



# Notes

## November 2, 2023, MNICS Task Force Meeting

**Task Force:** Greg Carlson, BJ Glesener, Cory Berg, Darrin Franco, Mike Rice, Jacob Beauregard

**Non-Task Force Attendees:** Ryan Kingsley - MNCC, Leanne Langeberg – Notes, Brian Wise, Shelly Greniger

DISCUSSION TOPIC	NOTES
<b>Budget Update</b>	<ul style="list-style-type: none"> <li>- Task Force reviewed the current budget and available coop funds.</li> <li>- All MNICS partner agencies approved cooperative funding for the security system upgrades, and the agency contributions are close to finalized, awaiting the National Park Service’s contribution payment that is in process.</li> </ul>
<b>Building Update</b>	<ul style="list-style-type: none"> <li>- The Task Force reviewed the building update and projects list.</li> <li>- Rapids Plumbing and Heating serviced the MIFC IT room air conditioner.</li> <li>- Pro-Tech has been scheduled to further investigate the ongoing training door keypad issues.</li> <li>- Total Energy has been scheduled to complete a coolant-heater generator system maintenance service.</li> <li>- The MIFC building roofing project contract has been awarded, and construction will begin next year.</li> <li>- The Forest Service hasn’t provided any recent updates on the status of the MIFC elevator contract.</li> </ul>
<b>Master Agreement</b>	<ul style="list-style-type: none"> <li>- As the MNICS agencies work toward final approval and collecting signatures for the MNICS Cooperative Agreement, an extension of the current agreement and financial plan was granted.</li> <li>- The U.S. Fish and Wildlife Service and the National Park Service are working with the Department of Interior on department-specific national language that both agencies feel isn't necessary for the MNICS cooperative agreement. The Bureau of Indian Affairs Eastern Region has developed a workaround for the national language the local agency is considering implementing.</li> </ul>
<b>MNICS Meeting Planning</b>	<ul style="list-style-type: none"> <li>- The Task Force reviewed the final meeting agenda. They established a plan for Tuesday's Leaders Intent meeting with the working team chairs and the MNICS-specific general session topic delivery on Thursday.</li> <li>- Leanne Langeberg will produce the MNICS meeting survey, which will ask two questions - location for the 2024 MNICS meeting and topics to guide the 2024 planning efforts.</li> <li>- The survey opened to the meeting participants during the general session morning break.</li> </ul>
<b>MNICS Awards</b>	<ul style="list-style-type: none"> <li>- Task Force approved all the nominations submitted, changing one legacy award nomination to a leadership award because the legacy award criteria did not apply.</li> <li>- The Task Force will reach out to the nominators and request they present a brief introduction about why they nominated the award recipients during the award presentation.</li> <li>- The Task Force will reach out to the award recipients to request their attendance at the MNICS general session award ceremony.</li> <li>- Leanne Langeberg will develop a slide deck for the award ceremony.</li> </ul>
<b>2024 Task Force Meeting schedule</b>	<ul style="list-style-type: none"> <li>- The Task Force will maintain their regular monthly meeting schedule at the Minnesota Interagency Fire Center on the first Thursday of the month</li> </ul>



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<b>MNCC SOPs</b>	<ul style="list-style-type: none"> <li>- The Minnesota Interagency Coordination Center manager worked with his team to develop a standard operating guide for MNCC that includes a leader's intent and daily operational guides for the three functional areas.</li> <li>- The center manager is planning to seek the Board of Director's approval at the joint meeting in December and requested the MNICS Task Force review the document and share their feedback by November 17, 2023.</li> </ul>
<b>MNICS Financial Plan</b>	<ul style="list-style-type: none"> <li>- Reviewed the 2024 MNICS financial plan status and discussed the next steps toward plan completion and collecting final signatures.</li> </ul>
<b>TF Working Calendar</b>	<ul style="list-style-type: none"> <li>- The Task Force vice chair proposed implementing a MNICS Task Force internal document to track Task Force meetings, events and common tasks to complete throughout the year. A draft copy was distributed via email to all Task Force members.</li> <li>- The Task Force approved the calendar plan and started developing the calendar inputs. The working calendar will be available to all Task Force members in the MNICS Task Force Teams folder located on FireNet.</li> </ul>
<b>Agenda for mtg with BOD</b>	<ul style="list-style-type: none"> <li>- The Task Force developed a list of topics they plan to discuss with the MNICS Board of Directors in December. Topics include:               <ul style="list-style-type: none"> <li>• MNICS Financial Plan and the MNCC center manager's travel cost and annual salary contributions</li> <li>• Seek signature for the MNCC Standard Operating Plan and the Center Manager's Delegation of Authority.</li> <li>• The Stafford agreement updates – Master Cooperative &amp; Operation Plan and the Border Agreement.</li> <li>• All MNICS Agency's organizational planning updates for 2024.</li> <li>• Mutual Aid Update meeting in January</li> <li>• Leech Lake Band of Ojibwe Reservation Restoration Act (aka Land Transfer) - Michael Stansberry</li> <li>• Discuss developing a local CISM information-sharing group.</li> </ul> </li> </ul>
<b>WT Chair Intent Meeting</b>	<ul style="list-style-type: none"> <li>- The Task Force vice chair will facilitate the meeting.</li> <li>- Topics will include a review of the Task Force working team assignment process and the current spreadsheet of projects and a request for the questions to ask during the UAS Technology Trends topic during the general session.</li> </ul>
<b>Agency Updates</b> BIA DNR FWS HSEM NPS USFS MNCC PIO	<p><b>BIA</b> – The agency mobilized resources in Oklahoma. All the signatures have been collected for the Red Lake third-party agreement. Working on finishing the cooperative agreements with the Tribes.</p> <p><b>DNR</b> – The agency plans to hire two additional training specialists. The Division of Forestry is working to fill natural resources technicians, forestry technicians, and foresters but is experiencing the challenges present with workforce hiring trends. The recent Fire Team Leaders 2023 season action review identified many necessary changes, including improved staffing levels, allowing DNR to meet the Fire Danger Operation Plan staffing levels. The Viceroy project is underway and focuses on reviewing all DNR positions and their allocations. The project is starting with the fire program, and they have already identified several fire program recommendations that align with the Governor's direction. The bonding bill funding is in place to complete the Hibbing tanker base improvements, and the process has entered the contract bidding stage.</p>



# Notes

## DISCUSSION TOPIC

## NOTES

**FWS** – The first round of the agency’s temporary 1039 fire hiring process has started. Preparations are underway to begin pile-burning projects, but there are no plans to conduct any additional prescribed fire projects. Most of the current fire program work is focused on completing bill projects, including establishing shaded fuel breaks

**HSEM** – The HSEM Region 3 RPC is now vacant, and the posting for the position should be announced soon. John Dooley will join the MNICS Communications Working Team as a voting member. Veronica Marshall is working to gain supervisor approval to join the MNICS Information Management Working Team as a voting member. The State Emergency Operations Center groundbreaking commenced on October 26, and completion of the building project is expected in spring 2025. HSEM’s state training officer is helping support the upcoming Section Chief Academy coordination. The Northern Emergency Management Assistance Compact (NEMAC) conference was hosted in Madison, Wisconsin, the last week of October and included all partners.

**NPS** – Voyageurs National Park has wrapped up the fall fuel projects, including pile burning, and has pulled all boats out of water. The park is conducting planning discussions to build a fire cache and bunkhouse for fire staff. The plan is to explore facility and fire funding as opportunities to fund the project. Many park staff are using up their use or lose leave. Brenda Miles has announced her retirement at the end of the year.

**USFS** – Many fire staff are using their annual leave. Pile-burning work on the Superior National Forest continues, while the Chippewa National Forest awaits more snow accumulation. The Forest Service is working on updating the BIA Minnesota Agency protection agreement. The agency is conducting a fire hire event for permanent positions. Nick Petrack has accepted a 120-day detail for the Fire Management Officer position and should be the final detailer as the posted FMO position has reached the interview stage. The detail announcement for the assistant fire management officer position for the Chippewa National Forest is expected to be announced soon, with an anticipated start date in January.

**MNCC** – The center is now running five-day 08:00-16:30 staffing. The WildCAD-e training wrapped up on November 2, and Ryan plans to complete an after-action review with DNR training coordination contributors. MNCC is working with Southern Area to fill critical needs for activity and is planning to send two dispatchers to North Carolina to help with critical needs. Ryan is working with the Aviation and Operations assistant center managers and the radio technicians to set up federal and state radio transmission onto one coordinated signal. The job announcement for the DNR-sponsored operations dispatcher position will be announced soon. The MNCC duty officer line will be staffed all winter and will not roll to voicemail this winter. Will remain open through the Holiday season this year.

*Next Task Force Meeting will be held during the MNICS Meeting December 5, 2023, in Duluth.*