

CHAPTER 30 - ORGANIZATION

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31 CRAIG INTERAGENCY DISPATCH CENTER COORDINATING GROUP (CICG) are: Little Snake Field Manager, White River Field Manager, Kremmling Field Manager, Dinosaur National Monument Superintendent, Arapaho National Wildlife Refuge Manager, Browns Park National Wildlife Refuge Manager, Supervisor Medicine Bow-Routt National Forest, Colorado State Forester, Moffat County Sheriff, Routt County Sheriff, Grand County Sheriff, Jackson County Sheriff, and Rio Blanco County Sheriff.

Each member of the Coordinating Group may designate a subordinate to represent them on the CICG. The representative will have full representation and acceptance as a Group member. The Group member by signing this agreement has delegated the authority for the group they represent to the indicated representative, in accordance with the provisions set forth in this agreement.

SEE CHAPTER 90 FOR THE CRAIG INTERAGENCY DISPATCH CENTER GROUP CHARTER, NORTHWEST COLORADO FIRE MANAGEMENT UNIT (NWCFMU) BOARD CHARTER, OVERSIGHT GROUP CHARTER AND COMMITTEE CHARTERS.

The NWCFMU Board is responsible for the overall direction and oversight of the fire management program within the Northwest Colorado Fire Management Unit (NWCFMU) comprised of the BLM, NPS, and FWS.

The Oversight Group is composed of the NWCFMU FMO, their primary staff, NPS FMO, FWS AFMO, and a Board of Director member. The Oversight Group facilitates communication between committees, program areas not represented by committees, and the Board.

The following committees have been formed within the NWCFMU to identify issues and propose resolutions:

- Operations/Safety Committee
- Prescribed Fire/Fuels and Fire Use Committee
- Fire Business Management Committee

Issues identified, products produced, and decisions made by the committees will be elevated to the Oversight Group for appropriate response. Issues that cannot be resolved by the Oversight Group will be elevated to the Board utilizing the Briefing Paper Format.

It is the responsibility of the CICG to:

- Review all MOUs/AOPs for line officer signature
- Provide internal and external conflict resolutions
- Oversee and direct the activities of the Dispatch Center
- Insure that their agency policies and regulations are being met through the SOPs and the Mobilization Guide
- Insure that their agency employees of CRC are informed of policies, procedures and protocols for their respective agencies
- Represent their agencies' field units concerns and issues at CICG meetings

The Representatives of the CICG as affected will make up the Local Multi-Agency Coordination (LMAC) Group (See LMAC Annual Operating Plan). Responsibilities, consistent with direction in the various units preparedness plan, delegated to the LMAC Group are:

- Prioritize incidents including prescribed fire
 - Life threatening situation
 - Real property threatened
 - High resource damage potential

- Incident complexity
- Ensure that Agency resource situation status is current
- Determine specific agency resource requirements
- Determine agency resource availability (available for out-of-jurisdiction assignments)
- Determine need for and designate locations for staging area(s) and pre-positioning of IA forces
- Anticipate future agency/area needs
- Communicate Craig Interagency Dispatch Center Multi-Agency Coordination Group decisions back to agencies/areas/Rocky Mountain Coordinating Center
- Critique and recommend improvements

Refer to the RMACC Mobilization Guide Chapter 30 for more information on MACs.

CRC Center Manager:

The CRC Center Manager Position is established by and works for the Coordinating Group under the day-to-day, agency supervision of the Little Snake Field Office Manager.

It is the responsibility of the Center Manager to:

- Understand and meet the expectations of the CICG
- Review Annual Operating Plans and ensure Dispatch Center compliance.
- Ensure dispatch operations follow the SOPs outlined by each agency.
- Manage the Dispatch Center budget.
- Prepare workforce analysis and/or staffing plans as directed.
- Prepare the Mobilization Guide for the Dispatch Center.
- Participate in CICG and NWCFMU board meetings.
- Assist Chairman of the CICG with logistics for meetings and conference calls.
- Maintain the SOPs for Wildland Fire, Logistics, Air Operations, and Expanded Dispatch
- Represent the Dispatch Center to the Northwest Colorado Wildland Fire Cooperators.
- Supervise Dispatch Center employees.
- Assign subordinates supervisory responsibilities.
- Develop and maintain the infrastructure. (Phones, radios, computers)
- Create and manage expanded dispatch as needed.
- Call for and facilitate the LMAC as necessary.
- Extend the operational service period of resources as necessary.
- Provide a required service to all agencies and functions.
- Brief affected FMOs/Duty Officers as fire activity exceeds local resource capability.

Craig Interagency Dispatch Center Manager in absence of the Duty Officer(s) is assigned the responsibility to evaluate and prioritize new incidents and assign critical resources based upon priorities established in Chapter 10 and considering the following:

- Incident Complexity
- Expend emergency funds while implementing management responses according to approved plans or cooperative agreements commensurate with values at risk.
- Dispatch available resources to fill orders for regional or national incidents.
- Ensure that Agency resource situation status is current.
- Determine need for and designate locations for staging area(s) and pre-positioning of IA forces.
- Anticipate future area needs.
- Brief or Update Agency Administrator on current fire situation.

In absence of the Center Manager these duties are assigned to the following Acting in order as available: Assistant Center Manager, Initial Attack Dispatcher.

CRC Services:

- Agencies provide employees, equipment, supplies and facilities to CRC in exchange for Dispatching and Coordinating services.
- CRC supplies Dispatch and Coordination services to all CRC cooperating agencies, utilizing any and/or all employees, equipment, supplies, and facilities available at the Dispatch Center.
- Agencies are responsible for their accountable property at CRC. All property at CRC is available for use by all cooperating agency employees to utilize in meeting any cooperating agencies Dispatching and Coordination needs.
- The CRC Dispatch Center Manager may utilize any and/or all Federal employees, equipment, supplies and facilities available at the Dispatch Center to meet any program of work identified in the Annual Operating Plan, or any of the Standard Operating Procedures established by the CIGG.
- Employees at CRC may be providing services to one agency while being paid by another.

32 ROCKY MOUNTAIN AREA MAC GROUP POSITION DESCRIPTIONS Refer to RMG

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