



# Notes

## October 5, 2023, MNICS Task Force Meeting

**Task Force:** Greg Carlson, BJ Glesener, Cory Berg, Darrin Franco, Mike Hill, Patrick Johnson, Kara Behr

**Non-Task Force Attendees:** Ryan Kingsley - MNCC, Leanne Langeberg – Notes, Kevin Carlisle, Shelly Greniger, Caleb Schreiber, USDA Forest Service

DISCUSSION TOPIC	NOTES
<b>Budget Update</b>	<ul style="list-style-type: none"> <li>- The Task Force reviewed the budget spreadsheet.</li> <li>- The increase in non-committed funds results from the security system that was billed out, invoiced, and funded using other project funding.</li> <li>- The central air repair work is a pending project and has been accounted for on the spreadsheet.</li> </ul>
<b>Building Update</b>	<ul style="list-style-type: none"> <li>- The air conditioning system servicing the IT room received maintenance service.</li> <li>- The Forest Service engineer confirmed with Brian Wise that the MIFC roof replacement contract was awarded, and construction will begin during the next construction cycle, with an expected completion in September 2024.</li> <li>- The contract bid for the elevator project with Larsen wasn't secured, and the contract was canceled. The contract is out again for new bids. The local service provider can still submit a bid, but it will require a SAMS number to compete in the USDA contracting process.</li> </ul>
<b>MNICS Meeting</b>	<ul style="list-style-type: none"> <li>- The Holiday Inn Downtown Duluth has been approved for the 2023 MNICS Meeting venue. Kevin Carlisle will begin working with Lisa Wiley and the MNICS working team chairs for meeting space arrangements.</li> <li>- A contract agreement for guest speaker August Stovall, Code4, is in progress.</li> <li>- Leanne Langeberg reviewed the agenda plan for Thursday.</li> <li>- Task Force will provide agency updates after opening remarks from the chair.</li> <li>- The season review of in and out-of-state crew and incident management team assignments will follow. The Task Force reps have or are in the process of confirming presentations from crew leaders with Minnesota DNR, BIA and Tribal Crew leader, Ben Roy for MNICS Type 3 IMT assignments, Brian Jenkins for Eastern Area team assignments, and Jason Riggins, Eastern Area Coordination Group and complex incident management updates.</li> <li>- Ryan Kingsley may present on the MNCC viewpoint survey and work with Tasha Woodwick to develop a brief presentation or video on the minimum standards for agencies to complete single resource boss refreshers.</li> <li>- The Task Force discussed a layout for the UAS technology trends topic. Cory Berg will reach out to the air operations group to request a 15-minute presentation on MNICS agencies use of UAS in fire management followed by a questions and answers segment with pre-submitted questions from the MNICS working teams.</li> </ul>



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<p><b>Agreement Update</b></p>	<ul style="list-style-type: none"> <li>- USDA Forest Service is reviewing the MNICS agreement, and feedback is expected by the end of the week.</li> <li>- The additions Ryan Kingsley contributed weren't tracked, and Caleb Schreiber verified the recent additions for his tracking requirements.</li> <li>- Caleb Schreiber will verify who the Eastern Area BLM fire and finance contacts are that should be included in the agreement.</li> <li>- William Glesener will coordinate a meeting with the MNCC coordinator, DNR fire accounting officer and agreements coordinators the week of October 16 to finalize the financial plan. The task force will revisit this topic at their November meeting to discuss next steps and final approval. The MNCC coordinator requested that each agency member review the offset section to verify that shared staff personnel and financial contributions are identified.</li> <li>- The Task Force's goal is to have the MNICS cooperative agreement and financial plan signed and ready to present to the MNICS board of directors at the MNICS meeting in December.</li> <li>- A proposal was made to include an appendix to the MNICS Cooperative Agreement that tracks special projects or references the special projects in the monthly budget.</li> <li>- The Task Force proposed and agreed to develop an annual tracking calendar for standard event cycles, and the upcoming vice chair will be responsible for development and annual maintenance. The U.S. Fish and Wildlife Service Task Force member is next in line for the vice chair role, and Darrin Franco was tasked with developing the tracking calendar. The Task Force will review the calendar at their December meeting and formalize the requirement in their MNIC Task Force charter. The rotation will follow – the U.S. Fish and Wildlife Service, HSEM, Forest Service, DNR, and National Park Service.</li> </ul>
<p><b>WildCAD-E Discussion</b></p>	<ul style="list-style-type: none"> <li>- The WildCAD-e rollout throughout the DNR areas produced a notable data management challenge with establishing a standard naming convention for dispatch locations that MNCC and MNICS dispatchers must follow for uniform location tracking.</li> <li>- Minnesota has many common lake names or general locations that use similar names, creating a problem when establishing a location in WildCAD-e. The WildCAD-e default populates a location in alphabetical order based on county.</li> <li>- MNCC's proposed solution is to use a general location of township, range and section, but acknowledged that it requires extensive data entry and training because reporting incidents this way is not a standard process.</li> <li>- The Task Force discussed using coordinates in WildCAD-e and adding a step to link to the BLMs survey tool to add in the coordinate, which provides a township, range and section. The CAD map will take a location anywhere, producing waypoint information.</li> <li>- Task Force members expressed concern that if everyone speaks in legal coordinates, it can result in missing critical situational awareness information and will likely receive strong pushback from the field.</li> <li>- An alternate compromise would coach field staff to announce the location feature and the township and range – for example, Sand Lake, TWP, Range – which would tie the location to a coordinate. The process will require providing a table or listing for fire staff reference as they adjust to the new dispatch protocols.</li> <li>- The Task Force will talk with their fire management officers and leaders to further brainstorm workable solutions. They will revisit the topic at their November meeting.</li> </ul>



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<p><b>MIFC Open House Request</b></p>	<ul style="list-style-type: none"> <li>- The Forest Service Forest Team Leadership has established an annual public open house forum they host at their district offices to allow the public to meet with Forest Service staff and see what projects the agency is engaged in locally. They plan to host open houses this fall and proposed including a public open house at the Minnesota Interagency Fire Center with the partners.</li> <li>- The task force is open to the idea of the public open house and highlighting the MNCC coordination but recognizes it will only be able to host an open house when the elevator is back in service.</li> <li>- All agencies are interested in supporting and participating in the event once the elevator is operational.</li> <li>- An alternative idea is to combine the event as a fire prevention event. The Task Force will contact the fire prevention working team to develop a plan.</li> </ul>
<p><b>T3 IMT Recruitment Update</b></p>	<ul style="list-style-type: none"> <li>- Mike Hill reported that the current application status appears ahead of the previous years for the recruitment period and the number of applications received.</li> <li>- Currently, no significant voids exist in any functional areas.</li> <li>- Tasha Woodwick is considering a one-week extension only to allow enough time before the February Incident Management Team meeting.</li> <li>- The working group plans to meet on November 1 and compile a final list to present to the Task Force.</li> </ul>
<p><b>Agency Updates</b></p>	<p><b>BIA</b> – Red Lake reported one fire last week burning in peat. The Department of Interior DIFCOM communications interoperability group is working with Cory Berg to seek funding to support the interagency communication coordination and interoperability used throughout Minnesota and the Midwest region. The group wasn't as interested in project proposals, mainly concerned with radio. The agency is working on the next phase of the White Earth facility and is seeking out funding sources now that phase one is complete.</p> <p><b>DNR</b> – The DNR fire program is finalizing hiring for the training specialist positions who will work under the training coordinator supervisor and sees these positions helping to make the MNICS partnership more robust for training opportunities. DNR is also finalizing hiring a lead position for the NEK cache that will work under the direction of the Assistant Cache Manager, Jay Lauer. The position will assume some of the facility maintenance responsibilities. There are no notable fires; however, DNR has recently experienced peat fires in Itasca County, Cloquet and Little Falls areas. The agency is working on rolling out WildCAD-e. Last week, the Great Lake Forest Fire Compact annual fall meeting was held in Winona, Minnesota.</p> <p><b>FWS</b> – Litchfield reported one fire. Seth Grimm has moved into his new Deputy Regional Fire Coordinator role. Seth's former position will be advertised soon, and in the interim, Darrin Franco has accepted a 120-day detail into the position. Notifications for the S-219 course in Detroit Lakes will be arriving soon. The training will be held at the end of October. The agency is considering completing pile burning this fall and possibly prescribed burns as conditions dry out. Starting on January 1, 2024, the U.S. Fish and Wildlife Service will be fully on board with the Inform reporting system.</p>



# Notes

## DISCUSSION TOPIC

## NOTES

Agency Updates cont.

**HSEM** – Minnesota has received one federal declaration for recovery, and FEMA is working through the recovery process. However, no funding will be available until a federal budget is in place. The storm damage assessment following the flash flooding event has not happened. The EMAC has ten positions open nationally, and the Governor’s office is working through the requests. The HSEM leadership attended the EMAC conference held in Memphis, Tennessee. Due to a conflict with the Quarterly EMAC meeting in Dec, Calvin McClusky will represent HSEM at the MNICS meeting. HSEM worked with the State Fire Marshal’s Office and DNR to host an M-310 training at Camp Ripley. The Emergency Management Institute completed a beta test with Wisconsin and Minnesota to establish best practices for hybrid virtual course delivery of Wisconsin’s all-risk liaison course scheduled for Oct 30 – Nov 1. HSEM is working with Taylor Schenk on the National Qualification System.

**NPS** – The park fire staff is working on INFORM training. The temporary, seasonal hires have wrapped up their 2023 season. The park has some pile burning planned for the weekend. The park successfully hired a 13/13 GS-05 who will start in the spring. The park will have a fire team comprised of GS-09, 08 and 05.

**FS** – Patrick Johnson's detail will conclude in three weeks, and the agency hasn't issued a new detail outreach yet. The permanent Fire Management Officer announcement for the Superior and Chippewa National Forests closed on October 5. The recent fire hire event certs are expected to arrive on October 23. The Superior National Forest (NF) has seven new GS-07 permanent positions, which will fill engines with a complement of GS-08, 07, 06 and 05 on each engine, which will likely result in a cascade effect of fire staff looking to promote higher and leaving lower graded positions open for a few rounds of fire hiring. The Chippewa NF will be filling three GS-07 full-time positions. The Superior NF has ongoing pile burning, while the Chippewa's window has closed for burning, and staff are taking leave.

**MNCC** – All three of the functional areas are transitioning into five-day coverage. MNCSS staff are still supporting the national dispatching effort, with two recently returned and one traveling to Colorado. The MNCC viewpoint survey is open for response and has been distributed widely, including the MNICS planning call list. The center manager is working with operations and the assistant center managers on developing a shared staffing plan. The Forest Service radio management is underway that will place radio frequencies on all MNCC councils and run all radio frequencies regardless of agency. Statewide, the WildCAD-e is ongoing.

*Next Task Force Meeting will be November 2, 2023, in-person at MIFC.*