



Notes

June 1, 2023, MNICS Task Force Meeting

Task Force: Greg Carlson, Cory Berg, Mike Hill, Jacob Beauregard, Ben Roy, William Glesener

Non-Task Force Attendees: Ryan Kingsley - MNCC, Leanne Langeberg – Notes, Brian Wise, Kevin Carlisle, Shelly Greniger, Craig Ferguson Rural Fire Program

DISCUSSION ITEM	NOTES
<p>Building and Budget Update</p>	<p>Building</p> <p><i>Key Card Building Access</i></p> <ul style="list-style-type: none"> - The State of Minnesota MNIT traditionally coordinates the key card access program for Minnesota DNR facilities and feels they should be the entity to coordinate the security system and issue key card access for the Minnesota Interagency Fire Center facility. However, the building is a federal building, and MNIT does not have the authority to require federal employees to travel to St. Paul to be issued a key card for a federal building. <p><i>MIFC Facility Safety Inspection</i></p> <ul style="list-style-type: none"> - The annual safety inspection was completed on May 4. The inspection found only minimal safety concerns - mainly in the NEK support cache. The inspector recommended reducing the seven first aid kits throughout the facility to one kit. Kevin Carlisle and Brian Wise agreed to reduce the number of kits to three and will place them next to each AED in the building. <p><i>Electrical Upgrades</i></p> <ul style="list-style-type: none"> - The NEK Cache warehouse lights are updated and aligned with the shelf reconfigurations, and 47 LED fixtures were replaced throughout the MIFC facility. - Jeff Duvio with MNIT visited MIFC at the end of April and determined four overhead announcement horns would meet the facility’s needs at an estimated cost of \$5000. - Hopkins installed emergency backup lights and decommissioned the front electrical boxes next to the parking area. - MNCC has requested a bank of dimmer switches to provide more control over light levels throughout the dispatch floor. Kevin will ask Hopkins Electric for an estimate to install the dimmer switches when they are on-site to remove the decommissioned breaker box. <p><i>Roof Replacement</i></p> <ul style="list-style-type: none"> - The Forest Service is seeking contract bids for the MIFC roof replacement, which is expected to be replaced in 2024. <p><i>Elevator Replacement</i></p> <ul style="list-style-type: none"> - The elevator contract award has not been announced. The Forest Service is covering all the required funding to complete the installation. <p><i>IMT Trailers</i></p> <ul style="list-style-type: none"> - No bids were received on the contract solicitation to install new windows and carpet into the MNICS IMT 44ft travel trailer. The Task Force prefers the window installation work be completed under warranty and send the project out for a re-bid with an end-of-August completion date before funding, then will discuss funding approval.



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<p>Building and Budget Update cont.</p>	<p>Budget</p> <ul style="list-style-type: none"> - The proposed FY23 budget projects a negative balance of MIFC coop funds based on projects planned. Several projects will likely not have a purchase order in place by or be completed before the start of FY2024, and the expectation is nearly \$70,000 will roll over into FY2024 funding. - Kevin Carlisle confirmed the generator repair work was completed, and he will submit the project invoice to Shelly Greniger. Kevin also confirmed the ProTech building security project will be completed and invoiced before the Minnesota DNR FY23 closes at the end of June. - The Task Force approved the funding request for the Switch Back organizational seminar during the GLFFC and MNICS aviation winter meeting.
<p>Master Agreement/Ops Plan Updates</p>	<ul style="list-style-type: none"> - Craig Ferguson, Minnesota DNR, met with the Task Force to review the notable changes identified in the newly issued Master Agreement template that the Task Force will consider when they meet in July to review and update the agreement.
<p>Working Team Follow-up</p>	<p><i>Training Working Team succession planning document</i></p> <ul style="list-style-type: none"> - The Task Force discussed the benefit and possible changes to support the Training Working Team’s succession planning document. - The Eastern Area Operations working team is working on a succession planning document. They plan to send a Microsoft Office 365 Forms survey to current team members to help determine training and recruitment needs to better prepare for Incident Management Team (IMT) succession. - The MNICS Training Working Team spreadsheet has not been used in a few years by the MNICS agencies but was regarded as a helpful tool in the past to plan for IMT succession and encourage discussions of career advancement early in an employee’s career. - While the DNR’s IQS offers some capacity to complete needs assessments, the federal agencies don’t feel confident that IQCS will deliver the best results. - The Task Force would like to see a succession planning document or tool to forecasts the next ten years of expected training needs and will look to the Eastern Area succession planning survey as a model to plan for 300 – 400 level and Complex Incident Management training and recruitment for all incident management team positions. - Task Force will consider incorporating sharing annual results with the MNICS Teams during their annual IMT spring meeting. - The Task Forces will consider a joint working team assignment to the Training Working Team and Type 3 Incident Management Working Team to develop a plan by the fall of 2023, announce and introduce the succession planning process topic during the MNICS meeting in December, follow-up with supervisors on training needs assessments, then share the results with the MNICS Incident Management Teams during the spring meeting and finalize next year’s training needs shortly after the Minnesota Wildfire Academy. <p><i>2024 mid-year Working Team Reports</i></p> <ul style="list-style-type: none"> - The Task Force agreed the Working Team reports will be hosted in June 2024, the week after the Minnesota Wildfire Academy.



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<p>Fire Restrictions</p>	<ul style="list-style-type: none"> - On May 25, 2023, the Forest Service Team Fire Management Officers and Line Officers discussed restricting campfires in the Boundary Waters Canoe Area Wilderness. The plan was to hold for now based on the spotty rain that fell over the weekend and will reassess next Monday. - The Forest Service will connect with Allissa Reynolds, Minnesota DNR’s fire prevention officer. The BIA is working with the Tribes to make decisions on fire restrictions and making sure they are included in MNICS partners fire restrictions communication. - Should we follow and adopt the Burning Restrictions that were posted in the 2022 Mobilization Guide until we have time to review the Burning Restrictions updates that will be incorporated into the FDOP.
<p>FDOP-Prevention</p>	<ul style="list-style-type: none"> - Task Force approves the addition of the Fire Restrictions Plan components - removed from the MNICS Mobilization guide in 2023 – to be added to Appendix D – Fire Prevention as the fire restrictions plan and will ask that the written restrictions components be specific to each agency.
<p>MNICS Team A</p>	<ul style="list-style-type: none"> - Jeremy Bennet agreed to cover the IC role for MNICS Team A during the week of the Minnesota Wildfire Academy.
<p>Agency Updates</p>	<ul style="list-style-type: none"> - BIA – The out-of-area engines have been released. BIA is planning to bring in overhead from the Great Lakes Agency to cover during the academy. The long-term severity request includes extra overhead positions and type-6 engines, plus the cost for the UAV Fire Boss that will be extended past the June 2 end date. The BIA’s Office of Judicial Services (OJS) law enforcement division requested to meet with Tom Remus and Cory Berg. OJS is charged with all land-based communications, and with the available bill funding, the department is focused on improving communication infrastructure with the lake states. Tom and Cory will meet with OJS next week and when he returns in June to complete site visits with the Tribes. OJS will look at coverage issues and replace equipment starting this summer. OJS can host a radio technician position based out of Fargo that would oversee communication for fire and law enforcement. Cory plans to introduce OJS to the MIFC Radio Shop in June. The deputy regional director’s meeting discussed aviation in Minnesota, and they are making a case for hosting a regional aviation management position based out of Bemidji, MN. BIA has started working on a position description. The fire intel aircraft provided good exposure to working with the UAS platform. - FS – There are eight additional engines and a hotshot crew supporting severity needs for the Superior National Forest. The Chippewa National Forest planned to complete a small burn on June 1, but they canceled it. The East Zone intends to conduct the 500-acre Galaxy prescribed burn after .30” of rain brought it back into prescription. No updates on the filling of the vacant Fire Management Officer position. Several positions on the forests and NEK cache remain vacant. - NPS – The agency is finishing up the RT130 and pack tests in Isle Royal and conducting boat training for season hires. Due to the dryness, the park is working on a long-term severity package.



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<p>Agency Updates cont.</p>	<ul style="list-style-type: none"> - DNR – The agency has brought six out-of-state engines in to support needs in the Hibbing, Tower and Grand Rapids areas. The prescribed fire training specialist position has been posted. Brian Pisarek announced plans to retire on July 7, and his position was approved for rehire. The position will focus more on ICS and fire qualifications, ideally teaching the ICS 300 & 400 and some advanced courses. DNR plans to extend the leads and other folks to staff through June and into July. - FWS – The agency has wrapped up spring prescribed burning for the season, and the additional out-of-state resources have been released. The agency expects to implement the 0456-firefighter series when it rolls out in July. Compared to the 0401 series, the positive education requirement is not a part of the 0456 series. Seth Grimm’s detail will end on June 9, and Jamie Farmer plans to detail into the zone FMO role next. The agency intends to be online with the InFORM system on Oct 1, though the fuels data team and the national team set up trigger points, and if the fuels module in Inform hits the trigger points, the release will be delayed another year. - HSEM – The new director started May 5. The northwest regional program coordinator is on personal leave, and the regional program coordinators will rotate coverage to fill in. An offer has been made for the training portal coordination position. The spring flooding preliminary damage assessments have been completed. The high-path avian influenza afflicted only a few flocks in Minnesota this spring. The T-Mobile response team met with HSEM and confirmed they could boost capacity when requested. Planning exercises have been conducted with the northern emergency management compact and regional FEMA. Funding to complete the State SEOC has been approved. A radiological preparedness drill is scheduled for June 6 in Monticello. The FEMA logistics planning conference was hosted last week and focused on distribution management plans and non-Stafford Act responses in states, with the federal government doing more without authority or need. - MNCC – The D-110 training took place the first week in June, and the D-310 will be hosted in July, and most of the MNCC dispatchers are assisting or instructing. MNCC is planning to bring in five detailers to meet the capacity of what we need to do. Angela Porter will be on military detail for July. Google Earth is being used on the smart board in preparation for the WildCAD-e deployment on June 21. MNCC is still working on establishing a FireNet plan, and if the FireNet email plan falls through, DNR will establish emails for each area office that can be added as guests.

Next Task Force Meeting will be July 11, 2023, in-person at BIA – Minnesota Agency in Bemidji.