

MNICS Task Force Meeting

9/19/2019

0930-1530

MIFC 3

Attendees: Seth Grimm, Cory Berg, BJ Glesener, Kurt Fogelberg, Chase Marshall, Roy Holmes, Rebekah Luedtke, Leanne Langeberg, Natasha Woodwick

AGENDA ITEM

NOTES

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MIFC Building & Budget	<p>MIFC projects completed</p> <ul style="list-style-type: none">- Back steps into Cache have been replaced. <p>MIFC projects to be completed:</p> <ul style="list-style-type: none">- Upgrade sprinkler system.- Carpet cleaning – especially in high traffic areas.- Replace the mechanics room water heater with an on-demand system – Task Force approved.- Install HAVC occupancy sensors.- Replace the roof within five years.- Improve drainage in the rear parking lot to reduce flooding.- Seal coat and repaint parking lot lines, handicapped spaces fade quickly.- Pave the overflow parking lot.- Install lift into the Cache – ask Cache employees to complete the install. Task Force approved the installation.- Paint the interior Cache walls.<ul style="list-style-type: none">o Paint Paul Lundgren’s office – Ask air-desk staff to complete is workload is slow.- Upgrade Key Card and Security System (with cameras) compliant with Federal and State Security policy.<ul style="list-style-type: none">o Brian will invite Darryl to attend the November meeting to discuss.o The operating system must be upgraded to Windows 10.o Possible card sensors need to be replaced.o Audit cardholders to identify who should have active credentials. <p>Budget</p> <ul style="list-style-type: none">- HVAC controller - still waiting on the invoice.- Christine (BIA) spoke with Shelly, both invoices were split, and one has processed.

TREX Training Opportunity

Guest Presenter Paul Priestley with The Nature Conservancy

- Seeking to build partnerships with land management agencies to accomplish more prescribed burned acres in Minnesota.
- Initially, Paul reached out to the Leech Lake Band and Mike Rice, Forest Service, to conduct prescribed burns as training opportunities for the spring of 2020.

Project Proposal

- Establish interagency partnerships to support prescribed burn efforts throughout Minnesota during May. The focus will be forest ecosystems, but open to grassland ecosystems.
- Agencies currently onboard – Leech Lake Tribe, Fond du Lac Tribe, Chippewa National Forest, Cloquet Forestry Center.
- Seeking help from MNICS personnel to form a planning committee to plan and coordinate the burn locations and logistics for the fire training staff.
 - o Training staff will be 15 to 20 participants (30 – 40% will be out-of-state) – ability to break into smaller groups to cover more burn areas.
 - o Ideally, partnering agencies will provide more planned burn units than allowable weather days.
- Planning committee commitment - emails, monthly calls, and in-person meetings.
- Seeking the help of a Type 3 Incident Management organization with a commitment of 3 weeks. Will treat like a 14 day Type 3 organization incident.
- Funding through TREX will support personnel at the event, including meals, lodging, and shuttles to the burns.
 - o The home unit will cover travel expenses to the assignment and return travel.
 - o Supporting agencies asked to bring their own equipment and fleet.
- TREX training group will be available for the planning and writing of NEPA and pre/post monitoring. Paul Priestly is in favor of training people in this process, especially during non-burn days.

Considerations

- Involve the Prescribed Fire Working Team (WT) - Matt Gravy is the manager and is working on getting the details out to the Prescribed Fire WT.
- Agreements must be established with federal, state and tribes this winter.
 - o Consider Regional MOUs.
 - o Agreements must cover - base rates, overtime and fleet requirements.
 - o Agreements must address non-red carded trainees. Everyone will meet the basic NWCG qualifications and pack test, but may not be red-carded.
- An organization chart must be written, and include three burn bosses.
- Local agencies which provide an RXB2 should benefit from a prescribed burn at home unit through the module. The list of projects will help determine what can be accomplished.
- Assign a MNICS training specialist to the modules to sign off on task books.
- A support dispatcher will be needed to support ordering for this type of module.

Next steps

- Commit a dedicated planning team.
- Finalize announcement and recruitment.
- Identify Agency reps and people to fill key Type 3 positions –
 - o MN DNR – recommends Pat Wherley to serve as Agency Rep.
 - o Seth Grim – FWS will provide an Agency Rep name in October.
 - o FS – will reach out to Tom Roach.

Task Force requests this be added as a monthly agenda item.

<p>MNICS Annual Meeting</p> <ul style="list-style-type: none"> - Agenda - Awards - WT assignments / charters 	<p>Logistics</p> <ul style="list-style-type: none"> - 2019 Annual Meeting bid went to Holiday Inn Downtown Duluth. - Leanne and Kevin will work on registration plan and develop an online or paper copy. When registration notification is sent out will make sure everyone is aware of the schedule change for Monday and Tuesday. - Chase will notify Russ on behalf of the Board of Directors (BOD) the changes to the schedule. Monday morning separate BOD and Task Force (TF) meetings, afternoon joint BOD and TF meeting. Tuesday dedicated to Working Team meetings. - Leanne will send out a notification to all Working Team Chairs regarding the changes to the Task Force Working Team assignments. <p>Guest Speakers</p> <ul style="list-style-type: none"> - December 4th <ul style="list-style-type: none"> o Patti Olbe (30 to 45 minutes), o Kenny Doddson (30 – 45 minutes) o Keynote Speaker – Travis Dotson – Wildfire Lessons Learned Center - December 5th – Speakers: <ul style="list-style-type: none"> o Paul Priestly – TREX o Brian Pisarek – EA Team assignment in Alaska, o Working Team Updates - BJ will reach out to the Fire danger Operation Plan MN DNR contacts (3-4 person group) to present on the 2020 implementation for December 5th. <p>Awards</p> <ul style="list-style-type: none"> - Leanne will send out requests on 9/23/19 for the 2019 Annual Report submissions (due back October 31st). - Leanne will send out requests on 9/23/19 for the 2019 MNICS Awards – due back 10/25/19. She will forward the nominations to the Task Force no later than 10/28/19, and the Task Force will make selections at the 10/29/19 Task Force meeting. <p>Working Team Assignments</p> <ul style="list-style-type: none"> - Task Force will prepare Working Team assignment write-ups for the October meeting.
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**Wildfire Academy w/
Todd Manley**

- Fire Chief's Magazine published an article about the 2019 Minnesota Wildfire Academy, submitted by MNICS PIO. It has been well received.
- The closeout document, focused on Academy logistics and liaison efforts, is available.
- Todd requested to discuss the After Action Review at the MNICS meeting.

2020 Academy

- 2020 will be the 20th anniversary.
- Mike Aultman is committed to leading the 2020 IMT.
- Task Force requests discussion the 2020 IMT commitment at the Working Team meeting.
- All the MNICS partners, Meadow Kouffeld, Itasca Community College (ICC), and Jan, ICC community education, will be attending the Training WT meetings. Darlene Hall, Eastern Area GATR, and Scott Swenson have also been invited.
- The trainee needs assessments will be available for the Annual Meeting, or possibly by the October Task Force meeting.
- Steve Flaherty awarded a \$4,000 grant for a 2020 Academy guest speaker.
- A recommendation was made to invite the FSCA and Steve Flaherty to the academy and incorporate their annual meeting during the Academy week.
- 2020 Academy instructors will be asked to fill out CRT's. A Personal Time Recorder will be at the academy.

Future Academy Lodging

- All the Grand Rapids Area Hotels (AmericInn, Super 8, Country Inn & Suites, and Timber Lodge) have all agreed to block out all of their rooms, at the federal per diem rate, for the week of the 2020 Academy. This will provide a total of 225 rooms in town.
- Megan Christianson, Grand Rapids Chamber of Commerce, is working with Sugar Lake Lodge to secure up to 200 rooms at the resort and is also looking into other local resorts.
- The city of Grand Rapids addressing concerns that are currently preventing the construction of 4-story hotels, and are hopeful that by 2021 there will be two new 4 story hotels in town.
- Academy lodging should be in place by the 2019 MNICS Annual Meeting, if not a back-up plan discussion will happen at the annual meeting.

Upcoming Training Opportunities

- MNICS is currently hosting 10 to 12 wildfire training courses at MIFCS.
- ICS 400 will be offered at MIFC next week and will include FWS, FS, and DNR participants. 17 total have signed up, 20 seats are available.
- S-420 will be offered in Michigan – looking to send teams of five.
- L-380 – offered through GLFFC – additional seats may be available if Provinces are unable to fund attendees.

Future Training Plans

- Steve Flaherty recommends seeking an additional \$90,000 grant to offer more L-380, L-381, and L-481 courses. The 50/50 grant would be available up to two years and would include local fire departments.

<p>S & S</p>	<ul style="list-style-type: none"> - Planning for a 2020 Strategic Response in State exercise. This exercise will focus on response to a pandemic outbreak and mass distribution of medicine. - A shortlist Type 2 Team is needed with Brad assigned as deputy ICS. Complexity involves security and the number of agencies involved. - A MNICS team would be responsible for moving product from a warehouse, with heavy reliance on logistics. - The pre-planning meeting is scheduled for 9/30/2019. - Uncertainty exists if an EA Team can be called up for the exercise. The alternative will be to assign DNR staff. If a MNICS team is to be identified, the Task Force will need to determine how to pull the team together. <p>Considerations</p> <ul style="list-style-type: none"> - The DNR is still committed to this type of response. For Federal Agencies, a Presidential declaration is required. - Task Force expressed concern that a 4-6 hour response will be challenging when a team is not on rotation. - Long term MNICS should explore how to bring in the EA Type 2 Teams into the state. In the past MNICS Type 2 Teams had a year-round schedule for response preparedness. - Pisarek and Peterson were involved with the Minneapolis exercise held 2016. The Task Force will ask them to review the org chart.
<p>2020 T3 IMT recruitment</p>	<ul style="list-style-type: none"> - Recruitment letter and notices sent and published on MNICS.org. - Using a temporary scaled-back version of the website this fall. - Should see a boost in applications as recruitment is happening while seasonal employees are still working. - Task Force will make the ICs selections. 2019 Team A and Team B ICs have expressed interest in another year.
<p>Filling of MNCC positions</p>	<p>Concern</p> <ul style="list-style-type: none"> - Current MNCC Coordinator’s position will be vacant 9/22/2019. - Assistance Center Manager Tasha Woodwick will be on extended leave during October. Joan and Becky are scheduled as back-ups. - Assistant Center Manager Ryan Kinsley will be taking on a new MIFC position with the Cache. <p>Filling the Position:</p> <ul style="list-style-type: none"> - The National Park Service (NPS) is discussing adding Coordinator position to their Organizational Chart - The Task Force recommends the Board send a letter to Patrick with the NPS explaining the position responsibilities in plain language. - The MNCC Coordinator position will be flown as both a Federal GS-11 and a State DNR position. This will open the candidate pool to interagency applicants. - The person selected will determine if the position remains State or becomes a Federal Position. The duties of the coordinator will remain the same. - The Forest Service has already advertised the position. If the position is not filled in October, it will be a year before the Forest Service can re-advertise. <p>Options for filling the role during the interim</p> <ul style="list-style-type: none"> - MN DNR – can offer a 100-day work out-of-class assignment. - Task Force is considering resource orders for 14-day assignments (not-to-exceed 30 days) through November. - If the resource order option is chosen, the Task Force will set September 30th as the date to bring the first person on assignment.

	<ul style="list-style-type: none"> - BJ and Chase will work together to develop a list of people for ordering. - It is highly recommended that all assistant positions be filled before the center manager position is filled. <p>Interim MNICS Staff support of critical needs</p> <ul style="list-style-type: none"> - Leanne Langeberg will facilitate the Task Force agendas, meetings, and notes until a center manager is established in the position. - BJ will coordinate the agreements. - The MN DNR is looking into a project manager to help out with the coordination of the agreements. - Lisa Foust, Forest Service, was suggested for coordinating agreements. Chase will reach out to Mike Rice to set up a meeting with her and BJ. <ul style="list-style-type: none"> o The Operating Plan has been reviewed by the Board of Directors and is on to the Forest Service for final signatures. o The Border Agreement doesn't affect federal partners. o The 2020 Financial Operating Plan was signed at the BOD meeting.
<p>NIAD</p>	<ul style="list-style-type: none"> - Seeking a committee member to represent the National Computer-Aided Dispatch Committee. - The recommendation was made to nominate Scott Able as a committee member based on his GIS and WildCAD experience and knowledge. - If a committee member isn't selected the representation will go back Region 9.
<p>Individual Agency Updates</p>	<ul style="list-style-type: none"> - FWS – FY 19 budget has wrapped up. The FY 20 budget is pending and may result in a continuing resolution. Don Lentz is retiring, and his position will not be refilled. Permission was received to fill the GS-11 at MN Valley NWR. - BIA – The human resources shop, including grants and agreements, will move from the FWS to the Southern Plains. Carl Crawford started his new position and will intermittently participate in Task Force meetings. There has been an organizational chart change for Regional Director in Bemidji. BJ, with the Fond du Lac Band, wrote a new fire management plan. The plan recognizes the entire headwaters area as a retardant avoidance area for wild ricing. A polygon has been created. BJ would like Darren Neuman, MN DNR, to be in the loop. - NPS – Same budget woes as the FWS. Working on finalizing year end budgets. The Center manager position is a priority conversation. NPS is conducting a readiness review. - HSEM – Two new Bureau Chief are now under the Deputy Director. Bureau Chief Brian Olson is overseeing the power plants recovery programs, and Bureau Chief Joe Neuberger is overseeing the training, operations and schools programs. - DNR – FY20 Budget has been approved and finalized. Predictive Services has two candidates and the selection process should be completed in the next two weeks. Logistics Dispatch position is in the works. Coordinating a group to write a track vehicle task book. The DNR prescribed fire handbook and operational order has been approved and signed. - Leanne – MN DNR will have a booth and the Kodiak aircraft at the Girls in Aviation Day Saturday 9/21/19, potential to reach 2,500 attendees.

Next meeting: October 29th at MIFC