

2014 STATEWIDE ANNUAL OPERATING PLAN

**STATE OF IDAHO
IDAHO DEPARTMENT OF LANDS (IDL)**

And the

**UNITED STATES DEPARTMENT OF AGRICULTURE
FOREST SERVICE (FS)
Northern Region
Intermountain Region
Pacific Northwest Region**

And the

**UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT (BLM)
Idaho
NATIONAL PARK SERVICE (NPS)
Pacific West Region
BUREAU OF INDIAN AFFAIRS (BIA)
Northwest Region
FISH AND WILDLIFE SERVICE (FWS)
Pacific Region**

This document serves as the Statewide Annual Operating Plan (AOP) as provided for in the Cooperative Fire Protection Agreement and Stafford Act Response (CFPA), dated January 2014 (07-FI-11015600-087), between: the State of Idaho, Department of Lands; the United States Department of Agriculture, Forest Service (Northern, Intermountain, and Pacific Northwest Regions); and the United States Department of Interior, Bureau of Land Management -- Idaho, National Park Service--Pacific West Region, Bureau of Indian Affairs--Northwest Region, and Fish and Wildlife Service--Pacific Region.

Per Provision 51 of the CFPA, annual operating plans will be developed at the local and statewide levels and become part of the CFPA. The Agencies agree that operating plans can be valid for the life of the CFPA. Operating plans will be reviewed annually by January 30th, updated and signed if there are significant changes. If no significant changes are required all agencies will sign and document that AOP will remain status quo for the current year. The AOP is the working document for the purpose of implementing the Cooperative Fire Protection Agreement. This Plan incorporates the approved Great Basin and Northern Rockies Mobilization Guides (Provision 9 CFPA). Agencies will coordinate wildland fire activities and resource movements, as agreed to and documented in the respective Mobilization Guides. This document will be completed and signed by February 15th.

This Plan documents agreement to details regarding:

- A. Working relationships
- B. Description and details within protection areas
- C. Operating procedures
- D. Exchange of funds
- E. Non-suppression activities

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A. AGREED UPON CHANGES FROM CURRENT CFPA

All agencies have agreed to the following changes from what is stated in the current Cooperative Fire Protection Agreement.

1. Wildland Fire Decision Support System (WFDSS) has now replaced the term Wildland Fire Situation Analysis (WFSA) and Wildland Fire Implementation Plan (WFIP) (*Provision 39*) for federal agencies only.
2. Management Response has now replaced the term Appropriate Management Response (*Provision 37*).
3. Serious accident and fatalities has been changed to meet agency policy and intent (*Provision 48*).

B. INTENT

It is recognized that the participating agencies under this agreement may have different missions and roles, but collectively agree that:

- We will do what we can safely to keep fire from getting to the structure. Structure protection groups may be needed to operationally provide expertise for structure protection, but will not be ordered and used for structure fire suppression by the wildland fire agencies.
- Where there are overlapping responsibilities for structure protection, roles, responsibilities, expectations, and apportionment of costs will be discussed and addressed in local operating plans.
- It's our intent to support local line officers during a complex fire to help negotiate complex relationships and cost share agreements in multi-jurisdiction fires.
- We all support paying our fair share. Determining what is "reasonable" will be based on understanding the protecting and jurisdictional agencies responsibilities. "Reasonable share" also includes an understanding of how much investment is appropriate. The protecting agency should not be investing more than what the jurisdictional agency would have invested. (Offset fire protection and structures)

C. WORKING RELATIONSHIPS

1. Participating Agencies

The following is a list of the local agency units participating in the CFPA:

State of Idaho

Department of Lands (IDL)

Priest Lake Fire Protective District (FPD)

Mica FPD

Cataldo FPD

Craig Mountain FPD

Maggie Creek FPD

Clearwater-Potlatch Timber Protective Association

Southern Idaho Timber Protective Association

Clearwater Area

Kootenai Valley FPD

Pend Oreille FPD

St. Joe FPD

Ponderosa FPD

Southwest FPD

Payette Lakes Area

Eastern Idaho Area

United States Department of Agriculture

Forest Service

Northern Region

Clearwater National Forest (NF)

Idaho Panhandle NF

Nez Perce NF

Bitterroot NF

Intermountain Region

Boise NF

Payette NF

Sawtooth NF

Caribou/Targhee NF

Salmon/Challis NF

Pacific Northwest Region

Wallowa/Whitman NF

United States Department of Interior

Bureau of Land Management-Idaho

Boise District

Idaho Falls District

Twin Falls District

Coeur d’Alene District

National Park Service-Pacific West Region

Craters of the Moon National Monument

Fossil Beds NM

City of Rocks NM

Nez Perce National Historic Sites

Bureau of Indian Affairs- Northwest Region

Coeur d’Alene Agency – Coeur d’Alene Tribe

Fort Hall Agency - Shoshone-Bannock Tribes

Northern Idaho Agency - Nez Perce Tribe of Idaho, Kootenai Tribe of Idaho

Fish and Wildlife Service-Pacific Region

Southeast Idaho National Wildlife Refuge (NWR) Complex

Bear Lake NWR

Camas NWR

Gray’s Lake NWR

Minidoka NWR

Deer Flat NWR

Kootenai NWR

Oxford Slough Wildlife Production Area (WPA)

Hagerman National Fish Hatchery (NFH)

2. Local Fire Service Organizations (Provision 4 CFPA)

In areas where Fire Service Organizations (FSOs) and wildland fire protection agency(s) share common fire protection interests, the entities are encouraged to enter into local agreements to define operational guidelines, structure protection responsibilities, and specify payment arrangements. If reimbursement to the FSO is appropriate under the terms of the local agreement, the host wildland agency will process payment utilizing the rates established in the Idaho Fire Service Organization Rate Book published by IDL.

Mobilization of FSO resources outside the area covered by local agreements will be transacted through IDL. FSO resources will not be mobilized outside the local area if they have not completed an Idaho Cooperator Certification Form (CCF) with IDL. Mobilization of FSO resources will follow all processes and procedures defined in the Idaho Fire Service Organization Rate Book.

Per the National Wildfire Coordination Group (NWCG) the following is added to address Supplemental Fire Department Resources. Supplemental Fire Department Resources are overhead tied to a local fire department, generally by agreement that is mobilized primarily for response to incidents/wildland fires outside their district or mutual aid zone. They are not a permanent part of the local fire organizations and are not required to attend scheduled training, meetings, etc. of the department.

There may be situations when supplemental personnel available from local fire departments are necessary to fill resource needs for national mobilization. Should this occur, the NWCG memo dated Feb. 6, 2009 titled Agreement with Local Fire Departments will be followed See Appendix VI.

3. Rangeland Fire Protection Associations

A Rangeland Fire Protection Association (RFPA) is a nonprofit organization that has entered into an agreement for the detection, prevention and suppression of range fires with the state of Idaho or any agency of the state of Idaho. A RFPA has the authority to form in Idaho through Section 38-104 of Idaho Code. Through agreement with the Idaho Department of Lands, Idaho RFPAs are required to properly train and equip members with personal protective equipment.

In areas where RFPAs and wildland fire protection agency(s) share common fire protection interests, the entities are encouraged to enter into local agreements to define operational procedures and responsibilities. The structure of RFPAs only allows for Initial Attack and there is no mechanism in place for payment between the RFPA and any wildland fire protection agency. Likewise, RFPA resources cannot be mobilized outside the area covered by local agreements.

Fire reporting and dispatch procedures are detailed in the agreements that RFPAs hold with individual agencies and are specific to the signatory agencies.

4. Idaho National Guard

Idaho National Guard (IDNG) resources are available to assist with disasters in Idaho that have been through the Governor's disaster declaration process. Cooperating agencies can access the IDNG resources for assistance on wildfires through IDL. If there is not a current disaster declaration in place for the wildfire IDL will request the disaster declaration, if the situation meets the criteria. For more information on the disaster declaration process and Idaho Emergency Operations Plan it can be found at: <http://www.bhs.idaho.gov/Pages/Plans/Documents/Idaho%20Emergency%20Operations%20Plan.pdf>.

IDNG can assist with helicopter assets as well as logistical support for incidents. IDNG may not be available depending on deployments, training and other higher priority assignments.

The agency requesting Idaho National Guard resources will be responsible for the tracking of resources and making payment to IDL for the use of Idaho National Guard. Host agencies will assign personnel to fill the roles of IBA and National Guard Liaison, at the State emergency operations Center as well as additional liaisons at the assigned locations of IDNG resources.

5. Bureau of Homeland Security

Idaho Bureau of Homeland Security is responsible for directing the coordination of emergency and disaster operations when a disaster occurs in the State of Idaho. This is done through the implementation of the Idaho Emergency Operations Plan, which can be found at: <http://www.bhs.idaho.gov/Pages/Plans/Documents/Idaho%20Emergency%20Operations%20Plan.pdf>. Emergency Support Function #4 addresses Firefighting in Idaho.

Idaho Bureau of Homeland Security is also responsible for state's role in the Fire Management Assistance Grant Program (FMAGP). Any request for an FMAGP declaration will be made through BHS.

D. PROTECTION AREAS (Provision 33 CFPA)

The protection areas for each of the units described in Section A are depicted on maps located in Local Annual Operating Plans (LAOP's). Reciprocal initial attack zones and Special Management Areas will be documented in LAOP's. A complete listing of protected lands, by protecting agency, is on file at the applicable dispatch office.

For those State lands not covered in the statewide offset and within federal protection, IDL authorizes the federal agencies to take suppression action on all fires that occur on those lands. For those fires that start on State lands, the federal agency will take initial action according to preplanned initial attack response.

For those fires that remain on State lands, the federal agency will bill the State for actual suppression costs. For fires which burn through State land to adjacent ownership, the federal agency and State will prepare a cost share agreement. The Agencies will follow the billing guidelines as outlined in the CFPA. For those fires that start on other ownership and pass through lands not paying a forest protection assessment, the State will not be billed.

1. Fee Basis Protection (Provision 32 CFPA)

Agencies may assume fire protection responsibilities on lands under the jurisdiction of another. Agency costs will be computed by adding together (1) a five-year average suppression cost considering the most recent seven full fiscal years, but eliminating the highest cost year and the lowest cost year, and (2) a five-year average preparedness cost considering the most recent seven full fiscal years, but eliminating the highest cost year and the lowest cost year. For this year (2014) those costs include (1) the average suppression cost will be years 2007-2013, minus highest and lowest, plus (2) the average preparedness cost will be years 2007-2013, minus highest and lowest. The following are fee basis protection areas by Protection Agency and Jurisdictional Agency:

<u>Protection Area</u>	<u>Protection Agency</u>	<u>Jurisdictional Agency</u>
Fort Hall Reservation	BLM	BIA /Shoshone-Bannock Tribes
Kootenai Reservation	State	BIA/Kootenai Tribe
Nez Perce Reservation	State	BIA/Nez Perce Tribe
Multiple Parcels	BLM/FS	Bureau of Reclamation

2. Offset Zones (Provision 32 CFPA)

The BLM, Forest Service and the State have negotiated an exchange of protection, which redistributes fire protection responsibilities throughout the State. The exchange is based on comparable costs and equivalent factors mutually agreed to by all parties. The process used provides an acceptable balance of exchange and a mutual benefit. Official maps and narratives documenting the exchange are on file at the Bureau of Fire Management in Coeur d’Alene. Copies will be distributed to participating offset agencies annually.

Agencies protecting lands that are the jurisdiction of another will provide wildland fire protection at a level equivalent to protection that would be provided by the jurisdictional agency. (This will be through pre-determined dispatch or CAD system and identified in the LAOP’s). Jurisdictional agencies have the responsibility to determine through their respective fire planning analysis the type and quantity of suppression resources which will be dispatched to an incident. The protecting agency will respond with the planned resources when available which may include assistance from the Jurisdictional or Supporting Agency at the request of the Protecting Agency. All fire suppression costs on such lands will be borne by the Protection Agency. Suppression support requested by the Protection Agency and provided by the Jurisdictional Agency on these lands is reimbursable per Provision 35.

In 2014 local areas will be asked to identify areas where potential efficiencies can be created. Proposals will be compiled and evaluated at the statewide level. Adjustments to the exchange of protection must be approved by the applicable agency representatives that are signatory to this operating plan. At a minimum, the offset of protection will be reviewed and validated every five years.

Maps utilized for the purpose of this AOP are dated 2011.

IDL’s intent is to support local government with a liaison during a complex fire to help negotiate complex relationships and cost agreements in multi-jurisdiction fires.

3. Tribal Resources (Provision 26 CFPA)

The Bureau of Indian Affairs has cooperative arrangements in place with:

- Coeur d’Alene Agency – Coeur d’Alene Tribe
- Fort Hall Agency - Shoshone-Bannock Tribes
- Northern Idaho Agency - Nez Perce Tribe of Idaho, Kootenai Tribe of Idaho

E. OPERATING PROCEDURES

1. Dispatch Operating Plans (Provision 9 CFPA)

Agencies will cooperate to use interagency dispatch centers. Each center will develop ~~their own~~ operating and financial plans. This should include an equitable distribution of all operating costs including overtime for regular dispatch center employees. Current interagency dispatch centers are:

Coeur d'Alene Interagency Dispatch (CDC)
Grangeville Interagency Dispatch (CVC)
Salmon/Challis - Central Idaho Interagency Dispatch Center (CIC)
Idaho Falls–Eastern Idaho Interagency Dispatch Center (EIC)
Boise—Boise Interagency Dispatch Center (BDC)
Shoshone – South Central Idaho Interagency Dispatch Center (SCC)

2. Movement of IDL resources within Idaho

For the movement of Idaho Department of Lands (IDL) resources (to include those under agreements) *ONLY*; All Idaho Dispatch Centers may place and receive orders for IDL resources with one another without going through Eastern Great Basin or Northern Rockies Coordination Centers.

3. Aircraft Use Policies and Procedures Not In Mobilization Plans (Provision 11 CFP)

Agencies will cooperate in the use, operations and support of aviation resources. Aircraft use will be billed to the protecting agency following the billing procedures found in Appendix I of this document.

The use of cooperator (State, local, military, other federal agency) aircraft by federal employees may require prior inspection and approval. Upon request by a cooperator, a USFS or DOI aviation inspector may provide aircraft and pilot inspections for aircraft used in interagency operations.

IDL contracted aircraft are a statewide resource and are available to all wildfire cooperators within the State of Idaho by direct ordering through the dispatch center where the aircraft are assigned. All protocols in the Idaho Department of Lands and US Forest Service Regions 1 and 4 Interagency Operations Guide for Single Engine Air Tankers will be followed.

Aviation resources acquired under the NW Compact must be authorized and carded by federal agencies to transport employees and be used for federal operations.

4. Wildland Fire Decision Documentation and Delegation of Authority

The WFDSS is the sole documentation tool for all fires that occur on federal jurisdiction or protection. In federal protection, a WFDSS will be completed by the federal agency. If an IMT is ordered, the WFDSS will be completed in conjunction with any jurisdictional agencies.

In IDL protection, with no IMT ordered, the federal jurisdictional agency will complete a WFDSS based on agency direction. Upon ordering an IMT, IDL will complete an IDL WFS. If federal jurisdiction is involved, the federal agencies will complete a WFDSS in conjunction with IDL. Both will be provided to the incoming IMT.

The Delegation of Authority (DOA) will incorporate the decision documents and will clearly communicate the intent of the leader(s). The DOA will be signed by all protection and jurisdictional agencies.

5. Agreed to Billing Amounts (Rates) and Procedures (Exhibit D CFPA)

a. Reciprocal Fire Protection Zones (Provision 32 CFPA)

Reciprocal initial attack zones have been established as appropriate and documented in LAOP's. Within these zones, a Supporting Agency will, voluntarily or upon request, take initial attack action in support of the Protecting Agency. The Protection Agency will not be required to reimburse the Supporting Agency for costs of initial dispatch until the cost of the suppression action exceeds \$5,000 (individual agency). This dollar threshold is exclusive of aviation (aircraft and retardant) costs. In such cases where the costs exceed \$5,000, the entire cost of the fire will be billed.

All aviation resources (aircraft and retardant) ordered will be considered assistance by hire, and therefore always billable.

b. Fire Suppression Billings

IDL fire suppression bills for National Forests and Interior Agencies within the State will be sent to the appropriate office. All bills for support outside of Idaho will be sent to the Northern Region Billing Contact, see Appendix II. National direction may supersede this Appendix; in the event this occurs the representative incident business leads will revise Appendix II.

c. Exchange of Funds

See Appendix I Billing Content and Appendix II Billing Contacts, for billing procedures.

6. Appropriate Management Response (Provision 37 CFPA) (Management Response)

Wildfires that are not human-caused may be managed for multiple objectives as established in land and resource management plans. These areas and the process for fire management in these areas will be documented in local annual operating plans. Adjacent fire protection entities, including state and local government, should be consulted regarding fire management strategies utilized in these areas, and share in the decision making process whenever possible.

All fire agencies have primary responsibility for fire suppression within their respective protection areas. The Agencies intent is to keep a wildfire from burning any lands on which wildfire is not desired within their protection area or from one protection area to another. All Agencies, as appropriate, should be involved in developing the strategy, tactics, and mitigation actions to be used if the fire has the potential to impact another protection area. When the fire spread to another protection area is imminent or appears likely, the Agencies will identify financial responsibilities and as appropriate, cost share methodologies, and document the decisions and rationale. If agreement cannot be reached regarding financial responsibilities, discussion will be elevated to the next level agency administrators for the respective agencies.

7. Independent Action (Provision 38 CFPA)

There are no conditions that prohibit an Agency from taking independent action on a fire. Due to safety considerations, the party taking action will immediately notify the Protection Agency via dispatch channels.

8. Structure Fire Protection (Provision 34 CFPA)

Local units should meet with their cooperators and identify areas that may warrant structure fire protection. The roles, responsibilities, capabilities and mutual expectations must be discussed and documented in local annual operating plans.

The Northern Rockies and Great Basin documents entitled, “Guidelines for Community and Structure Fire Protection” are valid and should be used in setting expectations for community and structure fire protection, as well as, providing leader’s intent in any Delegations of Authority. Any time structure protection and suppression activities occur, the decisions, actions taken, and financial responsibilities must be documented. See Appendix 3.

GB Structure Protection Guidelines: <http://gacc.nifc.gov/egbc/policy.php>

Northern Rockies, 2008 Guidelines: <http://www.fs.fed.us/r1/fire/nrcg/>

Idaho Department of Lands: [Appendix VIII](#)

In determining fair cost among agencies we all support paying our reasonable share. Determining what is “reasonable” is done locally based on understanding of jurisdictional responsibility. “Fair share” also includes an understanding of how much investment is reasonable. If the jurisdictional agency would invest less or more is a way to determine how much is enough in an offset situation – and wherever we have fire moving between protection areas

The participants in Idaho Master and AOP agreements will use wildland tactics to keep fire away from structures. We may assist agency with jurisdiction around the structure. The agency responsible for structures must be at the table to discuss tactics, unified command and financial responsibility where appropriate.

9. Wildland Fires (Provision 43 CFPA)

Under the Guidance for Implementation of the Federal Wildland Fire Management Policy, the term wildland fire use as stated in the current CFPA is no longer valid. Wildfire management will be described in the section titled, Management Response.

10. Severity Funding (Provision 7 CFPA)

Agencies should coordinate requests for severity prior to submitting those requests for funding.

11. Cost Share Agreements (Provision 51 CFPA)

The Agencies agree to use the cost share agreement template and methodologies as provided in Appendix III.

12. Annual Operating Plans (Provision 51 CFPA)

The Agencies agree that Annual Operating Plans will be reviewed by February 15. If there are no significant changes the document will be signed and available to the field by February 28th.

13. Accident Investigation (Provision 48 CFPA)

Many reviews and investigations involve coordination and cooperation between Federal, State, County, and Municipal Agencies.

The initial notification of an accident involving equipment or personnel is a key component to a successful review or investigation. All parties to this agreement will ensure that accident notification occurs to all affected parties “supporting, protecting and jurisdictional” in a timely manner. A phone tree will be supplied to local Dispatch Centers and the Geographic Area Coordination Center identifying the primary contacts for all Federal and State Agencies (state and regional level).

It is recognized that there may be separate procedures required by the supporting, jurisdictional and protecting agencies. All parties will work together to coordinate efforts to meet agency needs. When investigations involve more than one party, a multiagency Delegation of Authority should be provided to outline roles and responsibilities and expectations of the affected agencies, identify the lead agency and supporting agencies, determine records management protocols and investigation process.

Serious Accidents are:

- An unplanned event or series of events that resulted in death; injury, occupational illness, or damage to or loss of equipment or property. A serious accident involves any of the following:
- One or more fatalities
- Three or more personnel who are inpatient hospitalized, for other than observation, as a direct result of or in support of operations
- Property or equipment damage of \$250,000 or more
- Consequences that the Designated Agency Safety and Health Official (DASHO) or designated agency official judges to warrant a Serious Accident Investigation

14. Federal Interagency Investigations

Close calls or accidents that involve interagency (USFS or BLM, FWS, NPS, BIA) personnel and/or jurisdiction (e.g. USFS firefighter injured on FWS jurisdictional wildland fire & vice versa) shall be reviewed or investigated cooperatively and conducted at the appropriate level as outlined in this Interagency Standards for Fire and Fire Aviation Operations. BIA will follow the Wildland Fire and Aviation Program Management and Operations Guide.

Agency Administrators will ensure that affected agencies are involved throughout the review/investigation process.

When an incident does not meet the serious accident criteria, the affected Agency Administrators should jointly decide what type and level of investigation will be conducted based on agency processes outlined in the Interagency Standards for Fire and Fire Aviation Operations.

Investigation Types and Requirements 1 Wildland Fire Event	Investigation Type	Management Level Requiring Notification ¹	Management level that determines review type and authorizes review ²
Serious Wildland Fire Accident	Serious Accident Investigation (SAI) <i>FS- Coordinated Response Protocol</i>	National	National
Wildland Fire Accident	Accident Investigation (AI) <i>FS- FLA may be used</i>	<i>BLM/NPS/BIA- National FS/FWS- Management Discretion</i>	Region/State/Local
Entrapment/Burnover	SAI, AI, LLR, depending on severity	National	National
Fire Shelter Deployment	SAI, AI, LLR, depending on severity	National	National
Near-miss	LLR, AAR	Management Discretion	Region/State/Local
Fire Trespass	Fire Cause Determination & Trespass Investigation	Local	Local

¹ In the event that a wildland fire entrapment or fatality occurs, immediate notification to NICC is required. A *Wildland Fire Entrapment/Fatality Initial Report* (PMS 405-1) should be completed and mailed to NICC electronically or by fax machine within 24 hours. Submit this report even if some data is missing. The PMS 405-1 is located at the following web site:
http://www.nifc.gov/nicc/logistics/coord_forms.htm.

² Higher level management may exercise their authority to determine the type of review or investigation.

• **Interior** - Accidents that involve fire and aviation employees or equipment will be investigated according to the requirements stated in this chapter. Investigations will occur regardless of land jurisdiction. Facts will be collected, causes (organizational factors, local workplace factors, unsafe acts) identified, and an accident investigation report produced. The report will include recommended corrective actions and control measures. Report issuance and follow-up will be through established command channels. Agency Administrators may jointly delegate authority to investigate accidents in cases of mixed jurisdiction or employee involvement. Joint delegations must ensure that investigation requirements are met. The Facilitated Learning Analysis (FLA) process may be used as a supplemental element to required accident investigation processes.

• **FS-** Forest Service Line Officers are the deciding officials regarding what type of accident investigation or analysis method is to be used for accidents or near misses occurring under Forest Service jurisdiction. FLAs are a type of Lessons Learned Review.

IDL: Serious accidents that occur on IDL protection and jurisdiction will be investigated by a Critical Incident Investigation Team following the procedures in Idaho Dept. of Lands Critical Incident Response Plan. The State Forester will determine the type of investigation to be done and the members of the investigation team.

When an accident occurs on lands not protected by IDL and it is IDL jurisdiction, or an IDL employee is involved, the state duty officer must be notified. This includes fire department or other state agency employees that are provided through an IDL agreement. IDL will request that IDL investigators be included with the investigation team assigned to the accident. The State Forester has the authority to waive this requirement.

15. Post Fire Activity (Provision XX CFPA)

DOI and FS – Planning of Emergency Stabilization work does not require an agreement or exchange of funds. Implementation of Emergency Stabilization work up to \$100,000 does not require an additional agreement or exchange of funds. Discussions regarding exchange of funds for work beyond \$100,000 will be coordinated and discussed by the National BAER Coordinators. Agencies should work through their respective State and Regional Coordinators.

IDL - Fire Program is not involved in Emergency Stabilization, it is the responsibility of the land owner. IDL Area office or resource advisor may be able to provide landowners with information on what assistance might be available.

F. NON-SUPPRESSION ACTIVITIES

1. Fire Prevention (Provision 13 CFPA)

The Agencies will share and jointly work together to deliver fire prevention programs. Activities may include joint press releases, Smokey Bear programs, and, local education programs. The Agencies will share the cost of prevention activities as agreed to and documented in LAOP's or project and financial plans.

2. Restrictions and Closures Coordination (Provision 14 CFPA)

Fire restrictions for wildland in the State will be coordinated as per current Idaho Fire Restrictions Plan. These procedures can be found at:

<http://www.blm.gov/id/st/en/prog/fire/restrictions.html>

3. Burning Permits Policy and Procedures (Provision 23 CFPA)

IDL will manage a self-serve, on line Burn Permit system BurnPermits.Idaho.gov. Federal partners, will provide IDL input when burning should be restricted in federal protection, by burn type. Access to the Burn Permit system can be granted upon request to the Burn Permit help desk,

to view permits issued, issue permits to walk in or phone customers, or restrict certain or all burning activities.

4. Training (Provision 17 CFPA)

Training priorities and delivery will be coordinated as agreed upon by training committees from each Geographic Area Coordinating Group. These training committees will provide direction, guidance, and processes for delivery of interagency training courses throughout the State. As the agency of jurisdiction, under the National Incident Management System Wildland Fire Qualification System Guide, PMS 310-1, the Idaho Department of Lands will include Fire Service Organizations (FSO) personnel in wildland training for Incident Command System (ICS) positions to assist on interagency incidents nationally.

For the purposes of the CFPA, any Idaho Department of Lands, Fire Service Organizations and Rangeland Fire Protection (RFPFA) employee will be treated as a Geographic Area student whether they reside in northern or southern Idaho. Nominations will be processed and prioritized according to individual Geographic Area Training Committee Annual Operating Plans. The Idaho Department of Lands Bureau of Fire Management Training Specialist will coordinate training schedules and nominations for agency, FSO personnel with the various Geographic Area Training Committees. IDL will participate in Priority Training Programs within Geographic Areas for the purposes of completing Position Task Books within the ICS organization for interagency incidents. Agencies hosting training will provide IDL (IDL Training Officer and RFPFA Southern Idaho Liaison) copies of sign-in sheets documenting RFPFA personnel training attendance. (IDL Training Officer and RFPFA Southern Idaho Liaison).

5. Prescribed Fire (Provision 8 CFPA)

Prescribed Fire operations will be addressed in the LAOP's or project and financial plans. Billing for planned ignition assistance between federal agencies will follow the guidance set in the Interagency Agreement for Fire Management.

Jurisdictional agencies based on their own governing authorities can use each other's resources for non-incident activities to include, planned ignitions, hazard fuel reduction and other fuels management work.

All overtime associated with project work will be negotiated at the local unit; as reciprocal assistance or through the reimbursable work agreement.

6. Smoke Management/Air Quality (Provision 15 CFPA)

Agencies in Montana and Idaho are members of the Montana/Idaho Airshed Group. The group's procedures are outlined in the Montana/Idaho Airshed Group Operating Guide. The plan is located at www.smokemu.org

7. Preposition of Resources for FEMA Incidents:

The Stafford Act amended under the Post-Katrina Emergency Management Reform Act of 2006 (Public Law 109-295) empowered the President to provide accelerated Federal assistance and

preposition Federal assets where necessary to save lives, prevent human suffering, or mitigate severe damage, even in the absence of a state request for assistance as stated in Sec. 402. This will allow the Forest Service to reimburse State resources before a Presidential disaster is declared.

G. DOCUMENT LIBRARY

Documents referenced in this AOP can be found on the appropriate Geographic Area Coordination Center websites:

Great Basin <http://gacc.nifc.gov/wgbc/GBCG/memos.htm>

Northern Rockies <http://gacc.nifc.gov/nrcc/index.htm>

H. MODIFICATIONS (Provision 61 CFPA)

This AOP will be reviewed annually for currency and will remain in effect until it is terminated by the mutual consent of all Agencies involved, or superseded by an updated AOP. The formal review period for modifications(s) will be provided by January 30. Agency policy or direction change for any signatory party that affects the CFPA would automatically be modified therein.

BLM Idaho will be responsible for coordinating the review of the AOP and documenting any agreed upon changes.

Modifications that are minor in nature including changes to principal contact information, billing information, etc. will be reviewed annually and concurred to by all parties; new signatures are required.

I. COMMENCEMENT/EXPIRATION DATE (Provision 64 CFPA)

This AOP is entered into and agreed upon by the Agencies shown as signatories. This AOP provides the opportunity to have an operating plan for the life of the agreement versus an annual basis as determined by the signatories upon annual review. If no changes are required the prior year AOP will continue into the current year, new signatures will not be required. The year will be changed to accurately reflect the current operating year.

J. APPENDICES

Appendix I - Billing Procedures

Appendix II – Billing Contacts

Appendix III – Cost Share Template and Methodologies

Appendix IV - Special Management Considerations

Appendix V – Forest Service Aerial Application of Fire Retardant

Appendix VI - Supplemental Fire Department Resources

Appendix VII – BLM Specific Guidelines

Appendix VIII - Idaho Department of Lands Community and Structure Fire Protection From Wildfires In Idaho

K. SIGNATURES

This AOP is being executed in counterparts, and becomes effective for each signing agency upon the date of their authorized officials signature. It is the responsibility of the signing agencies to ensure appropriate signatures.

/s/ Kenneth Ockfen 4/25/14

Chief, Bureau of Fire Management Date
Idaho Department of Lands

/s/ Linda Pitzer 4/25/14

Contracting Officer Date
USDI, Bureau of Land Management
Idaho State Office

/s/ Mike Morcom 4/25/14

State Fire Management Officer Date
USDI, Bureau of Land Management
Idaho State Office

/s/ Leo R. Guillory 5/15/14

Contracting Officer Date
USDI, National Park Service
Pacific West Region

/s/ Charles.S. Beckman 5/15/14

Regional Fire Management Officer Date
USDI, National Park Service
Pacific West Region

/s/ Kevin M. Kelly 6/9/2014

Contracting Officer Date
USDI, Bureau of Indian Affairs
Northwest Region

/s/ John R. Szulc 6/4/14

Protection Forester Date
USDI, Bureau of Indian Affairs
Northwest Region

/s/ Pamela Ensley 4/13/14

Regional Fire Management Coordinator
USDI, Fish and Wildlife Service
Pacific Region

/s/ David Summer 4/28/14

Director, Fire and Aviation Date
US Forest Service, Pacific Northwest Region

/s/ Mechele M. MacDonald 5/8/14

Agreements Specialist Date
US Forest Service , Intermountain Region

/s/ Nan Christianson (for Nora B. Rasure) 5/8/14

Regional Director Date
US Forest Service, Intermountain Region

/s/Greg W. Morris (for Patti Koppenol) 5/5/14

Director, Fire, Aviation and Air Date
US Forest Service, Northern Region

APPENDIX I Billing Procedures

This Appendix serves as further explanation for the Reimbursable Billing and Payment, Exhibit D in the Cooperative Fire Protection Agreement between the State of Idaho, the United States Department of Agriculture, Forest Service, Northern Region; the United States Department of Interior, Bureau of Land Management; Idaho, National Park Service, Pacific West Region Office; Bureau of Indian Affairs, Northwest Region, and Fish and Wildlife Service, Pacific Region.

Item 4 Exhibit D

a) Billing Content - Billing Documentation Standard

Invoice:

For each fire billed, the invoice shall contain the cooperator name, address, agency financial contact information, agreement number, date, invoice number, name of incident, incident number, incident FireCode, signature and title of agency official.

Invoice should also indicate if this was a cost share fire and include a copy of the cost share agreement.

Expense Summary/Cost Report:

Along with the invoice, a summary of actual expenses (summary cost report) will be generated by the Agency financial system to display the invoiced charges.

Cost source documents will not be required unless summary items are disputed or needed to fulfill audit requirements. If individual source documents are requested, each agency that is party to this agreement will agree that those source documents will be provided upon request. For litigated and FEMA incidents 100% documentation is required, including aviation use records.

If categories of source documents are requested, they shall be verified to the following standard:

1) Personnel Salary, Travel and Procurements: Records produced will meet the sample size and Government Accounting Office (GAO)/PCIE) financial standard of 90% confidence level. This standard has a tolerance rate of 5%, see below.

"Sample Size & Acceptable Numbers of Deviations: Use the following table taken from the GAO/PCIE Financial Audit Manual, Pages 450-3 and 450-4 to establish the sample size for the category requested to be verified, Example: Personnel records (category). A random sample of 45 records will be selected and verified. If there are 0 deviations (errors), then the category meets the 90% confidence level. If there are any deviations in the original 45 records, an additional sample of 78 records will be taken. If there are 0 or 1 deviations from that sample, the 90% confidence level will be met. If there are more than 2 deviations, an additional sample of 105 records will be taken and so on until the samples and deviations meet

the 90% confidence level or the reviewing unit requires 100% documentation based due to the failure to meet the 90% confidence level."

GAO/PCIE Financial Audit Manual - In Section 400 Testing, Use Figure 450.1 Sample Sizes and Acceptable Numbers of Deviations on Page 450-4 (electronically page 14 of the document) can be found at:
<http://www.gao.gov/special.pubs/01765G/>

2) Aviation: Flight use records will be produced upon request

b) Billing Cycle: - Work with the field on better dates –

<u>9/15</u>	Agencies (federal / state) will furnish one another with an estimated bill for current fire season for obligations.
<u>11/1 – 12/1</u>	Local units will coordinate and validate reimbursable fires and with partners.
<u>1/15</u>	Agencies provide list of FireCodes and estimates for fire reimbursement at State/Regional level.
<u>5/1</u>	Cost Summary for interagency field review completed
<u>5/1-6/1</u>	Interagency cooperators at the field level review and approve preliminary bill.
<u>6/15</u>	Final bills issued.

c) Billing Due Dates;

All billings will have a payment due date of 30 days after final invoice is issued. Agencies will follow their respective laws and regulations for debt collection.

d) Web link for **Debt Collection under Reciprocal Fire Agreements** policy

http://www.fs.fed.us/r4/fire/coop/Debt%20Collection%20Under%20Reciprocal%20Fire%20Agreement%20Com%20Plan%202011%2012%2001%20_2_.pdf

**APPENDIX II
BILLING CONTACTS**

Appropriate bills will be sent to the following agency addresses:

<p>BLM Bureau of Land Management Attn: Carol Salo 1387 Vinnell Way Boise, ID 83709 Phone: 208-373-3852 Fax: 208-373-3850 Email: csalo@blm.gov</p>	<p>Bureau of Indian Affairs Northwest Region Attn: John Sculz 911 NE 11th Ave Portland, OR 97232 Phone: 503-231-6797 Fax: 503-231-6817 Email: john.sculz@gmail.com</p>
<p>Idaho Department of Lands Idaho Department of Lands Bureau of Fire Management Attn: Wendy Walter 3284 Industrial Loop Coeur d’Alene, ID Phone: 208-666-8648 Fax: 208-769-1524 Email: wwalter@idl.idaho.gov</p>	<p>Fish and Wildlife Service US Fish and Wildlife Service Regional Fire Management, Division of Natural Resources Attn: Mike Knowles 911 NE 11th Ave Portland, OR 97232 Phone: 503 231-2242 Fax: 503-872-2821 Email: mike_knowles@fws.gov</p>
<p>National Park Service Regional Contact: Ruby Raju Pacific West Region Fire Management Office 333Bush Street, Suite 500 San Francisco, CA 94104 Phone: 415-623-2211 Fax: 415-623-2383 Email: ruby_raj@nps.gov</p>	<p>USDA Forest Service – Region 4 <i>Regional Contact:</i> LeeAnn Evans 324 25th Street Ogden, UT 84401 Phone: 801-625-5565 Fax: 801-625-5594 Email: levans@fs.fed.us</p>
<p>USDA Forest Service – Region 1 <i>Regional Contact:</i> Tracey Nimlos 200 East Broadway Missoula, MT 59802 Phone: 406-329-3331 Fax: 406-329-3132 Email: tnimlos@fs.fed.us</p>	<p>USDA Forest Service – Region 1 and 4 <i>All payments will be made by:</i> Albuquerque Service Center Payments – Incident Finance 101 B Sun Ave. NE Albuquerque, NM 87109 Phone: 877-372-7248 Fax: 877-816-9532 Email: asc_ipc@fs.fed.us</p>

APPENDIX III
Idaho Cost Share Template and Methodologies

Guidelines, templates, and methodologies specific to Idaho for developing cost share agreements can be found in their entirety at:

Northern Rockies Coordinating Group site:

http://www.fs.fed.us/r1/fire/nrcg/Committees/Business/09_IDSAOP_CSTemplate.rtf

http://www.fs.fed.us/r1/fire/nrcg/Committees/Business/09_IDSAOP_CSMethodology.rtf

Great Basin Coordinating Group site:

<http://gacc.nifc.gov/egbc/states.php>

This direction only applies to those partners who are signatory to this agreement. Local units should enter into agreements with local partners where potential joint fire operations may occur. In those situations where no agreement exists the local unit should enter into an agreement at the time of the incident in conjunction with the cost share agreement.

**APPENDIX IV
SPECIAL MANAGEMENT CONSIDERATIONS**

**STANDARDS AND GUIDELINES FOR FIRE SUPPRESSION IN
WATERSHEDS WITH SENSITIVE FISH SPECIES**

These standards and guidelines are meant to reduce the impacts of fire suppression on Chinook salmon, steelhead, bull trout, cutthroat trout, redband trout and water quality. They should be considered when fighting fire in any drainage, but are especially important in areas where sensitive fish species are known to occur. Fire dispatch offices should have maps that display sensitive fish species distribution.

Every effort should be made to minimize stream course disturbance, sedimentation, riparian disturbance and actions that could result in increased water temperatures. Consider these potential adverse fire suppression effects, and the potential adverse effects of wildfire damage, during initial fire size-up, initial suppression response, and in the development of a WFDSS/WFSA.

Concern and Corresponding Standards and Guidelines

1. Fireline
 - A. Size and location consistent with Minimum Impact Suppression Tactics (MIST).
 - B. Rehabilitate all mechanized line (e.g., seed, drain, obliterate, etc.).
 - C. Construct erosion control structures as hand line is built.
 - D. Avoid using stream bottom as improved or constructed control point. If possible, maintain a vegetated buffer between stream channels and firelines. If needed, consult with resource advisor to minimize impacts.
 - E. In burnout operations, minimize fire intensity near streams.
 - F. Run perpendicular to, not parallel to stream courses.
2. Introduction of toxics *****Notify Dispatcher in the event of any significant spill*****
 - A. Retardant, foams, gels and surfactants
 1. Avoid application near live streams or lakes (300 feet, reference INFISH/PACFISH). Applications in waterways require notification to local resource managers and USFS Missoula-Wildland Fire Chemical Systems (WFCS):
<http://www.fs.fed.us/rm/fire/wfcs/report.htm>
 2. Do not pump directly or dip helicopter buckets from streams if chemical products are to be injected into the system. If chemicals are utilized pump from a fold-a-tank located at least 300 feet from water.

3. Avoid back flushing pumps and charged hose into live streams and lakes.
4. Use the guidelines for aerial delivery of retardant or foam near waterways

B. Fuel Spills

1. Keep fuel at least 300 feet from stream, lakes and riparian areas.
2. Avoid locating helibases or helicopter refueling operations within 300 feet of waterways.
3. Provide for spill prevention and containment measures for extended operations.
4. Agencies are responsible for travel restriction (fuel trucks) maps and informing incident management of restrictions.

3. Camp Location

A. Avoid mapped areas that show sensitive fish species distribution, and use only those areas approved by a Resource Advisor.

B. No camp locations within one mile of active spawning areas where sensitive fish are present.

4. Water Intake Direct Effects

A. Water sources should be located and designed to minimize direct impacts on sensitive fish species and, if possible, to avoid spawning areas and juvenile rearing waters.

B. Screen fish from intake, maximum screen opening size is 3/32”.

C. Helicopter bucket dipping from streams in or adjacent to spawning concentrations should be avoided.

D. Helicopter bucket dipping should be done only after injection systems have been removed, disconnected or rinsed clean.

E. Awareness of aquatic invasive species is essential. Helicopter buckets and fixed tanks need to be cleaned before departing an incident or utilizing different drainage systems. For additional information follow the links below:

<http://www.fs.fed.us/r4/resources/aquatic/>

<http://www.fs.fed.us/invasivespecies/index.shtml>

<http://www.dfg.ca.gov/invasives/>

<http://www.fs.fed.us/invasivespecies/relatedlinks.shtml>

http://agri.idaho.gov/Categories/PlantsInsects/Images/Invasive_Species/Invasive_Species_Rules.pdf

5. Lack of Awareness

- A. Participation or consultation with a fisheries biologist is considered essential in the development of a WFDSS in areas where sensitive fish species may be present.
- B. Provide complete briefing and maps to overhead teams and crews involved in areas where sensitive fish species are known to exist.
- C. A biologist/resource advisor should be readily available to the incident commander (IC) and participate in shift plan development to assess the potential effects of planned actions.
- D. After the fire is declared out, a biologist should review suppression and rehab actions to see if tactics and mitigation measures identified in the WFDSS were appropriate and successfully implemented.

APPENDIX V
RECORD OF DECISION FOR
THE NATION WIDE AERIAL APPLICATION OF
FIRE RETARDANT ON NATIONAL FOREST SYSTEM LANDS

Aerial Delivery of Fire Retardant

- The Record of Decision (ROD) from 2011 permits one exemption for aerial delivery of fire retardant into waterways: when human life or public safety is threatened, and the use of aerially delivered fire retardant can be reasonably expected to alleviate that threat.
 - The ROD provides additional operational guidelines to ensure retardant drops are not made within the 300-foot buffers on either side of waterways, in waterways, or within avoidance areas mapped for threatened, endangered, proposed, candidate, and Forest Service-sensitive species.
 - The ROD provides new national standardized protocols for mapping avoidance areas. Avoidance areas have been mapped for threatened, endangered, proposed, candidate and Forest Service-sensitive species on each national forest where retardant is likely to be used and may have unacceptable effects on a species or its habitat. Aerial application of fire retardant will be used and may have unacceptable effects on a species or its habitat. Aerial application of fire retardant will be avoided in these areas.
 - The ROD provides greater protection for cultural resources including historic properties, traditional cultural resources, and sacred sites through national direction for closer coordination with states and tribes.
 - The 2011 Direction requires the Forest Services to annually assess 5% of fires smaller than 300 acres where aerially-delivered retardant is used and the fires has an avoidance area, waterway, or is near an avoidance area—including at least one small fire on every Forest that uses retardant—to better determine if the use of retardant on smaller fires is entering an avoidance area but not being discovered and reported.
 - The ROD includes additional procedures for reinitiating consultation and monitoring, if determined to be required, should a misapplication occur.
2. The Forest Service will monitor **ALL** misapplications utilizing national standard reporting forms.
 3. To determine if misapplication had occurred, the Forest Service will continue to monitor *all large fires* where aerial delivered retardant is used and avoidance areas exist.

**APPENDIX VI
SUPPLEMENTAL FIRE DEPARTMENT RESOURCES**

Attachments can be found at
<http://www.nwcg.gov/general/memos/nwcg-004-2009.pdf>



**NATIONAL WILDFIRE
COORDINATING GROUP**

National Interagency Fire Center
3833 S. Development Avenue
Boise, Idaho 83705

MEMORANDUM

Reference: NWCG#004-2009
To: NWCG Executive Board
From: NWCG Chair *Brian McManis*
Date: February 6, 2009
Subject: Agreements with Local Fire Departments

Several local fire departments have established programs to sign-up qualified resources to be dispatched to incident assignments under agreements between state or local fire departments and Federal partners. A review of these agreements and Annual Operating Plans has shown a variety of pay rates, overhead rates, backfill, and methods of pay ("hours worked" versus "portal to portal"), leaving receiving units unclear as to what they are paying for a resource mobilized from out of their geographic area.

The NWCG and the National Multi-Agency Coordinating Group (NMAC) have determined that wildland fire agencies should continue to allow local Federal land management offices to enter into agreements with local fire departments that include supplemental resources for mobilization. However, we feel that there should be controls on the terms of these agreements to ensure consistency across geographic boundaries. The NWCG tasked the Incident Business Practices Working Team to develop standards and controls for the following:

- Provide definition of supplemental fire department resources so that a consistent application is applied.
- Establish standard rates for supplemental fire department resources, using General Schedule tables with locality pay applied.
- Require supplemental fire department resources to be paid on an as-worked basis; not portal to portal.
- Recommend a standard administrative overhead rate for supplemental fire department resources.
- Develop a process to assure there are no backfill payments for supplemental fire department resources.

-
- Develop a standard template for local agreements that include supplemental fire department resources.
 - Develop standard ROSS and dispatch protocols for management of supplemental fire department resources.

The attached documents and templates have been developed as directed and approved by the NWCG. All agencies are requested to provide direction to the field to implement these required modifications to local and/or state agreements that provide supplemental fire department resources for national mobilization prior to the 2009 western fire season.

Attachments:

- A: Standard language for all state or local agreements that includes national mobilization of supplemental fire department resources.
- B: Annual Operating Plan for the mobilization of supplemental fire department resources.
- C: Talking Points
- D: Classification level matrix of positions to be used when determining pay rates for Supplemental fire department resources.

ATTACHMENT A

The following must be included in Mutual Aid agreements if the fire district will be providing Supplemental Fire Department Resources outside of their local response area. It will also be included in agreements with State agencies if they are the party responsible for the dispatching and payment of the local resources. Changes cannot be made in these clauses without prior approval by the appropriate agency NWCG representative.

Additions required in the parent document:

The definition of Supplemental Fire Department Resources must be included in the glossary of the parent agreement.

“Supplemental Fire Department Resources - Overhead tied to a local fire department generally by agreement who are mobilized primarily for response to incidents/wildland fires outside of their district or mutual aid zone. They are not a permanent part of the local fire organization and are not required to attend scheduled training, meetings, etc. of the department staff.”

Additional section to be included in General Provisions:

“Supplemental Fire Department Resources – There are situations when additional support personnel are necessary for national mobilization and the need can be filled by supplemental personnel available to the fire district. When this situation arises resources will be mobilized via the process outlined in Exhibit xx.”

Exhibit XX

When mobilizing Supplemental Fire Department Resources outside of the fire district or mutual aid zone the following will apply.

Mobilization

Mobilization will follow established ordering procedures as identified in the National, Geographic, and Local Mobilization Guides. Resources will be mobilized from the Host Dispatch Zone in which the department is located. Personnel will be provided a copy of the resource order request after confirmation of availability and prior to departure from their home jurisdiction. Resource orders shall clearly indicate incident assignment, incident location, expected incident arrival time, and any additional special needs or equipment authorizations, e.g. cell phones, laptops, rental vehicles, etc.

Reimbursable Costs

Reimbursable costs for personnel include compensation rates for hours worked, benefits, transportation, and per diem. It is the intent of this provision that the Supplemental Fire Department Resource be paid a regular compensation rate for all

hours worked plus an overtime compensation rate for actual overtime hours worked, including travel. Reimbursable costs shall not include portal to portal pay or the employee portion of benefits. Travel and per diem reimbursements will be based on the Federal Travel Regulations.

Backfill is not reimbursable for personnel hired as Supplemental Fire Department Resources.

An indirect cost allowance equal to ten percent of the direct salary and wage cost of providing the service (excluding overtime, shift premiums, and fringe benefits) is allowed. (OMB Circular A-87)

Personnel

All personnel will possess an active Incident Qualification System (IQS) or equivalent incident qualification documentation commensurate with all applicable NWCG 310-1 standards for training and qualifications. Personnel will be qualified for their assigned positions. XXFD is responsible for annually certifying and maintaining the qualifications of their Supplemental Fire Department Resources. XXFD will bear the cost of training for their Supplemental Fire Department Resources.

Any personnel to be mobilized under this exhibit will be listed in the Annual Operating Plan (AOP) by name, position(s), and identified as SR. While on assignment, these individuals are **XXFD** employees and the **XXFD** will be reimbursed for their actual costs.

Rate Determination

The basis for the computation of base hourly rate is the classification level of the position filled according to the attached matrix. Base hourly rate shall be no more than step 5 of the appropriate GS wage adjusted for locality pay at the location of the fire district. These rates can be found on the OPM web site <http://www.opm.gov>, Salaries and Wages. Personnel are hired at the rate of the position being filled, not their highest qualification.

The hourly compensation rates identified in the AOP are computed as follows:

1) **Regular Compensation Rate:** The rates listed include base hourly rate determined above plus employee benefits. Employee benefits include those costs actually incurred by the XXFD for the employment of these individuals, such as employer liability, workers compensation, employer share of social security, etc.

2) **Overtime Compensation Rate:** Overtime compensation rates are paid based on a 7 day work week beginning on day one of mobilization. Compensation rates are paid at time and a half of the base hourly rate for all hours worked in excess of 8 hours per day for the first 5 days and full time and one half for all hours worked during the remainder of the work week. Compensation includes travel time.

3) **Hazard Pay Rate** – Hazard pay differential is paid to those employees performing work that meets the definition of hazardous duty as defined in the Interagency Incident Business Management Handbook, Section 12.9. Compensation rates are paid at 25 percent of the base rate when performing duties that meet the definition of hazardous duties. All hazard pay differential is based on a 24-hour day from 0001-2400 and shall be paid for all hours in pay status during the calendar day in which the hazardous duty is performed.

Days off at Incident

Days off at the incident will be paid for 8 hours. Work/rest guidelines will be followed, and mandatory days off will follow current guidelines (IIBMH 12.7-2 #4) Once travel to the home unit commences days off will not be paid.

Transportation and Per Diem

Per Diem reimbursements will be based on the Federal Travel Regulations. The payment rate for privately-owned vehicles (POVs) and rental vehicles used to support Supplemental Fire Department Resources shall be at the current Federal Travel Regulation rate.

Signature _____ Date _____
Agency Administrator
Federal Agency

Signature _____ Date _____
Fire Chief
Local Fire Protection District
Or appropriate Official at State Level

ATTACHMENT B
20xx Annual Operating Plan
for the
Mobilization of Supplemental Fire Department Resources

The following personnel of the **XXFD** are designated Supplemental Fire Department Resources. Personnel may be added through an amendment or as a revision to this AOP. While on assignment, these individuals are **XXFD** employees and the **XXFD** will be reimbursed for their actual costs.

The FY 20xx hourly compensation rates for the identified **XXFD** personnel include any applicable pay as follows:

FY20xx Hourly Compensation Rates for Supplemental Fire Department Resources from XXFD:

Personnel	Status	Position Type	Regular Comp. Rate		Overtime Comp. Rate
			Base Hourly	Benefits	
<i>Name</i>	<i>SR</i>	<i>qualification</i>	<i>\$/hr</i>	<i>\$/hr</i>	<i>\$/hr</i>
		<i>qualification</i>	<i>\$/hr</i>	<i>\$/hr</i>	<i>\$/hr</i>
		<i>qualification</i>	<i>\$/hr</i>	<i>\$/hr</i>	<i>\$/hr</i>
<i>Name</i>	<i>SR</i>	<i>qualification</i>	<i>\$/hr</i>	<i>\$/hr</i>	<i>\$/hr</i>
<i>Name</i>	<i>SR</i>	<i>qualification</i>	<i>\$/hr</i>	<i>\$/hr</i>	<i>\$/hr</i>

The regular compensation rates identified above include the following benefits:

- Employer liability at xx%
- Workers compensation at xx%,
- Medicare at xx%,
- Employer Contribution to Social Security at xx

Documentation of benefits included in rates will not be required to be submitted with billing, but should be maintained, and may be requested by the government at any time.

(The above are examples only and the specific benefits for your department may vary but shall be listed)

ATTACHMENT C

TALKING POINTS

Supplemental Fire Department Resources

- NWCG recognizes the value of cooperation with fire departments in providing resources for National mobilization.
- This template is intended to apply to national mobilizations and may not apply within local and mutual aid response zones.
- Template language is not intended to affect agreements with regular and volunteer fire department employees.
- The policy will be implemented through Cooperative Fire Protection Agreements at the state or local level.
- The standardized templates will become the standard beginning fire season 2009.
- The intent of the change is to develop consistency in application and allow for full disclosure of rates.
- Goal is to reimburse fire department actual expenses that relate to the mobilization and support of national incident response.
- The standard template is being developed at this time in response to the growing use of Supplemental Fire Department Resources
- This template will be required for national mobilization of Supplemental Fire Department Resources.

ATTACHMENT D

Attachment to Exhibit XX
 Supplemental Fire Department Resource
 Classification Level Matrix

1 of 2

<i>OPM</i> GENERAL SCHEDULE	AREA COMMAND	COMMAND	OPERATIONS	AIR OPS	PLANS	LOGISTICS	FINANCE	SUPPORT
GS-2						RADO		
GS-3			FFT2	ABRO	DPRO	SECG		EDRC
GS-4			FALA FFT1	HECM		EQPI	PTRC	
GS-5		ICT5	ENOP		SCKN	BCMG EQPM INCM ORDM RCDM SECM	CLMS EQTR INJR	
GS-6		ICT4	CRWB DOZB ENGB FALB FELB STAM TRPB WHSP	AOBS DECK HELB RAMP	DOCL FOBS TNSP	COMT		EDSD
GS-7		IOF3	STCR STDZ STEN STLM STPL	HELM SEMG	GISS	CTSP EMTB EMTI		

Positions not included in this matrix must be submitted to the IBPWT for rate determination.

ATTACHMENT D

Attachment to Exhibit XX
 Supplemental Fire Department Resource
 Classification Level Matrix

2 of 2

<i>OPM GENERAL SCHEDULE</i>	AREA COMMAND	COMMAND	OPERATIONS	AIR OPS	PLANS	LOGISTICS	FINANCE	SUPPORT
GS-8		SOF3	DOZ1	ATBM	DMOB	COML	COMP	EDSP
			TFLD	HEB2	HRSP	FACL	COST	IADP
					RESL	FDUL	TIME	
					SITL	GSUL		
						MEDL		
						SPUL		
GS-9			FALC	HLCO			PROC	
				HEB1				
				SECO				
GS-10		ICT3	DIVS	ASGS	FBAN	EMTP		CORD
			STPS	ATGS	LTAN			INTL
								PETM
GS-11		PIO2	OPBD	AOBD	PSC2	LSC2	FSC2	ARCH
		LOFR	OSC2			SVBD		IBA2
		SOF2				SUBD		MCCO
								PETL
GS-12	ACAC	DICT (T2)	OSC1		PSC1	LSC1	FSC1	IBA1
	ACPC	PIO1						
	ACLC	SOF1						
GS-13	ACDR	DICT (T1)						

Positions not included in this matrix must be submitted to the IBPWT for rate determination.

**APPENDIX VII
BLM SPECIFIC GUIDELINES
DESIGNATED WILDERNESS GUIDELINES**

Until an official wilderness management plan is completed for the designated wilderness areas in Owyhee County, the management of fire will follow the BLM Wilderness Handbook H-8560-1 policy. The handbook states:

The objectives of fire management in wilderness are to: (a) permit lightning-caused fires to play, as nearly as possible, their natural ecological role within wilderness and (b) reduce, to an acceptable level the risks and consequences of wildfire within wilderness or escaping from wilderness. Fire ignited by lightning will be permitted to burn or will be suppressed as prescribed in an approved plan. Prescribed fires ignited by man may be permitted to reduce unnatural buildup of fuels only if necessary to meet objectives (a) and (b) above. Although additional benefits may result from human-ignited prescribed fire, vegetative manipulation will not be used to justify such fires.

WILDERNESS STUDY AREA (WSA) GUIDELINES

Since interim wilderness management plans have not been completed on all WSA's, area-specific fire suppression objectives have not been prepared for those areas. However, interim Bureau wilderness management policies apply to these areas and constrain fire suppression activities. Policy for fire management in WSA's states that fire suppression actions will continue in WSA's, but caution should be used to avoid impairing wilderness values. In planning firebreaks, the use of natural firebreaks and roads is recommended. Essentially, the most effective methods of suppression which are least damaging to wilderness values will be used. For those WSA's that do have interim plans completed, the specific fire suppression objectives and guidelines will be documented in the local annual operating plans.

WILD AND SCENIC RIVERS

Until an official wild and scenic river management plan is completed for the designated wild and scenic rivers in Owyhee County, the management of fire will follow the BLM Wild and Scenic River Manual 8351. The manual states:

Management and suppression of fires within a designated WSR area shall be carried out in a manner compatible with contiguous Federal lands. On wildfires, suppression methods shall be used that minimize long-term impacts on the river and river area. Presuppression and prevention activities shall be conducted in a manner which reflects management objectives for the specific river segment. Prescribed fire may be used to maintain or restore ecological condition or meet objectives of the river management plan.

RECREATION SITES AND DEVELOPMENTS

There are numerous recreation sites and facilities on public lands. To protect the significant capital investments used to develop these sites, fire suppression is a very high priority and the highest budget level for suppressing these fires should be employed. The objective is to take immediate suppression action on all fires threatening these sites, achieving containment with initial attack

forces. Fire size should be limited to less than five acres and sustaining no loss on construction facilities. No dozer use will be allowed in any established campgrounds or recreation sites.

HIDEAWAY ISLANDS RESEARCH NATURAL AREA

Hideaway Islands are designated as a research natural area. The designated area consists of two un-surveyed islands located in the Kootenai River. The islands are not likely to have wildfire occurrence, although there have been incidents of fire recorded.

The natural area management plan prescribes that any fire will be suppressed to protect a unique plant community. Therefore, ground disturbance from heavy equipment will not be authorized.

MACFARLANE'S FOUR O'CLOCK HABITAT MANAGEMENT PLAN AREA

MacFarlane's Four O'Clock, a federally listed endangered plant, occurs on Bureau lands at two locations on the Coeur d'Alene District, (Cottonwood Field Office) in the lower Salmon River Canyon. Management objectives prescribe that these areas be protected at the highest priority. Therefore, all fires threatening these areas will be immediately contained and suppressed at the smallest size possible. Also, fire suppression methods that result in the least amount of ground disturbance will be favored.

SLICKSPOT PEPPERGRASS MANAGEMENT PLAN AREA

Slickspot Peppergrass, a federally listed endangered plant, occurs on Bureau lands at the two locations in the Boise District (Morley Nelson Snake River Birds of Prey National Conservation Area, Bruneau, Four Rivers Field Offices) and Twin Falls District (Jarbidge Field Office). This plant occurs on playa or natric sites (salt). Management objectives prescribe that these areas be protected at the highest priority. Therefore, all fires threatening these areas will be immediately contained and suppressed at the smallest size possible. Also, fire suppression methods that result in the least amount of ground disturbance should be considered before other methods.

PACKARD'S MILKVETCH MANAGEMENT PLAN AREA

Packard's Milkvetch, a candidate for federally listed endangered plants, occurs on Bureau lands at one location in the Boise District (Four Rivers Field Office) on clay soils. Management objectives prescribe that these areas be protected at the highest priority. Therefore, all fires threatening these areas will be immediately contained and suppressed at the smallest size possible. Also, fire suppression methods that result in the least amount of ground disturbance should be considered before other methods.

WILDLIFE CONSTRAINTS

In areas within the Payette, Weiser, and Snake River corridors, no dozer use will be allowed without approval of the Resource Advisor because of extremely important wildlife values. Also, in areas where shrub populations exist, there will be no large burnouts or backfires before consulting with a resource advisor.

Idaho BLM has mapped preliminary priority habitat areas for Sage-Grouse conservation, based on population, habitat and related data, per WO IM 2010-043. Fire managers and resource advisors will be able to use these maps as a tool in helping to determine appropriate fire management activities.

Sage-Grouse Conservation - Best Practices for Fire Management

1. Develop state-specific sage-grouse toolboxes containing maps, a list of resource advisors, contact information, local guidance, and other relevant information.
2. Provide localized maps to dispatch offices and extended attack incident commanders for use in prioritizing wildfire suppression resources and designing suppression tactics.
3. Assign a sage-grouse resource advisor to all extended attack fires in or near key sage-grouse habitat areas. Prior to the fire season, provide training to sage-grouse resource advisors on wildfire suppression organization, objectives, tactics, and procedures to develop a cadre of qualified individuals.
4. On critical fire weather days, pre-position additional fire suppression resources to optimize a quick and efficient response in sage-grouse habitat areas.
5. During periods of multiple fires, ensure line officers are involved in setting priorities.
6. To the extent possible, locate wildfire suppression facilities (i.e., base camps, spike camps, drop points, staging areas, heli-bases) in areas where physical disturbance to sage-grouse habitat can be minimized. These include disturbed areas, grasslands, near roads/trails or in other areas where there is existing disturbance or minimal sagebrush cover.
7. Power-wash all firefighting vehicles, to the extent possible, including engines, water tenders, personnel vehicles, and ATVs prior to deploying in or near sage-grouse habitat areas to minimize noxious weed spread.
8. Minimize unnecessary cross-country vehicle travel during fire operations in sage-grouse habitat.
9. Minimize burnout operations in key sage-grouse habitat areas by constructing direct fireline whenever safe and practical to do so.
10. Utilize retardant and mechanized equipment to minimize burned acreage during initial attack.
11. As safety allows, conduct mop-up where the black adjoins unburned islands, dog legs, or other habitat features to minimize sagebrush loss.

Fuels Management and Rehab Projects shall be coordinated with the local unit and will follow WO-IM -2011-138, WO-IM-2010-195, and WO-2012-043. For copies contact the local BLM unit.

APPENDIX VIII
IDAHO DEPARTMENT OF LANDS
COMMUNITY AND STRUCTURE FIRE PROTECTION FROM WILDFIRES IN IDAHO

The question of who is responsible for protecting structures from wildfires in Idaho is asked multiple times every fire season. Both the Great Basin and Northern Rockies Coordination Groups have published a document that does a good job of discussing the shared responsibilities of homeowners, local fire departments and the wildland fire agencies, when wildfires threaten homes and communities.

This document will provide additional clarification to Idaho Department of Lands (IDL) employees and agencies that provide protection for IDL on what is expected of the wildfire agency and what is expected of the local fire department. This document is intended to add clarity to the Community and Structure Guidelines produced by NRCG and GBCG.

The direction provided is based on the fact that IDL is the state agency charged with protecting forest lands in Idaho and local fire departments are primarily formed to provide structural suppression to the citizens within the fire district boundary. IDL is trained and equipped to provide wildland fire suppression but not structural suppression. Local fire departments are trained and equipped to provide structural suppression but typically do not have the training or equipment to suppress wildland fires, especially those that escape initial attack.

IDL expects its firefighters and fire managers to use standard wildfire tactics to protect a structure or community from the threat of an advancing wildfire. This would include the use of natural barriers, constructed fire lines, wet lines or retardant lines. When safe to do so, fire lines should be reinforced by the wildland agency. This can be done by ground resources through the use of black lining, hose lays or by aerial delivery of water or fire suppressants. IDL will bear the cost of these tactics (on IDL Protection).

Local fire departments are expected to provide direct suppression of fires in or on structures and protection of communities by the extinguishment of spot fires on or around the structure. They are also able to take internal suppression actions if needed to prevent the loss of a structure. The suppression of fire on or within a structure is their principal responsibility and the local fire department should bear the cost of these tactics. Local fire departments may be able to acquire additional resources to assist with this responsibility either through mutual aid or disaster declaration assistance.

Some local fire departments may have the resources, training and experience to assist IDL with the wildland tactics being used to protect structures from the advancing wildfire, however it should not be expected. Only when the local fire department clearly communicates to IDL that they have excess resources that are properly trained in wildland tactics and that their primary mission will not be compromised should their assistance be accepted.

The use of tactics such as gelling, wrapping and extensive fuels modifications around structures are not standard wildfire tactics and should not be used by IDL. Hazardous fuels modification should be done by homeowners and communities before fire threatens them. IDL should encourage these activities to occur. If the local fire department determines these tactics are part of their effort to

protect the structures than they will be responsible for these tactics and the cost associated with them.

In summary standard wildfire tactics should be utilized by IDL to protect structures and communities and the cost of these tactics will be IDL's responsibility. Standard structure suppression equipment and tactics should be utilized by the local fire department to protect structures and communities and the cost of these tactics will be the local fire department's responsibility.