

# Teton Fire Module Charter

**2012**

*\*Trial period -- Document expires December 31, 2012*

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## **Teton Fire Module Charter**

*The Intent of this charter is to present the unified overarching expectations from both the Grand National Park and the Bridger-Teton National Forest. The detailed expectations for day to day operations will be outlined in an operations guide maintained by the module leader.*

### **Mission**

The Teton Fire Module (TFM) is a mobile, self-sufficient and tactically skilled resource that is used in a variety of wildland fire and fuels related work. Their primary mission is to provide a skilled, efficient workforce to accomplish the full range of wildland fire management tasks including:

- Wildland fire management – planning, perimeter control, point protection, and monitoring.
- Prescribed Fire -- planning, preparation, implementation, and monitoring
- Mechanical fuel reduction – project planning, implementation and monitoring
- Participation and leadership in fire training activities within the interagency arena
- Assessment and mitigation of hazard trees.
- Assist with All Hazard/All Risk incidents as requested and qualified.
- Assisting in local area Forest/Park non-fire projects.
- Performs operations using resource sensitive equipment and tactics such as: Minimum-Impact-Suppression-Techniques, Leave-No-Trace, minimum tool, food storage, etc.

### **Professional Development**

Each member of the TFM will have the opportunity for professional development through training and experience. The TFM leader will work with each member to develop a training plan that balances the TFM's commitment to meet Teton Interagency Fire (TIF) management objectives with the individual's desire to gain experience and qualifications. Professional

development will include attending mission related training as it relates to necessary qualifications and certifications to perform the mission. Additional development may include:

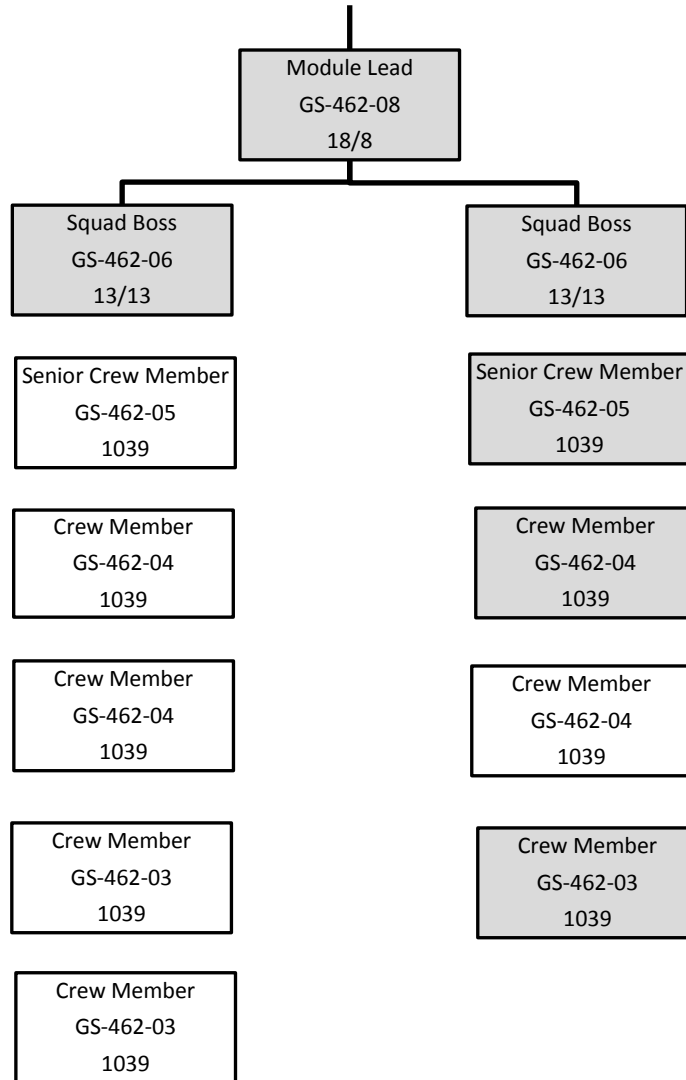
- Cross-train to and from other types of fire modules.
- Cross-train with Forest and Park resource specialists.
- Develop skills to utilize latest technology.
- Develop skills in fire and fuels related project planning.
- Develop skills and knowledge in decisions and planning on emerging incidents.
- Learn new skills related to fuels and fire effects monitoring (stand exams, Brown's transects, etc.)
- Develop administrative proficiencies.

## **Organization**

The TFM is comprised of both Grand Teton National Park (GRTE) and Bridger-Teton National Forest (BTNF) employees with a target size of eleven members. The TFM will consist of 1 permanent, subject to furlough GS-8 TFM Leader, 18/8, 2 permanent subject to furlough GS-6 Squad Bosses, 13/13, and 2 squads of seasonal GS-3,4, or 5 forestry technicians and aids. All positions are considered primary firefighters in accordance with 6c coverage. All TFM members are required to meet and maintain the arduous duty level of physical fitness and fire qualifications.

The following organization chart represents the typical TFM configuration but could be changed due to budget and other considerations.

### BTNF & GRTE Fire Staff



\*Gray equals USFS employee and white equals NPS employee.

## Qualifications

Current Qualifications existing on the TFM this year:

Single Resource Boss (2)	Advanced Firefighter (5)
Firing Boss (2)	Faller Class C
Engine Boss	Faller Class B (6)
Fire Information Officer	Faller Class B Crosscut
Prescribed Burn Boss III (3)	Faller A Crosscut
Incident Commander Type IV	Helicopter Crewmember (3)
Incident Commander Type V (2)	Emergency Medical Technician, Basic (3)
Fire Effects Monitor	

When dispatched as a wildland fire module to a fire, the TFM will meet the minimum qualifications for a Type 2 wildland fire module as identified in the *Standards for Interagency Wildland Fire Module Operations*. Additionally, the TFM will strive to exceed these qualifications to fulfill its mission and meet interagency fire and fuels management goals.

## Roles and responsibilities

### BTNF & GRTE Fire Staff:

Oversight for the TFM will be provided by the Grand Teton National Park Assistant Fire Management Officer and the Bridger-Teton National Forest Assistant Fire Management Officer. The two AFMOs annually work out an equitable sharing of resources and funding to meet unit fuels targets and will provide guidance and leadership in the following areas:

- Funding and financial management as defined by the Interagency Aviation and Wildland Fire Operations Annual Operating Plan.
- Overall prioritization and general scheduling for project work

- Module availability for fire and other assignments.
- Significant changes to the TFM size and organization

North Zone Fuels AFMO:

Serves as TFM's primary point of contact while working on Forest projects and provides guidance and leadership in addition to the responsibilities mentioned under "East/West Zone Fuels AFMOs":

- Administrative supervisor for the TFM leader.
- Coordinate with East and West Zone Fuels AFMO's to gather project information by May 7<sup>th</sup> to deliver to BTNF AFMO.
- Ensure pre-planning information is provided for Forest projects by May 15<sup>th</sup> to TFM Leader.
- Assist GRTE Fuels Tech with Forest issues and initiatives
- Provide mentorship to the TFM
- Assist with crew member screening and hiring.
- Keep GRTE Fuels Technician updated on significant events and crew status while on Forest projects.
- Coordinate with GRTE Fuels Technician on performance evaluations and professional development of TFM employees.

Grand Teton National Park Fuels Technician:

Serves as TFM's primary point of contact while working on Park projects and provides guidance and leadership in the following areas:

- Assist TFM leader with logistical needs, equipment ordering, schedule adjustment and travel scheduling.
- Coordinate with North Zone Fuels AFMO to program and establish training and project-work calendars.
- Provide administrative support for NPS employees.
- Provide individual and annual project work summaries.

- Provide project orientation, technical oversight, and logistical support required for the TFM on GRTE projects. Oversight will include site visits with a TFM representative prior to arrival, site visits during the TFM's work period to assess progress, recommending prescription adjustments or interpretations, and accommodating logistical needs.
- When possible, facilitate other zone resources working concurrently with TFM to foster cohesion amongst resources, increase productivity, reinforce project priority, and facilitate a smoother transition for completion by local resources if TFM cannot complete project within the allotted timeframe.
- Maintain working knowledge of projects assigned to the TFM including points of contact.
- Ensure pre-planning information is provided for GRTE projects by May 15<sup>th</sup> to the TFM leader.
- Assist North Zone Fuels AFMO with GRTE issues and initiatives
- Provide mentorship to the TFM
- Assist with crew member screening and hiring.
- Coordinate with Fire Effects to assure monitoring is complete prior to implementation of GRTE projects.
- Keep North Zone Fuels AFMO updated on significant events and crew status while on GRTE projects.
- Coordinate with North Zone Fuels AFMO on performance evaluations and professional development of TFM employees.

East/West Zone Fuels AFMOs:

Zone Fuels AFMOs hosting the TFM for project work are responsible for providing project orientation, technical oversight, and logistical support required to complete assigned work. Annually by May 7<sup>th</sup>, the Zone Fuels AFMO will be responsible for submitting project pre-planning information to the North Zone Fuels AFMO. This information will confirm that the project site is ready for the TFM's arrival. Oversight will include site visits with a TFM representative prior to arrival, site visits during the operational period to assess progress, recommending prescription adjustments or interpretations, and accommodating additional

logistical needs. The importance of site visits to assure that project objectives are being met cannot be over stated. Zone Fuels AFMOs will also coordinate with Fire Effects to ensure necessary monitoring is complete prior to implementation of projects.

When possible, it is also recommended that other zone resources work concurrently with TFM to foster cohesion amongst resources, increase productivity, reinforce project priority, and facilitate a smoother transition for completion by local resources if TFM cannot complete project within the allotted timeframe. Zone AFMOs should inform TFM leader of training needs and detail requests for individuals from local modules interested in working with TFM.

#### TFM Leader:

The module leader supervises the TFM and will establish and enforce standard operating procedures throughout the season including:

- Ensure all TFM activities are safe and productive.
- Facilitate completion of administrative duties and resolves routine personnel issues.
- Update GRTE Fuels Technician and North Zone Fuels AFMO personnel issues and training needs.
- Keep supervisors informed on project status.
- Facilitate detail opportunities, training, and employee development to fulfill TFM mission and individual goals.
- Recruit, retain, and hire quality employees.
- Assure crew log is completed and updated regularly.
- Ensure completion of monitoring and documentation summaries, as necessary, on wildland fire assignments.
- Provide hosting unit with crew manifest including: contact phone numbers, flight-weights, qualifications, and high-priority training needs.
- Provide hosting unit with work schedule and special equipment or supply needs to meet objectives.
- Communicate project status with the hosting unit upon leaving project site.



### TFM Squad Bosses:

- Support the TFM leader in achieving the mission.
- Act as TFM leader when crew lead is absent.
- Supervise and mentor TFM personnel.

### **Priorities**

TFM status, availability, and assignments will be discussed on the weekly FMO conference call to establish priorities. A “TFM calendar” will be prepared at the beginning of each field season to assign priority projects for the upcoming season. Mechanical fuels projects and prescribed fire preparation and implementation will be prioritized by the Park and Forest AFMOs. Completion of these projects will be an important factor when considering the TFM availability for fire assignments. GRTE/BTNF incidents will have priority over out-of-area assignments.