



## **EASTERN AREA COORDINATION CENTER**

### **2020 FISCAL YEAR OPERATING PLAN**

**I. Purpose:**

The purpose of this Fiscal Year Operating Plan is to set forth agreed upon services to be provided to the federal and state wildland fire management agencies within the Eastern Area, through the Eastern Area Coordination Center (EACC) and responsibilities of each participating member in the operation of the EACC.

**II. Participants:**

Participants of the OP consist of the following:

USDA	Forest Service, Eastern Region
USDA	Forest Service, Eastern Region State and Private Forestry (S&PF)
USDI	Bureau of Indian Affairs, Midwest Region
USDI	Bureau of Indian Affairs, Eastern Region
USDI	Bureau of Land Management, Eastern Region
USDI	Fish & Wildlife Service, Midwest Region
USDI	Fish & Wildlife Service, Northeast Region
USDI	National Park Service, Midwest Region
USDI	National Park Service, Northeast Region
State	Great Lakes Forest Fire Compact
State	Middle Atlantic Interstate Forest Fire Protection Compact
State	Northeastern Forest Fire Protection Commission
State	Big Rivers Forest Fire Management Compact

**III. Services:**

A. EACC will conduct, but is not limited to, the following activities:

1. Develop and implement a system for maintaining cost effective and timely coordination of interagency emergency response for wildland fire and all hazard incidents. This will be accomplished through planning, situation monitoring, and expediting resource orders between the interagency wildland fire management members within the Eastern Area; and between EACC and the National Interagency Coordination Center (NICC).

EACC will establish standard procedures, which guide the operations of multi-agency logistical support activity in the Eastern Area. These procedures will be described in the Eastern Area Interagency Mobilization Guide<sup>1</sup> prepared annually by EACC and approved by the Eastern Area Coordinating Group (EACG). This guide is intended to facilitate the interagency mobilization and coordination of resources, ensuring that the most timely and cost-effective incident support services are provided. It is designed to accommodate amendments as required and will be retained as current until amended.

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<sup>1</sup> The Eastern Area Interagency Mobilization Guide is designed as the Area supplement to the National Interagency Mobilization Guide.

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### B. All federal and state wildland fire management members in the Eastern Area will:

1. Provide EACC with accurate status of agency resources in Interagency Resource Ordering Capability (IROC) during the period from February 1 through November 1, or as otherwise dictated by Area and National Preparedness Levels.
2. Advise EACC if restrictions must be placed on member resources due to wildland fire member policy.
3. Provide appropriate funding codes for all requested resources.
4. Provide EACC, by January 1 annually, current local supplements to the Eastern Area Interagency Mobilization Guide, and by March 1, current Mobilization Center Operations Plans.
5. Provide EACC with annual agency wildfire and prescribe burn statistical reports by calendar year no later than January 15.

### C. EACC will operate on an annual budget supported and approved by the EACG. Specifics on the budget are as follows:

1. The current fiscal year budget and the proportionate agency costs are outlined in the EACC Fiscal Year Operating Plan in Appendix A. Individual agencies will retain funds for items such as personnel salary, benefits, travel, training, and services in-kind.
2. The next fiscal year budget will be submitted to and approved by the EACG prior to June 15 annually. The budget outline may include expenditures of the Eastern Area Interagency Mobilization Guide copies, interagency workshop costs, etc. The agreed upon percentage share will be applied to the total planned budget of each agency. EACC will be responsible for reimbursable funds and track their use. At the end of the fiscal year, the center will reconcile the budget with each agency based on the actual dollars expended.
3. EACC or representative thereof, will meet semi-annually with the EACG to review and ascertain EACC expenditures. Adjustments for additional funds or reimbursement for individual agencies will be negotiated according to predetermined percentages.
4. Financial obligations of each member are payable in the current federal fiscal year (October 1- September 30) or current state fiscal year (July 1- June 30) and are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available.

5. Transfer of funds will be conducted per instructions in Appendix B.

**IV. Administration:**

EACC is an interagency effort and the Center Manager or acting Center Manager will:

- A. Will be delegated authority for day-to-day operational needs, including supervision.
- B. Will initiate Performance Evaluations/Appraisals, Individual Development Plans, and Travel/Training Plans of employees within the office, forward documents to the respective agencies for review and signatures.
- C. The official supervisor of record, their employee and EACC representative will meet bi-annually for Performance Evaluations/Appraisals.
- D. Additional meetings may be called by any party to this MOU after consultation with other parties, at such time and place as agreed upon to discuss any problems arising under this MOU.

**V. Agency Officers:**

EACG members are delegated responsibility for carrying out this MOU by their administrators. Those individuals will review, modify, and approve the OP by close of business at the annual winter EACG meeting.

## APPENDIX A

### Fiscal Year Operating Costs

The contributions paid by each agency are on an annual basis, not including one-time costs. These fair share costs are based on actual contributions.

Agency	Position Salary & Travel/Training	Amount	Supplies/ Travel/ Training	Total Contribution	Percent
FS Eastern Region	Center Manager	\$152,775	\$20,000	\$172,775	
FS Eastern Region	GACC Dispatch Coordinator, Aviation	\$97,448	\$3,000	\$100,448	
FS Eastern Region	GACC Dispatch Coordinator, Logistics*	\$55,049	\$20,000	<u>\$75,049</u> <b>348,272</b>	40.79%
FS Eastern Region, S&PF	Deputy Center Manager	\$137,843	\$20,000	\$157,843	18.48%
NPS Midwest	Meteorologist	\$173,000	\$10,000	\$188,000	23.01%
BIA Midwest	Intelligence Coordinator	\$105,442	\$5,000	\$110,442	12.93%
FWS R3 & R5	GACC Dispatch Coordinator, Logistics*	**\$49,356		\$49,356	5.78%
	<b>TOTAL</b>	<b>\$775,913</b>	<b>\$78,000</b>	<b>\$853,913</b>	<b>100.00%</b>

#### Agency

USDA Forest Service, Eastern Region  
 USDA Forest Service, Eastern Region  
 USDA Forest Service, Eastern Region  
 USDA Forest Service, Eastern Region S&PF

#### Funded Position

Center Manager, GS-13  
 GACC Dispatch Coordinator, Aviation GS-9/11  
 GACC Dispatch Coordinator, Logistics GS-9/11\*  
 Deputy Center Manager, GS-12

USDI National Park Service, Midwest Region

Meteorologist, GS-13

USDI Bureau of Indian Affairs, Midwest Region

Intelligence Coordinator, GS-10/11

USDI Fish & Wildlife Service, Midwest Region

GACC Dispatch Coordinator, Logistics GS-9/11\*

USDI Fish & Wildlife Service, Northeast Region

GACC Dispatch Coordinator, Logistics GS-9/11\*

\* This is one GACC Dispatch Coordinator, Logistics GS-9/11 position funded by FWS R3 & R5 and FS Eastern Region. \*\* (Through an inter-region agreement Region 3 and Region 5 are responsible for 70% / 30% respectively of the U.S. Fish and Wildlife Services obligation).

## **APPENDIX B**

### **Position: GACC Dispatch Coordinator, Logistics GS-9/11**

The USDI Fish & Wildlife Service will provide funding to the USDA Forest Service, Eastern Region, for their share of the GACC Dispatch Coordinator, Logistics position as identified in Appendix A. Funding for this position will be transferred through a separate Interagency Agreement between USDI Fish & Wildlife Service and the USDA Forest Service, Eastern Region.

2020 EACC Operating Plan

EASTERN AREA COORDINATION CENTER  
2020 FISCAL YEAR OPERATING PLAN

Signature Page

Thomas  
Brady

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Brady  
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-04'00'

THOMAS  
REMUS

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REMUS  
Date: 2020.09.17 11:43:31 -05'00'

Tom Brady, EACG Chair  
Northeastern Forest Fire  
Protection Compact

Date

Tom Remus  
Bureau of Indian Affairs  
Eastern & Midwest Regions

Date

JASON RIGGINS

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RIGGINS  
Date: 2020.09.17 13:20:44 -05'00'

STEVEN MILLER

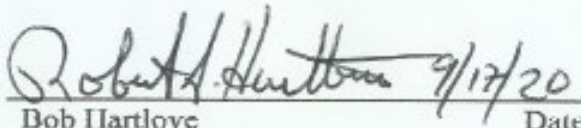
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MILLER  
Date: 2020.09.30 11:12:26 -05'00'

Jason Riggins  
US Fish & Wildlife Service  
Regions 3 & 5

Date

Steve Miller  
US Forest Service  
Eastern Region /  
State & Private Forestry

Date

  
Bob Hartlove  
Middle Atlantic Interstate Forest  
Fire Protection Compact

Date

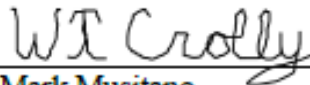
  
Gail Kantak  
Big Rivers Forest Fire Compact

09/18/2020

Date

Paul J. Lundgren

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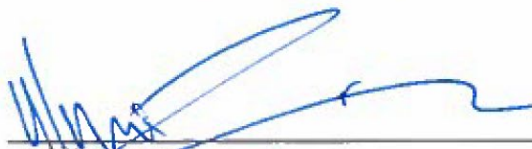
10/15/2020

Paul Lundgren  
Great Lakes Forest Fire Compact

Date

Mark Musitano  
National Park Service  
Midwest & Northeast Regions

Date

  
Will Briggs  
Bureau of Land Management  
Eastern Region

Date

10-14-20