follow your agency's IMT ordering standard.

An [Overhead Resource Order](#) form is available at www.mnics.org. The header information must be provided with the initial IMT request. This can be emailed to MIFCdispatch.dnr@state.mn.us.

MIFC Dispatch will contact the incident commander of the team on rotation. The IC can choose to contact command and general staff. Dispatch will work with the IC to set up a time for an IMT conference call.

A One Call Now Team Mobilization alert will go out to members of the IMT on rotation. This alert will notify the team of the mobilization and the time for the initial IC briefing and information conference call. IMT members will notify their supervisors of a team call-out.

The finance trailer, the communications trailer and Radio Starter System NFES #4390 are automatic dispatches. MIFC will order the NFES #4390 through Eastern Area Coordination Center. MIFC will automatically dispatch the Mobile Cache Support Van, NFES Number 008621.

Finance Information – IMTs

Home Unit Responsibilities/Duties

Home units will need to track costs incurred prior to an Incident Management Teams (IMT) takeover of the incident. The home agency's financial advisor should assemble the following items and should work with the IMT's 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 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.

Local Purchase Procedures 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 section chief (if a DNR employee) or finance section 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 a diverse 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 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 agency specific costs. Costs for non-expendable property purchases by an agency will be charged directly to that agency and the cost not shared.

- Final actual costs will be based on the agencies' daily estimated incident cost agreements and each agency's proportionate share 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 standby 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 IMT Incident Commander when the 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.

2017 MNICS IMT 2017 MNICS IMT

Roster

	TEAM A	TEAM B	TEAM C	ALTERNATES TRAINEES
ICT2	Michael Aultman DNR-NE	Gregory Peterson BIA MN-MNA Mark Wurdeman (April/May) DNR-CEN	Brian Pisarek DNR-NE	Mark Carlstrom DNR-NW Mark Wurdeman DNR-CEN Brian Jenkins – T USFS-SUF Russ Langford – T FWS-R3R
DPIC				
SOF2	Kurt Schierenbeck AD/SC Steve Teeter - T WI-CNF	Ronald Guck AD/SC Mike Klick-T USFS-SUF	Anthony Harding-T USFS-SUF	Scott Belknap AD/SC Douglas Miedtke AD/BIA Brian Pisarek, DNR-NE Mark Hale-T, USFS-WO Gregory Vollhaber-T DNR-NW
SOF2				
PIO2	Tim Engrav USFS-SUF or Mark Erickson South Metro Fire	Lisa Radosevich- Craig USFS-SUF	Jean Goad AD/SC Christi Powers - T DNR-MFC	Tim Engrav USFS-SUF Mark Erickson South Metro Fire Erin Heep McKenzie AD/SC Gilbert Knight, AD/SC Rebecca Manlove USFS-SUF Kristina Reichenbach USFS-SUF Mark Wurdeman DNR-CEN

Chapter 20 – Overhead and Teams

	TEAM A	TEAM B	TEAM C	ALTERNATES TRAINEES
LOFR	David Snetsinger BIA AD or Barbara Jo Kohlstedt “BJ” Lake County - AD Randy Jenson-T Greenbush Fire Dept.	Timothy Oland DNR-MIFC or James Wiinanen AD/SC Marlyn Halvorsen – T Itasca Cty. Sheriff's Dept.	John Ehret DNR-MIFC Brian Belich-T Carlton County AD	Glen Bergstrand MN State Fire Marshal Timothy Knellwolf DNR Enforcement Barbara Jo Kohlstedt “BJ” Lake County – AD Todd Manley DNR-MIFC Timothy Oland DNR-MIFC Ronald Robinson Zimmerman EMS Cord Jeb Backe –T USFS-SUF Shawn Conway – T St. Paul Fire Marlyn Halvorsen - T Itasca Co Sheriff Dept
PSC2	Barb Thompson USFS – SUF Jeremy Fauskee-T DNR-NE	Paul C. Olson DNR-NE Steve Olson-T BIA-FDL	Jon Drimel DNR-NW Nicole Selmer - T USFS-SUF	Mark Carlstrom DNR-NW Brad Witkin DNR-NW Mark Wurdeman DNR-CEN BJ Glesener - T DNR-MIFC
RESL	Erik Stoddard DNR-NW Steve Shapira – T St. Paul Fire	Steve Olson BIA-FDL Josh Donatell – T DNR-NE	Brad Witkin DNR-NW Jennifer Burnham – T MI-DNR	Mark Carlstrom DNR-NW Jon Drimel DNR-NW Nicole Selmer USFS-SUF Barb Thompson USFS – SUF Isaac Heruth – T USFS-SUF

Chapter 20 – Overhead and Teams

	TEAM A	TEAM B	TEAM C	ALTERNATES TRAINEES
SITL	Jeremy Fauskee DNR-NE	Nicole Selmer USFS-SUF Glendon Nyberg -T DNR-NE	Jon Handrick DNR-NE	BJ Glesener DNR-MIFC Mike Locke DNR-NW Isaac Heruth – T USFS-SUF
GISS	Tom McCann USFS-SUF Christopher Henkel-T DNR-NE	William J. Glesener DNR-MIFC Katherine Rossman-T DNR-NW Matt Judd – T USFS-SUF(SO)	Wade Mapes DNR-CEN Stephen Hafvenstein-T DNR-CEN	William J. Glesener DNR-MIFC Chad Kirschbaum USFS-CPF Mike Locke DNR-NW Wade Mapes DNR-CEN Christopher Henkel-T DNR-NE Joel Perrington – T DNR-MNIT Connie Rasmussen–T USFS-SUF
ITSS	Jonathan Lord DNR-MNIT Joseph Johnson-T DNR-NE	Mike Arlich DNR-MNIT Joel Perrington – T DNR-MNIT	Ryan Bawek - T DNR-MNIT	Chad Kirschbaum-T USFS-CPF Derek Olsen-T DNR-NW
FBAN	Bruce Giersdorf SC/AD	Mike Locke DNR-NW	Tom Fasteland SC/AD	Mark Hale USFS-WO/MIFC
LSC2	David Worshek USFS-SUF Steve Frick – T AD/SC	Steve Schug AD/SC Adam Fisher-T DNR-NW	Bill M. Lauer DNR-MIFC Peter Pappas – T MO-OZP	Duane Cihlar AD/SC Jerry Jussila AD/SC Gene Mannelin AD/SC David Worshek USFS-SUF Jay Lauer-T DNR-MIFC

Chapter 20 – Overhead and Teams

	TEAM A	TEAM B	TEAM C	ALTERNATES TRAINEES
SPUL	Vacant (If no SPUL found, order a RCDM)	Steve Shapira – T St. Paul Fire	Dennis Cameron AD/SC	Duane Cihlar AD/SC Gene Mannelin AD/SC Steve Schug AD/SC Jamie Chopp-T USFS-SUF
ORDM	Cindy Tisdell DNR-NW	Kathy Schiller DNR-NE	Donald Lantz-T FWS-SBR	Jamie Chopp USFS-SUF Bill Lauer DNR-MIFC Ronald Bombeck-T AD/SC Adam Fisher-T DNR-NW
FACL	Steven Frick AD/SC	Adam Fisher DNR-NW	Peter Pappas MO-OZP	Duane Cihlar, AD/SC Jerry Jussila, AD/SC Donald Lantz FWS-SBR Bill Lauer, DNR-MIFC Jay Lauer, DNR-MIFC Steve Schug, AD/SC
COMIL	Peter Willis DNR-CEN	Patrick Coughlin DNR-MIFC		Marvin Nygaard DOT-GPZ Dana Carlson DNR-NW
COMT	Steve Mortensen BIA MNA-LL Mike Mackey –T USFS-CPF	Kevin Throop USFS-RO Dave Jalonen-T USFS-MIFC	Joseph Dickison DOT-Rochester	Marvin Nygaard DOT-GPZ Patrick Coughlin DNR-MIFC

Chapter 20 – Overhead and Teams

	TEAM A	TEAM B	TEAM C	ALTERNATES TRAINEES
MEDL	Richard Marsolek DNR-NW Brian Edwards-T Northfield Hospital	Terry O'Connor BIA/AD Nita Larson-T DNR-NE	Clarissa Spicer DNR-NE Karl Gaalaas-T DNR-NE	John Bajda, AD/SC Robert W. Carlson DNR-CEN Peter Pappas MO-OZP Bjorn Ringdahl AD/SC Steven Stoks, AD/SC Ronald L Bombeck-T AD/SC Karl Gaalaas-T DNR-NE Ronald Robinson-T SC/AD Jason Wickizer – T AD/IA-IAS
GSUL	Jerome Skraba DNR-NE	Chuck Larson SC/AD	Kevin Carlisle DNR-NE	
FDUL				
OSC2	Mike Wurst AD/SC Russ Langford FWS-R3R Jeremy Bennett-T BIA-MRA	Timothy J. Norman AD/SC Jim Edgar DNR - Central Mike Rice-T USFS-CPF	Brian Jenkins USFS-SUF Gregory Vollhaber DNR-Enforcement Dan Paulson-T FWS-MVR	Mike Aultman DNR-NE Gregory Peterson BIA MN-MNA Brian Pisarek DNR-NE Kurt Schierenbeck AD/SC Thomas Fasteland-T AD/SC Seth Grimm-T FWS-DL Vance Hazelton-T USFS-WI Jason Riggins-T FWS-R3R

Chapter 20 – Overhead and Teams

	TEAM A	TEAM B	TEAM C	ALTERNATES TRAINEES
DIVS	USFS-SUF West Zone shared Aaron Mielke-T DNR-NE	Vance Hazelton USFS-WI Kurt Fogelberg-T NPS-VOP	Dan Paulson FWS-MVR Nick Petrack-T USFS-SUF	Jeb Backe, USFS-SUF Cory Berg, BIA MN-MNA Martin Cassellius BIA-MRA Jim Edgar, DNR – Cen
DIVS	Ernie Schmitt DNR-NW James Gubbels-T USFS-CPF	Daniel Grindy DNR-NE Jamie Farmer-T FWS-IA-PLR	Benjamin Roy USFS-CPF Patty Johnson-T USFS-SUF	Thomas Fasteland AD/SC Bruce Giersdorf AD/SC Daniel Grindy SC/AD
DIVS	Kris Larson USFS-SUF Brian Leitinger-T DNR-NW	Seth Grimm FWS-DL John Furr-T DNR-CEN	Martin Cassellius BIA-MRA Dan Oberg-T DNR-NE	Ronald Guck, AD/SC Mark Hale, USFS-WO Anthony Harding USFS-SUF Rob Heavirland USFS-MIFC
DIVS	Fill with OSC2-T	Fill with OSC2-T		Mike Klick, USFS-SUF Russ Langford FWS-R3R Mike Locke, DNR-NW Timothy J. Norman AD/SC Brian Pisarek DNR-NE Mike Rice, USFS-CPF Tom Roach, USFS-SUF Timo Rova, USFS-SUF Steve Teeter WI-CNF Gregory Vollhaber DNR-Enforcement Adam Cook - T USFS_CPF Jamie Farmer-T FWS-IA-PL John Furr-T, DNR-CEN Steve Grove-T DNR-CEN Harlow Thompson-T DNR-NE Jason Wickizer – T IA-Shelby County EMS

Chapter 20 – Overhead and Teams

	TEAM A	TEAM B	TEAM C	ALTERNATES TRAINEES
AOBD	William Schuster AD/SC	Leland Kessler-T AD/SC		William Schuster AD/SC Leland Kessler-T AD/SC
ASGS	William Schuster AD/SC		Jane Lopez CO-AD	Jane Lopez CO-AD Leland Kessler AD/SC Dustin Nelson – T DNR-NW
FSC2	Kevin O'Brien DNR-Central	Brenda Miles NPS-VOP	Larry Himanga DNR-CEN	Nancy Calder-T DNR-NW Donna Edelman-T DNR-NW
TIME	Kurt Hinz-T DNR-CEN	Donna Edelman DNR-NW Catherine Farley – T AD/SC	Nancy Calder DNR-NW	Cristine Basina-T BIA-MRA Sandy Bromenschenkel-T DNR-NE Teresa Humeniuk-T DNR-NW Laura McCarthy – T Bloomington Fire Betsy Phillips-T AD/SC
COST				Sandy Bromenschenkel-T DNR-NE Nancy Calder-T DNR-NW Donna Edelman-T DNR-NW Catherine Farley – T AD/SC
PROC				Larry Himanga DNR-CEN Donna Edelman-T DNR-NW

2017 MNICS IMT Rotation Schedule

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).

01/03 -1/09/17	C	07/11 » 07/17	C
01/10 » 01/16	A	07/18 » 07/24	A
01/17 » 01/23	B	07/25 » 07/31	B
01/24 » 01/30	C	08/01 » 08/07	C
01/31 » 02/06	A	08/08 » 08/14	A
02/07 » 02/13	B	08/15 » 08/21	B
02/14 » 02/20	C	08/22 » 08/28	C
02/21 » 02/27	A	08/29 » 09/04	A
02/28 » 03/06	B	09/05 » 09/11	B
03/07 » 03/13	C	09/12 » 09/18	C
03/14 » 03/20	A	09/19 » 09/25	A
03/21 » 03/27	B	09/26 » 10/02	B
03/28 » 04/03	C	10/03 » 10/09	C
04/04 » 04/10	A	10/10 » 10/16	A
04/11 » 04/17	B	10/17 » 10/23	B
04/18 » 04/24	C	10/24 » 10/30	C
04/25 » 05/01	A	10/31 » 11/06	A
05/02 » 05/08	B	11/07 » 11/13	B
05/09 » 05/15	C	11/14 » 11/20	C
05/16 » 05/22	A	11/21 » 11/27	A
05/23 » 05/29	B	11/28 » 12/04	B
05/30 » 06/05	C	12/05 » 12/11	C
06/06 » 06/12	A	12/12 » 12/18	A
06/13 » 06/19	B	12/19 » 12/25	B
06/20 » 06/26	C	12/26 » 01/01/18	C
06/27 » 07/03	A	01/02 » 01/08/18	A
07/04 » 07/10	B	01/09 » 01/15/18	B

Support for Home Agency Hosting IMT

Purpose

These guidelines will facilitate the orderly transfer of incident responsibilities from the host unit to the Incident Management Team. The host unit needs to provide this information to the Incident Management Team either in writing or orally.

Items to Consider

The hosting unit should consider the following prior to arrival of incident management team and assignment of responsibility. Forms and accompanying instructions are available on the MNICS website at <http://mnics.org/wpress/for-members-2/mnics-forms/>

1. Prepare [Delegation of Authority](#).
2. Obtain necessary information for agency administrator briefing.
3. Federal agencies will prepare a Wildland Fire Decision Support System (WFDSS) analysis, for fire incidents.
4. Establish dispatching procedures.
5. Determine possible incident command post.
6. Confirm team orders have been placed with MIFC Dispatch, including the [Mobile Cache Support Van](#) (NFES #008621) and the National Radio Kit Starter System (NFES #004390). For a description and contents of the cache van.
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 to Incident Management Teams](#).
10. Begin to assemble finance information.

Prepare for Two Briefings

Expect to hold two briefings for the incoming Incident Management Team.

1. [Agency Administrator Briefing to Incident Management Teams](#)
(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.

2. The incoming IMT will be briefed, by the local IC, upon arrival at the incident ([Local Incident Commander Briefing](#)). The incoming IMT should not assume incident control until they are thoroughly briefed and comfortable with the situation. For a template with information on what should be included in the briefing see www.mnics.org under Forms.

Transfer of Command

The outgoing and incoming ICs will determine the exact hour of command change, in coordination with the agency administrator. After briefing, functions will start phasing into their areas of responsibility, but will not assume control until the predetermined time. The local team may continue to work on the incident in various functions depending on the conditions and agency administrator's directions.

MNDNR Wildfire Investigation Team

This guideline supplements information found in Operation Order #77.

The MNDNR 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 MNDNR Wildfire Investigation Team is to provide support and added experience to the local investigation team.

A MNDNR Wildfire Investigation Team should be requested when one or more of the following situations exist:

- Suppression costs are over the conciliation court limit (\$15,000).
- Mobilization of a Type 3 or Type 2 IMT is anticipated.
- Multiple arson-caused fires is suspected.
- 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.

When the local unit determines an investigation team is needed:

- Local unit supervisors will first request investigators from adjacent areas.
- If no local investigators are available, forward the request to the MNDNR Region to place the order with MIFC Dispatch. The area or region should notify the DNR Division of Forestry's law

enforcement coordinator as soon as possible. The coordinator will determine which individuals will be responding.

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

- Preliminary reports and other information pertinent to the investigation (pictures, fire reports, etc.)
- Maps of the area – plats, fire perimeter, shapefiles.
- Dispatch logs.
- Weather observations.
- List of witnesses.
- Contact information for local law enforcement.

The MNDNR Wildfire Investigation 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 DNR Division of Enforcement contact should receive a copy of the report as needed.

Critical Incident Stress Management

A number of serious accidents, critical incidents, and/or traumatic stress events occur in wildland fire operations throughout each wildland fire season. As a result, personnel may experience critical incident and traumatic stress during the line of duty. The effects of traumatic stress are best prevented and mitigated through the use of Critical Incident Stress Management (CISM).

A Critical Incident Peer Support Group (CIPS) may be requested by the agency administrator, program manager, supervisor or incident commander after identifying an event as a critical incident. The request can also be made by the affected personnel.

Priority Critical Events

- Line of duty death.
- Suicide of a colleague.
- Serious line of duty injury.
- A disaster or multi-casualty event.
- An event of extreme threat to individuals, organizations, crews, etc.

Other Examples of Critical Incidents

- Off Duty Death (in some instances).
- Entrapment/Burn-Over/Shelter deployment.
- Shooting.
- Incidents that attract extremely unusual or critical news media coverage.
- Exposure to fatalities and injuries.
- Significant event involving children.
- Acts of terrorism.
- Events charged with profound emotions.
- A series of incidents that may have cumulative effects.

CISM activation provides an organized approach to the management of stress responses for personnel having been exposed to a traumatic event in the line of duty. These procedures do not prevent an employee from seeking individual consultation through their agency's Employee Assistance Program (EAP).

Ideally, the session should take place 24 to 72 hours after the event. CISM support personnel are ordered as a technical specialist (THSP). Expect a 48-hour response time for teams coming from outside of the geographic area.

If Minnesota resources are affected by a critical incident while on assignment out of state, it is encouraged that they participate in any offered CISM group meetings before demobilizing. Home unit supervisors should be informed of the exposure to a critical incident to ensure appropriate local follow up.

Critical Incident Peer Support Groups or other Critical Incident Stress Management Support services should be requested through the normal dispatch channels. Contact MIFC dispatch if you need additional information on the ordering process.

Incident Meteorologist (IMET)

On-site weather forecasts and briefings are a non-routine service available from those National Weather Service (NWS) offices with a designated incident meteorologist (IMET). The NWS incident meteorologist and associated equipment are considered a national fire-fighting resource for providing on-site data collection and meteorological support.

Chapter 20 – Overhead and Teams

The NWS will provide IMET services 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.

Requests for an IMET and any non-standard support equipment is processed in ROSS. If a Minnesota resource is not available, the request will be sent through MIFC Dispatch to the Eastern Area Coordination Center (EACC). The request for an IMET will then be forwarded to the NWS National Fire Weather Coordinator in Boise who will fill the order.

The IMET is a single resource covered under a reimbursable agreement between the wildland fire agencies and the Department of Commerce, National Oceanic and Atmospheric Administration-National Weather Service (NOAA-NWS). Standard NWS equipment that is essential to on-site meteorological support is mobilized with each IMET, no additional resource order requests are necessary. Standard NWS equipment does not require additional ordering by the incident. Basic standard NWS equipment includes:

- Laptop computer.
- Printer.
- Mobile satellite setup and setup tools.
- Cellular telephone.
- Agency or rental vehicle appropriate for off-pavement use.
- Miscellaneous office supply.

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.

If a fire has been contained, the IMET and fire behavior analyst (FBAN) will consult the planning section chief (PSC) to determine if further onsite weather support is needed. Release from an incident must be fully coordinated with the Incident Management Team.

Chapter 3 – Crews and Firefighters

Crews

Type 2 Crews

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.

Type 2 Initial Attack Crews

MNICS establishes Type 2 IA crews annually with predetermined leadership. These crews are on a scheduled rotation from June through October. The crews are composed of personnel from multiple agencies and/or organizations across Minnesota; serving to improve interagency cooperation and communications.

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 follow the *Interagency Standards for Fire and Fire Aviation Operations* (Redbook).

All-Hazard Sawyer Modules

All-hazard sawyer modules can be established and mobilized when requested. The modules will follow the standards set forth by EACC. See [https://gacc.nifc.gov/eacc/logistics/overhead/imt_files/Falling%20\(Sawyer\)%20modules_EACGFinal.pdf](https://gacc.nifc.gov/eacc/logistics/overhead/imt_files/Falling%20(Sawyer)%20modules_EACGFinal.pdf)

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 in a firefighter position must meet the training and fitness requirements of their individual agency.

Agencies will provide required Personal Protective Equipment and Line Gear. An orientation indicating agency expectations should be provided

before deployment. Firefighter gear checklists are available online and on www.mnics.org.

Chief of Party

The Chief of Party is responsible to MIFC dispatcher until all traveling personnel assigned have reached their destination.

The Chief of Party is responsible for all personnel assigned on the manifest list. Duties are:

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

Check Pilot Card and Aircraft Data Card for currency and qualifications.

Example: Night flight requires that pilot be transport-night qualified.

Chief of party has total responsibility for insuring that all passengers arrive at their destination place.

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). See www.mnics.org under Forms.

Chapter 40 – Equipment and Supplies

Fire Cache

The Northeast Interagency Fire Cache (NEK) provides a unified source of wild fire suppression supplies and equipment that are not locally available.

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 for ongoing incidents.

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 Grand Rapids. Catalog supplies may be ordered directly from the cache or through the Resource Ordering Status System (ROSS). Radio and Cache van orders must be placed through the Minnesota Interagency Fire Center (MIFC). See page 9 for resource ordering procedures.

Radios

National Interagency Fire Center

(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 command center site. Complete system descriptions and ordering information are in the Communications section of the catalog. NFES 4390 orders must go through MIFC Dispatch, to the Eastern Area Coordinating Center (EACC) or to the National Interagency Coordinating Center (NICC) to verify which 4390 kit will be assigned.

MNS Radio Cache

MNS Fire Cache radios are comprised of 280-channel portable programmable radios and 240-channel King mobile programmable radios. The radio cache also has two Daniels Command repeaters with two spare command repeaters.

Portable radios can be ordered by the kit. Each kit comes with radio, leather case and external speaker microphone.

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, please include the frequency needed. All radio orders must go through MIFC Dispatch so a radio kit number can be assigned.

MIFC Communication Trailer

The Minnesota Department of Natural Resources (DNR) has two communications trailers available. Housed in Grand Rapids, they are ordered through MIFC Dispatch.

To drive or tow the 31-foot trailers, a regular class C driver license is required. 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-kilowatt 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 come with a set-up person and/or a Communications Technician (COMT). If a dispatcher is needed, please order separately.

For more information on communications trailers, contact MIFC Ground Support at 218-322-2775.

IMET Non-standard Equipment

All-Hazards Meteorological Response System

The equipment used by a Type 1-certified incident meteorologist is referred to as the All-Hazards Meteorological Response System (AMRS) unit. An AMRS unit consists of a laptop, cell phone with internet capability, printer, Upper Air System (Intermet) and various other weather collecting electronics and instruments.

The Intermet Upper Air System provides on-site upper level meteorological measurements by launching a weather balloon with GPS tracker. The upper air system consists of software (iMet-3150) installed

on the IMET's laptop, radio, radiosonde, balloon and inflation equipment, parachute and de-reeler and string. Helium needed for the balloon release will be ordered and delivered to the incident once the IMET is on-site. This data provides the IMET with a vertical profile of wind, temperature, relative humidity and pressure measurements.

This equipment is NWS owned and is cached at designated NWS forecast offices which have a certified IMET. When an IMET is deployed to an incident, they will transport the AMRS unit either by vehicle or by air.

Remote Automated Weather Stations – FireRAWS

This equipment provides onsite meteorological observability for an incident. Units are maintained by the National Interagency Fire Center (NIFC) Bureau of Land Management RAWS Depot. Fire RAWS are dispatched and configured by agency technicians at the fire site. A FireRAWS (NFES 5869) team can be ordered by the IMT managing a fire.

Mobile Cache Support Van Kits

Mobile Cache Support Van

Dispatch Procedures - 008621

Each spring, the cache will load two Northeast Area Mobile Cache Support vans on semi-trailers. Normally, these kits will be pre-positioned at the NEK in Grand Rapids. As necessary, under the direction of the Eastern Area center manager, MIFC coordinator, or NEK cache manager, additional units can be on standby through a preparedness/pre-suppression resource order request.

As needs arise elsewhere for a pre-positioned Eastern area Mobile Cache Support Van, 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 Region 9 Mobile Cache Support Van there for standby.

Dispatching Mobile Cache Support Van for Agency Incidents

The host unit or agency will dispatch the Region 9 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 will be released and issued to the incident.

Dispatching Region 9 Mobile Cache Support Van to another national forest, state or other agency incident

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 Region 9 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 issued 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.

Mini Caches

There are three mini caches that are stored out in the far reaches of the State. Generally these are reserved and used for extended attack incidents when there is an urgent need for the supplies before a standard cache support van would be able to arrive. Located in Wannaska, Grand Marais and Sandstone, these are available upon request by contacting those area offices.

Returning Cache Items

All material furnished to an incident by the fire cache is 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 levels and availability of material for other incidents. Return all items to NEK for reconditioning.

To avoid delays to recondition and reissue supplies and equipment, all items must be returned to the fire cache during incident demobilization. If

the unit plans to retain items after an incident, they need to be transferred from an incident order to a pre-suppression order as soon as the incident has been demobilized. Contact the cache to make arrangements as it is very important that incidents do not keep equipment without following this process.

Hose should be drained, dried, rolled and returned to the cache immediately. Certain types of hose deteriorate rapidly even with slight dampness. Please do not store used hose for later use; return it to the cache.

When possible, incident kits should be reassembled before they are returned to the cache, and 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 process incident replacement orders in the following manner:

Incident replacement requisition

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).

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

The SPUL 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 SPUL 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). Use the latest update from [Incident Business Management Handbook](#).

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.

KIT, Mobile Cache Support Van

CACHE ITEM: 008621

COMPONENT ITEM	DESCRIPTION	QTY	U/I
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 lb 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
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

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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
000318	GOGGLES - Clear Lens,Uvex Stealth model ANSI	50	PR
000319	EXTINGUISHER - fire, dry chemical, rating 60-B:C, 10 lb (4.5L)	5	EA
000320	KIT - Incident Base Maintenance	1	KT
000340	KIT - Chain Saw	4	KT
000341	OIL - 2 cycle	48	QT
000362	CATALOG – NFES Part I:Fire Supplies & Part 2: Publications (2009)	2	BK
000390	KIT - Finance Section	1	KT
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
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

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000800	KIT - Planning Section	1	KT
000825	STAKES - tent, metal	90	EA
000870	KIT - Pump, Portable, High Pressure	6	KT
000910	KIT - Logistics Section	1	KT
000925	SHELTER, fire regular	60	EA
000943	JUG - insulated, S GL (18.9L)	6	EA
000970	KIT - Security Fence	1	KT
001005	CAN, garbage, with lid	2	EA
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
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
001238	Hose, synlined, 1" x 100'	40	LG
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
001297	GLOVES - leather, forest worker, x-large, NFPA compliance	30	PR
001352	SORTER - card, "1"	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
001660	KIT, biological hazard, protection, indiv	5	KT
001675	KIR, biological hazard, multi-person	1	KT
001760	KIT - First Aid, 100-Person	1	KT
001814	COMPASS - smoke chaser	10	EA
001842	FOOD - MEALS READY TO EAT (MRE'S)	8	BX
002047	CHAIR - folding, metal	20	EA

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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
002990	KIT, record retention	1	KT
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
008617	KIT, Helicopter leadline, net, swivel	7	KT
008618	KIT, hose, 1 ½ " x 400' in box	12	KT
008619	KIT, hose, 1 ½ " x 400' in nylon pack	12	KT
008620	KIT, longline w/hook	1	KT
009411	Receiver, GPS, Garmin	2	EA

Air Resources Available through MNICS

Resource	Ag'cy	Location	Remarks	Number
AID	MNS BIA SUF	Grand Rapids	Helicopter Aerial Ignition Device	01
Air Tank Portable	MNS	Brainerd	Port Reload/3000 Gal Lc	01
Base Unit	NEK	NEK	Kit, R09 Mobile Cache Support Van	02
Blast Cord	SUF	Tofte RD	Fireline/see OPSPlan	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 SlingLoad Operation	05
Infrared Camera	NEK	NEK	PalmIR250 Camera	03
Longline Kit	NEK	NEK	Helicopter Remote Hook System	03
Longline	SUF	Ely	Helicopter Remote Hook System	01

Chapter 50 – Aircraft

Agency Aircraft Policies

MN DNR certification

Prior to use, all aircraft and pilots used by the Minnesota Department of Natural Resources (DNR) will be approved by the DNR.

USFS and Office of Aviation Services certification

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

The pilot must present a current pilot qualification card, United States Department of Agriculture USDA-Forest Service 5700-3 and/or Office of Aviation Services 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, or NIFC may approve cooperator pilots with a signed letter of authorization (LOA). The pilot must be **approved** for the specific mission of use.

Aircraft should meet National Association of State Foresters (NASF) Cooperators Aviation Standards for interagency fire. DNR helicopter contracts meet the USFS/Department of Interior (DOI) Interagency Fire Helicopter 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, or helitorch).

The aircraft manager will request to see both the Pilot Card and the Aircraft Data Card. If both cannot be produced, the user should call the

MNICS 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. Helicopter standards are identified in the *GLFFC Helicopter Standards Guide (Great Lakes Forest Fire Compact)*.

General Aviation

Agency Briefings

All aircraft reporting to Minnesota Incident Command System (MNICS) incidents will normally be briefed by the requesting agency on current and forecasted fire activity and the agency's operating procedures, to include:

- Dispatching of aircraft.
- Flight following procedures/frequencies.
- Flight routes and check in points.
- Flight hazards.
- Communications.
- Helispot locations.
- Safety considerations.
- Agency priorities.
- Agency policies.
- Retardant avoidance areas.

Air operations IMT personnel briefings

Incoming aviation resources 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.mnicsS.org, under For Members.

Dispatching Aircraft

Aircraft dispatchers

Aircraft dispatchers are located at various locations and tanker bases in Minnesota, including the Minnesota Interagency Fire Center (MIFC). There are two separate dispatch offices located in this building.

The Aviation Desk (Air Desk or Fire Center) is the primary dispatch for all MNICS aircraft, except detection aircraft and is staffed with National Wildfire Coordinating Group (NWCG) qualified aircraft dispatchers when there are USFS and/or DOI tactical aircraft available in Minnesota.

The Aviation Desk provides daily updates of MNICS aircraft available to MNICS agencies for suppression use. They monitor the following frequencies for flight following and as a source for information for pilots:

- MIFC Air Net, VHF-FM 151.3700 (D) NAC \$555 (Digital)
- MIFC Air Net, VHF-FM 151.3700 (N) tone 136.5 (Analog)
- “FRST A/G” on the ARMER (800MHz)
- National Flight Following 168.6500 (N) Tx tone 110.9
- Air Guard – 168.625 (N) Tx tone 110.9

Forest Dispatch - The USFS dispatch office for the Superior National Forest is Superior Dispatch and the Chippewa National Forest is Chippewa Dispatch. They are responsible for dispatching all ground resources and detection aircraft. They request tactical aviation resource needs from the Aviation Desk.

Forest Dispatch monitors the following radio frequencies:

- Superior Net 170.5250 (N) no tone
- Chippewa Net 173.7750 (N) no tone
- National Flight Following 168.6500 (N) Tx tone 110.9
- Air Guard – 168.625 (N) Tx tone 110.9

MNICS - All MNICS fire suppression aviation assets are shared by interagency partners and are mobilized with the closest resource concept.

Prioritizer / Decision Maker

A prioritizer/ decision maker (PDM) for aviation assets will be identified each day and available to the Aviation Desk. This person will make priority decisions for all tactical aircraft in the state, except for the Beavers and the Red Lake Agency helicopter. Oversight will be provided by interagency partners when appropriate. *See qualifications and matrix following page.*

The MNICS PDM will determine statewide aviation priorities. Initial attack will be priority over large fire support. Priorities will be based on the following criteria:

1. Life.
2. Property.
3. Resources.

MNICS Aviation Prioritizer / Decision Maker

MNICS Aviation Prioritized Matrix and Recommended Qualifications			
State Planning Level	Activity / Conditions	Primary PDM	Secondary PDM
II	Low – < 1 request/day	Lead Aviation Dispatcher	None
III & IV	Moderate – 1-3 requests/day <ul style="list-style-type: none"> Winds < 10 RH > 30% 	Lead Aviation Dispatcher	Agency Fire/ Aviation Manager available at MIFC or by phone
III & IV	High – 3-5 requests/day <ul style="list-style-type: none"> Winds 10-15 RH < 30% 	Scheduled PDM at MIFC	Agency Fire/ Aviation Manager available at MIFC or by phone
III & IV	Very High – > 5 requests /day <ul style="list-style-type: none"> Winds > 15 RH < 20% 	Scheduled PDM at Aviation Desk	Agency Fire/ Aviation Manager at MIFC
V	Extreme <ul style="list-style-type: none"> IMT Activated Winds > 20 RH < 20% 	Scheduled PDM at Aviation Desk	Secondary PDM Identified and available at MIFC

*Recommended minimum qualifications for the PDM are ICT3, ATGS or ASGS (Trainees may be used). Individuals without these qualifications must be approved as PDMs by agencies represented on the MNICS TaskForce.

Tanker Bases – When staffed, Radio Operators (RADO) and Timekeepers (ATIM) are available in Bemidji, Brainerd, Hibbing, Warroad, Princeton and Ely. Reload bases are sometimes established and usually have dispatch capabilities. Tanker Bases monitor the following radio frequencies:

- 120.125 for initial contact
- DNR – Fire Air Net
- Ely – Superior (Forest) Net
- National Flight Following
- Air Guard

Helibases - Helicopters are staffed with initial attack crews that are dispatched from a tanker base or the Aviation Desk.

Requests for Tactical Aircraft

Requests for aircraft from MNICS partners are made in a variety of ways, depending on the agency. The MIFC dispatch coordinator on duty is responsible for distributing commit notifications to all appropriate parties.

USFS - All requests for tactical aircraft will be made from incident commanders to Forest Dispatch. Requests will be relayed from Forest Dispatch to the Aviation Desk. The Beavers will be dispatched by Superior Dispatch.

Minnesota Agencies / BIA – Red Lake DNR, Bois Forte Forestry, and Grand Portage have dispatch centers that will make the aircraft orders directly to their respective Tanker Bases. All other BIA/tribal fire programs will order through their respective dispatch centers.

FWS & NPS - Requests are made from incident commanders through their respective dispatcher to the Aviation Desk.

DNR – Requests for aircraft are made from the Area dispatcher directly to the closest DNR or DNR/BIA tanker base or the Aviation Desk. This does not include the USFS Tanker Base in Ely. If needed, the Aviation Desk will place requests for Forest Service aviation assets based in Ely.

HSEM- All requests will be placed to the Aviation Desk. These requests usually are made by the State Duty Officer.

Coordination and Dispatching Aircraft

If requests are made directly to a tanker base and the needed resources are not available at the tanker base or helibase, the RADO will forward the request(s) to the Aviation Desk so the closest resource may be mobilized. When a tanker base mobilizes an aircraft they immediately inform the Aviation Desk so the PDM is aware of the activity. Aircraft are tracked via automated flight following (AFF) and WildCAD.

The Aviation Desk has dispatch authority for all aviation resources based in Ely, except the Beavers.

Daily planning calls at 1630 during Planning Level III and above include MNICS Partners so aviation assets can be properly located and coordinated statewide. Agency fire management officers (FMO) and DNR regional fire team leaders should route their input to their appropriate aviation officer/manager.

National Type I, II & III Air Tankers – The Aviation Desk will notify the MIFC dispatch coordinator on duty and the Eastern Area Coordination Center aviation dispatcher of the commitment of a National Type I, II or III Air Tanker. The Aviation Desk will ensure a *Tactical Aircraft Request* form has been completely filled out and faxed or emailed to EACC. MIFC Dispatch, the Aviation Desk, or the requesting dispatch will create the resource order in ROSS. The MIFC dispatch coordinator on duty is responsible for distributing commit notifications to all appropriate parties. All national resources will be dispatched by the Aviation Desk.

Communications

Aircraft operating on MNICS incidents will 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 will normally have a VHF-FM communications system operating in the 150 to 174 MHz frequency range.

Automated Flight Following

Contracted and agency aircraft are equipped with AFF. The requirement for AFF on cooperator agency aircraft, including Canadian, National Guard and State Patrol airplanes and helicopters, is waived since they are not equipped with AFF. AFF is the primary method of flight following for all tactical aircraft except for the agencies listed above and DNR detection aircraft.

If the AFF system fails during flight or the aircraft is not capable of AFF, the aircraft will flight follow with 15-minute radio check-in's on the pre-determined frequency. When within the fire traffic area (FTA) aircraft may flight follow with the air tactical group supervisor (ATGS), helicopter coordinator (HLCO) or locally, rather than with the tanker base or MINCS Aviation Desk.

Ordering Interagency Aircraft

Aviation resources in Minnesota

There are some unique aviation resources available in Minnesota from various interagency partners for fire suppression. Resources include:

- Fire Boss' (water scoopers)
- SEATs (single engine air tankers)
- Air Attack platforms
- Type III helicopters
- Type I helicopter (USFS)

Cooperator aircraft:

- Minnesota National Guard (MNARNG) Type 1 helicopters (Blackhawks and Chinooks)
- MN State Patrol Type III helicopters
- Canadian CL-415 & CL-215's, Bird Dogs (Air Attack), and Type II and III helicopters may also be available.

Cooperator aircraft are sometimes requested for initial response to fires in federal jurisdiction due to the proximity, mobilization time and availability of similar contracted aircraft in Minnesota. They must be pre-approved for use and are mobilized only in situations where federal 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 an order for a Type 1 helicopter is being filled for a federal fire with a National Guard aviation asset, federal agencies should place a second order for a nationally available contracted aircraft. Minnesota Army National Guard (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 MNARNG aircraft should be released from the incident.

Tactical Aircraft

Air Attack

MNICS agencies use single engine and twin-engine fixed wing aircraft for air attack platforms. An air tactical groups supervisor (ATGS) will be used (or on order) anytime four or more aircraft (fixed and/or rotary wing) are operating over a fire.

On DNR fires, if one is available, an Air Tactical Group Supervisor should be ordered for all fires that have requested air tankers.

During complex aviation operations, ATGS will manage overall aerial operations. Lead planes may be utilized to supervise air tankers or other fixed wing operations.

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 a pilot or IC.
7. Urban interface fires.

There are several local ATGS available in Minnesota. Their knowledge of local conditions, operating procedures, geography, fuels, fire behavior and infested and waters of special concern is of great value for initial attack operations. They will assist with briefing incoming ATGS.

If there are two ATGS co-located at a tanker base, missions will be rotated by every other request to keep flights distributed. Aerial supervision modules (ASM) will not be in a normal rotation for initial attack since their primary function is providing support for large air tankers or they could be mobilized to a higher priority in the region or nationwide.

Lead Planes

A lead plane, ref. FSH 5709.16, Chapter 26, must be on scene 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

Type I, II and III Air Tankers will normally be based at one of the four primary tanker bases in Minnesota. Land-based multi-engine air tankers operating on MNICS incidents normally operate under the National Air Tanker Contract (FS/OAS).

- Type I, II and III Air Tankers from the National USFS Contract will have pilots that may or may not be initial attack qualified.
- Three single engine Type 4 Beaver aircraft (SUF) based at the Ely Seaplane Base with initial attack qualified pilots.
- Single engine air tankers (SEATS) and Fire Boss' will normally be interagency carded.
- Contracted CL-415s are interagency carded and may be based at airports, rather than tanker bases, such as Grand Rapids (GPZ).
- Canadian tankers are authorized for use through various agreements.

Military Aircraft

All National Guard aircraft will be requested through MIFC. Radios in National Guard military aircraft are generally equipped with VHF-AM and VHF-FM radios 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 or equivalent 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.

Helicopter Coordinator

A helicopter coordinator (HLCO) should be considered when National Guard Type 1 helicopters are operating on incidents. HLCOs are also valuable on large, extended attack fires.

Air Tanker Base Data

General Information

There are four permanent tanker bases and two SEAT bases (see page 61). 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 for all tanker bases is 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 Canadians/Minnesotans, prior to or during implementation of control operations by a MNICS agency.

The Canadians rely heavily on aerial water bombing operations for initial attack and extended attack, with most of this work being performed by their CL-215s, CL-415s and Bird Dog aircraft.

Manitoba

Minnesota DNR Forestry has written forest fire protection agreements with Manitoba for their CL-215, CL-415 and Bird Dog aircraft.

1. Radio Frequency - monitored by both tankers and Bird Dog 122.925/air-to-air.
2. If contact cannot be made with the airtanker or Bird Dog on an incident, contact MINCS Aviation Desk to verify common working frequency with the Manitoba dispatcher.
3. On a MNICS incident, to request tanker support from Manitoba, contact the MINCS Aviation Desk, with the information on the Tactical Aircraft Request Form.
4. Type II or III Helicopters from Manitoba may be obtained through MIFC. Helicopters are provided through the Great Lakes Forest Fire Compact and are not pre-approved for use on federal incidents.

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 (MOU) establishing a common zone of fire protection approximately five 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 necessary, take immediate steps to

suppress the fire, organize crews, etc., until the agency affected has its forces on the ground to take charge.

1. Radio Frequency - monitored by both tankers and Bird Dog 122.925/air-to-air.
2. If contact cannot be made with the airtanker or Bird Dog on an incident, contact the MINCS Aviation Desk 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 the MINCS Aviation Desk and supply the information contained on the Tactical Aircraft Request Form.
4. Type II or III Helicopters may be obtained through MIFC from the Ontario Ministry of Natural Resources. Ministry-owned or CWN helicopters are provided through GLFFC and are not pre-approved for use on federal incidents.

Minnesota

Minnesota DNR Forestry has written operating plans with Ontario and Manitoba for sharing aircraft for initial attack or pre-positioning aircraft.

Tanker Operations Safety

Tanker operations are potentially dangerous. The entire load can be released in seconds. From drop heights of 100-200 feet, this force can have a devastating effect on tree crowns and shallow rooted tree species.

It is essential that all line personnel stay clear of the drop zones. Buffers around the drop zone must be maintained to provide a safe working environment for ground personnel.

These minimum standards should be followed:

- **200'** laterally for personnel & equipment
- **300'** in front of or behind canopied equipment
- **500'** in front of or behind unprotected personnel

Air Tanker Bases in Minnesota

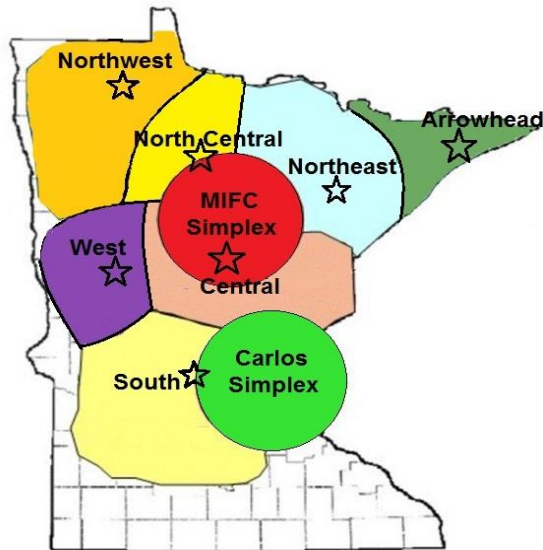
Base Name	Runway Length	Storage Capacity Retardant*	Storage Capacity Water*	FBO Phone	Tanker Base Phone	Fuel Type Available	Administrator
Hibbing Tanker Base	6758' 3075'	20,000	20,000	218-263-4353	218-262-7334 FAX 218-231-8050 Hibbingtb.dnr@state.mn.us	100 LL JET A	MNDNR MIFC
Ely Tanker Base	5600'	10,000	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	218-316-3820 218-316-3822 FAX 218-828-2707 Brainerdtd.dnr@state.mn.us	100 LL JET A	MNDNR MIFC
Bemidji Tanker Base	7002' 5700'	13,500	10,000	218-751-1880	218-755-4380 FAX 218-755-4379 Bemidjiib.dnr@state.mn.us	100 LL JET A	MIFC MAA MIFC
Princeton Tanker Base	3900'	3,000 1,500	10,000	none	763-795-1702 763-795-1703 FAX 218-389-2172 Princetonib.dnr@state.mn.us	100 LL JET A	MNDNR MIFC
Warroad Tanker Base	5400'	3,000	10,000	218-386-9431	218-386-3492 FAX 218-386-1141 Warroadtb.dnr@state.mn.us	100 LL JET A	MNDNR MIFC
Grand Rapids (scooper base)	5747' 3000'	0	0	218-326-1226		100LL Jet A	MNICS

MN Aerial Fire Suppression Aircraft

Water Scoopers

	Fire Boss	CL-215	CL-415
			
Water Dropping Capacity	799 Gal	1,400 Gal	1,600 Gal
Foam Capabilities	24 loads – Maximum	20 Loads	N/A (Current Contract)
Gel Capabilities	Load at Tanker Base	N/A	N/A
Retardant Capabilities	Load at Tanker Base	N/A	N/A
Drop Height	60-100 ft. above canopy	100-200' above Canopy	100-200' 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	1000lbs/225 gal.	1500lbs/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	3 hours	4 hours	4 hours
Normal Cruise Speed	140 knots	150 knots	170 knots
Max. Cruise Speed	155 knots	164 knots	187 knots

MN DNR FIRE AIR NET



CH	Location	Rx	Tone	Tx	Tone	N/D
8	MIFC Simplex [Air Net]	151.3700	\$555	151.3700	\$555	D
57	MIFC Simplex [Air Net]	151.3700	136.5	151.3700	136.5	N
13	Carlos Simplex [Air Net]	151.3700	100.0	151.3700	100.0	N
9	Central Rptr [Quadna]	151.3700	\$555	156.1350	\$455	D
58	Central Rptr [Quadna]	151.3700	136.5	156.1350	110.9	N
10	Northeast Rptr [Eveleth]	151.3700	\$555	156.1350	\$40B	D
59	Northeast Rptr [Eveleth]	151.3700	136.5	156.1350	103.5	N
11	North Central Rptr [Northome]	151.3700	\$555	156.1350	\$4F9	D
60	North Central Rptr [Northome]	151.3700	136.5	156.1350	103.5	N
12	South Repeater [Buffalo]	151.3700	100.0	156.1350	136.5	N
14	Northwest Rptr [Wannaska]	151.3700	\$555	156.1350	\$4A4	D
61	Northwest Rptr [Wannaska]	151.3700	136.5	156.1350	118.8	N
15	West Repeater [New York Mills]	151.3700	\$555	156.1350	\$585	D
62	West Repeater [New York Mills]	151.3700	136.5	156.1350	141.3	N
16	Arrowhead Rptr [Maple Hill]	151.3700	\$555	156.1350	\$4CE	D
63	Arrowhead Rptr [Maple Hill]	151.3700	136.5	156.1350	123.0	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: within 50 nautical miles of Grand Rapids (GPZ)

CARLOS SIMPLEX: within 50 nautical miles of Carlos Avery

Wildlife Management Area (Forest Lake - 25D)

CENTRAL Repeater: located on Quadna Mtn near Hill City

NORTHEAST Repeater: located in Eveleth

NORTH CENTRAL Repeater: located in Northome

SOUTH Repeater: located in Buffalo

NORTHWEST Repeater: located in Wannaska

WEST Repeater: located near New York Mills

ARROWHEAD Repeater: located near Grand Marais

Always announce the frequency you are on:

- MIFC SIMPLEX, CARLOS SIMPLEX, CENTRAL, etc.
- Use the listed callsign for the frequency

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

MN DNR FORESTRY AVIATION PROGRAM**MN DNR RADIO FREQUENCY CARD** *Updated 1-1-2017*

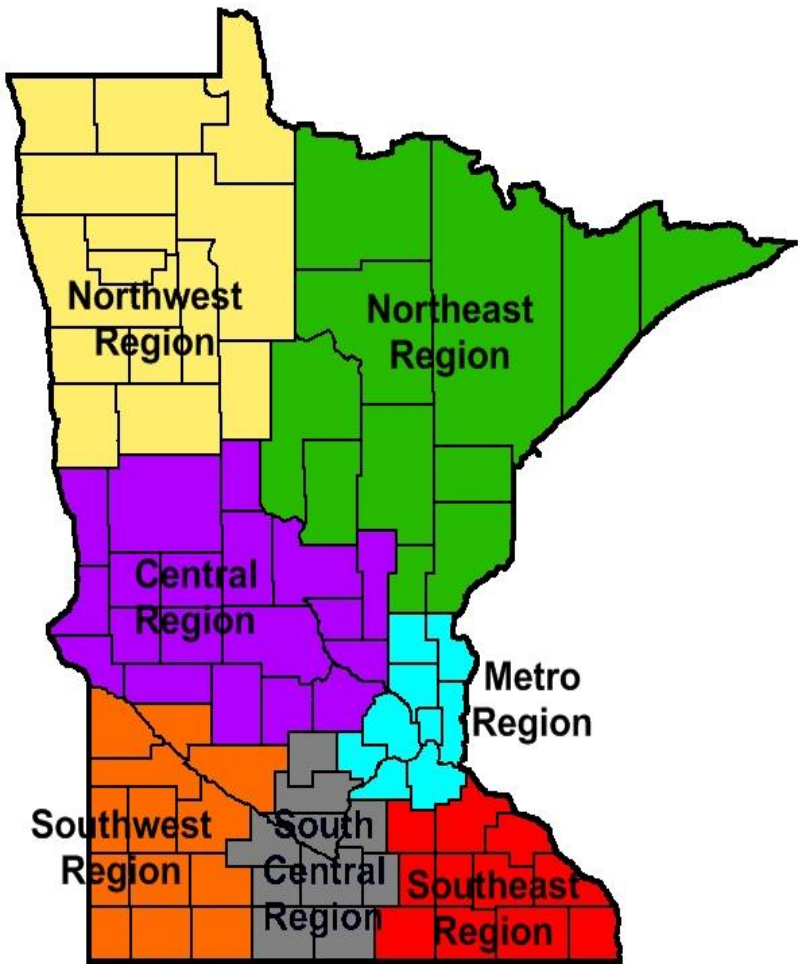
CH	AREA / DESIGNATOR	FREQUENCY	TONE/NAC	N/D
1	DNR TAC 1	151.4750	156.7	N
2	MINICS TAC 2	170.4750		N
3	VFIRE23 (FIRE MUTUAL AID)	154.2950	Tx- 156.7	N
4	DNR A/G 1	151.3400	110.9	N
5	DNR A/G 2	159.3000	110.9	N
6	A/G - 70	167.9500		N
7	A/G - 28	170.0000		N
8	MIFC SIMPLEX - Air Net {Dig}	151.3700	\$555	D
9	CENTRAL REPEATER* Rx	151.3700	\$555	D
	Quadna {Dig} Tx	156.1350	\$455	D
10	NORTHEAST REPEATER* Rx	151.3700	\$555	D
	Eveleth {Dig} Tx	156.1350	\$40B	D
11	NORTH-CENT REPEATER * Rx	151.3700	\$555	D
	Northome {Dig} Tx	156.1350	\$4F9	D
12	SOUTH REPEATER * Rx	151.3700	100.0	N
	Buffalo {A} Tx	156.1350	136.5	N
13	CARLOS SIMPLEX - Air Net {A}	151.3700	100.0	N
14	NORTHWEST REPEATER * Rx	151.3700	\$555	D
	Wannaska {Dig} Tx	156.1350	\$4A4	D
15	WEST REPEATER * Rx	151.3700	\$555	D
	New York Mills {Dig} Tx	156.1350	\$585	D
16	ARROWHEAD REPEATER * Rx	151.3700	\$555	D
	Maple Hill (Gr. Marais) {Dig} Tx	156.1350	\$4CE	D
17	HELIBASE DECK / RAMP	159.2400	100.0	N
18	WARROAD (Wannaska)	151.3850	127.3	N
19	BAUDETTE	151.3250	127.3	N
20	BEMIDJI	151.2650	136.5	N
21	PARK RAPIDS	151.3850	136.5	N
22	BACKUS	151.1750	146.2	N
23	LITTLEFORK	151.1750	127.3	N
24	TOWER	151.2650	103.5	N
25	TWO HARBORS	151.1750	103.5	N
26	CLOQUET	154.4300	103.5	N
27	HIBBING (Eveleth)	151.3250	103.5	N
28	DEER RIVER (Grand Rapids)	151.3850	110.9	N
29	AITKIN	151.2650	110.9	N
30	SANDSTONE	151.3850	146.2	N
31	LITTLE FALLS	151.4000	156.7	N
32	CAMBRIDGE	151.3250	146.2	N
33	ROCHESTER	151.2650	127.3	N
Northern Air - Nets now digital.		Carlos/Buffalo will be analog		
TRANSPONDER 1255		LIGHTS ON		
NAC codes for Digital in "HEX" format (\$) - Repeaters shown are in *				
	Note: Channel 3 (V-Fire23) & AIR	GUARD - tone on Tx only		
AIR GUARD		168.625	Tx110.9	N

MN DNR RADIO FREQUENCY CARD *Updated 1-1-2017 page 2*

CH	AREA / DESIGNATOR	SIMPLEX	TONE/NAC	N/D
34	USFS - SUPERIOR NET	170.5250		N
35	USFS - NAT'L FLIGHT FOLLOW	168.6500	Tx - 110.9	N
36	USFS - SUPERIOR TAC 1	169.1250		N
37	A/G - 19	168.1250		N
38	USFS - CHIPPEWA NET	173.7750		N
39	USFS - CHIPPEWA TAC 1	171.5500		N
40	USFS - NAT'L TAC 1	168.0500		N
41	USFS - R9FTAC	166.5625		N
42	USFS - NAT'L TAC 3	168.6000		N
43	BIA - STATEWIDE	172.4250		N
44	BIA – RED LAKE	166.2750	Tx - 114.8	N
45	BIA - NETT LAKE	172.4250	Tx - 100.0	N
46	BIA - NETT LAKE	172.4250		N
	NETT LAKE RPT * Tx	171.7250	Tx - 100.0	N
47	VOYAGEURS NP ANALOG	166.9000		N
48	VOYAGEURS NP DIGITAL	166.9000	\$100	D
49	VLA31 (MINSEF)	155.4750	Tx - 156.7	N
50	VMED28 (EMS)	155.3400	Tx - 156.7	N
51	MNCOMM (MIMS)	155.3700	Tx - 156.7	N
52	V-CALL 10	155.7525	Tx - 156.7	N
53	V-TAC 11	151.1375	Tx - 156.7	N
54	V-TAC 12	154.4525	Tx - 156.7	N
55	V-TAC 13	158.7375	Tx - 156.7	N
56	V-TAC 14	159.4725	Tx - 156.7	N
57	MIFC SIMPLEX - Air Net {Analog}	151.3700	136.5	N
58	CENTRAL REPEATER* Rx	151.3700	136.5	N
	Quadna {Analog} Tx	156.1350	110.9	N
59	NORTHEAST REPEATER* Rx	151.3700	136.5	N
	Eveleth {Analog} Tx	156.1350	103.5	N
60	NORTH-CENT REPEATER * Rx	151.3700	136.5	N
	Northome {Analog} Tx	156.1350	127.3	N
61	NORTHWEST REPEATER * Rx	151.3700	136.5	N
	Wannaska {Analog} Tx	156.1350	118.8	N
62	WEST REPEATER * Rx	151.3700	136.5	N
	New York Mills {Analog} Tx	156.1350	141.3	N
63	ARROWHEAD REPEATER * Rx	151.3700	136.5	N
	Maple Hill (Gr. Marais){Analog} Tx	156.1350	123.0	N
VHF - AM (vVICTOR) 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	
Note Channels 35, 44-46, 49-56 are tone on Tx only				
NAC codes for Digital in "Hex" format (\$) – Repeaters shown in "				

DNR Aviation 800 MHz Card

ARMER (800MHz) REGIONS



DNR Aviation 800 MHz Card

1/1/2017	BASIC DNR FORESTRY ARMER (800MHz) FLEET MAP							
ZONE A		ZONE B		ZONE C		ZONE D		ZONE E
DNR FORESTRY		METRO IC ZONE		CENTRAL IC ZONE		NORTHEAST IC ZONE		NORTHWEST CO / IC-ZONE
DNR FRST	1	MSP CALL	1	CM CALL	1	NE-CALL	1	NW-CALL
FRST ADM	2	ME TAC 1	2	CM 2	2	NE-2	2	NW 2
FRST NW 3	3	ME TAC 2	3	CM 3	3	NE-3	3	NW 3
FRST NE 3	4	ME TAC 3	4	CM 4	4	NE-4	4	NW 4
FRST SC 3	5	ME TAC 4	5	CM 5	5	NE-5	5	NW 5
FRST CAMB	6	ME TAC 5	6	CM 6	6	NE-6	6	NW 6
C. Ripley-Fire	7	ME TAC 6	7	CM 7	7	NE-7	7	NW 7
Ripley-Range	8	ME TAC 7	8	CM 8	8	NE-8	8	NW 8
DRO-1	9	ME TAC 8	9	CM 9	9	NE-9	9	NW 9
DRO-2	10	STAC 1	10	CM 10	10	NE-10	10	NW 10
DRO-3	11	8CALL90	11	CM 11	11	NE-11	11	NW 11
DRO-4	12	FRST CAMB	12	CM 12	12	NE-12	12	NW 12
FSOA1	13	FRST SC 1	13	FRST SC 1	13	FRST NE 1	13	FRST NW 1
DYN RGP	14	FRST SC 2	14	FRST SC 2	14	FRST NE 2	14	FRST NW 2
SEMTAC	15	FRST SC 3	15	FRST SC 3	15	FRST NE 3	15	FRST NW 3
FRST A/G	16	FRST A/G	16	FRST A/G	16	FRST A/G	16	FRST A/G

ZONE F		ZONE G		ZONE H		ZONE I		ZONE J
SOUTHEAST IC ZONE		SO CENTRAL IC ZONE		SOUTHWEST IC ZONE		STATEWIDE INTEROP		CONVENTIONAL INTEROP
SE-CALL	1	SR CALL	1	SW-CALL1	1	STAC1	1	8CALL90
SE-2	2	SR-2	2	SW-2	2	STAC2	2	8TAC91
SE-3	3	SR-3	3	SW-3	3	STAC3	3	8TAC92
SE-4	4	SR-4	4	SW-4	4	STAC4	4	8TAC93
SE-5	5	SR-5	5	SW-5	5	STAC5	5	8TAC94
SE-6	6	SR-6	6	SW-6	6	STAC6	6	8CALL90D
SE-7	7	SR-7	7	SW-7	7	STAC7	7	8TAC91D
SE-8	8	SR-8	8	SW-8	8	STAC8	8	8TAC92D
SE-9	9	SR-9	9	SW-9	9	STAC9	9	8TAC93D
SE-10	10	SR-10	10	SW-10	10	STAC10	10	8TAC94D
SE-11	11	SR-11	11	SW-11	11	STAC11	11	8SOA1
SE-12	12	SR-12	12	SW-12	12	STAC12	12	8SOA2
FRST SC 1	13	FRST SC 1	13	FRST SC 1	13	FSOA1	13	8SOA3
FRST SC 2	14	FRST SC 2	14	FRST SC 2	14	FSOA2	14	8SOA4
FRST SC 3	15	FRST SC 3	15	FRST SC 3	15	DNR FRST	15	FSOA1
FRST A/G	16	FRST A/G	16	FRST A/G	16	FRST A/G	16	FSOA2

DNR Aviation 800 MHz Card

HAILING TALKGROUP		TRUNKED TALKGROUPS				SIMPLEX (NON-TRUNKED) TALKGROUPS	
NATIONWIDE ANALOG CONVENTIONAL CHANNELS						"D" - DIRECT or SIMPLEX CHANNELS	
CUSTOMIZED TALKGROUPS						PROCEDURES	
ZONE K		ZONE L		ZONE M		ZONE N	MAKE INITIAL CONTACT WITH COUNTY DISPATCHER ON PRIMARY IC ZONE (HAILING) TALKGROUP TO NOTIFY THEM THAT YOU ARE RESPONDING
DNR FRST	1	DNR FRST	1	DNR FRST	1	DNR FRST	
FRST ADM	2	FRST ADM	2	FRST ADM	2	FRST ADM	" ____ COUNTY - DNR (RESOURCE) ____ ON ____ CALL ""DNR IS RESPONDING TO THE ____ INCIDENT, REQUESTING THE ASSIGNED TALKGROUP"
	3		3		3		
	4		4		4		
	5		5		5		COUNTY DISPATCHER WILL NOTIFY YOU OF THE ASSIGNED TALKGROUP FOR THE INCIDENT
	6		6		6		
	7		7		7		
	8		8		8		IF THE TALKGROUP ASSIGNED TO THE INCIDENT IS ON YOUR FLEET MAP AND PROGRAMMED INTO YOUR RADIO, USE IT FOR INCIDENT COMMUNICATIONS
	9		9		9		
	10		10		10		
	11		11		11		IF THE TALKGROUP ASSIGNED TO THE INCIDENT IS NOT AVAILABLE ON YOUR RADIO, REQUEST AN IC ZONE TALKGROUP FROM THE DISPATCHER
	12		12		12		
	13		13		13		
	14		14		14		
	15		15		15		
	16		16		16		
ZONE DESCRIPTIONS							INFORMATION DRO-1 RED CROSS DRO-2 SALVATION ARMY DRO-3 DISASTER RELIEF DRO-4 DISASTER RELIEF SEMTAC EMERGENCY MANAGEMENT DYN RGP RADIO REGROUP
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					MIFC AVIATION DESK MONITORS "FRST A/G" STATE PATROL DISPATCHER MONITORS "MSP CALL"

GLFFC Radio Frequencies

MN DNR FORESTRY AVIATION PROGRAM				
GLFFC RADIO FREQUENCY CARD <i>Revised 1/1/2017</i>				
CH	AREA / DESIGNATOR	FREQUENCY	TONE	N/W
WISCONSIN FM FREQUENCIES				
64	WISCONSIN - RED	151.4300	Tx136.5	N
65	WISCONSIN - BROWN	151.4000	Tx146.2	N
66	WISCONSIN - PURPLE	151.1600	Tx 71.9	N
67	WISC. AIR/GROUND	170.4750	156.7	N
68	WISC. FG BLUE (MUT-AID)	154.2950	Tx 85.4	N
69	WISCONSIN* Rx	151.1450	156.7	N
	Cumberland (Aircraft) Tx	159.2250	85.4	N
70	WISCONSIN* Rx	151.3550	103.5	N
	Brule (Aircraft) Tx	159.3300	192.8	N
71	WISCONSIN* Rx	151.3550	136.5	N
	Black River Falls (Aircraft) Tx	159.3300	85.4	N
72	WISCONSIN* Rx	151.2050	156.7	N
	Park Falls (Aircraft) Tx	159.2550	110.9	N
73	WISCONSIN* Rx	151.1450	146.2	N
	Wisconsin Rapids (Aircraft) Tx	159.2250	151.4	N
74	USFS AIR/GROUND (A/G 19)	168.1250		N
75	USFS AIR/GROUND (A/G 51)	168.3125		N
76	USFS AIR/GROUND (A/G 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			122.650	
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*				

GLFFC Radio Frequencies

MN DNR FORESTRY AVIATION PROGRAM				
GLFFC RADIO FREQUENCY CARD				
CH	AREA / DESIGNATOR	FREQUENCY	TONE	N/W
MICHIGAN FM FREQUENCIES				
77	AIR/GROUND UP	171.5750		N
78	AIR/GROUND LP	171.4250		N
79	MI DNR TAC 1	151.3250		N
80	MI DNR TAC 2	159.2700		N
81	MI DNR TAC 3	159.3450		N
82	VFIRE23	154.2950	Tx156.7	N
83	USFS AIR/GROUND (A/G 66)	166.6750		N
84	USFS AIR/GROUND (A/G 28)	170.0000		N
85	USFS AIR/GROUND (A/G 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				
86	MANITOBA* Regional DO Lac du Bonnet Fire Centre (4)	Rx	163.6500	W
		Tx	164.8800	W
87	MANITOBA* Steinbach (5)	Rx	164.1600	W
		Tx	163.1700	W
88	MANITOBA* Sprague (1)	Rx	163.8900	W
		Tx	164.8200	W
89	MANITOBA* Jessica Lake (3)	Rx	163.8300	W
		Tx	164.6100	W
90	FIRE COMMISSIONER TAC		158.5500	W
91	A/G (12) Primary		163.6650	W
92	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			122.050	
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 (www.mnics.org under Forms) to MIFC intelligence by 0900 each morning via a 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* (see next section) 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 MN 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. Those that come in after 0745 will be included in the *Wildfire Situation Update*.

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 posted on the DNR Intranet no later than 0845 each day when aircraft are operating. Updates to this report are included with the *Wildfire Situation Update* at 1000.

Potential Assessment Report (Monthly Fire Weather/Fire Danger Outlook)

MIFC produces the *Potential Assessment Report* (Fire Potential/Fire Danger Outlook) each month. Information for inclusion in the report should be submitted on the form available at www.mnics.org under Forms, and 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, on the MNICS website at <http://mnics.org/wpress/for-members-2/mnics-forms/>. 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 follow 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, so if, for example, the complexity level requires a division supervisor-level holding specialist, 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 used first when filling 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 nature (See class information next page), 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 Class IV or V category closure order or restriction is issued or modified, all other agencies named in this agreement will be provided a copy of the closure order.

CLASS I – Normal Regulations

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

Criteria

Fire Danger: Low to moderate

Risk: Low to high

State Regional Planning Level: 1 or 2

CLASS II – Controlled Regulations

- No general public burning permits will be issued.
- Special permits are allowed.
- No restrictions on campfires or recreational fire.
- Prescribed burning allowed.
- 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

- Burning permits for the general public will not be issued.
- Special permits may be issued.
- 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.
- No use of fireworks allowed outside of municipalities.
- 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

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

- No burning permits issued.
- No open burning – including cooking fires associated with residential areas.
- No campfires or recreational fires including propane and gas fire devices.
- Charcoal grills allowed only in a grill designed for that purpose and is associated with an occupied dwelling on private lands.
- No outdoor smoking allowed on public lands.
- Travel or entry on public lands may be restricted.
- Recreational activities may be restricted.
- Industrial operations may be restricted.
- 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

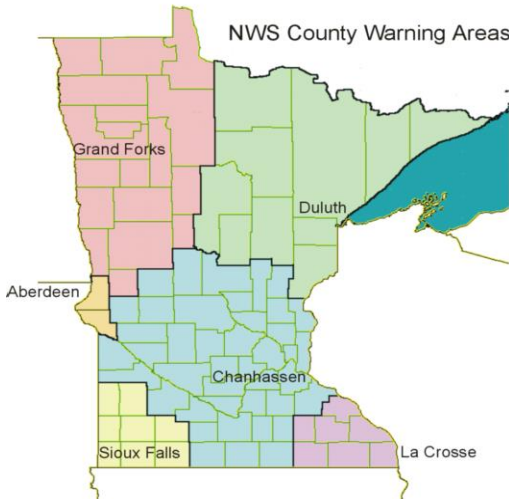
State Planning Level 5

Remote Automated Weather Stations

STATION #	AGENCY	LAT	LONG	NAME
210101	MNS	48.5921	96.4815	Kittson
210203	MNS	48.8500	95.6991	Roseau
210301	MNS	48.6702	94.6173	Baudette
210405	MNS	48.3894	93.5642	Littlefork
210503	SUF	48.1203	92.1589	Meander
210507	VOP	48.4400	93.0500	Kabetogama
210509	SUF	48.8279	91.8319	Ely
210511	MNS	46.8435	92.4616	Saginaw (Cloquet)
210512	MNS	47.3920	92.8348	Hibbing
210514	MNS	48.0190	92.8573	Orr
210602	SUF	47.6197	91.3775	Isabella
210703	MNA	47.9505	89.7800	Grand Portage
210709	SUF	48.1200	90.8380	Seagull
210801	FWS	48.3330	95.5833	Grygla (Agassiz)
210901	MNS	47.5034	94.9281	Bemidji
210902	MNS	47.9425	94.4551	Kelliher
211004	MNS	47.7795	93.6461	Effie
211005	CPF	47.5300	94.0700	Cutfoot
211401	MNS	47.2400	95.1900	Itasca State Park
211502	MNS	46.8606	94.7254	Badoura (Park Rapids)
211604	CPF	47.3781	94.6153	Cass Lake
211702	MNS	47.0376	93.6041	Hill City
211703	FWS	46.5372	93.2875	Rice Lake
211803	MNS	46.4202	92.8008	Moose Lake
212201	FWS	46.8400	95.8400	Detroit Lakes
212601	MNS	46.4006	94.1272	Brainerd
213102	MNS	45.9514	94.3444	Little Falls (Ripley)
213301	MNS	45.8901	93.2696	Mora
213403	MNS	45.9717	92.6176	St. Croix
213501	FWS	45.2612	96.3418	Big Stone
214001	FWS	45.5325	93.7503	Sherburne
214201	MNS	45.3029	93.1010	Carlos Avery
210516	NPS	48.5033	92.6406	Kettle Falls
214501	FWS	45.0719	94.5304	Litchfield
216901	PSP	44.0300	96.3200	Pipestone/ Red Stone

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
Mike Griesinger, Fire Weather Program Leader
michael.griesinger@noaa.gov

Duluth, MN, NWS Forecast Office 218-729-6697
Bill Leatham, Fire Weather Focal Point william.leatham@noaa.gov

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

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

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

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

Chapter 70 – Directory

Minnesota Interagency Fire Center

402 11th Street SE, Grand Rapids, MN 55744

Dispatch

MIFC Dispatch MN-MFC (24-hour): 218-327-4558

NAME/TITLE	EMAIL	WORK
Luedtke, Rebekah	rebekah.luedtke@state.mn.us	218-322-2738
MIFC Coordinator	mifcdispatch.DNR@state.mn.us	218-244-5690
Woodwick, Natasha	natasha.woodwick@bia.gov	218-322-2743
MIFC Ass't Coord	mifcdispatch.DNR@state.mn.us	
Vacant	mifcdispatch.dnr@state.mn.us	218-322-2744
MIFC Lead Dispatcher		

USFS Initial attack (24 hour): 218-327-4175

NAME/TITLE	EMAIL	WORK
Fifarek, Tracy	tfifarek@fs.fed.us	218-322-2756
USFS IA Center Mgr	mnfsdispatch@gmail.com	
Kingsley, Ryan	rmkingsley@fs.fed.us	218-327-4175
USFS IA Ass't Ctr Mgr	mnfsdispatch@gmail.com	
Schmidt, Elizabeth	easchmidt02@fs.fed.us	218-322-2752
IA Dispatcher	mnfsdispatch@gmail.com	

MIFC Aviation desk: 218-327-4582

NAME/TITLE	EMAIL	WORK
Bruss, Linda	linda.bruss@state.mn.us	218-327-4582
Aviation Lead Dispatch	mifcairdesk.DNR@state.mn.us	320-260-2089
Humphrey, Ginger	ginger.humphrey@state.mn.us	218-327-4582
DNR Aviation Dispatch	mifcairdesk.DNR@state.mn.us	
Sternal, Terri	terri.sternal@state.mn.us	218-327-4582
DNR Aviation Dispatch	mifcairdesk.DNR@state.mn.us	

Northeast Interagency Fire Cache, MN-NEK

402 11th Street SE, Grand Rapids, MN 55744

Cache: **218-322-2775**

NAME/TITLE	EMAIL	WORK
Wise, Brian Cache Manager	bwise@fs.fed.us	218-322-2763
Staydohar, Tom Assistant Cache Mgr	thomas.staydohar@state.mn.us	218-322-2764
National Symbols Cache	symbols@fs.fed.us	218-322-2761
Bruyere, Deb	dbruyere@fs.fed.us	218-322-2774
Hauser, Gayle	ghauser@fs.fed.us	218-322-2769
Robertshaw, Becky	rrobertshaw@fs.fed.us	218-322-2773

MIFC Information, Intelligence MN DNR Forestry, MN-MNS

MIFC Front desk: **218-327-4436**

NAME/TITLE	EMAIL	WORK
Hale, Gina MIFC Front Desk	gina.hale@state.mn.us	218-327-4436
Powers, Christi Information Officer	christi.powers@state.mn.us mifcpio.dnr@state.mn.us	218-322-2739
Glesener, William Predictive Services	bill.glesener@state.mn.us	218-322-2709 218-360-1813
Nygaard, Diane Intelligence Lead	diane.nygaard@state.mn.us mifcintell.DNR@state.mn.us	218-322-2745

MIFC Aviation

MN DNR Forestry, MN-MNS

NAME/TITLE	EMAIL	WORK
Neuman, Darren Wildfire Aviation Supv	darren.neuman@state.mn.us	218-322-2722 218-910-0440
Woodwick, Matthew Asst Aviation Supv	matthew.woodwick@state.mn.us	218-322-2726
Johnson, Robby Helicopter Ops Specialist	robby.johnson@state.mn.us	218-322-2723
Wannarka, Paul Fixed Wing Ops Spec	paul.wannarka@state.mn.us	218-322-2728
Ettl, Luke Pilot	luke.ettl@state.mn.us	218-322-2727
Hines, Anna Aviation Office Manager	anna.hines@state.mn.us	218-322-2724

MIFC Administration

MN DNR Forestry, MN-MNS

MIFC Front desk: **218-327-4436**

NAME/TITLE	EMAIL	WORK
Lundgren, Paul Wildfire Section Mgr	paul.lundgren@state.mn.us	218-322-2718 218-820-8346
Stoffel, Ron Wildfire Suppression Sup	ron.stoffel@state.mn.us	218-322-2682 218-244-1091
Oland, Timothy Rural Fire Program Cord.	timothy.oland@state.mn.us	218-322-2688
Manley, Todd Fire Training. Cord.	todd.manley@state.mn.us	218-322-2683
Kaase, Tom Ground Support Ops	tom.kaase@state.mn.us	218-322-2695
Serich, Shelly Fire Programs Specialist	shelly.serich@state.mn.us	218-322-2692
Coughlin, Pat Radio Shop Technician	pat.coughlin@state.mn.us	218-322-2696
Vogelgesang, Todd FEPP Tech	todd.vogelgesang@state.mn.us	218-322-2689

MN DNR Forestry, Central Office

651-259-5282

500 Lafayette Road, St. Paul, MN 55155

FAX: 651-296-5954

NAME/TITLE	EMAIL	WORK
Himanga, Larry Fire Admin. Supervisor	larry.himanga@state.mn.us	651-259-5277
Gormanson, Linda Wildfire Prevention Supv	linda.gormanson@state.mn.us	651-259-5288
Vollhaer, Greg Forestry Enforcement	greg.vollhaber@state.mn.us	218-835-3162 218-368-6664c

MN DNR Forestry, Northwest Region

Fire phone days: **218-308-2361**

Duty Officer: **218-766-0551**

Email: NWregion.fire.DNR@state.mn.us

2115 Birchmont Beach Rd NE, Bemidji MN 56601 FAX: 218-755-4417

Fire duty officer	EMAIL	WORK
Drimel, Jon	jon.drimel@state.mn.us	218-308-2381
Bates, Mike	mike.bates@state.mn.us	218-308-2364
Locke, Mike	mike.locke@state.mn.us	218-308-2368
Bourquin, Elizabeth	elizabeth.bourquin@state.mn.us	218-308-2361
Burns, Scott	scott.burns@state.mn.us	218-308-2362
Tjader, Harvey (alt)	harvey.tjader@state.mn.us	218-308-2383
Fire team leaders		
Rucinski, Joe Bemidji Area Office	joe.rucinski@state.mn.us	218-308-2067
Fisher, Adam Warroad Area Office	adam.fisher@state.mn.us	218-386-1304 x308
Abel, Nick (acting) Baudette Area Office	nick.abel@state.mn.us	218-634-2172 x224
Schultz, Craig Backus Area Office	craig.schultz@state.mn.us	218-947-3232
Witkin, Brad Park Rapids Area Office	brad.witkin@state.mn.us	218-732-3309 x223

MN DNR Forestry, Northeast Region

Fire phone days: **218-328-8893**

Duty Officer: **218-244-1059**

1201 East Hwy 2, Grand Rapids, MN 55744-3296 FAX: 218-327-4391

Fire Duty Officer	Email	Work/ Cell
Handrick, Jon	jon.handrick@state.mn.us	218-328-8893
Olson, Paul	paul.c.olson@state.mn.us	218-328-8937
Johnson, Andrea	andrea.m.johnson@state.mn.us	218-328-8894
Sage, Cynthia	cynthia.sage@state.mn.us	218-328-8902
Fire program leaders	Email	Work phone Dispatch phone Duty Officer
Pisarek, Brian Aitkin Area Office	brian.pisarek@state.mn.us	218-429-3019 218-429-3017 218-429-3028
Wherley, Patrick Cloquet Area Office	patrick.wherley@state.mn.us	218-878-5646 218-380-0673
Spicer, Clarissa Deer River Area Office	clarissa.spicer@state.mn.us	218-328-8905 218-328-8902 218-244-3790
Eiting, Nate Hibbing Area Office	nate.eiting@state.mn.us	218-735-3959 218-735-3958 218-735-3953
Larson, Dave Littlefork Area Office	dave.larson@state.mn.us	218-278-6651 218-244-2227*
Weflen, Joe Tower Area Office	joe.weflen@state.mn.us	218-753-4500 218-753-2500+ 218-757-3274# 218-780-7537
Mielke, Aaron Two Harbors Area	aaron.mielke@state.mn.us	218-387-3037 218-834-1418

*Koochiching County Duty Officer +Tower Dispatch # Orr Dispatch

MN DNR Forestry, Central Region

Duty Officer: 651-259-5742

Warner Road

Fire phone days: **651-259-5782**

1200 Warner Road, St. Paul, MN 55106 FAX: 651-772-7563

Cambridge

Fire phone days: **763-689-7100 x230**

800 Oak Savanna Lane, Cambridge, MN 55008 FAX: 763-689-7120 Fire

Duty Officer	EMAIL	Work phone
Wurdeman, Mark	mark.wurdeman@state.mn.us	763-689-7100x230
O'Leary, Pam	pam.oleary@state.mn.us	651-259-5782 612-259-5830
Mouelle, Jean	jean.mouelle@state.mn.us	651-259-5783
Martin, Michelle	michelle.martin@state.mn.us	651-259-5836
Schwingle, Brian	brian.schwingle@state.mn.us	<u>651-259-5821</u>
McCoy, Casey <u>New Ulm Fire Spec</u>	casey.mccoy@state.mn.us	507-359-6048
Fire staff	Email	
Little Falls Area Off Duty officer Korzeniowski, John Kern, Jason McDancil, Michael Welinski, Hunter	john.korzeniowski@state.mn.us jason.kern@state.mn.us michael.mcdancil@state.mn.us hunter.welinski@state.mn.us	320-616-2459 320-616-2496 320-616-2450x233 320-616-2450x230
Cambridge Area Off Duty officer Wagner, Lisa	lisa.wagner@state.mn.us	763-689-7100 763-689-7116 763-689-7100x299
Lewiston Area Office Edgar, Jim Rau, Doug Hinz, Kurt Brown, Joe	jim.edgar@state.mn.us doug.rau@state.mn.us kurt.hinz@state.mn.us joe.brown@state.mn.us	507-522-5060 507-765-2740 507-522-5062 507-522-5064
Sandstone Area Off Duty officer Fauskee, Jeremy	jeremy.fauskee@state.mn.us	320-245-6789 612-390-2203 320-245-6789

US Forest Service

Chippewa National Forest MN-CPF

200 Ash Avenue, Cass Lake, MN 56633

Superior National Forest MN-SUF

8901 Grand Ave Place, Duluth, MN 55805

Minnesota Interagency Fire Center

402 SE 11th ST, Grand Rapids, MN 55744

Night or 24-hour phone: 218-327-4175

Email: mnfsdispatch@gmail.com FAX: 218-327-4528

NAME / TITLE	EMAIL	WORK / CELL
Fifarek, Tracy InitialAttack Center Mgr	tfifarek@fs.fed.us	218-322-2756 928-853-7966
Kingsley, Ryan IA Assistant Center Mgr	rmkingsley@fs.fed.us	218-327-4175
Schmidt, Elizabeth IA Dispatcher	easechmidt02@fs.fed.us	218-322-2752
Heavirland, Rob Aviation Officer	rheavirland@fs.fed.us	218-322-2715 218-343-7995
LaPlant, Robert CPF FFMO	rlaplant@fs.fed.us	218-322-2779 218-380-3607
Marshall, Chase SUF FFMO	cmarshall@fs.fed.us	218-322-2685 218-340-6978
Jenkins, Brian Fuels Specialist	bsjenkins@fs.fed.us	218-322-2685 218-244-1764
Hahn, Deborah Support Services Spec	dhahn@fs.fed.us	218-322-2707
Foust, Lisa Administrative Officer	lfoust@fs.fed.us	218-322-2687
Hale, Mark Lead Fire Application Spc	mahale@fs.fed.us	218-322-2708
Lenz, Darla – Supervisor Chippewa National Forest	dlenz@fs.fed.us	218-335-8631 218-556-5564
Cummins, Connie – Supv Superior National Forest	ccummins@fs.fed.us	218-626-4302 218-341-7310

US Forest Service

NE Area State & Private Forestry

Fire phone: 610-557-4152

11 Campus Blvd., Suite 200, Newtown Square, PA 19073

FAX: 610-557-4154

NAME/TITLE	EMAIL	WORK
Brooks, Maureen Acting Director of Fire Management	mbrooks@fs.fed.us	610-557-4180
Hartlove, Robert Fire Ops/Safety	rhartlove@fs.fed.us	610-557-4161
Gabliks, Maris SFA/RX Fire/Fuels	mggabliks@fs.fed.us	610-557-4108
Owens, Winnie FEPP & VFA Manager	wowens@fs.fed.us	610-557-4141
Brooks, Maureen Fire Plan/WUI/Prev.	mbrooks@fs.fed.us	610-557-4146
Zimmerman, Dan Aviation Officer	dzimmerman@fs.fed.us	610-557-4147
Dillon, Matthew Training Officer	matthewdillon@fs.fed.us	610-557-4143
Williams, Sandra Emergency Prep Spec	swilliams04@fs.fed.us	814-728-6159

Bureau of Indian Affairs

Midwest Regional Office, MN-MRA

Norman Pointe II, 5600 West American Blvd, Suite 500,
Bloomington, MN 55347

Fire Phone: **612-725-4523**

Night or 24-hour: **218-326-4558**

FAX: 612-713-4401

NAME/TITLE	EMAIL	WORK
Remus, Tom Regional Fire Management Officer	tom.remus@bia.gov	218-322-2693
Cassellius, Marty Regional Fuels Specialist	marty.cassellius@bia.gov	612-725-4523
Bennett, Jeremy Bi-Regional WUI and Prevention Specialist	jeremy.bennett@bia.gov	715-526-7075
Basina, Cristine Forestry & Fire Administration Officer	cristine.basina@bia.gov	612-725-4525
Anderson, Matthew Regional Forester	matthew.anderson@bia.gov	612-725-4521
Pooler, Paul Fire Ecologist	paul.pooler@bia.gov	218-259-1906
Kurtz, Bill NEPA/ARCH: Fire	bill.kurtz@bia.gov	612-725-4527
Woodwick, Natasha BIA, Tribal Dispatcher	natasha.woodwick@bia.gov	218-327-2743

Bureau of Indian Affairs Minnesota Agency, MN-MNA

Fire phone: **218-751-2011**

Night or 24-hour phone: **218-327-4558** MIFC Duty
Officer

Room 418, Federal Building, 522 Minnesota Ave. NW, Bemidji, MN 56601
FAX: 218-751-4367

NAME/TITLE	EMAIL	WORK
Peterson, Greg MN Agency FMO	greg.peterson@bia.gov	218-751-2011 x1408 218-820-1744
Woodwick, Natasha BIA/Tribal Dispatch	natasha.woodwick@bia.gov	218-322-2743 218-821-9741
Lintelmann, Bob MN Agency Forester	robert.lintelmann@bia.gov	218-751-2011 x1406
Berg, Cory Fuels Manager	cory.berg@bia.gov	218-751-2011 x1452
Gregerson, Melissa Admin. Assistant	melissa.gregerson@bia.gov	218-751-2011 x407

White Earth Agency, MN-WEA

Fire phone: **218-935-5967**

Night or 24-hour phone: **218-368-0325**

PO Box 37, Naytahwaush, MN 56566 Email: weforestry@whiteearth.com

NAME/TITLE	EMAIL	WORK
Smith, Mike -- Forester	weforestry@whiteearth.com	218-935-5967
Snetsinger, David, Jr. Tribal Allotment Forester	weforestry@whiteearth.com	218-936-5757
Lafriniere, Steve Lead Fire Tech	weforestry@whiteearth.com	218-935-2917
Snetsinger, Terry Forestry Fir Tech	weforestry@whiteearth.com	218-935-5967
Estey, Brad Fire Prevention Tech	weforestry@whiteearth.com	218-935-2359 218-935-2917
Woodwick, Natasha BIA, Tribal Dispatcher	natasha.woodwick@bia.gov	218-322-2743

Red Lake Agency, MN-RLA

Fire phone: **218-679-3381**

24-hour phone: **218-766-8557** (Gil Juarez)

218-368-0579 (Wendy Pemberton)

Hwy 1, PO Box 279, Red Lake, MN 56671 FAX: 218-679-2466

Email: wendizzle_97@hotmail.com

NAME/TITLE	EMAIL	WORK
Juarez, Gilbert Lead Fire Tech.	gilbert_juarez@yahoo.com	218-679-3959
Jourdain, Bruce Aviation Manager		218-679-3959
Pemberton, Wendy Fire Clerk/Dispatch	wendizzle_97@hotmail.com	218-679-3959
Harris, Joe Fuels Specialist	jharris@redlakenation.org	218-679-3959
Reynolds, Michelle Prevention Technician	chelle_reynolds78@hotmail.com	218-679-3959
Peterson, Greg Fire Management Off	greg.peterson@bia.gov	218-751-2011 x408
Woodwick, Natasha BIA, Tribal Dispatcher	natasha.woodwick@bia.gov	218-322-2743

Mille Lacs Agency, MN-MLA

Fire phone: **320-532-7589**

Night or 24-hour phone: **320-630-2431**

43408 Oodena Drive, Onamia, MN 56359 FAX: 320-532-7514

Email: dean.staples@millelacsband.com

NAME/TITLE	EMAIL	WORK
Staples, Dean Forester & Fire Supv	dean.staples@millelacsband.com	320-532-7589
Staples, Elijah Forestry & Fire Tech		320-532-7589
Aubid, Shane Prevention Technician		320-532-7589

Leech Lake Agency MN-LLA

Fire phone: **218-335-7440** or **218-335-7445**

24-hour phone: **218-327-4558**

15756 State Hwy 371 W, Cass Lake, MN 56633

FAX: 218-335-7430 or 218-335-7452

NAME/TITLE	EMAIL	WORK
Bebeau , Duane Fire Mgtt Officer	dbebeau@lldrm.org	218-335-7440 218-259-1397
Gotchie , BJ Fire Prevention Tech	robert.gotchie@llojibwe.org	218-335-7439 218-259-4340
White , Eric Leech Lake Fire Tech		218-335-7440
Karnes , Keith Leech Lake Forester	forestry@lldrm.org	218-335-7418
Jordan , Margaret Admini Assistant	mjordan@lldrm.org	218-335-7432

Boise Forte Agency, MN-BFA

Fire phone: **218-757-3177**

Night or 24-hour: **218-244-5004** or **218-327-4558**

2364 Indian Service Road 9, Nett Lake, MN 55772 FAX: 218-757-3646

Name / title	Email	WORK
Larson , Dave Reservation Forester, FMO	dave.larson@boisforte-nsn.gov	218-757-3177x1
Mehne , Alex Allotment Forester	alex.mehne@boisforte-nsn.gov	218-757-3177x2
Hill , Lance Forest Technician	lance.hill@boisforte-nsn.gov	218-757-3177x3
Vacant Forest Technician		
Buchholz , Noah Forest Technician	noah.buchholz@boisforte-nsn.gov	218-757-3177x5

Fond du Lac Agency, MN-FDA

Fire phone: **218-878-7116**

Night or 24-hour phone: **218-327-4558**

1720 Big Lake Road, Cloquet, MN. 55720 FAX: 218-878-7168

Email: dfirstlast@fdlrez.com

NAME/TITLE	EMAIL	WORK
Petite , David Sr. Forestry Crew Sup	davepetite@fdlrez.com	218-878-8015
Whitebird , Erica Admin Assistant/ Fire Prevention Coordinator	ericawhitebird@fdlrez.com	218-878-7116
Olson , Steve Reservation Forester	stevenolson@fdlrez.com	218-878-7105
Goseyun , Matthew Ass't Forestry Crew Sup	matthewgoseyun@fdlrez.com	218-878-8015
Nelson , Christian Timber Sales Forester	christiannelson@fdlrez.com	218-878-7118

Grand Portage Agency, MN-GPA

Fire phone: **218-475-2415**

Night or 24-hour phone: **218-370-1163**

Or, call Cook County Law Enforcement, **218-387-3030** and ask them to contact Tim Miller or Erik Carlson by radio.

P.O. Box 428, 27 Store Road, Grand Portage, MN 55605 FAX: 218-475-2615

NAME/TITLE	EMAIL	WORK
Miller , Timothy Forester & Fire Supv	tpmiller@boreal.org	218-475-2415 x2033 218-475-2033
Carlson , Erik Forestry/Fire Tech, Prevention	erikc@boreal.org	218-475-2415 x2035 218-475-2035
Woodwick , Natasha BIA, Tribal Dispatch	natasha.woodwick@bia.gov	218-322-4583

Voyageurs National Park, MN-VOP

Fire Telephone: **218-283-6600**

360 Highway 11 East, International Falls, MN 56649-8904

Fax: 218-285-7407

NAME/TITLE	CONTACT	OFFICE
Fogelberg, Kurt Lead Fire Technician	kurt_fogelberg@nps.gov	218-283-6660
Miles, Brenda Fire Program Assistant	brenda_miles@nps.gov	218-283-6662
Wayenberg, Scott Fire Ecologist	scott_weyenberg@nps.gov	715-483-2285

St. Croix National Scenic Riverway, MN-SCP

Fire phone, 24-hour: **219-395-1008**

401 N Hamilton St., St. Croix Falls, WI 54024 FAX: 715-483-3288

Email: first_last@nps.gov

NAME/TITLE	EMAIL	WORK
Jacobsen, Mat Chief Ranger	mat_jacobsen@nps.gov	715-483-2260
Lundin, Charlie Park Ranger, Fire Coord	charlie_lundin@nps.gov	715-635-8346 x426

US Fish and Wildlife Service, USFWS

Fire phone: **218-844-3401**

Night or 24-hour: **763-849-7864**

26624 North Tower Road, Detroit Lakes, MN 56501 Fax: 218-847-4156

NAME/TITLE	CONTACT	Work
Grimm, Seth W Zone Fire Mgt Off	seth_grimm@fws.gov	218-844-3401
Lantz, Don Zone WUI Specialist	donald_lantz@fws.gov	763-389-3323 X 22
Vacant Zone Fire Mgt Spec		320-273-2507
Boschee, Tony FMO Fergus Falls WMD	troy_boschee@fws.fed.us	218-736-0642
Schumacher, Steve DFMO, Detroit Lakes – DLR, TMR, HSR, GLR, RYE, NWR	steve_schumacher@fws.gov	218-844-3410
Paulson, Daniel FMO MN Valley NWR	daniel_paulson@fws.gov	952-858-0729
Larson, Kris DFMO Sherburne RLR, CMR	kris_larson@fws.gov	763-389-3323
Franco, Darrin FMS Agassiz NWR	darrin_franco@fws.gov	218-449-4115 X 206
Millette, Phil -- Acting FMO, Morris WDM, Big Stone NWR	phil_millette@fws.gov	320-589-4977
Culbertson, Jared FMO–Litchfield WMD	jared_culbertson@fws.gov	320-693-2849 x117
Earhart, Eric PFS Windom WMD	eric_earhart@fws.gov	507-831-2220 X 15
Kemm, Joel FMS St. Croix NWR	joel_kemm@fws.gov	715-246-7784
Riggins, Jason Regional Fire Mgt. Coord.	jason_riggins@fws.gov	612-713-5366
Langford, Russ -- Deputy Regional Fire Mgt Spec	russ_langford@fws.gov	612-713-5498
Kerr, Tom Refuge Supervisor MN/WI	tom_kerr@fws.gov	612-713-5406

Minnesota Homeland Security and Emergency Management (HSEM)

Fire phone: **218-327-4496**

Night or 24-hour: MN State Duty Officer **800-422-0798**

402 11th Street SE, Grand Rapids, MN 55744

FAX: 218-327-4527

NAME/TITLE	EMAIL	WORK / CELL
Kelly, Joe – Homeland Security Branch Director	joseph.kelly@state.mn.us	651-201-7404
Neuberger, Joe Operations Chief	joe.neuberger@state.mn.us	651-201-7408
Holmes, Roy NE Region Program Coord	roy.holmes@state.mn.us	218-327-4496 218-259-2221

Great Lakes Forest Fire Compact

NAME	STATE or PROVINCE	EMAIL	WORK
Friesen, Gary	Manitoba	gary.friesen@gov.mb.ca	204-945-7779
Fisher, Jim	Michigan	fisherj@michigan.gov	517-284-5866
Stoffel, Ron	Minnesota	ronald.stoffel@state.mn.us	218-322-2682
McAlpine, Rob	Ontario	rob.mcalpine@ontario.ca	705-945-5978
Marty, Trent	Wisconsin	trent.marty@wisconsin.gov	608-266-7978

Chapter 80 – Forms, Guides, Manuals

Some of the most used forms, guides and manuals are listed below.

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

- Minnesota Incident Command System (MNICS) website
www.mnics.org
- Eastern Area Coordination Center (EACC) website
<http://gacc.nifc.gov/eacc>
- National Interagency Coordination Center (NICC) website
www.nifc.gov/nicc/logistics/coord_forms.htm

AD (Administratively Determined) Casual Hire

- [AD Forms Checklist](#)
- [AD Trip Itinerary for Fire Assignments](#)
- [AD USFS Pay Plan](#)
- [AD DOI Pay Plan](#)
- [Availability List](#)
- [Casual Hire Form](#)
- [Casual Firefighter Hiring Questionnaire](#)
- [Direct Deposit](#)
- [FS-6500-231 — Vendor Code](#)
- [General Information for ADs](#)
- [I-9 Instructions and Form](#)
 - [Example showing how to complete the I-9](#)
- [Incident Behavior Form](#)
- [IRSS01 — IRSS Check-in Form](#)
- [Property Loss or Damage](#)
- [W-4](#)
- [Casual Firefighter Handbook](#)
- [Travel Voucher Questionnaire](#)
- [Single Resource FAQs](#)

Aircraft

- [Aircraft Flight Request/Schedule, Hazard Analysis and Dispatch/Aviation Manager Checklist](#)
- [Federal Wildland Fire Temporary Tower Request](#)
- [Infrared Aircraft Scanner](#)
- [Tactical Aircraft Request Form](#)

- [Temporary Flight Restriction](#)
- [Temporary Tower Request](#) (Federal Wildland Fire)

Crews

- [Crew Application Form, MNICS 2017 T2IA](#)
- [Crew Manifest](#)
- [Crew Performance Rating, ICS224](#)
- Crews Resource Order Form

Dispatch

- [Assignment Extension](#)
- [Crew Manifest](#)
- [Detail Request](#)
- [Emergency Release](#)
- Food Service Request Form
- [Incident Replacement Requisition, OF-315](#)
- [Interagency Standards ROSS Operations Guide](#) (ISROG)
- [Mobile Food and Shower Service Request](#)
- [Passenger and Cargo Manifest](#)
- [Preparedness / Detail Request](#)
- Reimbursable Form
- [Resource Order Completion Instructions](#)
- Aircraft Resource Order Form
- Crews Resource Order Form / **MNICS**
- Equipment Resource Order Form / **MNICS**
- [Forest Service Fire & Aviation Qualifications Guide, 5109.17.](#)
- Overhead Resource Order Form
- Supply Resource Order Form
- [Resource Extension Request Form](#)
- [Wildfire Protection Business Management Manual](#)
- [NIMS: Wildland Fire Qualification System Guide, PMS 310-](#)

Drivers' Authorization to Operate Government Vehicles

- USFS Correspondence
- Driver's Application
- Physical Fitness Inquiry for Motor Vehicle Operators

Emergencies

- [Emergency Release](#)
- Medical Plan—ICS206
- [Wildland Fire Fatality and Entrapment, Initial Report](#)

ICS Forms, by number

- ICS201 — Incident Briefing
- ICS202 — Incident Objectives
- ICS203 — Organization Assignment List
- ICS204 — Division Assignment List
- ICS205 — Incident Radio Comm Plan
- ICS206 — Medical Plan
- ICS207 — Incident Organizational Chart
- ICS209 — [Incident Status Summary](#)
- ICS211 — [Incident Check-in List](#)
- ICS213 — General Message
- ICS214 — Unit Log
- ICS215 — Operational Planning Worksheet
- ICS215A — Incident Action Plan Safety Analysis
- ICS216 — Radio Requirements Worksheet
- ICS218 — Support Vehicle Inventory
- ICS220 — Air Ops Summary
- ICS221 — Demob Checklist
- ICS224 — Crew Performance Rating
- ICS225 — Incident Personnel Performance Rating

Incident Management Teams

- [Agency Administrator Briefing to Incident Management Teams](#)
- [Agency Administrator's Guide to Critical Incident Management](#)
- Air Ops Summary, ICS220
- [Delegation of Authority](#)
- Application Form, MNICS 2017 IMT
- Demob Checklist, ICS221
- [Incident Management Team Rationale](#)
- General Message, ICS213
- IMT Application Form, 2017 MINCS
- Incident Action Plan Safety Analysis, ICS215A

- Incident Briefing, ICS201
- [Incident Check-in List](#), ICS211
- Incident Objectives, ICS202
- Incident Organizational Chart, ICS207
- Incident Personnel Performance Rating, ICS225
- [Incident Status Summary](#), ICS209
- [Local Incident Commander Briefing](#)
- MNICS 2017 IMT Application Form
- Operational Planning Worksheet, ICS215
- OSHA Abatement Plan IMT Checklist
- Personnel Performance Rating, ICS225
- Radio Requirements Worksheet, ICS216
- Support Vehicle Inventory ICS218
- Unit Log, ICS214

Intelligence

- [Incident Status Summary \(ICS-209\)](#) / MNICS
- [Minnesota Daily Interagency Situation Report \(Sit Report\)](#) / MNICS
- MNICS Daily Prescribed Burn Notice Form
- [When to Report Wildfires with an ICS-209](#)

Northeast Interagency Support Cache (NEK)

- [8621 Mobile Cache Van Contents List](#) / MNICS
- [AD-107-Report of Transfer or Other Disposition or Construction of Property](#)
- AD-112-[Report of Unserviceable, Lost, Stolen, Damaged or Destroyed Property](#)
- [Incident Replacement Requisition](#), OF-315
- [Interagency Incident Waybill](#), OF-316
- [Interagency Incident Waybill, OF-316A Continuation](#)
- [Mobile Cache Van Contents List, 8621](#)
- [NEK Local Items](#)
- [OF-289-Property Loss or Damage Report](#)
- [OF-315-Incident Replacement Requisition](#) / MNICS
- [Supply Resource Order Form](#) / MNICS

Work Capacity Forms and Information

- [Work Capacity Information](#)
- [Work Capacity Administrator's Guide](#)
- [Pack Test Info](#)
- [MNDNR Work Capacity Certification](#)

Miscellaneous

- [Fire Use Management Team Rationale](#)
- [Reimbursable Form](#) /EACC

Chapter 90 – Agreements

MNICS Interagency Agreements

<i>With Whom</i>	<i>Title of Agreement</i>	<i>Purpose</i>	<i>Related To</i>
USFWS & DNR	Coop Agreement - USDOJ 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

Chapter 90 – Agreements

<i>With Whom</i>	<i>Title of Agreement</i>	<i>Purpose</i>	<i>Related To</i>
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 USDI, Red Lake Band, & DNR	Sharing initial / extended attack resources and boundary fires between BIA, Red Lake Band & DNR	MNICS, MIFC, National 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

Chapter 90 – Agreements

<i>With Whom</i>	<i>Title of Agreement</i>	<i>Purpose</i>	<i>Related To</i>
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

MNICS Cooperative Agreement

This is the agreement in effect at the time of publication of the 2017 Mobilization Guide. For the latest agreement, go to www.mnics.org

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 signed agreement.

MNICS Cooperative Fire Agreement

FS Agreement 14-FI-11090900-14

BIA Agreement No. A14AC00105

MNICS COOPERATIVE FIRE PROTECTION AGREEMENT
Between

UNITED STATES DEPARTMENT OF THE INTERIOR

NATIONAL PARK SERVICE
Midwest Region, DUNS Number 121195259

BUREAU OF INDIAN AFFAIRS
Midwest Region: A14AC00105 DUNS Number: 926038407

UNITED STATES FISH AND WILDLIFE SERVICE
Midwest Region DUNS Number: 151157950

UNITED STATES DEPARTMENT OF AGRICULTURE
FOREST SERVICE
Superior National Forest and the Chippewa National Forest
14-FI-11090900-14

STATE OF MINNESOTA
Department of Natural Resources
DUNS Number: 805339991

MINNESOTA DEPARTMENT OF PUBLIC SAFETY
DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
Duns Number: 8048867290000

BY THE FOLLOWING AUTHORITIES:

- Reciprocal Fire Protection Act of May 27, 1955, (69 Stat. 66; 42 U.S.C. 1856) (Federal Agencies)
- Timber Protection Act of September 20, 1922, 16 U.S.C. 594, 42 U.S.C. Stat. 857
- Economy Act of June 30, 1932, (31 U.S.C., 1535 as amended) (Federal Agencies)
- Disaster Relief Act of May 22, 1974, (42 U.S.C. 5121 as amended) (Federal Agencies)
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (P.L. 93-288) (Federal Agencies)
- Homeland Security Act of 2002 (H.R. 5005-8)
- Homeland Security Presidential Directive-5 (HSPD-5)
- Watershed Restoration and Enhancement Act of 1998, P.L. 105-77 (Federal Agencies)
- National Indian Forest Resources Management Act (P.L. 101-630, Title III) (Interior Agencies)
- Granger-Thye Act of April 24, 1950, (16 U.S.C., Sec 572) (USFS)
- Cooperative Funds and Deposits Act of Dec 12, 1975, (Pub. L. 94-148, 16 U.S.C. 565 a1-a3, as amended by the Consolidated Appropriations Act 2008 P.L. 110-161, Division F, Title IV, Sec 417 and the Omnibus Public Land Management Act, Pub. L. 111-11, Sec. 3001.) (USFS)
- The Taylor Grazing Act of June 28, 1934, (48 Stat. 1269; 43 U.S.C. 315) (BLM, FS)
- Cooperative Forestry Assistance Act of July 1, 1978, as amended (16 U.S.C. 2101) (USFS)
- Cooperative Funds Act of June 30, 1914, (16 U.S.C. 498) (USFS)
- Department of the Interior and Related Agencies Appropriations Act, 1999, as included in P.L. 105-277, section 101(e);
- Federal Land Policy and Management Act of Oct. 21, 1976, (P.L.94-579; 43 U.S.C.)(BLM)
- NPS Organic Act (16 U.S.C.1) (NPS)
- National Wildlife Refuge Administration Act of 1966 (16 U.S.C. 668dd-668ee, 80 Stat. 927, as amended) (FWS)n
- National Wildlife Refuge System Improvement Act of 1997 (P.L. 105-57) (FWS)
- Interagency Agreement for Fire Management, FS No. 97 SIA-004, Amendment No. 1
- Minnesota Statutes 84.025 subd. 7,, 89.01 subd. 4 and 90.041 subd. 1 and 471.59.

II. PURPOSE

The purpose of the Cooperative Fire Protection Agreement (hereinafter called the Agreement) is to document the commitment of the Agencies to this Agreement to improve efficiency by facilitating the coordination and exchange of personnel, equipment, supplies, services, and funds among the Agencies to this Agreement in sustaining wildland fire management activities, including but not limited to prevention, preparedness, communication and education, training, fuels treatment and hazard mitigation, fire planning, response strategies, tactics and alternatives, suppression and post-fire rehabilitation and restoration.

The National Response Framework (NRF) applies to all Federal departments and agencies that may be requested to provide assistance or conduct operations during

Presidential/Stafford Act declared disasters. These disasters also require a coordinated response by an appropriate combination of State and Tribal entities, along with the Agencies. This agreement documents the commitment of the Parties to provide cooperation, resources, and support to the Secretary of Homeland Security in the implementation of the NRF, as appropriate and consistent with their own authorities and responsibilities. **Only** wildland fires and non-wildland emergencies or disasters that are **Presidentially-declared emergencies and disasters are covered under this Agreement.**

1. Agencies to this Agreement

- The Minnesota Department of Natural Resources (DNR), hereinafter called the DNR; and
- The Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management, hereinafter called HSEM; and
- The Superior National Forest and the Chippewa National Forest and; hereinafter called the USFS; and
- The United States Department of the Interior, National Park Service, Midwest Region, hereinafter called the NPS; and
- The United States Department of the Interior, Fish and Wildlife Service, Midwest Region, hereinafter called FWS; and
- The United States Department of the Interior, Bureau of Indian Affairs, Midwest Regional Office, hereinafter called the BIA; and
- The USFS, NPS, FWS, and the BIA may hereinafter be jointly called the Federal Agencies.
- The DNR and HSEM may hereinafter be jointly called the State Agencies.
- The DNR and HSEM and other state government entities may hereinafter be called the State.
- The Federal Agencies, State Agencies, and other entities signatory to this Agreement will hereinafter be referred to as the Agencies.

2. Common Understanding of Words and Phrases

Words and phrases used herein may have different meanings or interpretations for different readers. To establish a "common" understanding, words and phrases as used herein are defined in the *Glossary of Wildland Fire Terminology* found on the "Publications" page of the National Wildfire Coordinating Group webpage www.nwccg.gov, at <http://www.nwccg.gov/pms/pubs/glossary/index.htm>, and in *Exhibit A, Glossary of Terms*.

3. Incorporation of Exhibits into Agreement

The following exhibits are hereby incorporated into this Agreement:
Contents

- A. Glossary of Terms
- B. Principal Contacts
- C. Operating Plan Outline Guide (sample)
- D. Reimbursable Billings and Payments

- E. Project and Financial Plan (sample)
- F. Cost Share Agreement (sample)
- G. MNICS/MIFC 2015 Financial/Operating Plan (sample)

Exhibits to this Agreement may be revised upon request of the Agencies through execution of the Statewide Annual Operating Plans. The latest revision

of any Exhibit will automatically be incorporated into this Agreement without necessitating a formal modification as defined in Agreement Clause 65.

4. Acknowledgement of Supplements to the Agreement

Supplements to this Agreement, Project and Financial Plans, and Cost Share Agreements will further describe working relationships, financial arrangements, and joint activities not otherwise specified under the terms of this Agreement.

5. Hierarchy and Precedence for Agreements, Exhibits, etc.

Any inconsistencies in this Agreement and attachments thereto shall be resolved by giving precedence in the following order:

- A. This Agreement
- B. Statewide Operating Plan
- C. Exhibits to this Agreement
- D. Zone or Local Operating Plan
- E. Project and Financial Plan

III. RECITALS

- A. Lands for which the State is responsible for wildland fire protection in Minnesota and the lands for which the respective Federal Agencies are responsible are intermingled or adjacent in some areas, and wildland fires on these intermingled or adjacent lands may present a threat to the lands of the other;
- B. The Agencies maintain fire protection and fire management organizations;
- C. It is to the mutual advantage of the State Agencies and Federal Agencies to this Agreement to coordinate efforts for the prevention, detection, and suppression of wildfires, fuels management, use of wildland fire, non-wildland fire emergencies (as authorized), and cooperative projects for resource protection in and adjacent to their areas of responsibility, and to limit duplication and improve efficiency and effectiveness;
- D. It is the intent of the Agencies signatory to this Agreement that DNR resources be available to assist in fire management activities on all federal lands, and on other lands upon which the Federal Agencies are responsible to protect;
- E. It is the intent of the Agencies signatory to this Agreement that federal resources be available to assist in fire management activities on all state, tribal and private lands the DNR is responsible to protect;
- F. The USFS, BIA, NPS, and FWS have entered into a national Interagency Agreement for Fire Management to cooperate in all

aspects of fire management. It is noted that local fire resources are often mobilized within a state pursuant to a separate state Memorandum of Understanding (MOU) or agreement with local fire departments or fire organizations, with reimbursement handled according to the terms detailed within that agreement.

In consideration of the mutual commitments and conditions herein made, it is agreed as follows

IV. INTERAGENCY COOPERATION

6. Direction

All aspects and clauses of this Agreement are constrained to apply within the limits of laws, regulations and policies that apply to each partner agency.

7. Local Cooperative Initiatives

Agencies will encourage and support local cooperative initiatives that enhance cooperation and improve coordination and efficiencies.

8. Minnesota Incident Command System (MNICS)

MNICS provides coordination and recommendations for all interagency wildland fire protection activities in Minnesota, as described in the MNICS Charter.

MNICS is composed of the Federal Agencies: NPS, BIA, FWS, USFS; and the State of Minnesota: DNR and HSEM. The Minnesota State Fire Chiefs Association is an ex-officio member of MNICS, but not a signatory to this Agreement. It is intended that this Agreement be implemented under the auspices of MNICS, rather than through individual Agencies, to the maximum extent feasible.

The MNICS Board of Directors (BOD) will provide coordination and assistance for all fire protection activities within the protection areas of the Agencies that are signatory to this agreement. The MNICS BOD will consist of the following:

- DNR Director, Division of Forestry
- USFS Forest Supervisor, Superior National Forest
- USFS Forest Supervisor, Chippewa National Forest
- BIA Regional Director, Midwest Region
- NPS Park Superintendent, Voyageurs National Park
- FWS Regional Refuge Supervisor, Region 3
- HSEM Director, Homeland Security & Emergency Management

BOD members may designate alternates to perform certain duties as allowed under their respective individual authorities

The MNICS Task Force will oversee the day-to-day operations of MIFC and fire management activities for the agencies located in Minnesota. The Task reports directly to the MNICS BOD. Task Force members will consist of the following or their formally designated representative:

- DNR Wildfire Suppression Supervisor
- USFS Forest Fire Management Officer, Superior and Chippewa National Forests
- BIA Fire Management Officer, Minnesota Agency/Red Lake Forestry
- NPS Fire Management Officer, Voyageurs National Park
- FWS Zone Fire Management Officer
- HSEM NE Regional Program Coordinator

The MIFC Center Manager works for the Task Force and facilitates Task Force meetings. The MIFC Information Officer also works for the Task Force and disseminates MNICS information.

MNICS will use working teams to help develop procedures and guidelines and to oversee implementation. As deemed appropriate, other ad-hoc members from

other cooperating agencies and/or associations that are not parties to this Agreement may provide technical assistance on these working teams. Working teams may include but are not limited to the following:

- Air Operations
- Communications
- Dispatch
- Finance
- Geographic Information Systems (GIS)
- Information Management
- Logistics
- Operations
- Prescribed Fire and Fuels Management
- Prevention
- Training
- Information Technology

9. Joint Projects and Local Agreements

The DNR and/or any of the Federal Agencies may jointly conduct mutual interest projects, within their statutory authority and policy, to maintain or improve the fire management capability of the agencies. These projects may be in such activities as suppression, dispatch, prevention, investigation, pre-attack planning, fuels management, prescribed fires, aviation operations, fire operations, training, fire management analysis and planning, ignition management planning, fire area rehabilitation, public affairs, presuppression land rehabilitation, wildland/urban interface fire coordination and other beneficial efforts. Such projects will be documented in operating plans, project plans, local agreements, or other appropriate written documents. Documentation will include the objectives, role of each Agency, and each Agency's share of costs.

Project plans may be executed by unit administrators of the agencies to this Agreement and billed according to *Exhibit D, Reimbursable Billings and Payments*, and *Exhibit E, Project and Financial Plan (Sample)*. Such local arrangements shall not be in conflict with the terms of this Agreement. Local agreements may be executed as delegated to unit administrators of Agencies party to this Agreement.

For Minnesota Agencies the unit administrators are defined as the MNICS Board of Directors or their authorized representatives.

10. Eastern Area Coordinating Group (EACG)

This group shall provide coordination and recommendations for all interagency fire management activities in the 20 Northeastern states. Membership, procedures, and guidelines will be agreed to and documented in the EACG Charter.

11. National Incident Management System:

The Agencies to this Agreement will operate under the concepts defined in the Department of Homeland Security's (DHS) *National Incident Management System (NIMS)*. In implementing these concepts, Agencies to this Agreement will be expected to follow the National Wildfire Coordinating Group's (NWCG) National Interagency Incident Management System (NIIMS) minimum standards as defined in the *Wildland Fire Qualifications Systems Guide (PMS-310)*. These NWCG minimum standards are DHS NIMS compliant. The following NIMS concepts will be followed as they are implemented: Incident Command System (ICS), qualifications system, training system, the management of publications, and participating in the review, exchange and transfer of technology as appropriate for providing qualified resources, and for the management of incidents covered by this Agreement.

12. Multi-Agency Coordinating (MAC) Groups

During periods when fire management activity is significant enough to require prioritization of fires, in order to allocate critical or scarce resources, the MNICS organization will use a MNICS MAC group for incidents in Minnesota. The MNICS Task Force members will serve as the representatives for the MAC group with BOD members participating as needed. EACC may establish a MAC group to set priorities for its geographical areas.

13. Operating Plans

Operating Plans will be developed at the state level and will tier to this Agreement. *Exhibit C, Annual Operating Plan Outline Guide (Sample)*. The following Operating Plans are listed in descending order of precedence:

- A. **Eastern Area Geographic Area Operating Plans:** Geographic Area Operating Plans will address issues affecting geographic area-wide cooperation. The Geographic Area Operating Plan will be approved by the signatory State and Federal EACG member agencies. The Eastern Area Mobilization Guide will be identified as, and be considered, part of the Geographic Area Operating Plan.

- B. **Statewide Operating Plan** *Exhibit C, Annual Operating Plan Outline Guide (Sample) and Exhibit D, Reimbursable Billings and Payments:* The Statewide Operating Plan and accompanying exhibits will address issues affecting statewide cooperation. The MNICS BOD will have signatory authority for approving Statewide Operating Plans.
- C. **MNICS/MIFC Financial/Operating Plan:** The MNICS/MIFC Financial/Operating Plan will be approved by the MNICS Board of Directors. Modifications to the MNICS/MIFC Financial/Operating Plan only need to be approved by the agencies affected by the modification.
- D. **Unit Level Operating Plans** (Forest, Preserve, Park, Management Area): Unit level operating plans only need to be approved by the units affected by the plans.
- E. **Project Plans** are plans developed for specific non-suppression, fire related projects. Such projects will be documented in local agreements,

or other appropriate written documents. Documentation will include the objectives, specific authorizing law, role of each Agency, and each Agency's share of cost (See Exhibit E for a Supplemental Project Plan.) The MNICS Board of Directors have the authority to approve Project Plans for fire management activities within the State of Minnesota.

14. Interagency Dispatch Center and Cache

The Agencies agree to maintain, support, and participate in the Minnesota Interagency Fire Center (MIFC), the Northeast Area Interagency Incident Support Cache and the National Symbols Cache. Staffing, funding, and level of participation will be agreed to and documented in annual operating plans, separate agreements and/or appropriate mobilization guides. The *Minnesota Interagency Mobilization Guide* will be the primary document to identify approved policy and procedures for dispatching fire resources.

It is intended that interagency dispatch center managers may be from any of the participating Agencies, and as such, have the Agency specific authorities from each participating Agency, except where prohibited by law or regulation, necessary to conduct the MIFC's operation.

The Northeast Area Interagency Incident Support Cache: The DNR and the USFS jointly manage the Northeast Interagency Incident Support Cache including the National Symbols Cache. These agencies will continue to work cooperatively to manage and operate the cache. Annual operating plans will be prepared and the plans approved by the Director of the DNR Division of Forestry and the Forest Supervisor of the Superior National Forest.

15. Eastern Area Coordination Center(EACC)

The Agencies to this Agreement recognize the Eastern Area Coordination Center in Milwaukee, Wisconsin, as the Geographic Area Coordination Center (GACC) for the Eastern Geographic Area. The Agencies to this Agreement will coordinate incident management activities and resource movements through the GACC as appropriate. No Agency is precluded from independent movement of resources. It is recognized that the State may move resources within the Great Lakes Forest Fire Compact as authorized by the Compact agreement.

16. Interagency Resources

Interagency funding, staffing, and use of resources and facilities will be pursued by all parties to this Agreement whenever an interagency approach is appropriate and cost effective. Shared staffing and funding will be commensurate with each Agency's use of resources, will be agreed to and documented in local operating plans, and will be subject to the availability of appropriations.

To the extent practical, additional preparedness resource requests will be coordinated. The coordination process will be identified in the Operating Plan.

The Eastern Geographic Area Coordinating Group will establish operating plans for management of the Eastern Area's interagency IMT. The MNICS organization will be responsible for establishing and managing the MNICS IMTs.

17. Standards

It is the goal of the signatory Agencies to this Agreement to achieve common standards within the Agencies' best interest, recognizing differing agency missions and mandates. Each Agency to this Agreement recognizes that other agency standards are reasonable, prudent, and acceptable. This clause is not intended to affect the Jurisdictional Agency's land management standards.

18. Definition of Responsibilities

The Agencies to this Agreement shall be distinguished as follows:

- A. Jurisdictional Agency – An Agency having overall land and resource management responsibility for a specific geographical or functional area as provided by federal or state law. Under no circumstances will a Jurisdictional Agency abdicate legal responsibilities as provided by federal or state law.
- B. Protecting Agency - The Agency responsible for providing direct incident management and services to a given area pursuant to its jurisdictional responsibility or as specified by federal or state law, contract or agreement.
- C. Supporting Agency – An Agency providing suppression or other support and resource assistance to a protecting agency.

19. Protection Planning

Annually, Unit Administrators will determine efficiencies to be gained from reciprocal assistance and acquisition of protection services.

Operating Plans will document decisions. Plans should be reviewed and agreement reached concerning such items as placement of crews, engines, air tankers, helicopters, fixed and aerial detection, regulated use, closures and other joint fire suppression efforts.

20. Protection Areas and Boundaries

Protection areas, as defined by boundaries, will be mapped and or described, and made a part of Operating Plans.

21. Methods of Fire Protection and Suppression

One agency may provide fire protection services on lands under the jurisdiction of another, within their authority and as authorized by law. The following are different methods to provide those services:

- A. Reciprocal (Mutual Aid) Fire Protection: As deemed appropriate, the Agencies may, by agreement in Operating Plans, establish reciprocal initial attack zones for lands of intermingled or adjoining protection responsibility. Within such zones, a Supporting Agency will, upon request or voluntarily, take initial attack action in support of the Protecting Agency.

The Protecting Agency will not be required to reimburse the Supporting Agency for costs incurred following the initial dispatch of any ground resources to the fire for the duration of the mutual aid period, unless specifically stated by contract or agreement. The length of the mutual aid period should not exceed 24 hours, unless specifically stated by agreement or contract, and will be documented in the Statewide Operating Plan.

Under no circumstances will Supporting Agencies be required to deplete local resources to honor a request.

Aviation resources will be outlined separately for mutual aid response in the Operating Plans as applicable.

- B. Reimbursable (Cooperative) Fire Protection: The Protecting Agency may request suppression resources of other Agencies for its protection work. Such resources shall be paid for by the Protecting Agency. *See Exhibit D, Reimbursable Billings and Payments.*
- C. Exchange (Offset) Fire Protection: Agencies may exchange responsibility for fire protection for lands under their jurisdiction. The rate of exchange will be based upon comparable cost, acreage involved, complexity, and other factors as appropriate and mutually agreed to by the Agencies. Exchange zones will be documented in the Operating Plans. Operating Plans will be valid for the duration of this agreement and can be modified as necessary. Approving officials will be the MNICS Board of Directors whose units are affected by the Operating Plan.

If an imbalance exists, the Protecting Agency with the surplus of acres will bill the Jurisdictional Agency for the difference on a per acre basis as computed under Contract or Fee Basis Protection.

Imbalance means a deviation exceeding the range of variation agreed to between the parties.

When working under this agreement, unless specified otherwise in a separate agreement or Operating Plan, when a Protecting Agency takes suppression action on lands it protects for the Jurisdictional Agency and the Jurisdictional Agency is requested to assist, the Protecting Agency will reimburse the Jurisdictional Agency for their assistance. The exception is if all the parties involved are Federal Agencies. The National Agreement between the Department of the Interior Agencies and the USDA Forest Service states that the parties agree not to bill each other for suppression services.

- D. Contract (Fee Basis) Fire Protection: For an agreed upon fee, one Agency may assume fire protection responsibilities on lands under the jurisdiction of another Agency. The terms and conditions of such arrangements must be included in Operating Plans.

22. Fire Prevention

The Agencies will cooperate in the development and implementation of fire prevention programs. Unit Administrators will assure that fire prevention goals and activities are planned at local levels and, where applicable, are addressed in Operating Plans. Specific fire prevention plans should be developed by local interagency fire management personnel. The Agencies to this Agreement may pool resources and share costs. Unit Administrators are encouraged to participate in local fire prevention cooperatives, organizations, or groups, where applicable.

23. Public Use Restrictions

If applicable, guidelines for implementing restrictions and closures shall be established by a separate Memorandum of Understanding; or will be addressed in the Operating Plan.

24. Burning Permits

Burning permit procedures, where applicable, will be included in local Operating Plans. If authorized by State and Federal law, federal employees or their agents may be granted authority by the States to issue burn permits when it is determined to be in their mutual interest.

25. Prescribed Fire and Fuel Management

The Agencies agree to cooperate in the development and implementation of prescribed fire and fuels management programs. Any Agency within this Agreement may provide assistance to another Agency as requested and agreed to for the purposes of performing prescribed fire or other fuels management work. Conditions of the assistance and details related to reimbursement will be agreed to and documented, through the procurement or project plan process. This includes costs associated with personnel, ground and/or aviation assets. *Exhibit E, Project and Financial Plan*. Parties to this Agreement will pursue all avenues available within the law, statute, policy and procedure to

cooperate across jurisdictional boundaries.

Any instrument processed under this clause shall be in accordance with the agency's applicable laws, regulations, and policy requirements.

26. Escaped Prescribed Fires

Wildfire resulting from escaped prescribed fires that were ignited by, managed at the direction of, and/or under the supervision of an Agency to this Agreement shall be the responsibility of the agency initiating the prescribed fire. Unless otherwise agreed, all suppression costs and associated damages are the responsibility of the Agency(s) initiating the prescribed fire.

When Agencies conduct a cooperative prescribed fire, the responsibility for suppression costs, should prescribed fire be converted to a wildfire, shall be agreed upon and documented in the project plan.

V. OPERATIONS

27. Response to Wildland Fire

All fire suppression action conducted on lands of another Agency shall be consistent with that Agency's fire management policy, preplanned objectives for the area in which the fire occurs, and the terms of this Agreement.

A "Special Management Considerations" section in the Agency Operating Plan, addressing resources and other management concerns, will be used by Unit Administrators of the Agencies to identify areas of special management consideration, and to communicate appropriate fire management actions and any restrictions in firefighting tactical techniques to an Incident Commander. All suppression costs with respect to application of special management considerations will be paid by the Jurisdictional Agency. The Jurisdictional Agency shall have the authority to assume full management of any wildland fires on their jurisdictional lands in the special management areas. Special management areas will be delineated in the Operating Plans.

Unless otherwise agreed, the Jurisdictional Agency will provide an Agency representative or appropriate environmental technical specialist to advise a Protecting Agency of any special management considerations that may influence suppression action. The Incident Commander will incorporate special management considerations into the incident planning process, subject to the delegation of authority.

Each Annual Operating Plan must address how the entities will handle cost-sharing for wildland fires that spread to another jurisdiction. Entities should recognize that, as in the *Guidance for Implementation of Federal Wildland Fire Management Policy (2009)*, a wildland fire may concurrently be managed for one or more objectives. Additionally, objectives can change as the fire spreads across the landscape, affected by changes in environmental conditions, human influence, and institutional factors. Simply stated, some portions of a wildland fire may receive a protection objective while other portions are managed for resource objectives, and those portions and objectives might change at

some time over the duration of the event. The intent should never be to allow a wildland fire to burn onto a jurisdiction that does not want it. All parties should be involved in developing the strategy and tactics to be used in preventing the fire from crossing the jurisdictional boundary, and all parties should be involved in developing mitigations that would be used if the fire crosses jurisdictional boundaries.

28. Licensing

Drivers and equipment operators will hold appropriate operating licenses to meet state and federal laws. Employees of the agencies to this Agreement may operate each other's vehicles provided the operator is qualified by the current operating guidelines and training requirements of their own Agency unless the Agency supplying the vehicle does not allow it. Driving will be for official purposes only.

29. Training

The Agencies will cooperate to assure that training is provided that will produce safe and effective fire management and aviation programs. The intent is to champion high-quality training, to minimize training costs by sharing resources, and to standardize training.

30. Communication Systems

The Agencies may mutually agree to allow one another the use of communications systems such as radio frequencies and talk groups, computer system access, data transmission lines, and communication sites when there is a mutual benefit to the Agencies. Such agreement shall be approved only by Agency authorized personnel.

31. Fire Weather Systems

The Agencies to this Agreement will cooperate in the gathering, processing, and use of fire weather data, including the purchase of compatible sensing systems and the joint use of computer software. The Agencies will jointly evaluate and agree to any deletions or additions to the system. The National Fire Danger Rating System (NFDRS) and the Canadian Forest Fire Danger Rating System (CFFDRS) are the fire danger rating systems used in Minnesota.

32. Smoke Management

Within their authorities, the Agencies to this Agreement will cooperate in smoke management programs.

33. Aviation Operations

- A. General: The Agencies agree to cooperate in use of aviation resources to foster effective and efficient use of aircraft and personnel. All aviation activities shall be conducted in accordance with each Agency's aviation rules, policies and directives, and Aviation Operation Plans.
- B. Pilot and Aircraft Approvals: Federal policy requires Federal and State pilots and aircraft to be inspected and approved by carding or letter of certification by the Forest Service or the USDI Aviation Management Directorate (AMD) for Federal Agency missions or transport of Federal employees.

- C. Be inspected and carded, either by the Forest Service, the USDI-AMD, Department of Transportation, or Federal Aviation Administration as required. This inspection/carding process may be done jointly by the Federal agencies, or by one Federal Agency acting in the lead role. Upon request, State of Minnesota staff may participate in USDI-AMD and/or Forest Service inspection and carding of vendors located within the State of Minnesota.

34. Closest Forces Concept

The guiding principle for dispatch of initial attack suppression resources is to use the closest available resource regardless of which Agency the resources belong, and regardless of which Agency has protection responsibility. In order for this concept to be successful, each Agency must have the appropriate resources available commensurate with each Agency's current fire danger and activity.

35. Shared Resources

Agency funding, staffing, and utilization of aircraft, engines, crews, or fire facilities may be pursued wherever a reciprocal approach is appropriate and cost effective. Staffing and funding will be commensurate with each Agency's use of the resources and will be agreed to and included in the Operating Plan.

36. Fire Notifications

Each Agency will promptly notify the appropriate protecting Agency of fires burning on or threatening lands for which that Agency has protection responsibility. Likewise, protecting Agencies will promptly inform Jurisdictional Agencies whenever they take action on fires for which the Protecting Agency is responsible.

37. Protection Priorities

The protection of human life is the single, overriding suppression priority. Setting priorities among protecting human communities and community infrastructure, other property and improvements, and natural and cultural resources will be done based on human health and safety, the values to be protected and the costs of protection. Once people have been committed to an incident, these human resources become the highest value to be protected.

38. Boundary Line Fires

A fire burning on, or within one mile of a protection boundary will be the initial attack responsibility of the protecting agencies on either side of the boundary. The involved Agencies may establish a unified command structure for the incident. The Incident Commanders of the involved Agencies should mutually agree upon fire suppression objectives, strategy, and the commitment and funding of agency suppression resources. When a fire burns on both sides of a protection boundary, beyond the mutual aid period, a cost share agreement should be prepared and approved by the Unit Administrator or their designee for all actions as outlined in Cost Sharing. A sample agreement is attached. See Exhibit F. Supplemental Fire Suppression and Cost Share Agreement.

39. Independent Action

Except as otherwise limited in Operating Plans, nothing herein shall prohibit any Agency, on its own initiative, from going upon lands known to be protected by another Agency to this Agreement to engage in suppression of wildfires, when such fires are a threat to lands that are that Agency's protection responsibility. In such instances, the Agency taking action will promptly notify the protecting Agency. These Protecting Agencies' actions will be commensurate with the Jurisdictional Agencies land management considerations, and subject to the laws and regulations of the Jurisdictional Agency. The Protecting Agency will assume command of all fire suppression action when a qualified Incident Commander of that agency arrives at the fire.

40. Wildland Fire Decision Support System (WFDSS)

The Wildland Fire Decision Support System (WFDSS) is a web-based decision support system, which replaces the Wildland Fire Situation Analysis (WFSA), Wildland Fire Implementation Plan (WFIP), Long-Term Implementation Plan (LTIP), and Strategic Implementation Plan (SIP).

The Federal Agencies' policies require that WFDSS be completed for wildfires on Federal land. This procedure requires Federal Agency Unit Administrator participation. When wildfires occur on State-protected Federal lands, the responsible unit administrator will actively involve the State in this process. Operating Plans will contain procedures for development and Unit Administrator approval of the Wildland Fire Decision Support System. Responsibility for strategic and tactical implementation shall rest with the Incident Commander.

41. Delegation of Authority

Operating Plans will document procedures and criteria for Unit Administrators to specify direction, authority, and financial management guidelines to Incident Commanders for large incidents.

42. Determination of Cause and Preservation of Evidence

As initial action is taken on a fire, the initial attack forces, regardless of whether they are Jurisdictional Agency, Protecting Agency or Supporting Agency, will immediately gather and preserve information and evidence pertaining to the origin and cause of the fire. Agencies shall render mutual assistance in investigation and law enforcement activities and in court prosecutions to the fullest extent possible. Each Agency shall be responsible for fire-related law enforcement activities on wildfires that originate on their respective lands.

43. Fire Reports

In incidents where the Protecting Agency is not the Jurisdictional Agency, the Protecting Agency will make every effort to furnish a copy of their fire report to the Jurisdictional Agency within 15 days after the fire is declared out.

44. Post-Fire Analysis

To benefit from lessons learned on fire incidents falling under the terms of this Agreement, the Agencies may conduct post-fire analyses. Such

critiques or reviews will be conducted jointly by the DNR and/or the affected Federal Agency(s). These analyses may be requested by the Jurisdictional, Supporting, or Protecting Agencies.

VI. USE AND REIMBURSEMENT OF INTERAGENCY FIRE RESOURCES

45. Appropriated Fund Limitation

Nothing herein shall be considered as obligating any Agency to this Agreement to expend funds, or as involving the United States, or the State of Minnesota, in any contract or other obligation for the future payment of money in excess of or in advance of appropriated funds available for payment to meet the commitments of this Agreement and modifications thereto, except as specifically authorized by law.

46. Reimbursable Assistance

Reimbursable Assistance refers to those fire suppression resources that are to be paid for by the Protecting Agency. Reimbursable Assistance resources must be requested by the Protecting Agency or supplied through automatic or mutual aid systems and must be recorded by the resource order process within the dispatching systems of both the Protecting Agency and Supporting Agencies or documented by the Incident Commander in the fire report. Resources not documented in this manner are not reimbursable. Except as otherwise provided, all costs incurred as the result of an incident and documented as stated above are generally reimbursable, such as but not limited to: (See Reimbursable Costs - *Exhibit A Glossary of Terms*)

- A.** Costs incurred for suppression and move-up and cover resources.
- B.** Transportation, salary, benefits, and per diem of individuals assigned to the incident.
- C.** Additional support dispatching services requested through a resource order.
- D.** Cost of equipment in support of the incident; contract equipment costs and operating cost for agency equipment.
- E.** Operating supplies for equipment assigned to the incident, such as fuel, oil, and equipment repairs.
- F.** Aircraft, airport fees, foam and retardant costs.

The resources of the State of Minnesota, identified in Cooperative Resource Rates Forms, are defined as cooperators, not contractors for the purposes of fire management activities.

47. Duration of Assignments

Consideration must be given to the health and safety of personnel when assigned to fires. The Agencies agree that Incident Commanders will release suppression resources to their primary responsibilities as soon as priorities allow. Incident Commanders shall adhere to work/rest policies of respective responding Agencies.

48. Supplemental Fire Suppression and Cost Share Agreement

Whenever multiple jurisdictions are affected due to the placement of a fire, the agencies involved should develop and implement a

Supplemental Fire Suppression and Cost Share Agreement. Acceptable forms of the cost share mix are limited to those listed in item #10 of *Exhibit F, Cost Share Agreement*.

Except as otherwise provided by Clauses 39 (Independent Action), and 51 (Billing Procedures), a Cost Share Agreement will be approved by the responsible Unit Administrators (as defined in *Exhibit A, Glossary of Terms*) or their authorized representatives when the incident involves lands of more than one Protecting Agency (see Clause 38, Boundary Line Fires, and *Exhibit F, Cost Share Agreement*).

A Cost Share Agreement, in order to document cost sharing, may be used for temporary support functions or facilities established during periods of high fire danger or activity.

49. Procurement

The procurement laws of the Protecting Agency will apply in the procurement of resources. Procurement costs by one Agency in support of another that are reasonable and prudent may be charged to the Protecting Agency. Delegations of procurement authority for an incident shall be made in accordance with

Agency policy (see *Interagency Incident Business Management Handbook*, NWCG Handbook 2, Chapter 20).

The State Agencies receive their procurement authority from State laws, and are therefore not subject to Federal procurement laws. Whenever a State Agency is responsible for the management of an incident (including an incident within the direct protection area of a Federal Agency), the State will comply with State laws and regulations covering procurement.

50. Loaned Equipment and Supplies

Equipment and supplies, (i.e. commonly used fire cache items such as pumps, hoses, nozzles, etc.) loaned to another Agency shall become the responsibility of that Agency, and shall be returned in the same condition as when received, reasonable wear and tear excepted. Notwithstanding the general waiver of claims against each other, and as determined by the loaning agency, the receiving Agency will repair or reimburse for damage in excess of reasonable wear and tear and will replace or reimburse for items lost, destroyed, or expended.

51. Billing Procedures

Specifics for billing procedures will be detailed in *Exhibit D, Reimbursable Billings and Payments*.

52. Cost Recovery

Authority to recover suppression costs and damages from individuals causing a fire varies depending on contracts, agreements, permits and applicable laws. The authorized representatives of affected agencies will attempt to reach mutual agreement as soon as possible after a fire on the strategy that will be used to recover suppression costs and damages from the individuals liable for such costs and damages. Such strategy may alter interagency billing procedures, timing and content as

otherwise provided in this Agreement. Any Agency may independently pursue civil actions against individuals to recover suppression costs and damages. In those cases where costs have been recovered from an individual, reimbursement of initial attack, as well as suppression costs to the extent included in the recovery, will be made to the Agency taking reciprocal action.

VII. GENERAL PROVISIONS

53. Personnel Policy

Employees of the Agencies to this Agreement shall be subject to the personnel rules, laws and regulations of their respective agencies, unless they are employed temporarily by another agency to this Agreement and the authority under which such temporary employment is authorized provides that such employees shall be subject to the employing Agency's personnel laws and regulations.

54. Federal Employee's Compensation Act (FECA)

All federal employees, casuals, and personnel covered by a written agreement that contains FECA authorities, who sustain job-related injuries and illnesses in the performance of duty, are covered by FECA (20 CFR 10). State employees are not covered under FECA unless they have been hired as Federal AD firefighters.

55. Mutual Sharing of Information

Subject to applicable state and federal rules and regulations, including the Privacy Act, agencies to this Agreement may furnish to each other, or otherwise make available upon request, such maps, documents, GIS data, instructions, records, and reports including, but not limited to, fire reports, employment records, and investigation reports as either Agency considers necessary in connection with the Agreement.

56. Accident Investigations

When an accident occurs involving the equipment or personnel of a Supporting Agency, the Protecting Agency shall take immediate steps to notify the Jurisdictional and Supporting agencies. As soon as practical, the Protecting Agency shall initiate an investigation of the accident. The investigation shall be conducted by a team made up of representatives from affected Agencies, as appropriate.

57. Purchaser, Contractor, Operator, Permittee, Etc., Fires

The Protecting Agency will notify the Jurisdictional Agency of any fire suspected to have been caused by a purchaser, contractor, operator or permittee, etc., of the Jurisdictional Agency as soon as it becomes aware of the situation. The Protecting Agency will be responsible for management of the fire under the provisions of this Agreement. Agencies will meet to determine a cost recovery process as outlined in Clause 52.

58. Non-Wildland Fire and Medical Aid Responses

This Agreement is not limited to wildland fire management and may include all-hazard incident responses. Agencies may support one another in emergency situations as provided by their policies,

procedures, or other agreements. Agencies should assure that the proper Reimbursable Agreements and funding sources are in place prior to dispatching resources. Procedures for assistance are outlined in the National Response Plan. In the event of a Presidential Disaster Declaration or Stafford Act response, the Agencies may assist one another under the provisions of this Agreement as long as requested resources are available and all other provisions of this Agreement are met (42 U.S.C. 5122, 5187).

59. Employment Policy

Employees of the Agencies to this Agreement shall at all times be subject to the laws, regulations, and rules governing their employment, regardless of agency, and shall not be entitled to compensation or other benefits of any kind other than specifically provided by the terms of their employment.

60. Supplemental Fire Department Resources

Resources dispatched through this Agreement, will not include “Supplemental Fire Department Resources” which are defined as: *“Overhead tied to a local fire department generally by agreement that are mobilized primarily for response to incidents/wildland fires outside of their district or mutual aid zone. They are not a permanent part of the local fire organization and are not required to attend scheduled training, meetings, etc. of the department staff.”* Resource personnel will be limited to: State / Federal, fulltime, part-time, seasonal or contractual agency employees. All other non-agency personnel will be hired as Federal AD Firefighters in accordance with the current AD Pay Plan, (NWCG IIBMH).

61. Third Party Claims

Any liability to third parties which may arise under the performance of this Agreement shall be determined solely under the Federal Tort Claims Act as to the Federal Agencies; and under the Laws of the state of Minnesota as to the State Agencies.

62. Damaged Equipment

Damages to authorized equipment beyond normal wear and tear will be reimbursed by the requesting agency upon proper documentation as identified in the *Interagency Incident Business Management Handbook*.

63. Waiver

It is mutually agreed that the Agencies to this Agreement shall each be responsible for their own losses arising out of the performance of this Agreement. Each Agency hereby waives any claim against any other Agency for any loss or damage to the Agency or loss, damage, personal injury or death to its employees or agents, occurring as a consequence of the performance of this Agreement unless otherwise specified in this agreement; provided, this provision shall not relieve any Agency from responsibility for claims of third parties for losses for which the Agency is otherwise legally liable. Third party claims will be processed by the Protecting Agency.

As authorized within the provisions of 42 USC Chapter 15A – Reciprocal Fire Protection Agreements; this Agreement provides for the reimbursement of any party for all or any part of the cost incurred by such party in furnishing fire protection for or on behalf of any other party.

64. Modifications

Modifications within the scope of this Agreement shall be made by mutual consent of the Agencies, by the issuance of a written modification, signed and dated by all Agencies, prior to any changes being performed. No Agency is obligated to fund any changes not properly approved in advance.

65. Examination and Audit

Federal Agencies and State Agencies shall be subject to examination and audit for three years after final payment under the terms of this Agreement. Examination and audit shall be confined to those matters connected with the performance of this Agreement including, but not limited to, the cost of administration.

66. Civil Rights

The Cooperators shall comply with all State of Minnesota and Federal statutes relating to nondiscrimination including, but not limited to: (a) the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, handicap, or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681 – 1683, and 1685 – 1686) which prohibits discrimination on the basis of sex.

67. Annual Review

If deemed necessary, representatives of State and Federal Agencies will meet and review matters of mutual concern. *Exhibit C, Annual Operating Plan Outline Guide (Sample)* and *Exhibit D, Reimbursable Billings and Payments* will be reviewed annually; and if necessary, will be revised and approved by the appropriate Agency representative as authorized in Sec IV, Clause 14–B, C & D.

68. Duration of Agreement

The terms of this Agreement shall commence for each agency on the date of their signature below and shall continue for five years from the date of the last signature, unless terminated earlier. Any party shall have the right to terminate this Agreement between Nov. 1 and March 30 upon 30-days written notice to all parties.

69. Previous Agreements Superseded

This Agreement supersedes the following:

- Cooperative Agreement for Prescribed Fire and Wildland Fire Use – FS Agreement No. 07-FI-11090903-012;
- MNICS Cooperative Agreement – FS Agreement No. 07-FI-11090903-011; BIA: AGF20070004.

Existing agreements and operating plans remain in effect to the extent that they do not conflict with the provisions of this Agreement, but only

until such time that all activities and conditions covered by those agreements can be incorporated into Operating Plans provided for under this Agreement, and not later than nine months from the date of the last signature.

70. Authorized Representatives

By signature below, all signatories to this agreement certify that the individuals (Agency Representative, Agency Administrator, Unit Administrator) listed in this document are authorized to act in their respective areas for matters related to this Agreement.

EXHIBIT C
OPERATING PLAN OUTLINE GUIDE
PREAMBLE

This operating plan is prepared pursuant to the MNICS Cooperative Fire Protection Agreement and Stafford Act Response Agreement signed and dated ____.

This operating plan supersedes:
(List applicable local agreements and Operating Plans.)

INTERAGENCY COOPERATION

Interagency Dispatch Centers: Specify staffing, funding and level of participation agreed to.

Interagency Resources: Identify funding and staffing of joint resources commensurate with each Agency's use.

PREPAREDNESS

Protection Planning: Determine and document efficiencies from acquisition of protection services and reciprocal assistance. Include preparedness plan.

Protection Areas and Boundaries: Identify areas (map and/or describe).

Reciprocal Fire Assistance: Document reciprocal initial attack zones. Identify placement of crews, engines, air tankers, helicopters, fixed and aerial detection, regulated use, closures, and other joint fire control efforts.

Acquisition of Services: Identify areas for reimbursable, offset or fee basis services. Method used to establish fee or rate of exchange. Terms and conditions. Work to be done by protecting Agency and its responsibilities.

Joint Projects and Project Plans: Document joint cooperative projects including objectives, role of each Agency, and financial plan.

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Fire Prevention Policies: Identify goals, activities, resources and cost sharing.

Public Use Restrictions: Implementation procedures (see Northwest Operating Plan for guidelines).

Burning Permit Procedures:

Prescribed Fire and Fuels Management: Include notification procedures.

Smoke Management:

OPERATIONS

Fire Notifications: Specify notification procedures.

Boundary Line Fires: Specify notification procedures.

Independent Action on Lands Protected by Another Agency: Discuss any special land management considerations that affect independent action initial attack. Describe areas, if any, where there are exceptions to this clause and state reasons.

Land Management Considerations: Identify areas where there are special suppression considerations and describe.

Delegation of Authority: Describe procedures (delegation of authority, etc.) that local Unit Administrators will use to inform Incident Commanders.

Resource Advisors:

USE AND REIMBURSEMENT OF INTERAGENCY FIRE RESOURCES

Training: Identify training needs, schedules, billing arrangements, agreed to sharing of resources. Refer to Clause 17 (Joint Projects and Project Plans) regarding needed project plans.

Communication Systems: Identify specific radio frequencies, computer system access, data transmission lines, communication sites, and communications equipment shared between Agencies.

Fire Weather Systems: Specify maintenance, use and management, if any.

Aviation Operations: Identify and document any local aviation agreements.

Financial Plan:

Billing Procedures:

Fire Suppression Billings: List jurisdictional unit, if different than identified in the [\(insert geographic name\)](#) Mobilization Guide. Provide as a minimum on each invoice/bill:

- Cooperator name, address, phone number, and agency financial contact,
- Invoice or bill number
- Agreement number
- Incident name and number
- Dates of the incident covered by the billing,
- Location and jurisdictional unit
- Appropriate incident number (State code or Forest Service P-code/override)
- Summary cost data for the amount being billed. Use incident generated cost information or standard generated cost reports generated by the Agency to support the billing whenever possible.

Generally cost source documents will not be required unless summary cost data is disputed or another agency requires source documents (i.e. FEMA). Summary cost data will include, but not be limited to, a list of personnel expenses including base, overtime and travel and a listing by vendor name and amount spent for supplies and services procured. If available, also include a list of resource unit numbers or Agency equivalent covered by the billing.

Electronic Funds Transfer (EFT): (insert State) shall designate a financial institution or an authorized payment agent through which a federal payment may be made in accordance with U.S. Treasury Regulations, Money, and Finance at 31 CFR 208, which requires that federal payments are to be made by EFT to the maximum extent possible. A waiver may be requested and payments received by check by certifying in writing that one of the following situations apply:

The payment recipient does not have an account at a financial institution.

EFT creates a financial hardship because direct deposit will cost the payment recipient more than receiving the check.

The payment recipient has a physical or mental disability, or a geographic, language, or literacy barrier.

In order to receive EFT payments, (the State) shall register in the Central Contractor Registry (CCR) at www.ccr.gov and follow the instructions on line. For assistance, contact the CCR Assistance Center at 888-227-2423 or 269-961-4725.

Fee Basis Protection Billings: Identify billing procedures for fee basis.

Billing address

Specify indirect cost rate.

Third Party Cost Recovery: Procedures for determining a cost recovery process will be in the Statewide Operating Plan. Investigation process is determined locally.

SIGNATURES

Agency Administrator _____

Date _____

Agency _____

Agency Administrator _____

Date _____

Agency _____

EXHIBIT D REIMBURSABLE BILLINGS AND PAYMENTS

1. **Payments under Compacts:** Payment for resources ordered under Compacts will be the responsibility of the DNR. In accordance with Agency policy, Federal Agencies may reimburse the DNR for any Compact resources used on fires which they have the protection responsibility. *See Exhibit item #4 (b), Procedures for Fire Suppression Billings - DNR Billings.*
2. **Payment of Local Government Fire Forces:** Local Government Fire Forces will be through the local agreement that authorizes reimbursement for their services.
3. **Reimbursable Costs:** Such costs may include, but are not limited to the following:
 - a. Costs incurred for fire protection activity resources.
 - b. Agency costs for transportation, salary, benefits, and per diem of individuals assigned to an incident or other fire protection activities.
 - c. Additional support dispatching, warehousing, or transportation services requested through a resource order or any official Agency document.
 - d. Cost of equipment in support of fire protection activities, contract equipment costs, and operating costs for Agency equipment.
 - e. Operating supplies for equipment assigned to the fire protection activity such as fuel, oil, and equipment repairs.
 - f. Aircraft, airport fees, and retardant costs.
 - g. Agency owned equipment and supplies lost, damaged, or expended by the Supporting Agency, unless damage occurred because of negligence by the Supporting Agency.
 - h. Cost of reasonable and prudent supplies expended in support of the fire protection activity.
 - i. Charges from the State for State-controlled resources such as local government fire forces, National Guard resources or persons undergoing imprisonment. *See this Exhibit item 2 Payment of Local Government Fire Forces.*
 - j. Costs for emergency acquisitions will be per the procedures identified in Interagency Incident Business Management Handbook, MNICS Supplement to Chapter 20.
 - k. Costs incurred to maintain and operate the Minnesota Interagency Fire Center and its associated operations.
4. **Procedures for Fire Suppression Billings:**
 - a. Billing Content: Bills will be identified by fire name, location, jurisdictional unit, and assigned accounting codes. Bills will be itemized and supported by adequate documentation such as copies of the appropriate incident cost share agreement, AOP or Project and Financial Plan. Billings for fire suppression assistance will not include administrative charges. Agencies will follow their normal contracting and finance procedures in obligating and paying costs incurred under this agreement.

- b. Federal Billings: Federal Agencies will not bill each other for fire suppression support. Federal Agencies will submit bills to the State whenever the State is the Protecting Agency.
- c. State Billings: When the DNR provides support on a fire occurring on lands within the State of Minnesota, billing will be in accordance with agreements or operating plans with each specific Federal Agency and the DNR. Anytime the DNR responds to a Forest Service Fire within the State of Minnesota, regardless of the protecting Agency, the DNR will submit their billings to the USFS. For fire response outside the State of Minnesota, the DNR will submit their billings in accordance to national policy.

In Support of other Federal Jurisdictions (DOI):

- i. When an established process for billing is in place between the state and the jurisdictional agency, the State's billing package will be forwarded to the jurisdictional agency.
 - ii. In the absence of an established billing process or agreement, the State's billing package will be sent to the appropriate jurisdictional Incident Business Lead at the National Interagency Fire Center (NIFC), e.g. NPS, FWS, BIA, BLM, located at 3833 South Development Avenue, Boise, ID 83705.
- d. The exceptions are in the case of GLFFC Compact or Emergency Management Assistance Compact (EMAC) orders, in which the State will bill the ordering Agency directly. *See this Exhibit item #1 Payments under Compacts.*
 - e. Billing Estimates/Time Frames: The billing Agency shall submit a bill for reimbursement no later than December 1 for the previous fire season, including an itemized list of expenditures. If the total cost is not known at the time of this billing, an estimate or a partial bill, so identified, may be submitted. A final bill will be issued by February 28 of the following calendar year.
 - f. Billing Due Dates: All billings will have a payment due date of 60 days after they are issued. If payment cannot be made within the 60-day period, then a 30-day extension, with written justification, can be requested. Participating Agencies will follow their respective laws and regulations for debt collection.
 - g. Negligent Fire Billings: Where a third party may be billed, participating Agencies will provide the Protecting Agency with an estimate of their costs within 30 days after the fire is declared out and follow-up with actual costs when they become available.
 - h. Boundary Fire Billings: Suppression costs for boundary fires will be prorated on gross acreage burned within respective fire protection areas or by some other mutually agreed to equitable basis. The basis for cost allocation will be documented by the participating Agencies in a cost share agreement and included in financial settlement files. *Boundary Fires and Exhibit F for a Sample Cost Share Agreement.*

- i. **Disputed Billings:** Minor discrepancies in the final bill involving less than \$1,000 will not be adjusted. For bills having discrepancies of more than \$1,000, written notice should be mailed to the billing Agency within 60 days of receipt fully explaining the area of dispute. The uncontested portion of the bill should be paid and a new bill issued for the contested amount. Contested items will be resolved no later than 60 days following receipt of the written notice, and may be adjusted in the following year's bill if necessary.
5. **Billing Procedures for Other Fire and Aviation Protection Activities:** Billings for preparedness, prevention, prescribed fire, wildland fire use and other fire and aviation protection activities will be addressed in AOPs or a project and financial plan. Participating Agencies may bill one another for preparedness and other fire activities, and administrative charges may be applied. Agencies will follow their normal contracting and finance procedures in obligating and paying costs incurred under this agreement.

Other provisions described above pertaining to suppression billings also apply to billings for other fire activities.
6. **Payments:** Payments will refer to the bill number and will be sent to the appropriate billing address.
7. **Examination and Audit:** Participating Agencies shall be subject to examination and audit for three years after final payment under the terms of this Agreement. Examination shall be confined to those matters connected with the performance of this Agreement including, but not limited to, the cost of administration.

EXHIBIT E
SAMPLE
PROJECT AND FINANCIAL PLAN

SUPPLEMENTAL NUMBER _____ TO COOPERATIVE FIRE PROTECTION
AGREEMENT NUMBER _____

I. INTRODUCTION

Brief description of project, where located, NEPA status (if required), design/specifications status, and the Federal authority under which the request is made, i.e., Cooperative Funds and Deposits Act, Granger-Thye Act, etc.*

II. SCOPE AND DURATION

The objective of this project is to _____

It is anticipated that this project will begin _____ and will end _____.

III. PRINCIPAL CONTACTS

Principal contacts for each Agency for the administration of the project are:

Name
Address
Telephone
Email
FAX

Principal fiscal contacts for each Agency of the project are:

Name
Address
Telephone
Email
FAX

IV. DETAILED PROJECT DESCRIPTION

Specific duties and tasks to be performed. Identify desired end results. Identify tools and equipment needed and who will supply them. Identify size of crew and who will be providing transportation.

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V. SUPERVISION AND TECHNICAL OVERSIGHT

Identify Agency and individuals who will be supervising the project and who will be giving technical advice to the project.

VI. REIMBURSEMENT

Describe reimbursement and billing procedures. Agencies will follow their normal contracting and finance procedures in obligating and paying costs incurred under this agreement.

VII. FINANCIAL PLAN

List which Agency is reimbursing the other and detail items to be reimbursed. Include:

Salaries
Travel
Supplies
Equipment Use
Administrative Charges
Project Total
Management code to be charged _____.

Reimbursement shall be made only for actual expenses incurred. Itemized documentation in support of all expenses is required.

VIII. SIGNATURES

Agency Administrator _____

Date _____

Agency _____

Agency Administrator _____

Date _____

Agency _____

Request made by non-Federal parties to the USFS under the authority of the Granger Thye Act shall include the following provision:

The cooperator hereby agrees to defend and hold harmless the USDA Forest Service its representatives or employees, from any damage incident to the performance of the work resulting from, related to, or arising from this instrument.

**EXHIBIT F
A SAMPLE
COST SHARE AGREEMENT**

Following is a Cost Share Agreement between the Agencies identified below as negotiated for the following incident.

INCIDENT NAME: _____
INCIDENT NUMBER _____

START DATE AND TIME: _____
FIRE/"P" NUMBER: _____

This Cost Share Agreement between _____
and _____,
and with the cooperation of _____
was prepared under the following authorities provide by Cooperative Fire Protection
Agreement Number _____
Dated _____

It is hereby agreed that the costs on this Incident will be shared as follows: using
some mutually agreed to equitable basis as determined by the Agency
administrators.

This Agreement and the apportionment described are our best
judgments of fair and equitable Agency cost responsibilities.

Agency Administrator _____
Date _____
Agency _____

Agency Administrator _____
Date _____
Agency _____

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ITEMS TO CONSIDER WHEN NEGOTIATING A COST SHARE AGREEMENT

Negotiating cost share agreements within the State of Minnesota has been delegated to the respective Local Agency Administrators who are party to the Cooperative Fire Protection Agreement. Cost share agreements are to be documented, including the basis or rationale used. Agencies will follow their normal contracting and finance procedures in obligating and paying costs. The following GUIDELINES and METHODS should be considered when negotiating a cost share agreement. These guidelines and methods are intended to help field personnel in negotiating an equitable agreement and are not intended to be mandatory.

General Guidelines

1. All cost share negotiations should include consideration to each Agency's values at risk and resources assigned.
2. Cost share agreements should be reviewed through the duration of the incident. Any changes should be documented with review date and time and signed by the appropriate Agency officials.

Methods to Consider for Cost Sharing on Multi-Jurisdictional Fires

1. Initial Attack Agreement – During initial attack, resources are dispatched per pre-season agreements or an established operating plan, to a multi-jurisdictional fire. If the incident is controlled with initial attack resources, Agency Administrators may agree to cost share some or all suppression resource costs regardless of which Agency dispatched the resources, e.g. dozers or crews working on both areas of responsibility.
2. You Order You Pay (YOYP) – Under YOYP, each Agency is fiscally responsible for the resources they order, regardless of where they are used on the incident. YOYP procedures are as follows:
 - a. A unified ordering point is required and Agencies agree to who will order which resources.
 - b. On-incident support costs may be split by the percentage of Agency requested resources. The ordering unit pays for off-incident support costs.

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3. Acres Burned – Costs are shared based on the acreage percentage of the fire within an Agency's protection area. This method issued when Agencies' responsibilities, objectives, and suppression costs are similar.
4. Cost Apportionment – The cost apportionment process is a more complex system for identifying Agency cost share where Incident Agencies agree to share costs.
 - a. The apportionment method is used to share final incident costs based upon the usage of resources per operational period.
 - b. Costs are documented and approved by the IC(s) or other designated Incident Agency personnel on a daily basis.
 - c. Direct costs, (e.g. helicopters, crews, airtankers, retardant) are shared based upon assignment in the Incident Action Plan or actual use. Support costs (e.g. overhead team, caterer) are shared proportionally to the direct costs. Agency-specific costs are not shared.

EXHIBIT H
USE OF AND REIMBURSEMENT FOR
SHARED RESOURCES IN STAFFORD ACT RESPONSE ACTIONS

1. **Stafford Act Declarations:** Transfers performed for this Agreement are under the Disaster Relief Act, 42 U.S.C. § 5147. This Agreement is automatically incorporated by reference into any Resource Order that is issued under it, constituting a binding obligation. The billings, inclusive of copies of this Agreement, the Mission Assignment and subsequent Resource Order(s), and expenditure documentation, will define the specific services, supplied goods and costs (by sub-object class code) for each order, and subsequent obligation and payment.

Reimbursement payments for all-hazard incident response activities will be accomplished by submission of billings, which are inclusive of copies of the Resource Orders that reflect the Mission Assignment- requested services and goods, and the expenditure back-up documentation, to the primary Emergency Support Function (ESF) agency (i.e. the agency to issue the mission assignment or sub-tasking). The primary ESF agency will review, approve the documentation, and return to the sub-tasking agency for forwarding to FEMA for reimbursement.

2. **Federal Reimbursable Assistance:** Federal Reimbursable Assistance resources must be requested by the primary ESF Federal agency or supplied through established dispatch systems and must be recorded by the Mission Assignment and subsequent Resource Order process. Resources not documented in this manner are not reimbursable. Funds to cover eligible expenses will be provided through and limited by reimbursement from FEMA. Expenditures eligible for reimbursement for Federal Agencies in accordance with 44 CFR 206, subpart A, section 206.8 paragraph c include:
 - a. Overtime, travel and per diem of permanent Federal agency personnel.
 - b. Wages, travel and per diem of temporary Federal agency personnel assigned solely to performance of services directed by the (FEMA) Associate Director or the (FEMA) Regional Director in the major disaster.
 - c. Cost of work, services, and materials procured under contract for the purposes of providing assistance directed by the (FEMA) Associate Director or the Regional Director.
 - d. Cost of materials, equipment, and supplies (including transportation, repair and maintenance) from regular stocks used in providing directed assistance.
 - e. All costs incurred which are paid from trust, revolving, or other funds and whose reimbursement is required by law.
 - f. Other costs submitted by an agency with written justification or otherwise agreed to in writing by the (FEMA) Associate Director or the (FEMA) Regional Director and the agency.
3. **State/Tribe Reimbursement Process:** State/Tribe Reimbursement refers to those resources that are to be reimbursed by the primary ESF Federal agency. State/Tribe Reimbursement resources must be requested by the

primary ESF Federal agency or supplied through established dispatch systems and must be recorded by the Mission Assignment and subsequent Resource Order process. Resources not documented in this manner are not reimbursable. Funds to cover eligible expenses will be provided through and limited by reimbursement from FEMA. Expenditures eligible for reimbursement include:

- a. Wages, overtime, travel and per diem of State/Tribal personnel.
 - b. Wages travel and per diem of temporary State/Tribal personnel assigned solely to performance of services directed by the (FEMA) Associate Director or the (FEMA) Regional Director in the major disaster.
 - c. Cost of work, services, and materials procured under contract for the purposes of providing assistance directed by the (FEMA) Associate Director or the Regional Director. Cost of materials, equipment, and supplies (including transportation, repair and maintenance) from regular stocks used in providing directed assistance.
 - d. All costs incurred which are paid from trust, revolving, or other funds and whose reimbursement is required by law.
 - e. Other costs submitted by an agency with written justification or otherwise agreed to in writing by the (FEMA) Associate Director or the (FEMA) Regional Director and the agency.
4. **Duration of Assignments:** Consideration must be given to the health and safety of personnel when assigned to incidents. Parties agree that Incident Commanders will release resources to their primary responsibilities as soon as priorities allow. Incident Commanders shall also adhere to rest and rotation policies of respective responding agencies. Mobilization activities shall be accomplished utilizing established dispatch coordination concepts per the current National Interagency Mobilization Guide.
5. **Procurement:** The State receives its procurement authority from its own laws, and is therefore not subject to Federal procurement laws. Whenever the State is responsible for the management of an incident (including an incident within the Direct Protection Area of a Federal Agency), the State will comply with State laws and regulations covering procurement. Procurement costs by one Party in support of another that are reasonable and prudent may be charged back to the Protecting Agency. All property procured under a Mission Assignment becomes the property of FEMA.
6. **Loaned Equipment:** Equipment loaned by one Party to another shall become the responsibility of the borrower, and shall be returned in the same condition as when received, reasonable wear and tear excepted. The borrower will repair or reimburse for damages in excess of normal wear and tear and will replace or reimburse items lost or destroyed.
7. **Billing Procedures**
Incident Billings:
- a. When the State is the supporting agency and the incident is within the State, the State will bill the jurisdictional Federal Agency. When the State is the supporting agency and the incident is outside State's *jurisdiction*, the State submits its billing to the Primary Federal Agency.

- b. Agencies will share their respective individual incident Resource Order numbers for cross referencing purposes, if requested.
 - c. **Billing Estimates/Timeframes:** On incidents where costs are incurred pursuant to Annual Operating Plans, the billing Party shall submit a bill or estimate for reimbursement as soon as possible, but not later than 180 days after the incident is controlled. If the total cost is not known at the time of initial billing, a partial bill, so identified, may be submitted. A final bill, so identified, will be issued within 270 days after control of the incident. After the final billing has been sent, and if additional costs are identified, a supplemental billing may be issued if agreeable to applicable Parties.
 - d. For obligation purposes, the Federal Agencies will submit unpaid obligational figures to the State by *(to be determined by individual State fiscal year)*. The State will submit unpaid obligational figures to the appropriate Federal Agency by September 1 for the previous Federal fiscal year. All obligations will be submitted by incident name, date, mission assignment number (MA), and federal job code.
 - e. **Billing Content:** Bills will be identified by incident name, date, MA, location, jurisdictional unit, and supported by documentation to include but not limited to: separate invoice by MA; list of personnel expenses including base, overtime, and travel; and supplies/services procured by vendor name and dollar amount. Billings for State incident assistance may include administrative overhead, not to exceed the predetermined State indirect cost rate negotiated annually with the cognizant Federal Agency for the State (OMB Circular A-87).
8. **Billing Addresses:**
All bills for services provided to the State will be mailed to the following address for payment:
- All bills for services provided to the Forest Service and all Federal and State units not party to this Agreement will be mailed to the following address:
- All bills for services provided to the Department of the Interior/BLM will be mailed to:
- All bills for services provided to the Department of the Interior/NPS will be mailed to:
- All bills for services provided to the Department of the Interior/BIA will be mailed to:
- All bills for services provided to the Department of the Interior/Fish and Wildlife Service will be mailed to:
9. **Payment Due Dates:** All bills will have a payment due date 60 days after the date of issuance. If payment cannot be made before the 60 days expire, then a 30-day extension, with oral or written justification, may be requested.

10. **Disputed Billings:** Written notice that a bill is contested will be mailed to the billing agency within 60 days of issuance of the final bill, and will fully explain the area of dispute. Contested items will be resolved not later than 60 days following receipt of written notice. The uncontested portion of the bill will be paid and a new bill will be issued for the contested amount.
11. **Payments:** Payments will refer to the bill number and incident name and will be sent to the appropriate billing address.

CHAPTER 100—COMMUNICATIONS

2017 Minnesota Interagency Radio Frequency List

Use/Locations	Receive {P25}	Tone	NAC	Transmit	Tone	NAC {P25}
Tactical 1	151.475*	156.7		151.475	156.7	
DNR A/G 1	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	
DNR A/G 2	159.300	110.9		159.300	110.9	
MIFC Fire Air Net	151.370*	136.5	\$555	151.370	136.5	\$555
Central Rpt (Quadna)	151.370*	136.5	\$555	156.135	110.9	\$455
N'East Rpt (Eveleth)	151.370*	136.5	\$555	156.135	103.5	\$40B
NorthCent Rpt (Northome)	151.370*	136.5	\$555	156.135	127.3	\$4F9
Carlos-Avery {Analog}	151.370*	100.0		151.370	100.0	
South Rpt (Buffalo){Analog}	151.370*	100.0		156.135	136.5	
Northwest Rpt (Wanaska)	151.370*	136.5	\$555	156.135	118.8	\$4A4
West Rpt (New York Mills)	151.370*	136.5	\$555	156.135	141.3	\$585
Arrowhead Rpt (Gr. Marais)	151.370*	136.5	\$555	156.135	123.0	\$4CE
2017	PLANS			Receive	Transmit	
Initial Attack	(ALPHA)	FM		170.000*	170.000	
AM/FM Plans		AM		124.650	124.650	
	(BRAVO)	FM		167.950*	167.950	
		AM		119.950	119.950	
	(CHARLIE)	AM		119.850	119.850	

NOTE* - ALL CHANNELS NARROWBAND

<u>Use/Locations</u>	<u>Receive</u>	<u>Tone</u>	<u>Transmit</u>	<u>Tone</u>
Agassiz NWR				
Agassiz NWR Simplex	171.750*	127.3	171.750	127.3
Agassiz Rpt (Mixed)	171.750*	127.3/\$100	172.450	
	127.3/\$100			
Backus Simplex				
Leader Rpt	151.175*	146.2	151.175	146.2
Whipholt Rpt	151.175*	146.2	159.465	146.2
Borden Lake Rpt	151.175*	146.2	159.465	100.0
Emily Rpt	151.175*	146.2	159.465	192.8
				151.4
Baudette Smplx				
Faunce Rpt (Baudette)	151.325*	127.3	151.325	127.3
Border Rpt (Baudette)	151.325*	127.3	159.315	146.2
			159.315	82.5
Bemidji Smplx				
Bagley Rpt	151.265*	136.5	151.265	136.5
Jugglar Lake Rpt	151.265*	136.5	159.270	136.5
Leech Lake Rpt	151.265*	136.5	59.270	103.5
Trail Rpt	151.265*	136.5	159.270	192.8
Hines Rpt	151.265*	136.5	159.270	146.2
Saum Rpt	151.265*	136.5	159.270	123.0
				151.4
Big Stone NWR Simplex				
Big Stone Rpt Analog	164.625*	127.3	164.625	127.3
	164.625*	127.3	172.500	127.3
Bois Forte Res Simplex				
Boise Forte Rpt	172.425*		172.425	
	172.425*		171.725	100.0
Cambridge Simplex				
Stacy Rpt	151.325*	146.2	151.325	146.2
Arden Hills Rpt	151.325*	146.2	159.315	100.0
			159.315	156.7
Chippewa Forest Net				
(USFS)	173.775*		173.775	open
North Rpt – Max	173.775*		164.125	110.9
South Rpt – Whipholt	173.775*		164.125	103.5
East Rpt - Marcell	173.775*		164.125	127.3
Airguard	168.625*		168.625	110.9

NOTE* - ALL CHANNELS NARROWBAND

<u>Use/Locations</u>	<u>Receive</u>	<u>Tone</u>	<u>Transmit</u>	<u>Tone</u>
Cloquet Simplex	154.430*	103.5	154.430	103.5
Arrowhead Rpt	154.430*	103.5	159.3675	167.9
Line 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
Hovland Rpt.	151.175*	103.5	159.465	114.8
Detroit Lakes WMD				
Simplex	164.625*	127.3	164.625	127.3
Detroit Lakes Tac	171.650*		171.650	
Tamarac NWR	166.6375*		166.6375	
Fergus Falls WMD				
Simplex	164.625*	103.5	164.625	103.5
Fergus Falls Rpt (Mixed)	164.625*	103.5/\$100	163.150	
	103.5/\$100			
Fond du Lac Res				
Simplex	172.425*		172.425	
Fond du Lac Rpt	172.425*		171.725	
Grand Portage Res				
Simplex	172.425*		172.425	
Grand Portage Rpt	172.425*	156.7	171.725	156.7
Deer River Simplex	151.385*	110.9	151.385	110.9
Deer River Rptr	151.385*	110.9	159.435	110.9
Bigfork Rptr	151.385*	110.9	159.435	167.9
Nashwauk Rptr	151.385*	110.9	159.435	100.0
Inger Rptr	151.385*	110.9	159.435	141.3
Northome Rpt	151.385*	110.9	159.435	127.3

NOTE* - ALL CHANNELS NARROWBAND

<u>Use/Locations</u>	<u>Receive</u>	<u>Tone</u>	<u>Transmit</u>	<u>Tone</u>
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
Hill City/Aitkin Simplex				
Quadna Rpt	151.265*	110.9	151.265	110.9
White Pine Rpt	151.265*	110.9	159.270	110.9
			159.270	167.9
Little Falls Simplex				
Pease Rpt	151.400*	156.7	151.400	156.7
Onamia Rpt	151.400*	156.7	159.375	131.8
Lincoln Rpt	151.400*	156.7	159.375	192.8
Gilman Rpt	151.400*	156.7	159.375	151.4
Woodland Rpt	151.400*	156.7	159.375	162.2
German Hill Rpt	151.400*	156.7	159.375	110.9
			159.375	123.0
Leech Lake Reservation			172.425	
Leech Lake Rpt	172.425*		171.725	88.5
Little Fork Simplex				
Little Fork Rpt	151.175*	127.3	151.175	127.3
Loman Rpt	151.175*	127.3	159.465	127.3
Margie Rpt	151.175*	127.3	159.465	110.9
			159.465	167.9
Mn. Valley NWR				
Simplex (Mixed)	171.750*	127.3/\$125	171.750	
127.3/\$125				
Morris WMD Simplex				
Morris Rpt	171.750*	127.3	171.750	127.3
	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				
Gheen Rpt	151.265*	103.5	151.265	103.5
Sullivan Bay Rpt	151.265*	103.5	159.270	210.7
Ely Rpt	151.265*	103.5	159.270	127.3
Soudan Rpt	151.265*	103.5	159.270	156.7
Giants Ridge	151.265*	103.5	159.270	118.8
			159.270	82.5

NOTE* - ALL CHANNELS NARROWBAND

Chapter 100 – Communications

<u>Use/Locations</u>	<u>Receive</u>	<u>Tone</u>	<u>Transmit</u>	<u>Tone</u>
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				
(Mixed)	171.750*	127.3/\$096	171.750	
	127.3/\$096			
Rice Lake Rpt (Mixed)	171.750*	127.3/\$096	166.3625	
	127.3/\$096			
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	166.3625	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

NOTE* - ALL CHANNELS NARROWBAND

<u>Use/Locations</u>	<u>Receive</u>	<u>Tone</u>	<u>Transmit</u>	<u>Tone</u>
Superior Forest				
Net (USFS)	170.525*		170.525	
Buyck	170.525*		164.1375	123.0
Chisholm	170.525*		164.1375	156.7
Devilfish	170.525*		164.1375	131.8
Elephant Lake	170.525*		164.1375	167.9
Fernberg	170.525*		164.1375	100.0
Gunflint	170.525*		164.1375	110.9
Honeymoon	170.525*		164.1375	103.5
Idington	170.525*		164.1375	146.2
Isabella	170.525*		164.1375	136.5
Lookout	170.525*		164.1375	151.4
Meander	170.525*		164.1375	127.3
Mt. Weber	170.525*		164.1375	141.3
Midtrail	170.525*		164.1375	107.2
Wales	170.525*		164.1375	114.8
New Site - Mobile	170.525*		164.1375	162.2
Airguard	168.625*		168.625	110.9
Flight Following	168.650*		168.650	110.9

West Side Repeaters (New)

Meander	169.900		164.825	127.3
Elephant Lake	169.900		164.825	167.9
Wales	169.900		164.825	114.8
Chisholm	169.900		164.825	156.7
Fernberg	169.900		164.825	100.0
Buyck	169.900		164.825	123.0
Lookout	169.900		164.825	151.4
Mt. Weber	169.900		164.825	141.3
Isabella	169.900		164.825	136.5
Idington	169.900		164.825	146.2

East Side Repeaters (New)

Gunflint	171.525		164.825	110.9
Devilfish	171.525		164.825	131.8
Midtrail	171.525		164.825	107.2
Honeymoon	171.525		164.825	103.5
Fernberg	171.525		164.825	100.0

NOTE* - ALL CHANNELS NARROWBAND

NOTE: The USFS will be installing a second repeater net for the Superior NF. This will probably be a multi-year process. The USFS needs to amend leases and work out agreements with the State, use of towers, phone line capabilities, etc. This will be mainly an Admin net, and the existing Superior Net and repeaters will be the Fire Net. The sites will share existing repeater locations and input tones.

<u>Use/Locations</u>	<u>Receive</u>	<u>Tone</u>	<u>Transmit</u>	<u>Tone</u>
Warroad Simplex	151.385*	127.3	151.385	127.3
Juneberry 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	
White Earth Rpt.	172.425*		171.725	103.5

Windom WMD

Simplex (Mixed)	170.075*	127.3/\$200	170.075	
	127.3/\$200			
Windom Rpt (Mixed)	170.075*	127.3/\$200	166.375	
	127.3/\$200			

Voyagers National

Park {Digital}	NAC codes:	hex	NAC codes:	
hex				
Simplex Digital	166.900*	\$100	166.900	\$100
Islandview/Makooda				
Rpt	166.900*	\$100	166.300	\$200
Sullivan Bay Rpt.	166.800*	\$300	166.300	\$200

Sullivan Bay IS 166.800 on Rx

MNICS Communications Plan

Wideband / Narrowband / Digital Transition

All entities, government and business, are programmed to analog narrowband or digital narrowband frequencies and are compliant with the FCC for operation.

All Forest (DNR or Federal) radios are narrowband compliant on a per channel basis & are programmed as narrowband analog or digital.

The MN DNR completed switching all of the MN DNR Forestry radios to narrowband in 2009, and is replacing radios with P25 digital compliant units for future P25 digital migration.

Grand Portage National Park and St. Croix Park National Parks switched to the Digital mode of operation in 2011. St. Croix has also joined (2014) into the Wisconsin VHF trunking system or WISCOM for many park operations, they are also using their VHF digital system in addition to WISCOM.

Isle Royal National Park is using the Digital mode for communications. These folks are dispatched thru the Cuyahoga Valley National Park in Cuva, Ohio, through a Radio/Ip link to Houghton Mi, across the lake to Isle Royal Island. The telephone number for dispatch is (440)546-5945.

For any questions, call MIFC radio shop.

Pat Coughlin, MNDNR, 218-322-2696 or David Jalonen, ISO/USFS, 218-322-2717

Purpose

This Communications Plan is designed to give the 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, what frequencies are involved and recommendations to how to communicate between various 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 in operation now. The equipment now available that is capable of functioning in multi-agency environment is as follows:

Minnesota DNR

Most mobile and handheld radios are 240/400 channels; DMH/GMH, DPH/GPH digital/analog radios. MNICS frequencies and other interagency frequencies have been programmed to facilitate interagency communication. MIFC has two communications trailers that may be used on any incidents.

The Department of Public Safety – State Patrol Van has the capability of being programmed to operate on all of the MNICS Agencies' frequencies. Their primary mode of communication is now on the ARMER 800 Mhz system.

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 analog/digital capable and are authorized to have MNDNR frequencies installed.

Chippewa National Forest

All Chippewa National Forest vehicles have B/K or Midland synthesized radios. The MNICS Cooperators' frequencies have been installed. All of the radios are analog and digital capable.

National Park Service

Mobile radios have MNICS Cooperators' frequencies installed. All handheld radios are programmable. All radios are digital-narrow/wideband analog capable also.

US Fish and Wildlife Service

The FWS uses narrowband digital radios that are interagency compatible. Repeaters are set up in the mixed mode but use varies per station (See

Frequency listings). Some stations have a portable 800 mhz radio for local interagency fire departments or cooperator use.

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 being used, (171.725 & 172.425); in addition, the local agency frequency, (166.275) is used. To access all frequencies, tones may need to be used.

Minnesota DNR Radio Cache

The DNR has a radio cache consisting of over 330 king programmable handheld radios and 90 King mobile radios, ICOM A-6 portables are available; we also have nine SAT phones for remote areas.

Four Daniels Command repeaters are set up with Minnesota State I.C. frequencies, and two Command repeaters with the UHF link are set up on the 171/172 mhz State licensed frequencies.

Two communications trailer are set up, 2 crank-up towers – one 50 foot, the other is a 100 foot unit are parked with the trailers.

The 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. system and is close to 98% done in the outstate areas. To keep in contact with the various local Fire departments and other county agencies, the Fire Center has procured a small cache (54) of these portables for use. MIFC has been using the Motorola model XTS-2500 portables to work with any of the entities that have migrated onto this system. The new model replacing the XTS line will be the APX 4000 portable – new since 2015.

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 still several steps that will remain common:

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.

Resources with different communication capabilities must be coordinated with the incident commander.

Use the MNICS frequency as a contact frequency and command net until a radiocache system arrives.

Initial Attack

Initial attack is the responsibility of the local agency. If several steps are taken on incidents that may involve other agencies, the radio capabilities that we now have can be optimized.

1. If the Minnesota DNR places their mobile radios into the scan mode and scans their tactical frequency.
2. If MN DNR puts their mobile and portable radios in the monitor mode.
3. (Disable CTCSS).
4. 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 an 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

The project incident will require more people and more communications. This increased load will often put a great strain on an agency's communications system and therefore, a radio cache system from NIFC, R9, or the State should be ordered. The following steps should be taken 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 (Emergency air frequency).
3. On project incidents the Incident Communication Plan will determine the air-to-ground, air-to-air, and flight following frequencies to be used. The ATGS and COML will coordinate these frequency assignments.

Dispatching

For aircraft dispatched by MIFC or to reach MIFC aviation dispatch, the frequency 151.370 on both transmit/receive {Simplex} with the tone on 136.5hz should be used. (See charts for repeater frequencies).

The Minnesota DNR and the Superior National Service have aircraft radios that they install in owned and leased equipment. The radio inventory is as follows:

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 air-to-ground frequency 151.340 (tone on 110.9) or as designated by the Incident commander. A second Air/Ground frequency to be used is 159.300 (tone on 110.9 Tx/Rx). 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 (Air/Ground), Forest Simplex (170.525) or NIFC Tactical frequencies.

All Other Agencies

Since the other agencies, for the most part, only have radios capable of communicating on their own frequencies, air operations should be conducted on the agencies simplex frequency unless directed otherwise by the dispatcher.

Canada

Initial communications with aircraft from the Provinces of 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 consider having 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. Do preplanning with border agencies to clarify what capabilities are available for communications.
4. Scanners are a good second choice to synthesized radios. The only drawback to scanners is that either both mobiles have one

or you can only monitor one side of the conversation. Having the proper M.O.U.s' for other agency frequency use (authorization) for programming into radios helps in this as the scan function is built into these units.

5. The assigned frequency of 170.475 has been approved for MNICS use. This frequency should be added to all radios having that capability.
6. 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 portable radios.

Agency/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)
	159.300	Air-to-Ground (tone on 110.9)
	151.370	Flight Following (toned 136.5) {P25 - \$555}
Superior National Forest	170.525	Forest Net
	164.1375+	Forest Repeat*
	168.625/110.9	Air Guard (Emergency only)
	168.650/110.9	Flight Following
	168.125	Air-Ground
	166.5625	R9 F-TAC
	169.125	Tactical 1
Chippewa National Forest	164.825	Forest Net
	164.125+	Forest Repeat*
	168.125	Air-to-Ground

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	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 (Ojibway)
	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
V-Fire 23	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/Wildlife Service Communications

Mobiles and portables should be programmed per this listing. Radio frequency assignments for Refuges and Wetland Management Districts in Minnesota are as follows: ***All frequencies are narrowband unless noted as digital.***

<u>Use/Locations</u>	<u>Receive</u>	<u>Tone</u>	<u>Transmit</u>	<u>Tone</u>
USFWS - FTAC 1	168.350	107.2	168.350	107.2
Agassiz NWR Simplex	171.750	127.3	171.750	127.3
Agassiz RPTR (Mixed)	171.750	127.3/\$100	172.450	127.3/\$100
Big Stone NWR Simplex	164.625	127.3	164.625	127.3
Big Stone RPTR	164.625	127.3	172.500	127.3
Detroit Lakes WMD Simplex	164.625	127.3	164.625	127.3
Detroit Lakes Tac	171.650		171.650	
Tamarac NWR Simplex	166.6375		166.6375	
Fergus Falls WMD Simplex	164.625	103.5	164.625	103.5
Fergus Falls RPTR (Mixed)	164.625	103.5/\$100	163.150	103.5/\$100
Litchfield WMD Simplex	171.750	127.3	171.750	127.3
Burbank RPTR (Digital)	171.750	\$07D	172.450	\$07D
Cedar Mill RPTR (Digital)	171.750	\$096	172.450	\$096
MN Valley NWR Simplex (Mixed)	171.750	127.3/\$125	171.750	127.3/\$125
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	141.3	171.750	141.3
Sherburne RPTR	171.750	141.3	166.3625	141.3
Meadows NWR Simplex	171.750	127.3	171.750	127.3
Rice Lake NWR Simplex (Mixed)	171.750	127.3/\$096	171.750	127.3/\$096
Rice Lake RPTR (Mixed)	171.750	127.3/\$096	166.3625	127.3/\$096
Windom WMD Simplex (Mixed)	170.075	127.3/\$200	170.075	127.3/\$200
Windom RPTR (Mixed)	170.075	127.3/\$200	166.375	127.3/\$200

US Forest Service Communications

Superior National Forest Communications

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 agencies’ frequencies.

* Refer to MN Division of Forestry Radio Repeater Coverage Map, page 153.

Chippewa National Forest Communications

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	173.775	open	173.775
2	Forest Repeater	164.125	110.9	173.775 North*
		164.125	103.5	173.775 South*
		164.125	127.3	173.775 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 many Counties which use the 800 MHz trunked system is achieved on the legacy VHF frequencies set up for use within these counties. Examples would be their previous law enforcement channels or fire dept. channels used before their migration to the 800 system.

Itasca County example:

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

(V-Fire 23); 154.295 Tx & Rx, 156.7 on Tx & Rx

Minnsef

(V-Law 31); 155.475 Tx & Rx, 156.7 on Tx & Rx

Other county examples:

Aitkin County

Quadna North I-Op:

Tx out on 156.030 (tone 141.3) with Rx on 155.010 (tone on 141.3).

Cass County

North I-Op: Tx out on 155.910 (tone – 123.0), Rx on 154.725 (tone - 123.0)

South I-Op: Tx out on 154.950 (tone – 186.2), Rx on 155.790 (tone – 186.2)

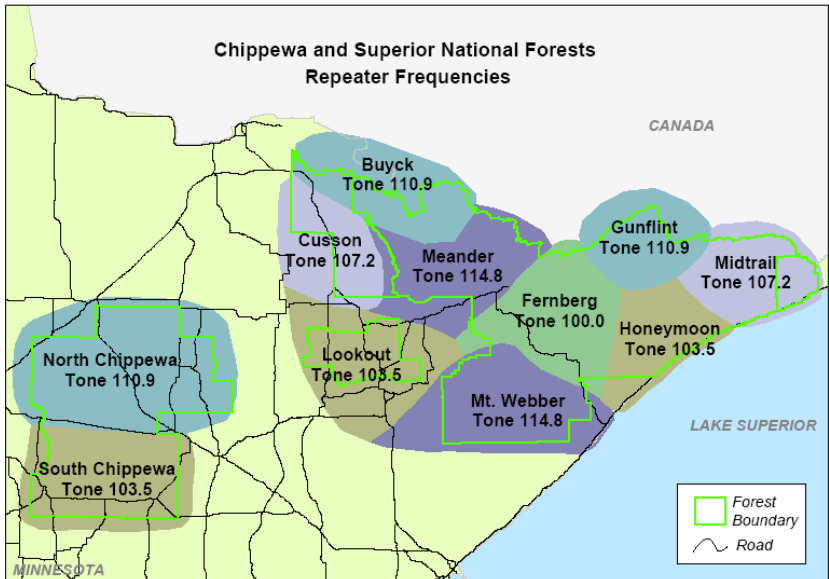
Hubbard County

Hubbard North: Tx out on 158.880 (no tone), Rx on 155.640 (tone – 97.4)

Hubbard South: Tx out on 153.860 (no tone), Rx on 154.785 (tone – 79.7)

Many other counties DO NOT follow reusing any of the previous VHF frequencies they had before moving to the 800 system – they will only use the T/G's from the 800. The “patch” from VHF to ARMER through the State (MSP) plus a few counties that have taken the Motobridge type connection on as one way to talk with those counties.

These counties can “patch” the VHF channel to whichever T/G being used on the 800 system to allow for communication the any VHF user on the area incident.



The State of Minnesota has designated 109 of the ARMER tower sites as interop towers which have two VHF radios that are used for receiving – one is a permanent base station set to V-Law 31 (155.475), the other a variable frequency mobile that can be set to any of nine frequencies used for interop communications.

Those frequencies are:

All of the V-Call/V-Tac (5) frequencies, V-Fire 23, V-Med 28, V-Law 31 & the MNCOMM frequencies. The second radio is supposed to be set on the V-Call 10 or MNCOMM channel for hailing depending on the proximity to Canada. Usually this should be set to V-Call 10—as you get within 90 miles or so of Canada the channel would be MNCOMM.

Calling in on the V-Call 10 channel (Hailing Channel) to MN. State Patrol for example and requesting from them a patch to one of the Statewide IC talkgroups (say NE 4 for example) to a VHF channel, preferably to V-Fire 23 would be a correct procedure.

One could also use the V-Law 31 channel to hail the MSP to request the patch to a statewide or regional ICT/G back to any of the other VHF frequencies – use the V-Fire 23 or V-Tac frequencies for this, get off the V-law 31 when done speaking to MSP.

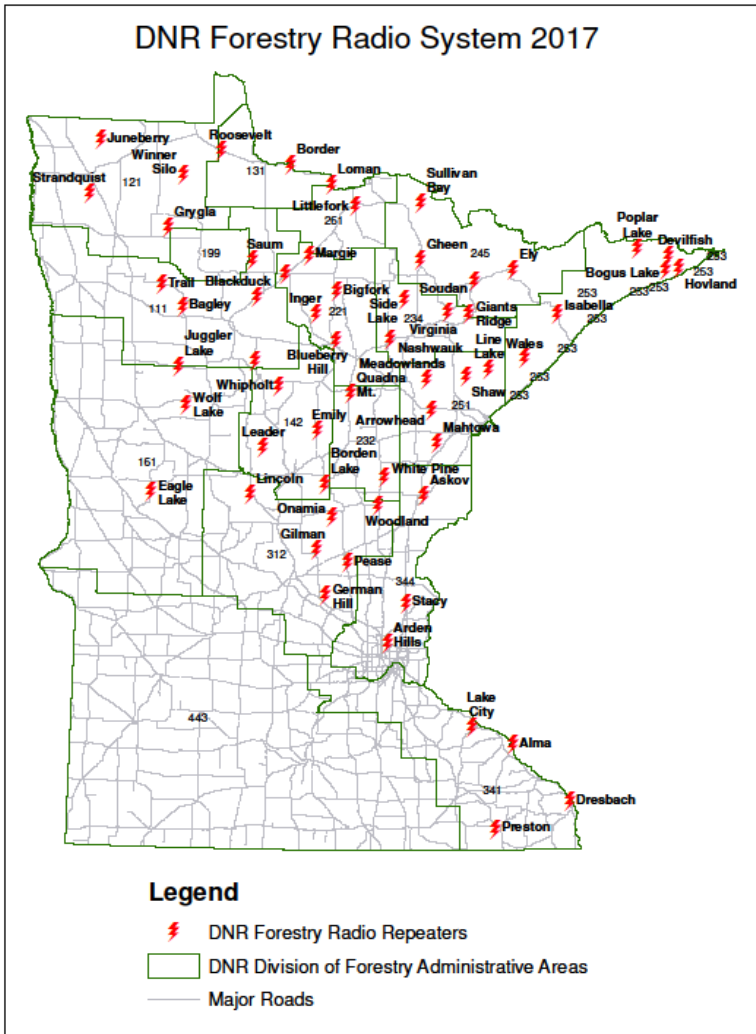
MN Department of Natural Resources, Division of Forestry Communications

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. In addition, 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. The tone of 156.7 is programmed on 151.475 (DNR Tac 1) both Tx & Rx; no tones for the 170.475 frequency.

The frequency 151.340 is dedicated as initial attack Air-to-Ground. The tone of 110.9 hz is programmed for the Tx & Rx DNR Air/Ground. A second Air/Ground frequency has been incorporated, this frequency set as 159.300mhz, toned 110.9 hz on both Tx/Rx.



The Division is also allowed to communicate with fire departments on Fire Mutual Aid (154.295) or now named V-FIRE 23 & the tone of 156.7 is used on Tx & Rx for this frequency.

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. 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, you must transmit on 151.415 MHz with a tone of 156.7 Hz. You should 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 in the proper buttons {Mon}. To be sure, include the tone.

We also have the five Nationwide Emergency Interoperable Frequencies on our list, these are as follows:

V-Call 10, V-Tac 11, 12, 13, 14. These frequencies reside in the Forestry radio program, group 15 channels 1-5.

DNR Forestry Radio Frequency Listing

Mobiles & portables should be programmed per this listing

Use/Locations	Receive	Tone	Transmit	Tone
DNR Tac 1	151.475*	156.7	151.475	156.7
Tac 2/MNICS	170.475*		170.475	
 DNR A/G 1	 151.340*	 110.9	 151.340	 110.9
V-Fire 23 (Fire M/A)	154.295*	156.7	154.295	156.7
Statewide DNR	151.415*	156.7	151.415	156.7
DNR A/G 2	159.300*	110.9	159.300	110.9
 Bemidji Simplex	 151.265*	 136.5	 151.265	 136.5
Bagley Rpt	151.265*	136.5	159.270	136.5
Jugglar 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
Hines Rpt	151.265*	136.5	159.270	123.0
Saum Rpt	151.265*	136.5	159.270	151.4
 Warroad Simplex	 151.385*	 127.3	 151.385	 127.3
Juneberry 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 Simplex	 151.325*	 127.3	 151.325	 127.3
Faunce Rpt (Baudette)	151.325*	127.3	159.315	146.2
Border Rpt (Baudette)	151.325*	127.3	159.315	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	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
Line Lake Rpt	154.430*	103.5	159.3675	103.5
Mahtowa Rpt	154.430*	103.5	159.3675	82.5

NOTE* - ALL CHANNELS NARROWBAND

Use/Locations	Receive	Tone	Transmit	Tone
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
Hovland Rpt	151.175*	103.5	159.465	114.8
Little Fork Simplex	151.175*	127.3	151.175	127.3
Little Fork Rpt	151.175*	127.3	159.465	127.3
Loman Rpt	151.175*	127.3	159.465	110.9
Margie Rpt	151.175*	127.3	159.465	167.9
Orr/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 Simplex	151.385*	110.9	151.385	110.9
Bigfork 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
Inger Rpt	151.385*	110.9	159.435	141.3
Northome Rpt	151.385*	110.9	159.435	127.3
Backus 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
Emily Rpt	151.175*	146.2	159.465	151.4
Borden Lake Rpt	151.175*	146.2	159.465	192.8

NOTE* - ALL CHANNELS NARROWBAND

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Use/Locations	Receive	Tone	Transmit	Tone
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
Cambridge Simplex	151.325*	146.2	151.325	146.2
Stacy 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
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
Pierz Rpt	151.400*	156.7	159.375	94.8
Gilman Rpt	151.400*	156.7	159.375	162.2
Woodland Rpt	151.400*	156.7	159.375	110.9
German Hill Rpt	151.400*	156.7	159.375	123.0
MIFC Fire Air Net (Analog)	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*	100.0	151.370	100.0
Buffalo Rpt	151.370*	100.0	156.135	136.5
Nationwide Interop Frequencies				
V-TAC 11	151.1375*	156.7	151.1375	156.7
V-TAC 12	154.4525*	156.7	154.4525	156.7
V-CALL10	155.7525*	156.7	155.7525	156.7
V-TAC 13	158.7375*	156.7	158.7375	156.7
V-TAC 14	159.4725*	156.7	159.4725	156.7
MNCOMM	155.370*	156.7	155.370	156.7

NOTE* - ALL CHANNELS NARROWBAND

MNICS Communications

The State of Minnesota has been granted a frequency of 170.475 MHz to be used by MNICS agencies for the detection, prevention and suppression of forest fires during joint I.C.S. 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. Use 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 frequency installed for initial attack communications.

Bureau of Indian Affairs Communications

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. The Tx PL tone is 100 for the Nett Lake area.

Nett Lake— Bois Forte Police (Law Enforcement Services) is dispatched by St. Louis Co. in Duluth, through the ARMER system. They also use dispatch with Koochiching County & Statewide Police Mutual Aid frequency or V-LAW 31.

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 National Park Service Communications System.

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

Red Lake Police is on 154.860, tone 123.0

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. They also have a repeater associated with this channel, the input on 159.4125 mhz with a PL tone of 114.8hz.

National Park Service Communications

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, see NAC codes below. The repeater is located on Mount Maude.

Use/Location	Transmi	\$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 Ojibway 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)

St. Croix National Scenic Riverway Radio System

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

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. Locations: 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 the complete system is using three VHF rpt sites; two satellite sites and 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

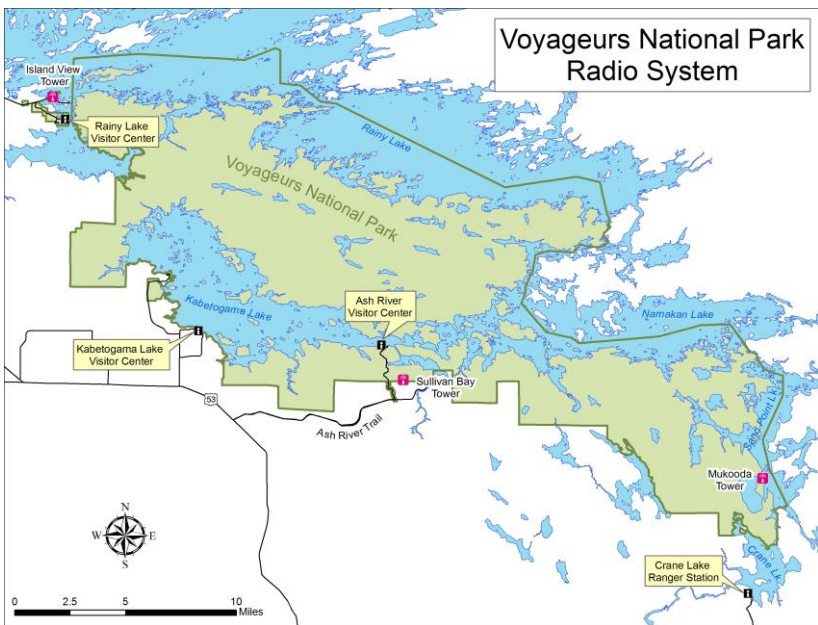
164.750/\$100	Park Net
164.250/\$100	TX/PL South Repeat / Tower @ Wm O'Brien SP
164.250/\$200	TX/PL Middle Repeat / Tower @ Fredrick, WI
164.250/\$300	TX/PL North Repeat / Tower @ Trego, WI

In 2014, the park also joined into the Wisconsin VHF trunked system or called WISCOM. They will retain their conventional VHF digital system using that when interoperation is needed.

Voyageurs National Park Radio System

The current radio system at Voyageur's National Park operates on one repeat frequency as well as local frequencies.

For Isleview & Mukooda the NAC code is \$200 (Dec 512) on Tx; the Rx is \$100 (Dec 256). For the Sullivan Bay repeater, a NAC code of \$200, (Dec 512) on Tx; the Rx is \$300 (Dec 768).



The transmit frequency is the same on 166.300 mhz for all three repeaters.

When using Simplex, the NAC codes used are \$100, (Dec 256) for both transmit & receive on the Isleview & Mukooda areas.

The NAC code of \$300, (Dec 768) and the Tx/Rx frequency of 166.800 for simplex is for the Sullivan Bay area.

Sullivan bay uses a different receive frequency being 166.800 instead of 166.900.

This system will also accept the analog narrowband frequency with no CTCSS tones to access it (open squelch) and 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 Mukooda (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.

<u>Use/Location</u>		<u>Transmit</u>	<u>NAC</u>	<u>Receive</u>	<u>NAC</u>
	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.