



MNICS Air Operations Working Team Charter 2020



Mission Statement:

The Air Operations Working Team (AOWT) is an interagency group of state and federal partners that cooperate to actively identify and resolve issues and share information in regard to aviation operations that involve training, prescribed fire, wildfire and all risk incidents.

Goals:

MNICS provides the venue for these interagency partners to develop and share standard procedures, practices and information to facilitate, coordinate and support actions on incidents in Minnesota.

Organization:

Background

Federal agencies in Minnesota and MN DNR have jurisdictional responsibility through interagency agreements to respond to wildfires throughout the state. Coordinating aviation resources results in safe and effective wildfire response and contributes to the success of firefighters on the ground.

The task of planning, organizing and directing aviation assets for state response to emergencies in Minnesota has been delegated by the Governor to two different state agencies through Executive Order 19-22.

- Section 1739: The Minnesota Department of Natural Resources (DNR), Division of Forestry shall be the lead coordination agency for coordinating aircraft during wildfire emergencies.
- Section 1976: The Minnesota Department of Public Safety (DPS), State Patrol Division, Flight Section, shall be the lead coordination agency for coordinating state aircraft during non-wildfire emergencies.

Membership

Working team representation/voting is limited to:

- Bureau of Indian Affairs (BIA)
- MN Department of Natural Resources (DNR) Division of Forestry
- US Fish & Wildlife Service (FWS)
- US Forest Service Superior and Chippewa National Forests (FS)
- US National Park Service (NPS)

Members at large include additional members from above agencies along with:

- MN Department of Homeland Security Emergency Management (HSEM)
- MN DPS State Patrol Chief Pilot
- MN Army National Guard (MNARNG)
- Civil Air Patrol (CAP)
- Emergency Medical Service (EMS) Helicopter Group

- MN Department of Natural Resources (DNR) Division of Enforcement Chief Pilot
- Red Lake Agency
- USFS Region 9
- MN Interagency Coordination Center (MNCC)

See Appendix A for current MNICS AOWT membership roster.

Chair position rotation

- The chair will be rotated between BIA, USFS and DNR Forestry agency representatives annually
- New chairs will take over at the MNICS Annual Meeting
- The vice-chair or chair elect will serve as recording secretary for the committee

See Appendix A for MNICS AOWT chair schedule.

Structure:

Organization Structure

- MNICS Board of Directors
 - MNICS Taskforce
 - Taskforce Liaison
 - AOWT Chairperson
 - AOWT Members
 - AOWT Members at Large

Responsibilities and Duties

- Working Team Members
 - Contribute to decisions based on consensus and will strive to reach consensus within the group (all members support or decline to oppose a decision); Failing this, the AOWT may refer the question to the Taskforce
 - Members that are unable to attend are encouraged to send an alternate or provide input to the chair prior to the meeting
 - Members will use their initiative to be up to date on current topics under consideration by the AOWT
- Chairperson
 - Schedule meetings, conference calls or web meetings to accommodate the schedule of as many Team Members as possible
 - Receive AOWT assignments from the MNICS Taskforce
 - Coordinate report of progress and updates on action items
 - Coordinate the article for the Spring Newsletter and MNICS Annual Report
 - Keep absent members involved by sharing meeting notes and information or designating a person to contact the absent member from those in attendance at the end of the meeting

Meetings

MNICS AOWT meets yearly at the MNICS annual meeting (December) and at the MNICS/GLFFC (Great Lakes Forest Fire Compact) Air Operations Meeting (March).

Annual Action Items

MNICS AOWT action items are divided into “Annual Tasks” and “Year-specific Tasks.” Tasks are the result of communication between WT members and/or the MNICS Taskforce and are assigned at annual meetings to individuals or teams. The Chairperson coordinates the report of task completion to the Taskforce.

Ending Statement similar to:

“The Charter has been reviewed and agreed to by the MNICS Taskforce. The Charter will be reviewed every (3) years with the option to amend as needed.”

Darren Neuman  Digitally signed by Darren
Neuman
Date: 2020.07.27 10:50:03 -05'00'

July 27, 2020

A signature line for the Chair, Working Team and

Date

A signature line for the Chair, MNICS Taskforce and

Date

Appendix A – MNICS AOWT Membership Roster

MNICS Air Operations Working Team

2020 Membership List

Agency	Name	E-Mail Address	Phone
BIA - RFMO/DOI Rep	Tom Remus	thomas.remus@bia.gov	218-322-2693
NPS			
USFWS			
MN DNR - Wildfire Av Sup	Darren Neuman	darren.neuman@state.mn.us	218-322-2722
USFS - SUF & CPF Av Officer	Rob Heavirland	rob.heavirland@usda.gov	218-322-2715
BIA - MNICS Task Force Rep	Cory Berg	cory.berg@bia.gov	218-766-3091

2020 Members at Large

Agency - Position	Name	E-Mail Address	Phone
MN DNR - Asst Wildfire Av Sup	Matt Woodwick	matthew.woodwick@state.mn.us	218-322-2726
MN DNR - ATGS	Dan Carroll	dan.carroll@state.mn.us	218-742-6185
MN DNR - Enforcement Chief Pilot	Chris Lofstuen	christopher.lofstuen@state.mn.us	218-407-3682
MN DPS - State Patrol Chief Pilot	Craig Benz	craig.benz@state.mn.us	651-296-3170
MNCC - Asst Center Mgr Aviation	Anna Hines	anna.hines@state.mn.us	218-327-4582
MN DNR - Forestry Pilot	Steve Day	steven.day@state.mn.us	218-244-2228
MN DNR Fixed Wing Coord	Dan Olds	dan.olds@state.mn.us	218-322-2728
MN DNR Rotor Wing Coord	Rob Johnson	robert.a.johnson@state.mn.us	218-322-2723
MN DNR SP and MNARNG Liason	Shawn Olson	shawn.olsen@state.mn.us	218-242-0171
	MAJ Sean		
MNARNG	Spencer	sean.a.spencer.mil@mail.mil	320-412-0892
	LT COL Corby		
MNARNG	Koehler	corby.a.koehler.mil@mail.mil	651-281-3402
Red Lake Agency	Bruce Jourdain	bajourd@paulbunyan.net	218-766-0680
MN Agency / MN DNR	Terry O'Connor	llmedic18@yahoo.com	218-368-8554
USFS R9 HOS	Bill Kehoe	william.kehoe@usda.gov	414-308-5125
USFS R9 RASM	Nick Hough	george.n.hough@usda.gov	414-208-7570

MNICS Air Operations Working Team Chair Schedule

Year	Agency	Chair
2020	MN DNR	Darren Neuman
2021	BIA	
2022	USFS	