



# Notes

## January 6, 2022, MNICS Task Force Meeting

**Attendance:**

**Task Force:** William Glesener, Ben Roy, Cory Berg, Seth Grimm, Kurt Fogelberg, Jacob Beauregard, Greg Carlson

**Non-Task Force Attendees:** Mike Mackey - MNCC, Leanne Langeberg – Notes, Brian Wise, Kevin Carlisle, Shelly Greniger

DISCUSSION ITEM	NOTES
<p><b>Building and Budget Update</b></p>	<p><b>Building Update</b></p> <ul style="list-style-type: none"> <li>- The Northeast Supply Cache has a new door system.</li> <li>- The new training door keypad was installed mid-December.</li> </ul> <p><b>MIFC COVID Mask and Reporting to report to Work Requirements</b></p> <ul style="list-style-type: none"> <li>- The Forest Service COVID vaccination and testing direction has not been released, but the expectation is it will be released soon.</li> <li>- DNR leadership requests to be notified when the updated guidance is issued so they may prepare their message to notify DNR staff that work Minnesota Interagency Fire Center (MIFC) and address any concerns that may result from the change.</li> <li>- The Forest Service plans to share update when it is released with all Task Force members.</li> </ul> <p><b>MIFC Training and Conference Room COVID safety protocols</b></p> <ul style="list-style-type: none"> <li>- As in-person training events that are held within the MIFC building pick up in frequency, health and safety remain the top priority, including daily cleaning of the training room and any conference rooms utilized by the training event.</li> <li>- The Task Force recommends requiring the training leaders to ensure all high-use touch areas (light switches, door handles, tabletops) are wiped down at the end of each day’s session. The MIFC logistics coordinator or another identified person will complete the electrostatic spaying at the end of the training session each day.</li> <li>- The MIFC Logistics coordinator will provide the cleaning supplies and develop a checklist for the training leader to follow that will include similar guidance:               <ul style="list-style-type: none"> <li>• Be aware and do your part to prevent the unnecessary spread of COVID.</li> <li>• Have you notified the MIFC Logistics Coordinator about your training session, dates, times, and locations within the building to be used during the training?</li> <li>• Have you asked the MIFC Logistics Coordinator where the appropriate cleaning supplies are located?</li> <li>• Include a list of items that are required to be wiped down daily.</li> </ul> </li> <li>- The MNCC coordinator will review the training and conference room calendar weekly. When conference room two and three are in use, all doors to the dispatch center floor will be closed, and signs will be posted prohibiting any non-coordination center staff from entering the dispatch floor.</li> </ul> <p><b>Budget Update</b></p> <ul style="list-style-type: none"> <li>- Reviewed uncommitted funds. No new expenditures beyond the utilities.</li> </ul>



# Notes

DISCUSSION ITEM	NOTES
<b>MNCC Duty Officer responsibilities</b>	<ul style="list-style-type: none"> <li>- The Active 911 emergency response tool that was recently adopted by many within the MNICS organization (widely used by DNR) has resulted in concerns about the MNCC duty officer's (DO_ role and responsibility for monitoring and coordination. Currently, there is no current policy or guidance on how to proceed.</li> <li>- Managing coverage of the MNCC DO line, especially during periods of short staffing (vacancies, annual level schedules, holiday closures) when at preparedness level (PL) 1 or 2, heightens concerns about unclear expectations.</li> <li>- DNR is staffing a DO when areas are experiencing snow-free periods during PL-1, who are expected to monitor the Active 911 pages.</li> <li>- During higher PLs, MNCC has established a protocol with specific counties that an MNCC DO will follow up if the requesting county does not call the MNCC DO within a reasonable time after a page.</li> <li>- DNR will modify its preparedness and response guides to reflect DNR DO responsibility during snow-free periods at PL-1 to monitor active 911 pages and provide an appropriate response.</li> <li>- MNCC will remain the primary point to contact for all-hazard response needed in Minnesota during all levels of preparedness.</li> <li>- During times of limited staffing, the on-call MNCC DO's contact number will be included in the message that is set up for the DO (currently the logistics phone line).</li> </ul>
<b>2022 Mobilization Guide</b>	<ul style="list-style-type: none"> <li>- The 2022 MNICS Mobilization Guide updates and revisions is about to begin. Leanne Langeberg, MNICS PIO, will coordinate the effort, and reviewed her tracker with the MNICS contacts with the Task Force.</li> <li>- Langeberg will request all updates be returned no later than the end of January.</li> <li>- The 2022 Mobilization Guide will be entirely electronic this year.</li> <li>- The goal is to distribute the final version at the beginning of March.</li> </ul>
<b>Prevention Committee</b>	<ul style="list-style-type: none"> <li>- The Task Force Chair followed up on the request to recommence the MNICS prevention working team that should ideally be comprised of five to six active members representative of all the MNICS agencies.</li> <li>- The DNR is in the process of hiring a new prevention supervisor, and that person will participate as a MNICS Prevention Working Team member. The agency acknowledged that interagency support was invaluable to achieve grants that are specific to fire prevention efforts in Minnesota.</li> <li>- BIA has forwarded a couple of names to the acting DNR Prevention Supervisor to represent BIA and the Tribal Agencies.</li> <li>- FWS and NPS have not identified anyone at this time.</li> <li>- FS will follow-up on their status.</li> </ul>



# Notes

DISCUSSION ITEM	NOTES
<b>MNICS T3 Incident Management Team's spring meeting</b>	<ul style="list-style-type: none"> <li>- The MNICS Type 3 IMT Working Team plans to host an in-person MNICS Type 3 Teams meeting at the beginning of March.</li> <li>- The MIFC logistics coordinator is working on bids for a Duluth, Minn., location.</li> <li>- Due to the continued rise in COVID-19 cases, the Task Force recommends alternate considerations for the in-person meeting that includes hosting the event at MIFC and limiting the actual number of participants to the core primary command and general staff to keep the size of the group at 30 people or less. Named trainees may be considered, provided the group size remains at the 30 or less threshold.</li> </ul>
<b>Minnesota Wildfire Academy</b>	<ul style="list-style-type: none"> <li>- The MNICS Training Working Team is currently planning to proceed with a Minnesota Wildfire Academy in June.</li> <li>- They will continue to monitor COVID-19 conditions and adjust as appropriate to COVID mitigations in place, including the ability to reduce the size of the academy.</li> <li>- The Academy is likely to need the support of a Type 3 team. The Task Force will request that a delegation of authority defining the specific work needs the team will support be submitted soon so a team can be identified.</li> </ul>
<b>Finance Working Team request for the MNICS Type 3 IMTs</b>	<ul style="list-style-type: none"> <li>- The MNICS Finance Working Team submitted requests to help support the MNICS Type 3 Teams' finance supplies, staffing, and recommendations for support of out-of-state response.</li> <li>- The Task Force approved \$2,000.00 of MNICS coop funds to be used toward purchasing the identified supplies in their request.</li> <li>- The additional topics specific to rostered team members and criteria for out-of-state mobilizations will be left to the Incident Commanders' decision on how best to proceed.</li> </ul>
<b>FireNet Teams channel</b>	<ul style="list-style-type: none"> <li>- There is a growing need for an accessible online location that the MNICS Task Force and Board of Directors can use to meet and share information.</li> <li>- FireNet Teams and channels appear to be one of the best options, and the Task Force chair is looking into options to set up a FireNet account for the MNICS Task Force and Board of Directors, though FireNet officials have recommended MNICS work through the GACC to establish a mini-MAC channel.</li> <li>- The chair will also investigate establishing locked channels through the MNCC FireNet account.</li> </ul>



# Notes

## DISCUSSION ITEM

## NOTES

### Agency Updates

**BIA** – Fire activity is picking up in the lower Midwest, and BIA has been sending resources since mid-December to support the need. Work continues to progress toward advertising open fire positions, and hopefully, they'll be posted soon.

**DNR** – Efforts are underway to host in-person training as conditions allow. Many of the trainings are being held locally to limit travel requirements and allow for smaller events that can still adhere to NWCG guidelines. DNR is in the process of updating the fire business manuals and other guidance documents. Interviews are ongoing for open positions. The Rural Fire program position is in process, and a radio technician position close to being advertised. The training team is now fully staffed with three Natural Resource Technicians.

**NPS** – Seasonal hiring work is underway and awaiting the certificates before advertising. The AFMO position based out of Theodor Roosevelt National Park has been filled.

**FS** – The process for hiring temporary fire staff will begin next week. Patty Johnson accepted a National Park Service position in Oregon, and next week will be her last week. Her departure opens one of the MNICS Type 3 Teams IC positions. The MNICS Type 3 IMT Working Team is working to fill the recent void. The infrastructure bill is moving forward, and the agency has been instructed to prepare for more hiring agency-wide, with potential to increase by 20 percent. Hiring is expected to begin sometime this summer.

**FWS** – The agency continues to work on the 2021 Department of Interior workforce transformation. The eight GS-06/07 fire positions are expected to be advertised soon. A fire apprentice has been selected and will be based out of Minnesota Valley National Wildlife Refuge. The region is expecting to receive some disaster relief funding that will be applied toward hazardous fuel reduction. FWS is working on hosting a Fire Management Academy at the National Conservation Training Center in West Virginia in April, that Seth Grim will be supporting. Representative Fischbach will receive a briefing on the Oxcart Fire.

**HSEM** - A State run emergency operations center has been reactivated with the rise in COVID response for medical support and is currently running seven days a week. No incidents arose from recent trial events. The Emergency Management Assistance Compact (EMAC) has finalized the operating system, including additional training to recertify all members. After the late December storm events in southern Minnesota, recovery efforts and financial assistance assessments are underway. The regional program coordinator position has been advertised, and plans are underway to advertise an intelligence officer position. Discussions are underway about getting medical unit leaders qualified as Firefighter 2.

**MNCC Coordinator** – Compiling a list of working team tasks after the MNICS meeting with all teams. The working teams were informed of efforts to establish FireNet working team channels. The D-510 course will be offered in the first part of April, and several have already signed up to attend. We are continuing to work on filling vacancies. Mike plans to present teambuilding ideas to the Task Force next week. MNCC logos will be presented to the Task Force soon.

*Next Task Force Meeting will be February 3, 2022 hosted online*