

**2020 OPERATING PLAN BETWEEN
THE UNITED STATES DEPARTMENT OF AGRICULTURE
FOREST SERVICE
REGION 3 SOUTHWESTERN REGION FIRE AND AVIATION MANAGEMENT
AND
REGION 1 NORTHERN REGION FIRE, AVIATION & AIR MANAGEMENT**

This annual operating plan is tiered to the signed Intra-Agency Agreement between Region 1 and Region 3 of the US Forest Service. The Northern and Southwestern Regions have recognized that partnering on a formal basis will afford opportunities to markedly improve wildland fire management efficiency for both regions.

This operating plan outlines operating procedures, ordering procedures, and forest contacts. The intent is to maintain or increase each region's individual wildland fire management capability in a flat or declining budget situation. The focus is on sharing resources rather than transferring money. Resources ordered under the agreement will be funded using preparedness or hazardous fuels dollars.

OPERATING PROCEDURES

Region 1 and Region 3 will move resources as needed and available commensurate with each region's wildland fire and prescribed burning assistance needs.

FFMOs in each Region can coordinate with FFMOs and regional operations in the other region to fill the need. Once a resource is found, the FFMOs will coordinate on the resource name, date and time needed, planned duration of the assignment, mode of travel, and any special needs.

The Assistant Directors for Fire Operations will participate in regional FFMO conference calls to be able to identify and/or assist in identifying resource needs. Additional coordination by other Regional Assistant Fire Directors or agency administrators will be available if necessary.

Resources will be utilized and managed at the receiving unit as a home unit resource, available for assignment within the full spectrum of fire management activities. Work hours will be determined by local unit needs to meet fire management demands.

Resources filling orders shall be qualified for the position being requested. Personnel are expected to act in a professional manner. If performance or discipline problems are encountered, the home unit of the resource needing attention will be notified and the issue will be resolved within administrative procedures to the satisfaction of both sending and receiving units. Unprofessional behavior will result in a person being sent back to the home unit and appropriate documentation will be provided.

Resources moving between Regions shall follow the procedures in PMS 444 Guide to Preventing Aquatic Invasive Species Transport by Wildland Fire Operations, which can be found at:

<https://www.nwcg.gov/sites/default/files/publications/pms444.pdf>.

Ordering Process

Assignments initiated under this agreement are considered details, not emergency fire assignments. Resources are ordered in IROC for tracking purposes. Orders will be placed through the proper dispatch channels. Resources will be name requested with all of the resource information identified in the "special

needs” block on the resource order. Resources may be reassigned to an emergency incident.

- Project Order Names shall be standardized as follows to provide clarity.
 - 2020 R1/R3 Agreement XXX NF Preparedness
 - 2020 R1/R3 Agreement XXX NF Fuels
- The resource name, date and time needed, planned duration of the assignment, and mode of travel shall be provided to the respective dispatch centers.
- With the exception of Job Corp students, orders may **ONLY** be filled with Forest Service employees who hold a temporary or permanent appointment. Orders may **NOT** be filled with casual (AD) employees or employees of another agency.
- Size limitations on modules shall be addressed in the “special needs” block of the resource order. For example, chase truck permitted or number of personnel with engine.
- Mode of transportation for crew swaps shall be mutually agreed upon by sending and receiving units.
- Per FSH 6109.12, 21.2 “Every detail in excess of 30 calendar days must be documented in the official personnel folder and requires approval of the servicing human resources office. To document a detail, process Form SF-52, Request for Personnel Action.”

Financial Management

Funding:

- For preparedness orders the sending unit will pay base salary and the receiving unit will pay travel and overtime.
- When a resource is assigned to an incident, base 8 salary time will be charged to their Region’s override code accompanied by the B-code that matches the hosting unit’s incident P-code. All other incident time (such as overtime, hazard pay, etc.) will be charged to the incident P-code accompanied by the hosting unit’s override code.
- Resources assigned to specific project work (not funded by preparedness) will charge time to that project, accompanied with hosting unit’s override code.
- **This agreement does not allow for mobilization using severity funding.** Resources mobilized using the R1/R3 Agreement may charge extended hours to severity if authorized.

Pay:

- Resources are guaranteed base hours; there is no guarantee of overtime. If overtime is assigned while resources are assigned to a project code, an **overtime authorization** must be completed by the host unit. Crew time reports should be utilized to assist home unit supervisors with time and attendance approval.
- Pay rules in the NWCG Standards for Interagency Incident Business Management do not apply to detail assignments. *Please refer to the NWCG Standards for Interagency Incident Business Management (SIIBM) 10-7 Detail Assignments.*
- Days off must be managed by the host unit and preferably employees are given their regularly scheduled days off.
- Rules found in the SIIBM for length of assignment and days off upon return do not apply to detail assignments. **A project leader or line officer does not have the delegated authority to grant paid days off upon return from a detail assignment.** *The fact that an employee is away from their duty station does not allow them the length of assignment and days off upon return entitlements that apply only to suppression assignments.*
- If an employee does work on an incident or multiple incidents while on the detail, the employee must be reassigned to an incident resource order for 14 days in order to qualify for paid administrative days off. As stated under Funding, the employee will charge base 8 salary time to the home unit override code accompanied by the B-code that matches the hosting unit’s incident P-code. All other incident time (such as overtime, hazard pay, etc.) will be charged to the incident P-code.

Travel:

- Travel compensation for detail assignments is also not covered by the emergency travel/pay regulations in the SIIBM. For detail assignments, normal federal travel regulations apply based on the traveler's FLSA status (exempt/nonexempt).
- Resources mobilized under the R1/R3 agreement are not considered to be on emergency assignment and work/rest guidelines as stated in FSH 6709.11, 12.31 shall apply to resources while driving to and from detail assignments.

See “[R1 Guide to Detail Assignments for FS Employees](#)” for further explanation of applicable pay and travel policies and laws.

CONTACT INFORMATION R-1/R-3:

Regional Assistant Directors for Fire Operations will participate in regional FFMO conference calls and may be contacted by any Forest FMO or FAA Regional Assistant Directors. FAA Assistant directors will assist and coordinate with their counterparts when necessary.

Points of Contact (Regional Fire Operations Officers)

Northern Region:
Jordan McKnight
5765 West Broadway
Missoula, Montana 59808
Office: (406) 329-3508
Cell: (406) 499-8172

Southwest Region:
Duane Tewa
333 Broadway Blvd. SW
Albuquerque, NM 87102
Office: (505) 842-3417
Cell: (505) 205-6214

MODIFICATIONS TO OPERATING PLAN

1. Modifications shall be made by mutual consent of the parties by the issuance of a written modification, signed and dated by both parties, not less than 30 days prior to the desired implementation date and must be agreed to and approved in writing by both parties.
2. Any significant changes to the provisions of this Operating Plan will be made in writing via a formal modification to the plan signed by the R-1 and R-3 contacts.
3. No verbal statement by any person and no written statement by anyone other than the R-1 and R-3 contacts will be interpreted as modifying or otherwise affecting this operating plan.

The parties agree that in the event of a dispute between the Northern Region and the Southwestern Region the following procedures will be employed: The parties will first attempt to resolve the dispute informally at the local level. If this procedure fails, then Regional Assistant Director for Fire Operations will review the matter and determine a resolution.

This operating plan will be reviewed annually prior to the onset of fire season. Any changes to the plan will be mutually agreed upon.

APPROVALS

The undersigned agree to the terms and conditions of this Operating Plan.

5/15/2020

Judy Palmer

Judy Palmer

Signed by: JUDITH PALMER

Judy Palmer

Director, Fire & Aviation Management
Southwestern Region

Date

Ralph E. Rau

Director, Fire, Aviation & Air
Northern Region

Date

REGIONAL AND FOREST CONTACTS

REGION 3

Forest	Position	Name	Work Phone	Cell Phone
Apache-Sitgreaves	Fire Staff	Gary Strickland	(928) 333-6318	(928) 240-1017
	Deputy Fire Staff	John Whatley	(928) 333-6315	(928) 978-3128
	Center Manager	VACANT		
	Assistant Center Manager	Michael Kane	(928) 532-2700	(928) 205-3528
	Unit Aviation Officer	Mark Empey	(928) 532-2712	(928) 245-1798
Carson	Fire Staff	Lance Elmore		(505) 285-7535
	Deputy Fire Staff	Michael Davidson	(575) 758-6345	(505) 288-6821
	Center Manager	Claren Martinez	(575) 758-6208	(575) 741-0020
	Aviation Officer	Jennifer Martynuik	(505) 346-3872	(505) 288-2112
Cibola	Fire Staff	Matt Rau	(505) 346-3874	(505) 250-4769
	Deputy Fire Staff	Manny Martinez	(505) 346-3880	(575) 640-2131
	Center Manager	James (Zoni) Anzalone	(505) 346-3877	(505) 401-1025
	Aviation Officer	Jennifer Martynuik	(505) 346-3872	(505) 288-2112
Coconino	Fire Staff	James Pettit	(928) 527-3556	(928) 607-1676
	Deputy Fire Staff (Acting)	True Brown	(928) 527-3550	(928) 853-6392
	Center Manager	Jeff Walther	(928) 527-3551	(928) 864-6036
	Aviation Officer	Vacant (Eric Graff Detailed)		(928) 856-0319
Coronado	Fire Staff	Steve Miranda	(520) 202-2702	(520) 268-5061
	Center Manager	Mike Wilke	(520) 202-2710	(520) 977-4240
	FAO	Sean Cox	(520) 202-2703	(530) 409-2363
	Deputy Fire Staff	John Manthei	(520) 202-2701	(520) 528-2182
Gila	Fire Staff	Gabe Holguin	(575) 388-8233	(575) 313-2725
	Deputy Fire Staff	Jason Butler	(575) 388-8260	(575) 519-2020
	Center Manager	Juan Ortiz	(575) 388-8311	(575) 534-7722
	FAO	Brian Pearson	(575) 388-8451	(575) 430-1220
Kaibab	Fire Staff	Art Gonzales	(928) 635-8340	(928) 606-2632
	Deputy Fire Staff	Jason Clawson	(928) 635-8360	(928) 713-1320
	Center Manager	Norma Orozco	(928) 635-8355	(928) 853-5585
	Aviation Officer (VACANT)	Jason Clawson POC until position filled.		
Lincoln	Fire Staff (Acting)	Dave Bales	(575) 434-7391	(928) 853-3767
	Deputy Fire Staff/FAO (Acting)	JW McCoy	(575) 434-7244	(575) 808-9572
	Center Manager (Acting)	David Sosa	(575) 437-2286	(575) 706-0304
Prescott	Fire Staff	Jeff Andrews	(928) 777-5650	(928) 713-9802
	Deputy Fire Staff/FAO	Aaron Hulburd	(928) 777-5666	(928) 713-4699

	Center Manager	Barry Wallace	(928) 777-5702	(928) 830-9543
Santa Fe	Fire Staff	Lance Elmore	(505) 438-5630	(505)285-7535
	Deputy Fire Staff	Terrance Gallegos	(505) 438-5631	(505) 660-8853
	Center Manager	VACANT	(505) 438-5601	
	Aviation Officer	Jennifer Martynuik	(505) 346-3872	(505) 288-2112
Tonto	Fire Staff	Taiga Rohrer	(602) 225-5220	(480) 285-9538
	Deputy Fire Staff	Rocky Gilbert	(480) 457-1575	(480) 684-4109
	Center Manager	Cassandra Begay	(480) 457-1520	(480) 436-0731
	Forest Aviation Officer	Travis Stanfill	(480) 457-1549	(541) 390-1792

REGION 1

Forest	Position	Name	Work Phone	Cell Phone
Beaverhead-Deerlodge	FFMO	Mike Goicoechea	(406) 683-3955	(406) 865-0975
	AFMO	Brian Anderson	(406) 683-3870	(406) 660-0450
	Center Manager	David Mosher	(406) 683-3991	(406) 660-2316
	FAO	Dennis Morton	(406) 683-3925	(406) 660-2318
Bitterroot	Fire Staff	Mark Wilson	(406) 375-2610	(406) 360-1154
	AFMO	Greg Jacobson	(406) 363-7163	(406) 240-4974
	Center Manager	Kelly McKee	(406) 363-7133	(406) 360-4587
	FAO		(406) 363-7162	(406) 370-7024
NezPerce-Clearwater	Fire Staff	Kevin Pfister	(208) 983-4066	(801) 783-8688
	Deputy Fire Staff	Barry Ruklic	(208) 983-4055	(208) 983-5642
	Center Manager	Julie Landreth	(208) 983-6801	(208) 880-4828
	FAO	Willy Acton	(208) 983-9571	(208) 507-0942
Custer-Gallatin	Fire Staff	Scott Shuster	(406) 255-1414	(406) 850-3202
	Deputy Fire Staff	Pete Lannan	(406) 587-6717	(406) 640-2956
	Center Manager	Gaylen Yeates	(406) 587-6921	(406) 539-7131
	FAO	Steve Christman	(406) 587-6893	(406) 539-3630
Dakota Prairie Grasslands	FFMO	Justin Kincaid	(701) 989-7315	(701) 425-6988
	AFMO	Lee Nelson	(701) 227-7851	(701) 690-5052
	Center Manager	Marti Dahlin	(701) 333-0260	(701) 848-6649
	FAO	Oscar Knudtson	(701) 842-8544	(701) 770-3527
Flathead	FFMO	Rick Connell	(406) 758-5261	(406) 250-5230
	AFMO	Keith VanBroeke	(406) 758-5235	(406) 261-9470
	Center Manager	Mike Gibbons	(406) 758-5253	(406) 396-7260
	FAO	Deborah Lampton	(406) 283-7729	(406) 291-2848
Helena/Lewis & Clark	Fire Staff	Marty Mitzkus	(406) 495-3739	(406) 670-5421
	Deputy Fire Staff	Kendal Wilson	(406) 791-7718	(406) 836-2239
	Center Manager	Travis Collier	(406) 731-5311	(406) 750-0185
	FAO	Jay Lindgren	(406) 495-3832	

Idaho Panhandle	Fire Staff	Mike Behrens	(208) 765-7499	(208) 659-1392
	Deputy Fire Staff	Mike Almas	(208)765-7494	(208) 661-9548
	Center Manager	Destry Scheel	(208) 762-6904	(208) 660-4134
	FAO	Greg Loper	(208) 762-6926	
Kootenai	FFMO	Dan Rose	(406)283-7742	(406) 291-0489
	AFMO	Vacant	(406)283-7795	(406)
	Center Manager	Jamey Toland	(406)283-7777	(406) 270-2286
	FAO	Deborah Lampton	(406) 283-7729	(406) 291-2848
Lolo	FFMO	Colt Mortenson	(406)329-1089	(970) 367-6233
	AFMO	Greg Jacobson (acting)	(406) 329-1039	(406) 240-4974
	Center Manager	Kate Holsapple	(406) 829-7050	(406) 531-9431
	FAO	Ward Hiesterman	(406)329-1075	(406) 370-3256

R-3 REGIONAL OFFICE

Position	Name	Work Phone	Cell Phone
Center Manager	Kenan Jaycox	(505) 842-3880	(505) 362-7004
Assistant Coordinator	Tony Diaz	(505) 842-3473	(575) 430-4380
Fire Operations	Duane Tewa	(505) 842-3417	(505) 205-6214
Assistant Fire Operations	Chris Niccoli	(505) 842-3418	(505) 414-4046
Regional Aviation Officer	Jami Anzalone	(505) 842-3351	(505) 362-7024
Regional Aviation Safety Manager	Vacant		
Fixed Wing Specialist	Patrick Kane	(505) 842-3112	(505) 250-3352
Helicopter Operations Specialist	Brian Knapp	(505) 842-3466	(520) 591-2704
Aviation Maintenance Specialist	Robert Torres	(505) 842-3384	(505) 280-8801
Fuels	William Basye	(505) 842-3281	
Budget and Planning	Harold Riggs	(505) 842-3894	(505) 235-8590
Ground Safety/Risk Management	Ryan Myers	(505) 842-3461	(916) 207-0233
Deputy Director	Jake Nuttall	(505) 842-3206	(505) 250-1353
Director	Judy Palmer	(505) 842-3350	(928) 245-8577

R-1 REGIONAL OFFICE

Position	Name	Work Phone	Cell Phone
Coordinator	Kathy Pipkin	(406) 329-4709	(406) 544-2433
Assistant Coordinator	Julie Polutnik	(406) 329-4995	(406) 360-7682
Fire Operations	Jordan McKnight	(406) 329-3508	(406) 499-8172
Assistant Fire Operations	Tim Murphy	(406) 829-7324	(406) 544-8466
Regional Aviation Officer	Philip Ketel	(406) 329-4903	(406) 552-8978
Regional Aviation Safety Manager	John Harris	(406) 329-3235/4749	(406) 370-3342
Helicopter Operations Specialist	Beau Dobberstein	(406) 329-4984	(208) 370-3374
Fixed Wing Operations Specialist	Hon Schlapfer	(406) 329-4914	(970) 903-3592
Smokejumper Base Manager	Tory Kendrick	(406) 329-4942	(406) 370-0022
Ground Safety	Dave Williams	(406) 329-3422	(406) 531-8952
Incident Business Coordinator	Tracey Nimlos	(406) 329-3331	(406) 370-7152
Coop Fire, Prevention	Rita Chandler	(406) 329-3409	(406) 370-0000
Fuels	Gabe Dumm	(406) 329-3266	(541) 580-8609

Budget and Planning	Chad Pickering	(406) 329-3232	(406) 293-0973
Deputy Director	Greg Morris	(406) 329-3296	(406) 830-6304
Director	Ralph Rau	(406) 329-3402	(406) 241-1136