### Agency Administrator’s Briefing to Incident Management Team

|  |
| --- |
| **Incident Name** |
| **Approx. Size** |
| **Location** |
| **Date of Start** |
| **Overhead and Suppression Resources Currently on Incident And Present IC** |
| **General Fire Situation in Area** |
| **Resources Ordered** |
| **Other Organizations Requiring Coordination (Area Command, Expanded Dispatch, MAC, Buying Team, Payment Team, Tribal Government, Other Agency Jurisdictions)**  Grand Junction Dispatch  Local ZFMO  District Ranger  County Sheriff  County Health  Colorado APCD  Fire District  R2 IC Call 0830 daily |
| **Law Enforcement/Ongoing Investigations** |
| **Financial Considerations/Limitations**  **Old code** **New Code** |
| **Fire Behavior Considerations** |
| **Weather Situation** |
| **Fuel Types** |
| **Topography** |
| **Fire Behavior** |
| **Appropriate Management Response Considerations Established Through and for the WDFSS Development Priorities**  See WFDSS published decision |
| **Environmental Constraints** |
| **Utility Corridors** |

|  |
| --- |
| **Air Operations** |
| **Effectiveness** |
| **Hazards** |
| **Air Space Restrictions** |
| **Airports, Heliports, Helispots**  RAB- Rifle Air Base  GJAC-Grand Junction Air Center |
| **Suppression Policies**  See XXX FMP and WFDSS decision |
| Other |
| **Environmental, Social, Political, Economic, and Cultural Resource Considerations** |
| **Environmental**  Colorado Air Pollution Control Distrct- Sarah Gallup  County Public Health- XXXX |
| **Social**  Media effort is critical to keep public involved and positive. |
| **Political**  Look for opportunities to engage political leaders |
| **Economic**  Use local vendors and contractors where appropriate and possible |
| **Cultural Resource** |
| **Communications** |
| **Radio**  Command-  NIFC repeater kit is ordered  NIFC radio kit is ordered |
| **Telephone**  **Cell phones**  Evaluate need for landlines |
| **Electronic (Computers)**  Martha Taylor -Local IT  Kent Linebeck –Local CTSP |
| **Expanded Dispatch**  Grand Junction Dispatch 970-257-4800 |
| **Procurement Arrangements** |
| **Agreements** |
| **Tribal Government** |
| **Infrared Status** |
| **Security Considerations**  None. Standard personal security procedures |
| **Incident Management Direction and Considerations**  Keep ICS scalealable and evaluate needs daily to escalate or downsize operation |
| **Wildfire Decision Support System** |
| **Delegation of Authority**  Issued on XX by XXXXXXXX |
| **Agency Administrator’s Representative** |
| **Incident Business Advisor**  Patty Luby |
| **Resource Advisor** |
| **Suppression Priorities** |
| **Forest Supervisor/Incident Commander Contact** |
| **Time** |
|  |
| **News Media and Incident Information Management**  UCR Fire Information PIO 970-244-3104 |
| **Training Considerations**  Local and Regional trainees as requested |
| **Interagency/Private Property Considerations (costs, etc.)**  Private land is the responsibility of XXXX County Sheriff  Adjacent private lands are within XXXXXXX Fire Protection District |
| **Mop Up Standards** |
| **Rehabilitation Considerations** Suppression repair as necessary as directed by READ |
| **Initial Attack Responsibility**  None assigned. Local unit may request as needed |
| **Support to Other Incidents**  None assigned. Local unit may request as needed |
| **Disposition of Unit Resources on the Incident** |
| **Close Out and Debriefing**  Final fire package in standard Documentation BOX  All electronic media filed in provided external hard drive.  Short narrative of incident and daily activities and accomplishments |

|  |
| --- |
| **Human Welfare** |
| **Safety**  The protection of human life is the highest priority  Utilize UCR SLOW Guide provided  Implement and use the risk Management Process, HRO concepts, Operational Risk Management |
| **Health**  Follow all known human health precautions |
| **Civil Rights**  Zero tolerance for drugs, alcohol and harassment |
| **Distribute Support Documents**  Grand Junction Dispatch  XXXRanger District  XXXXX Forest Supervisors office  XXXXX Field Office |
| **Wildfire Decision Support System (Common WFDSS if Unified Command)**  See XXX decision |
| **Delegation of Authority Letter**  Issued on XXXX |
| **Map & Photos**  Contain and update in hard drive |
| **Fire Management, Pre-Attack, Land Management Plans** |
| **Weather Forecast**  See attached weather forecast |
| **Special Management Area Documents**  See Published WFDSS XXXXX |
| **Phone Directory, Fax Number** |
| **Agreements**  XXXXX county AOP |
| **Incident Status Summary (ICS - 209)**  Due in to Grand Junction Dispatch @ 1730 daily |
| **Business Management Documents**  Coordinate with Liz Turner |
| **Payments (Vendors and Casuals)**  Courtney Baldwin, Liz Turner, Jill Bogdonavich |
| **Claims** |
| **Injury Compensation** |
|  |