



Notes

January 10, 2025, MNICS Task Force Meeting

Task Force: Cory Berg (Chair), William Glesener, Darrin Franco, Kelvin McCuskey, Nick Petrack, Greg Carlson

Non-Task Force Attendees: Ryan Johnson, Ryan Kingsley, Amber Jackson (Notes), Kevin Carlisle, Shelly Greniger

Guests: MNICS Type 3 Incident Management Working Team members Ben Roy, Dan Paulson

DISCUSSION TOPIC	NOTES
MNICS Budget Update	<ul style="list-style-type: none"> - The Task Force reviewed the monthly budget expenses and uncommitted funds.
MIFC Building Update	<ul style="list-style-type: none"> - The building committee met on January 8, 2025, to discuss the upcoming elevator project, MIFC building-wide clean-up day, and their continued efforts to identify hotel office space. The committee is drafting a strategic plan that they will present to the Task Force in February. The committee will become a MNICS working team chaired by the Task Force vice chair and will develop a working team charter. - The elevator project is progressing. The contractor is finalizing the vertical life adjustments and measurements and anticipates the project will begin in February. The building committee requests the BIA office be cleared out of its current office space no later than January 15. The State of Minnesota MNIT staff to visit the MIFC facility during the week of January 13. Carlisle will work with the Forest Service engineer to determine if a MIFC representative will be available during after-hours throughout the project. - The DNR completed a MIFC site safety inspection and identified items of concern in addition to the Forest Service safety inspection findings. - Electrical issues were discovered with a heater in the NEK cache area, requiring a new plug and replacing some broken and missing parts. - February 13 has been established as the MIFC building-wide clean-up day, and the building committee plans to focus on common areas, including dispatch, to address cable issues that need to be made fire-safe. - Conference room 3 is now equipped with an Owl meeting camera. - The upper-level AED will be replaced with a new AED, arriving soon. - MIFC facilities is working with the BIA to install additional ethernet ports into the building. - The conference room reservation system will return to the hard-copy system to book conference rooms and the training room. The building committee is looking into a long-term reservations plan that will include the conference rooms, training room and hotel space.
MNICS Type 3 Incident Management Team Meeting	<ul style="list-style-type: none"> - Dan Paulson and Ben Roy met with the Task Force to finalize the MNICS Type 3 Incident Management Team rosters and discuss the upcoming team meeting on March 11, 2025, and propose to host a round table discussion with agency administrators at the meeting. - The MNICS Type 3 Incident Commanders (ICs) have requested \$1,000 to design and produce 300 challenge coins to distribute to units when assigned to an incident. The Task Force requested the ICs submit an official proposal.



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MNICS Type 3 Incident Management Team Meeting cont.	<ul style="list-style-type: none"> - The Task Force requested the ICs streamline a process to conduct an annual after-action review and team evaluations with the taskforce during the September Task Force meeting. They also request the ICs streamline a process to submit copies of the incident files to the MNCC Assistant Center Manager, Logistics, for electronic filing. - The Type 3 Incident Management Working Team proposed implementing a hard cutoff for MNICS Type 3 team applications due to the large burden on the MNICS ACM, Logistics, which results in maintaining and updating several spreadsheets. For 2025, they propose March 12, but moving forward, they'd like the cutoff date to be January 1. A recommendation was made to open the application period from October 1 through January 1 or cut off the initial round in mid-November, then open a second round for specific positions that have shortfalls the week following the MNICS meeting through the end of January. - The Working Team wants to set the expectation that team members be ready and available to travel, specifically when preparedness levels are elevated. It is not acceptable for team members to be looking for alternates when the team call-up comes through. The Task Force requested that the working team update the SOG call-back time language to the proposed one-hour call-back when on rotation. The working team will include this as an action item during the spring IMT meeting. - The working team presented an updated priority list for the planning sections. - The working team proposed hosting the spring MNICS Type 3 Incident Management Teams meeting in Duluth at the Holiday Inn Downtown.
MNCC Vacancies	<ul style="list-style-type: none"> - The Task Force discussed MNCC's anticipated vacancy concerns for the MNCC Logistics. - The group will work on developing a spreadsheet that accounts for current cost-share and also includes a proposal for two to three logistics dispatchers. The Task Force Chair requested the spreadsheet be completed by the February 2025 Task Force meeting.
Border Agreement Review and Meeting	<ul style="list-style-type: none"> - The Task Force will work with Blair Olson to determine who can host the Border Agreement meeting. They are open to hosting a meeting in Warroad, International Falls, Bemidji, or Grand Portage.
Statewide Annual Operating Plan Review	<ul style="list-style-type: none"> - The Task Force members will review the Annual Operating Plan and report any adjustments to the plan during the February Task Force meeting.
Minnesota Weather Operating Plan	<ul style="list-style-type: none"> - Task Force members were reminded to submit all updates to the Minnesota Weather Operation Plan to National Weather Service (NWS) representative Michael Griesinger before the end of January. - Cory Berg will sign on behalf of the MNICS Task Force, and the lead meteorologist for Minnesota will sign on behalf of NWS. - The Task Force discussed the new NWS satellite utilization tool for wildfire detection. As NWS detects fires, they will compare the location to spot weather forecasts in the area and call county 911 dispatch to disperse to agencies as needed. The Task Force agrees this is a good topic to highlight at upcoming Fire Management and Fire Team Leader meetings.
MNICS Mobilization Guide Update	<ul style="list-style-type: none"> - Request for MNICS Mobilization Guide updates for 2025 were sent out for review. - The Task Force will request that the call-back time for MNICS Team members be added.



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<p>Dispatch Working Team</p>	<ul style="list-style-type: none"> - The Dispatch Working Team requested Task Force guidance on the need to continue hosting a large workshop to cover interagency information when representatives are already presenting to subdivisions. They feel there is an unclear expectation of the targeted audience and frequency of hosting the workshop. They also feel there is redundancy between the refreshers and the workshop. The working team requests the Task Force provide clearer guidance on: <ul style="list-style-type: none"> o The similarities and differences between expanded dispatch and aviation refreshers and what is presented during a fire team leader or fire management officer meeting. - The Task Force agrees there is value in continuing to host the large workshop because of the interagency opportunity for collaboration, networking and information sharing. - When upcoming workshop date is set, the Task Force will request the Dispatch Working Team subject matter experts to plan for a half to a full day to present on WildCAD-e topics to maximize travel. The Task Force will recommend the 2nd week of March to allow time for seasonals to return and participate. In the future, they will recommend a bi-annual workshop scheduled the opposite year of the Eastern Area Dispatch meeting.
<p>Logistics Working Team</p>	<ul style="list-style-type: none"> - The Logistics Working Team submitted an updated charter and noted the change from - meet as necessary – to - meet quarterly. The Task Force approved, and the chair signed the updated charter.
<p>MNCC Tier 4 Communications discussion and MNDOT request</p>	<ul style="list-style-type: none"> - The BIA radio engineer spent a day at MIFC and worked with Joe Theisen, DNR, and Dave Jalonon, Forest Service. - The agencies have drafted an initial white paper they plan to present to MNDOT, though additional information is needed.
<p>Agency Updates</p>	<ul style="list-style-type: none"> - BIA – Tom Remus retired on January 10, and during the interim, Jeremy Bennett, will be acting regional fire management officer for BIA Midwest Region. The BIA is working on a communications project that will add additional repeaters at Red Lake and White Earth. - DNR –The Viceroy project is completed, and the division is identifying staffing and priorities for forestry lands and fire folks. The project is working on a new classification that replaces separation of duties with year-round positions that focus on forest management work in the off-season and result in clearer position descriptions. The fire section is finalizing a communications and integrated systems coordinator position description. The position will include being the point of contact for anything involving IRWIN and communications. The MNCC center manager position request has been submitted, and DNR is still looking at the position description. The Minnesota DNR Fleet is progressively moving toward electric vehicles, however, the wildfire fleet will remain diesel or hybrid due to the limited availability of charging stations - FWS – The agency is awaiting approval to back-fill Vice Boschee’s position. The Regional FMO meeting will be held in February and hosted in Wisconsin. - HSEM – The agency has not yet received any EMAC requests for California. HSEM is not looking to fill Vice Beauregard’s position at this time, and the duties have been divided among staff. The Northeast Emergency Managers will be meeting at MIFC on January 30, and plan to tour the cache and would like someone to speak to the group about what happens when a fire occurs in their jurisdiction. The State Emergency Manager’s



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Agency Updates cont.	<p>conference is scheduled for February 10-12. Staff tentatively plan to begin moving into the new State EOC building in April</p> <ul style="list-style-type: none"> - NPS – Voyageurs National Park plans to conduct some pile burning and cattail burning in February. The 2025 seasonals have been hired. Dan Angelo is currently acting as the Fire Management Officer, and the position has been posted as a GS-12. - USFS – The agency is working on refilling the MNCC Center Manager, East Zone FMO and the training specialist positions and will be outreaching the positions soon. The regional office was informed they will only be able to rehire previous seasonal, and no new seasonals will be hired to open positions. The agency has made changes to the overtime budget and is still limiting travel. The regional fire review will be conducted in March. Steve Miller and a group from the regional office will be visiting the Chippewa and Superior National Forests and will likely stop at MIFC. The review occurs about every five years. - MNCC – One dispatcher is off forest. Ryan Kingsley started his new role as the NEK Cache Manager on January 12. Ryan Johnson will begin a 120-day detail as the MNCC Center Manager on January 27. Nathan Comte will start on January 12 as the Assistant Center Manager – National Symbols program. The new symbols supply technical started on December 30. The NEK cache will be closed for inventory review for the next couple of weeks. The aviation workshop is scheduled for February, and MNCC dispatchers will be attending. Two operations dispatchers have taken assignments to support Atlanta starting January 20.

Next MNICS Task Force Meeting scheduled for February 6, 2025, and will be hosted virtually.