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Idaho
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Date: February 19, 2016

Great Basin Correspondence: #2016-01

To: Great Basin Incident Management Team Members
Great Basin Incident Commanders
Great Basin Operations Committee

From: Chair, Great Basin Coordinating Group

Subject: Great Basin Incident Management Team Workshop

The 2016 *Great Basin Incident Management Team Workshop* will be held March 28-30, 2016 at The Riverside Hotel in Boise, ID. The workshop will cover two and half days with Great Basin committee meetings on Monday and meetings for IMT members beginning on Tuesday. This year format will be slightly different from years past with individual Team meetings beginning at 0800 hours and a General Session thereafter. Please see the enclosed *DRAFT* agenda for additional information.

This two day workshop will provide members of the IMTs an opportunity to be updated on agencies' policies and leader's intent; networking with counterparts on other teams; and building cohesion within individual incident management teams. With four new Incident Commanders being selected this year within the Great Basin, additional time for team building will be an emphasis throughout the two days. Time has been set aside for IMT functional area breakouts to review, discuss and formulate standard team protocols. Functional working groups are in the process of developing topics and agenda items for this four hour block of time on Tuesday afternoon.

The Riverside Hotel has set aside a block of rooms for those attending the workshop. Attendees to this year's workshop may make sleeping rooms reservations two ways. In either case, individuals will need to make reservations, no later than **Monday, March 14, 2016**. The first way to make reservations is by calling **208-343-1871** and identify yourself as a participant in the *Great Basin Incident Management Group*. The second way to make reservations may be done on-line at **[Great Basin Incident Management](#)**.

If you have any questions regarding this workshop, please contact your Incident Commander or Kim Martin, Incident Commander of Great Basin Incident Management Team 2 at kjmartin@fs.fed.us.

/s/ *Jessica Wade*

CC: Great Basin Coordination Center Manager
Great Basin Coordinating Group

Enclosure