

Notes

MNICS Task Force Meeting

11/21/2019

0930-1300

MIFC 3

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

Special Guests: Jim Strezishar, U.S. Forest Service, Brian Wise, Kevin Carlisle, Natasha Woodwick

AGENDA ITEM (NOTE: These are in no particular order)

NOTES

<p>MIFC Building & Budget</p>	<ul style="list-style-type: none"> - Projects to complete – carpet cleaning, replace water heater. - MIFC Strategic Plan updates are in progress. - Update key cards in progress, security issues with key cards will be addressed in the January active shooter scenario. - Will monitor roof edging leaks, and inspect roof this spring.
<p>MIFC Master Facility Plan</p>	<ul style="list-style-type: none"> - Jim Strezishar, Forest Service Design Engineer, met with the Task Force. <ul style="list-style-type: none"> o Will coordinate all engineering assistance and major projects for the MIFC building. o Licensed as an inspector for many materials and building designs o Will complete training for low slope roof inspections. - Facility Master Plan <ul style="list-style-type: none"> o The updated plan will include MN Interagency Fire Center (MIFC). The MIFC Facility Plan will be an appendix to the Superior National Forest Facility Master Plan and will be inclusive of the MIFC partnerships. o Projected to be completed by first quarter of 2020. o All future projects that request funding must be identified in the facility master plan, and any project over \$50,000 will be reviewed for approval at the Forest Service Regional Office level. - MIFC Facility Plan revision - <ul style="list-style-type: none"> o Will include a vision for the building that supports the needs for the next 20 years, but will focus on projects to complete within the next 10 years, including office space. o The plan is not a guarantee for funding. o The original MIFC master plan will guide the updated plan. - Jim will look into the availability of explosive storage containers to remove any explosive material out of the Cache. There is a possibility the FS explosive container sheds (8'X8' concrete buildings – no longer in use) could be repurposed at MIFC.
<p>MNICS Annual Meeting Updates</p>	<ul style="list-style-type: none"> - Current registration is over 110 participants. - Annual report is complete and is being printed, will be posted to the MNICS.org. - The Dec 4th - 1:00 pm to 2:30 pm - presentation fell through <ul style="list-style-type: none"> o Will work to seek presentation focused on archeology and fire suppression planning and management. o The MN DNR archeologist willing to present but recommended contacting Lee Johnson with the Forest Service. Chase Marshall will reach out to the Forest Service Archeologist and Kurt Fogelberg will reach out the National Park Service Archeologist.

	<ul style="list-style-type: none"> ○ Task Force acknowledge the back-up plan will focus on updates from the Task Force as an open forum, possible topics – Fire Currency – ERWIN, IROC. - Kevin is lining up meeting rooms, and working on conference call capability in meeting rooms. - The Taskforce will reach out to each respective Working Team to finalize all the details and report. - Awards <ul style="list-style-type: none"> ○ Brian Pisarek has requested the Leadership award for Hans Smith be more significant than the printed certificate and has requested a wood plaque and a PowerPoint slide be displayed during award presentation. Task Force approved plaque. Chase will present the award, but no PowerPoint will be displayed in the background. ○ Legacy award and Leadership award will be awarded at the end to allow time for others who may want to share more about Hans Smith and Tom Kaase. Family for each will be invited to the award ceremony. ○ The Task Force will discuss the Tom Kaase “Behind the Scenes” Award during the January Task Force meeting.
<p>MNICS Type 3 Incident Management Teams 2020 Type 3 IC applicants</p>	<ul style="list-style-type: none"> - Task Force approved the selection of ICs for the 2020 fire season. Tasha will notify the ICs. <p>Other discussion</p> <ul style="list-style-type: none"> - Fire Academy – a full Type 3 Team will cover the academy event this year. The team on rotation during the week of the academy will be the IMT, with the next IMT on rotation covering any incidents. ICs will be notified during the MNICS meeting to allow them time to notify any possible instructors to seek back-up for team. - Task Force suggested the formation of a Type 3 IMT Working Team with reps from the MNCC dispatch and the logistics working team. Task Force will revisit the discussion after the MNICS annual meeting. - Task Force will work on a Type 3 Team mock-incident simulation that will be based out of MIFC. Simulation will involve agency administrators. - The IC subcommittee meeting will meet with the Task Force on Monday, December 2nd, from 10:00 am to 12:00 pm. The meeting will focus selection of the primary Type 3 Team positions, the working team assignments, and to discuss the incident simulation. The subcommittee will then meet that afternoon to finalize selections and work on the IMT team meeting agenda.
<p>Working Teams</p>	<ul style="list-style-type: none"> - Working Team Charters will include overall mission and bullet points with objectives broken out by team. - The Task Force will discuss at the next meeting the expectations for teams to formalize support for MNICS Type 3 teams in each Working Team’s charter. - Specific Working Team assignments <ul style="list-style-type: none"> ○ Operations Working Team – review staffing actions, update any changes. ○ RX Fire Fuels Working Team – BJ will send the Handrick spreadsheet to Chase to help Working Team draft sideboards. ○ Training Working Team – complete the needs assessments. Consider option for adding more M410 Instructor courses. MNICS is looking to sponsor another M410 in February. Working Team should establish how MNICS partners receive equal opportunity to not only MNICS courses, but all fire related training courses. - Task Force will discuss the role of Non- Voting Task Force representatives to the Working Teams (Dispatch and Information) at the December Task Force Meeting.

<p>Center Manager's Meeting Update</p>	<ul style="list-style-type: none"> - Tasha reported on the Center Manager's meeting. - Center Managers's meeting presentation slides can be viewed at: https://gacc.nifc.gov/eacc/logistics/dispatch/Center_Managers_Meeting.html - IROC and mobile training sessions – <ul style="list-style-type: none"> o Tasha is working to secure a few seats for the National Training session in January. Trainings offered after January will be a mix of virtual and face-to-face meetings. o Minnesota has a considerable pool of dispatchers to train. Tasha is considering day long training sessions at regional locations. The dispatch meeting in June should catch any remaining dispatchers who cannot attend earlier sessions. - Nation Interagency Coordination Center (NICC) – Marshall Thompson represented the NICC. He fielded many questions on name requests and the NICC jet. - Name Requests - To address inconsistencies in name requests, new Standard Operating Procedures (SOPs) will be developed to focus more on what the NICC can do for the Coordination Centers. - NICC Jet – current contract determines when and where the Jet is used. This year the use of the NICC jet resulted in several crews traveling long distances to board the NICC jet at one location vs making multiple stops. The NICC is trying to amend the contract for 2020.
<p>AD Hubs – MNCC</p>	<ul style="list-style-type: none"> - The Forest Service is considering moving the AD program administration (hiring and management) to the Coordination Centers, this could involve MNCC as an AD Hub. - Currently in Minnesota each Forest handles the hiring and administration of the program. - Forest Service is proposing to staff a position at MIFC. - Task Force will discuss topic with the Board of Directors during the joint meeting at the MNICS Annual Meeting.
<p>Update – Center Manager WOOC/Detail</p>	<ul style="list-style-type: none"> - The 120-day detail outreach (12/2/19 cutoff date), was released on 11/20/19. - Single vacancy announcement for the permanent hire will be completed in the next couple of weeks.
<p>MNCC Operations year end coverage</p>	<ul style="list-style-type: none"> - Staffing of the MNCC short through the end of year due to employees using annual leave. Tentative plan to cover shortage is to bring Dave Walks back for the last two week of December. - The MNCC will be closed November 27th and 29th, standard across EA coordination centers. Task Force approves. - First week in December <ul style="list-style-type: none"> o MNCC staff will be attending the MNICS Meeting o The National Park Service will complete the Dispatch Center wall remodel. o Coverage will be based on the needs from the field o Angela will staff MNCC during this time and all law enforcement requests will roll over to the state patrol. - Christmas Eve – sporadic staffing – suggestion 24th – 1st be closed. After the 1st, starting on the January 2nd there will be coverage. - Tasha will write up messaging on center closure dates and send to Task Force for approval. - Tasha will serve as the Acting MNCC manager until Dave comes on board.
<p>MNICS Conference Call Platform</p>	<ul style="list-style-type: none"> - BJ proposed moving from the MN Webex conference call platform to a Government Zoom platform. The Rate would be \$240 per year and the account would be specifically for MNICS. The account would include 10 hosts, and up to 300 people on a meeting. Task Force agreed to proceed.

Individual Agency Updates	<ul style="list-style-type: none">- BIA – Working on writing the new helicopter contract. There is a new organizational chart that includes the GS-9 fire ops specialist position.- NPS – All is quiet. The seasonal position will be flown mid-December.- FS – Report from regional FMO meeting – fuels target has been increased, with the expectation that the Chippewa and Superior National Forests complete 30,000 to 40,000 acres. There is no additional funding to support this increase. No budget yet and no continuing resolution (CR) in place yet, waiting on the President to sign a house approved CR. Attempting to fill helitack holes. 6 to 7 engines assigned to California.- DNR – Predictive Services position has been filled, new employee will attend the MNICS meeting, and will begin fulltime at MIFC on 12/9/19. Looking into the reallocation for salary increases.- HSEM – Responding to a variety of incidents. December 4th HSEM will be conducting a large scale exercise at MIFC.- Information – will be sending out requests for 2020 updates to the Mobilization Guide. Rebekah left recommendations for the 2020 Mob Guide. Task Force will discuss recommendations at the January Task Force Meeting.
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Next meeting: December 2nd, Annual Meeting Duluth