

Dillon Interagency Dispatch Center Detailer Briefing and Orientation Guide 2012

**Dillon Interagency Dispatch Center
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Dispatch Zone

Welcome to Dillon, Montana!

Dillon Interagency Dispatch (DDC) is located in the Supervisor's Office for the Beaverhead Deerlodge National Forest. We share this building with not only the supervisor's office, but also with the Dillon Ranger District, Dillon National Helitack and NRCS.

DDC has 9 interagency cooperators:

Beaverhead/Deerlodge NF (BDNF)

Montana Department of Natural Resources and Conservation (DNRC)

Butte and Dillon Field Offices of the Bureau of Land Management (BLM)

Beaverhead and Madison Counties (Also FS lands in parts of Silver Bow, Jefferson, Granite, Powell and Deerlodge counties)

Red Rock Lakes National Wildlife Refuge

Big Hole National Battlefield

Bannack State Park

Grant Kohrs National Historic Site

Bureau of Reclamation

There are 2 wildland fire protection agencies in the DDC dispatch zone: the Forest Service (BDNF) and the Dillon Unit of DNRC.

BDNF

The BDNF has 7 ranger districts: **Dillon RD (D1), Wise River RD (D2), Wisdom RD (D3), Butte RD (D4), Jefferson RD (D7), Madison RD (D6) and the Pintler RD (D8)**. BDNF has fire protection for most FS lands north and south, and BLM lands in the north part of our Dispatch zone. (D1 and D2 are combined RDs, with one FMO and District Ranger. So are D4 and D7.)

DNRC

The offices for Dillon Unit of DNRC are located on the east end of town. **Dillon DNRC** has fire protection for some state lands in **Madison** and **Beaverhead** counties, as well as some BLM and FS lands in the south part of our dispatch zone. Anaconda DNRC and Helena DNRC s have fire protection on state and FS lands in other counties that fall in the DDC dispatch zone, but these DNRC units are not dispatched out of DDC.

Anaconda DNRC, 406-563-6078 protects state lands and some FS lands in **Silver Bow, Deerlodge, Granite** and **Powell** Counties. For fires that occur under their protection, contact Anaconda directly. **Garrison Station, 406-846-1965**, is found in the extreme northwest area just off of DDC's dispatch zone, and also has some protection on our area. Anaconda and Garrison share the same DO after hours, so you can reach them both at **406-563-6078**.

Helena DNRC protects some state lands in **Jefferson** County. To reach Helena DNRC, contact Helena Dispatch at **406-449-5475** and ask for the DNRC duty officer. For both Anaconda and Helena DNRC, be ready to give location of the fire and resources responding.

DDC is bordered by the Gallatin NF to the east, the Helena NF the north, the Bitterroot NF, Lolo NF to the west; in Idaho the Caribou-Targhee NF to the south and the Salmon Challis NF to the southeast. DDC covers over 3 million acres in fire protection.

Our GACC is the **Northern Rockies Coordination Center (NRCC)** located in Missoula, MT. Phone **406-329-4880**. Web site: <http://gacc.nifc.gov/nrcc/>

Contact information for all of the agencies and districts listed above are in the phone directory of your tarafold.

Building Orientation

There are Restrooms located in two places in the building: out the back door of DDC to your left, and straight down the hallway out of the IA floor entrance, all the way to the end and to your left.

There is a break room down the same hallway immediately to your left, just past the conference rooms across from DDC. There are snacks, pop, a microwave and a refrigerator located in this room. Please label any food you place in the refrigerator and remove it when you are done with your assignment. There is also a refrigerator with food items and drinks for sale and coffee (for .50 a cup) in the Dillon RD. It's located to your left out the DDC back door, through the copy room, then a sharp turn to your right. You will see a round table and the refrigerator is behind it against the wall.

DDC also has a microwave and coffee pot located in dispatch.

For the 2012 fire season, the SO will be undergoing extensive remodeling, so be aware that there will be workers, equipment and noise to deal with. DDC will not be remodeled until fall of 2012.

Please check in with the front desk on your first day. Parking for DDC is in the back of the SO. There is a number code needed to enter the building and that will be given during your briefing. The entrance to DDC is in the back of the building and this can also be used as the closest emergency exit.

There are schematics with emergency exit locations posted throughout the building. Please take a moment to look at them when you can. During an emergency, head north to the Health Center Parking lot across the street and check in with your supervisor.

Security

All doors into the SO need a number code. All visitors are required to check in at the front desk.

During night shifts, the IA dispatcher can be the only person in the building; DDC does not staff two dispatchers at night unless needed. There will be a regular employee assigned as a contact person/DO to call for emergencies. DDC will arrange for the Dillon Police to patrol the building during times we are staffed at night.

The BDNF SO does have an alarm system and it rings into Dillon 911, so the police will arrive and follow up if the alarm goes off.

DDC Procedures

IA: All IA desks have a tarafold that have a list of our daily procedures. Please don't hesitate to ask questions! DDC has a very complicated dispatch area and it can be confusing the first time out. Take a minute to look through the tarafolds; they have a lot of important information for dispatching in this zone and Region 1. You will find the phone directory, speed dial directory, who's who on the BDNF, BLM and DNRC, and a map for the repeater locations throughout the forest.

DDC uses **ModuCom Radio Systems**. There are instructions located in IA on how to use the radios if you are unfamiliar with the systems. When coming on shift in the morning, select Simul Select (located on the bottom of your console screen towards the left), select BVHD South Direct and Deerlodge/Emerine Repeater, and then transmit "**All units, Dillon Dispatch is in service, KOC 241.**" In the evenings before leaving, follow the above procedure and transmit "**All units, Dillon Dispatch is out of service, KOC 241.**"

Our Dispatch area is divided roughly into 2 zones, north and south. We do not separate dispatch out by agency. There will be 2 IA dispatchers on the floor, each assigned a zone. If we become very busy, the IA floor supervisor may assign additional duties or bring in additional IA dispatchers as needed.

DDC uses **WildCAD** for all our radio traffic, tracking and incidents. WildCAD procedures are found in the tarafold. It is our primary IA tool. DDC uses **ROSS** for all incidents that go into extended attack and require additional resources. Financial codes will be issued by the IA floor supervisor.

Expanded Dispatch: Expanded will be located in the conference room across from DDC. Please head directly to expanded and check in with the EDSP. All our expanded kits will have Mob guides for NRCC and DDC, as well as tarafolds for our ESDs with phone numbers and other important information.

Phones

When answering the phone, say “Dillon Dispatch, this is _____”. To dial out, you must dial 9 then the number; long distance would be 9, then 1-area code -number. Faxes also must start with a 9. There is one direct line into DDC (406-683-3975) and all the IA desks have a direct line. Your direct line number will be told to you during your briefing. Expanded will be set up with phone lines and the EDSP will have the phone number to your desk. To transfer a call, push the transfer button on the bottom of the phone, then dial the 4 digit extension you are transferring to. All office extensions for the SO are in the tarafold.

During times of high activity, someone in IA or Expanded will be designated to answer the phones. **Radio traffic is more important than the phones and will be answered first;** do not hesitate to call a regular DDC employee to come help if you are overwhelmed with phone calls and alone in dispatch.

Aviation

IA: There are 2 airports in our dispatch zone: Bert Mooney Airport in Butte (BTM) and Dillon (DLN). All incoming resources not driving can be flown into the closest jetport which is BTM. There are no flights from BTM into DLN. There are few dirt airstrips in our area as well as several helispot locations; that information will be at your IA desk. There is also a **BDNF Aviation In-Briefing Booklet** located at your IA desk.

Any questions about aviation should be directed to the aircraft dispatcher. All air resources will be managed in ROSS by the aircraft dispatcher.

There are 3 air tanker bases located close, *but not on*, our forest: at Helena, Missoula and West Yellowstone. A temporary SEAT Base can be set up at Twin Bridges (located in the east part of our zone) if needed. You will be briefed on any temporary operating bases when you arrive.

Expanded: Airport information will be located in your tarafold. All incident air travel is arranged through **SATO, 1-877-856-1059**. The Zone code for BDNF is 1829. All flights that are ticketed for incident resources need to be logged into a spreadsheet that is located in IA and kept in a black folder. A copy of the resource order is stapled to the travel itinerary and filed in travel folder as well.

Missoula Fire Cache

MT-NRK is located in Missoula, MT. The cache supplies all of Region 1, is capable of supporting up to 5000 firefighters and is part of the National Cache System. This is the primary ordering cache for all incidents in our DDC zone. There will be cache catalogs available in IA and Expanded. DDC utilizes ROSS for ordering supplies, but the region just started this a year ago and there are still a few bugs. **The cache likes to have all incident orders to them by 1500 for**

next day delivery. It is suggested you work closely with the cache so things run smoothly. A call to let them know there is an order sent their way through ROSS is a good idea.

The cache can be reached at **406-329-4949**. Their web page:
<http://www.fs.usda.gov/detail/r1/fire-aviation/?cid=stelprdb5362222>

Ground Support and Equipment Inspections:

If DDC has a need for ground support, it will be accessed through expanded during large incidents. All equipment inspections will be arranged in expanded as well.

When there is no expanded, DDC will arrange equipment inspections. There is a list of qualified inspectors and their contact info on the whiteboard located on North wall by the IA floor entrance. Most inspections will happen at the SO, but due to our large dispatch area we may conduct inspections at other locations throughout the zone. The IA floor supervisor can help you set that up.

Dillon Area

Dillon is a small town, but we do have a choice of restaurants and motels. These are listed in your tarafold. Dillon can be very warm during the day in summer, temps are 80 – 90' plus, but we can still be very chilly at night, 40' – 50' or colder. It can also be very windy!

Dillon has a **YMCA** with a nice work out room and a pool. They offer daily rates. Our Assistant Center Manager works at the Y and would be a good source to ask questions if you are interested in the Y. There is a laundry mat in town, Safeway and IGA grocery stores. Dillon does have a small movie theatre, a small downtown area with some nice shops, a country club with a golf course, several good streams and rivers for fishing, and a Patagonia outlet. If you find yourself with some time to kill, **Bannack State Park** is 45 minute drive west from Dillon and is a well preserved ghost town that was the first territorial capital of Montana. **Bannack Days** are the third weekend in July and is a great time to visit. **Virginia City**, about a 1.5 hour drive east from Dillon, is also a ghost town with a lot of history. **Clarks Look Out** is 1 mile north of town on 91 North, it's a great place to stretch your legs, and you will be walking in the same place Lewis and Clark did on their way through the valley. **The Scenic By-Way** (HWY 278) starts 30 miles from Dillon and winds through the Pioneer Mountains and comes out at Wise River. It's beautiful drive and will take a few hours.

If you have a whole day or 2, Dillon is 4 hours from West Yellowstone and **Yellowstone Park**, if you have the time it's worth the drive. An hours drive south from Dillon will bring you to **Red Rock Lakes National Wildlife Refuge**, take a picnic lunch and enjoy the wildlife!

There is more shopping in Butte, an hours drive north on I-15. They have most of the box stores, including a Walmart and a mall. Butte is known for some excellent restaurants! Please

ask a regular DDC employee for directions to anything mentioned above, and DDC does have a Butte phone book that you can use.