

## Chapter 10

### OBJECTIVES, POLICY & SCOPE OF OPERATIONS

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## **11. Mission**

The principle mission of the Illinois Interagency Dispatch Center (ILC) is to provide safe, cost-effective and timely coordinated responses of resources to wildland fires and other emergency/all risk management activities both locally and nationally. ILC coordinates the mobilization of available resources to meet anticipated and existing incidents, preparedness, severity, wildland and prescribed fire needs regardless of geographic location or agency affiliation. ILC's coordination efforts will be in cooperation with the Eastern Area Coordination Center and those dispatch centers within the ILC neighborhood (Missouri, Indiana,). The cooperating agencies involved with the Illinois Interagency Dispatch Center are:

- US Forest Service: Shawnee National Forest
- US Forest Service: Midewin National Tall Grass Prairie
- US Forest Service: Galconda Job Corps
  - US Fish and Wildlife Service (Crab Orchard NWR, Cypress Creek NWR, Illinois River NWR, Mark Twain NWR, Middle Mississippi River NWR, Two Rivers NWR, Upper Mississippi River/Savanna District NWR)
- US National Park Service: Lincoln Home National Historic Site
- IL State: Department of Natural Resources

The Illinois Interagency Mobilization Guide identifies policies and agreements that establish standard procedures that guide the operations of multi-agency/jurisdictional logistical support activities. This guide is an extension of Agency Manuals, Handbooks, Directives, and Instructional Memorandums relating to logistical support. This guide is intended to promote uniformity of logistical support communications, facilitate interagency dispatch coordination and ensure that the most timely support services are provided. It is designed to accommodate amendments, and will be recognized as currently applicable until amended. This guide is supplemental to the National and Area Mobilization Guides.

## **12. Scope of Operation**

The Illinois Interagency Dispatch Center Manager is delegated authority from the Forest Supervisor to dispatch personnel, equipment and supplies in response to wildland fire preparedness, suppression needs, and as requested for other incident management activities. The Shawnee National Forest Fire Management Officer is delegated authority to update and/or append this document yearly or as needed through concurrence with the Forest Supervisor.

## 12.1 Mutual Aid Agreements

Mutual Aid agreements have the primary purpose of providing Initial Response and short term logistical support between adjoining units and dispatch centers. Initial Response **are** incidents that are controlled by the initial response forces without need for major reinforcements within a reasonable time period. (Illinois Interagency Dispatch Center has the authority to utilize the resources of adjoining centers as stated in the EAMG.) Prior to the mobilization of Initial Response resources, it is agreed that:

- An official resource request will be processed through dispatch channels for initial response resources remaining on the incident beyond Initial Response.
- No Initial Response resource responding across geographic boundaries will be mobilized further than that adjoining center boundary.

## 12.2 Responsibilities of the Illinois Interagency Dispatch Center

1. Provide initial response dispatching for the Shawnee National Forest, Crab Orchard NWR, Middle Mississippi NWR, Cypress Creek NWR, and **Midewin National Tallgrass Prairie**.
2. Provide National and Regional mobilization for the Shawnee National Forest, Midewin National Tall Grass Prairie, Illinois Department of Natural Resources, Lincoln Home National Historic Site, and Illinois US Fish and Wildlife Service personnel.
3. Develop and distribute the Illinois Interagency Mobilization Guide.
4. Develop and distribute the Illinois Interagency Dispatch Center's annual report.
5. Maintain SOP's for the Dispatch Center, Expanded Dispatch and Casual hiring.
6. Gather, develop, and disseminate daily situation, status and weather information. Fulfill all regular reporting requirements to Eastern Area Coordination Center.
7. Provide a central information source for prescribed fire, fire closures, etc.
8. Maintain Illinois Interagency Dispatch Center web site.
9. Maintain and track qualifications for USFS and State of Illinois DNR resources, generating redcards for both agencies as requested.

### **12.1.1 Responsibilities of Agencies within the Illinois Interagency Dispatch Center**

- A. Shawnee National Forest will provide the following:
  - 1. Monetary support for the Illinois Interagency Dispatch Center
  - 2. The Dispatch Center Manager, Initial Attack Dispatcher, and Seasonal Dispatcher
  - 3. Computer system, telefax, copiers and printers.
  - 4. Support for the Forest Radio System.
  - 5. Resources for cooperating agencies on prescribed and wildland fires
  - 6. Resources for crew mobilization and other wildland fire resource requests
  
- B. Crab Orchard National Wildlife Refuge will provide the following:
  - 1. Housing for the ILC at 8800 State Highway 148, Marion, IL 62959
  - 2. Housing for Illinois Interagency Fire Cache
  - 3. Resources for cooperating agencies on prescribed and wildland fires.
  - 4. Training for cooperating agencies if space is available
  - 5. Provide resources for crew mobilization and other wildland fire resource requests
  
- B. Midewin National Tall Grass Prairie
  - 1. Monetary support to the Dispatch Center Operations
  - 2. Resources for cooperating agencies on prescribed and wildland fires
  - 3. Training for cooperating agencies if space is available.
  - 4. Provide resources for crew mobilization and other wildland fire resource requests
  - 5. Provide support for the IA radio system
  
- D. Illinois Department of Natural Resources will provide the following:
  - 1. Monetary support to the Dispatch Center operations.
  - 2. Resources for cooperating agencies on prescribed and wildland fires
  - 3. Training for cooperating agencies if space is available
  - 4. Provide resources for crew mobilization and other wildland fire resource requests
  
- E. National Park Service, Lincoln Home National Historic Site
  - 1. Provide resources for crew mobilization and other wildland fire resource requests.

### 13. Mobilization/Demobilization

Illinois Interagency Dispatch Center will provide logistical support to all units Located within their dispatch zone. ILC will coordinate movement of resources within the centers area of influence. The Center Manager or acting has delegated authority from Federal and State Land Management Agencies as identified by signatories of the Illinois Interagency Mobilization Guide. The delegated authority is outlined within this guide and establishes policies and procedures for the mobilization of personnel, equipment, supplies, and aircraft for incident emergencies and pre-suppression in the State of Illinois, Eastern Area, and Nationally.

#### 13.1 Work Rest Guidelines

Work rest guidelines for all local initial attack resources (including those that are here on a detail in excess of 14 days), will be 1 day off for every 14 days worked. If resources have been working extended hours (12-14 hrs/day), for the 14 day period, it is the responsibility of the agency/unit FMO to determine if more than one day is needed to manage fatigue. It is the FMO's responsibility to monitor/manage days off and ensure the initial attack resources are adequate. Resources returning from an off unit assignment of 14 days will have 2 days off. Anything less than 14 days will not warrant automatic days off, but left to the discretion of the FMO, based on fatigue factors and total days worked, etc.

All assignments will normally be 14 days (excluding travel). If 21 day assignments are being approved, the two days of travel are included in that 21.

Refer to the National Mobilization Guide and the NWCG Interagency Incident business Management Handbook sections 12.7-2 and 12.7-3 for detailed length of assignment and work/ Rest guidelines.

#### 13.2 Appropriate Management Response

- All fires will be reported to the Illinois Interagency Dispatch Center or DFMO primarily by radio or by secondary means of telephone or cell phone. When an office or an employee receives a report of a fire from the general public, other employees, local agencies or any other source, the information will immediately be passed to the IA Dispatcher, Dispatch Center Manager, FFMO or Prairie FMO. If the fire is on FWS property, ILC will contact the county Law Enforcement Dispatch center and request support **as well as notify the Fire Specialist, and Refuge Manager**
- ILC will dispatch all resources for wildland fires according to set dispatch/staffing level responses. When arriving at an incident, the Incident Commander (IC) will establish communications with Shawnee Dispatch via radio or cell phone. Engagement of the fire will not begin until communications are established.

- ILC will advise **Fire Management Staff** daily of the next days staffing level. The DFMO and or the FFMO will determine staffing needs and positioning of resources in accordance with the Staffing Guides and Fire Danger Matrix, (See Appendix A) It is the responsibility of the District Fire Management Officer, **Prairie Fire Management Officer, and FWS Fire Specialist to coordinate staffing with the Dispatch center** when the predicted fire danger ratings are determined for the next day.

### **13.3 Resource Mobilization**

The ROSS (Resource Ordering & Statusing System) will be used for all movement of resources and will serve as a legal payment document. Individuals or supervisors will utilize the ROSS self statusing program for updating availability status. ILC will maintain the status of equipment and crews. It is the responsibility of the individuals, utilizing the self statusing program, to clear availability with their supervisor prior to making themselves available for regional or national assignments.

Incident Commanders will order all resources required on an incident through the Illinois Interagency Dispatch Center. The Center will be notified when resources arrive on incident and when resources are released from the incident. When ILC has depleted jurisdictional and mutual aid resources, requests for assistance will be placed with neighbors (Missouri-Iowa Dispatch Center, Indiana Interagency Dispatch Center) first, then with EACC.

Units/Agencies filling requests for resources are responsible for ensuring that those resources meet the National Wildfire Coordinating Group Qualifications and Certification Handbook (NWCG-310-1) or the Fire and Aviation Management Qualifications Handbook (5109.19), and or the minimum requirements outlined in The Fireline Handbook.

### **13.4 Wildland Fire Weather Forecasts**

Fire weather forecasts will be disseminated to all fire fighting personnel. The morning fire weather forecast will be discussed during morning briefings and made part of the Illinois Interagency **Daily Briefing broadcast and website:** <http://www.fs.fed.us/r9/forests/shawnee/ilicc/intell/>. The afternoon fire weather forecast will be broadcast daily during fire season after 1530 with the next days burning indices and staffing levels.

Requests for Spot weather forecasts for wildland fires will be **through ILC to the Paducah National Weather Service for the Shawnee National Forest, Crab Orchard NWR, and Cypress Creek NWR, and through the Chicago National Weather Service for Midewin National Tall Grass Prairie.** When the spot forecast is received, ILC will disseminate the information to the requesting incident either by cell phone or radio.

Spot requests for prescribed fires will be ordered through the same National Weather Service centers via their website: <http://www.crh.noaa.gov> either through ILC or the RX Burn Boss may submit directly.

### **13.5 Wildland/Prescribed Fire Situation (SIT) Report**

The Illinois Interagency Dispatch Center will submit information on fire activity for inclusion in the National Situation Report by 1600 hours daily during fire season and at other times when requested. All fire reported acres need to be into the dispatch center by 1530 for inclusion on the days report.

### **13.6 Prescribed Fire**

Shawnee National Forest, Crab Orchard, Middle Mississippi, and Cypress Creek NWR, prescribed fire burn plans will be submitted to the Illinois Interagency Dispatch Center prior to ignitions. Midewin National Tall Grass Prairie and the Illinois Department of Natural Resources will provide dispatch with specific requested information. Burn Boss's will advise the dispatch center the day before planned ignitions so required resources can be coordinated or ordered if necessary and get burn information included on the sit report. Illinois Interagency Dispatch Center will report burned acres, via SIT report, the day of the burn.