

2024

Wyoming Type 3 IMT Management Plan



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Date

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Management Plan Summary:

The Wyoming Type 3 Incident Management Teams (WY T3 IMT) were developed to provide rapid support to incidents, primarily wildfire, that occur on the participating land management agencies located in the state of Wyoming. This plan is unique as it represents two wildland fire Geographical Areas for resource mobilization. This management plan provides definition, oversight, information and guidelines for the Wyoming Type 3 Incident Management Team (IMTs). It is not extensive or all encompassing, but rather a synopsis to be referenced as a guide and updated annually. The Wyoming Type 3 IMT plan will be approved by the Wyoming IMT Management Board and the Board will act collectively as management oversight for the participating land management Agency Administrators, FMO's and Incident Commanders. If needed, decisions regarding team assignments will be made by the board. The board is comprised of the following representatives from each of the participating Wyoming T3 Team Dispatch Center Zones, Black Hills NF and Wyoming State Forestry. Subject matter experts will include the Dispatch Center Managers and the Wyoming User Unit FMO's (WY T3 FMO group).

- Josh Erickson, Teton Dispatch Area representative/ Chair
- Jon Warder, Cody Dispatch Area representative/ Vice-chair
- Jarrod Delay, Wyoming State Forestry representative
- Curtis Rasmussen, Casper Dispatch Area representative
- Jarrod Hohn, Black Hills NF representative

Wyoming Type3 IMT's are made up from the participating land management jurisdictional agencies that have wildfire response mandates within the state of Wyoming, other than Yellowstone National Park and to include Black Hills NF (lands in both Wyoming and South Dakota). The participating agencies also form up the Wyoming Type 3 Fire Management Group (WY T3 FMO group) and are comprised of:

- Wyoming State Forestry
- Black Hills NF
- Medicine Bow-Routt NF/Thunder Basin NG
- Big Horn NF
- Shoshone NF
- Bridger-Teton NF
- Wind River Big Horn Basin BLM
- High Plains District BLM
- High Desert District BLM
- Grand Teton NP

The WY Type 3 IMTs are intended to provide agencies with type 3 incident management teams of organized, highly skilled, qualified personnel to respond to emergency incidents primarily within the State of Wyoming and Black Hills NF. Availability of WY T3 IMT's will be determined based on need and conditions; however, the primary intent of the IMT's is to be a rapid response IMT for agencies within the "local area". The teams are primarily available to manage wildland fire incidents and teams *may be* available for other "all-risk/all-hazard" incidents dependent upon team (IC) comfort level/availability, complexity, agency need and available funding. Team availability will be set on virtual calls with the management group and FMO's that occur biweekly throughout the summer. Team availability will voted on and set at either the "local area only" or put available nationally.

Participation on the teams is open to all individuals. Primary consideration for team selection is from members associated with the Casper dispatch area, Cody dispatch area, Teton dispatch area, and Black Hills NF.

The "local area" is defined as all lands within the state of Wyoming except **Yellowstone National Park**. The local area also includes Black Hills NF due to having jurisdictional lands in the state of Wyoming and proximity to supporting

Wyoming participating agencies.

The Management Board will select Incident Commanders in close coordination with unit FMO's. The management board will be the primary oversight group and will be responsible for ensuring:

- Recruitment of IC's, trainees and team members occurs annually.
- The management plan and operations guide are completed annually.
- Communication with GACC's on availability is occurring.
- Coordinating bi-weekly calls with FMO's/ICs on availability and rostering
- Be responsive to issues that may arise throughout the summer.

Team Guidelines:

1. Responders are committed to making the safety of firefighters and the public the top priority on any incident.
2. All team members will meet established qualifications of the agency they are carded with. Type 3 teams will meet the minimum standards listed in Chapter 11 of the Interagency Standards for Fire and Fire Aviation Operations guide.
3. The Incident Commander (IC) will be responsible for following ensuring complexity of incidents are within the scope of Type 3 incident management and that teams span of control is maintained.
4. Primary/Shared team members will be expected to make a commitment to their assignment on the IMT with an objective of being available during scheduled team rotations.
5. Teams will rotate on a 2-week "on-call" period. Team members are responsible to inform the IC if they are unavailable for any team commitment. Team members who are unavailable are expected to identify a replacement team member for their missed commitment.
6. ICs will be responsible for ensuring host dispatch centers and GACC coordinators have current rosters and teams are made available at the level decided during the bi-weekly availability FMO call.
7. Teams will not "move forward" to cover the remainder of an on-call period once an IMT is mobilized. The cadre list will be developed and utilized to fill additional team requests that may be needed.
8. An IMT Operations Guide will be developed and reviewed annually to include:
 - a. SOP's developed by the local interagency community and adjusted to reflect Lessons Learned through IMT deployment
 - b. Initial Team rosters and annual call-out periods
 - c. Guidelines for incident pre-orders
9. ICs will provide ICS 215's (Incident Personnel Performance Rating) for team members and ensure trainee assignments are documented properly in position taskbooks.
10. A Team Performance Rating (located in the Interagency Standards for Fire and Fire Aviation Operations handbook, aka "redbook") will be requested from the ICs host agency administrator and should be obtained by the ICs at the completion of an assignment. Performance Rating that are obtained will be shared with the Management Board upon assignment conclusion.

Mobilization:

1. ICs are responsible to complete rosters with contact information, including any substitutions on the Friday call prior to the start of their "on-call" period. Each of the six teams will be hosted by one of the four Dispatch Centers, and ICs will work with their host dispatch center for rosters, and to ensure timely dispatch of team resources.
2. IMT members will be qualified in IROC for the position they will fill on a team mobilization.
3. The teams are a resource available to all units within the defined local dispatch area and will be mobilized within those areas. The ordering unit will specify the mobilization point, arrangements for briefing the IC,

and any transportation requirements at the time of the order. Team personnel will need to be self-sufficient for a minimum of 3 days.

4. The T3 IMT will be ordered as a core team, as rostered at the time of availability with additional positions negotiated between the Agency Administrator and the IC. A briefing will be scheduled between the ordering unit (Agency Administrator) and the IC. Preferably, all team members, dispatch, would be present for an initial briefing; however, the incident situation will determine this. This briefing should address specific instructions, timeframes, and incident objectives through a Delegation of Authority.
5. The Wyoming Type III Teams may be ordered to support incidents outside of Wyoming with approval of the Wyoming FMO group. Upon notification of a pending incident management type 3 team request, the current on call hosting dispatch center will be notified to fill with the currently available WY Type III Team. This notification may come from a geographical area coordination center and/or a local WY dispatch center. The hosting on call dispatch center will coordinate with the appropriate hosting geographical coordination center to ensure incident management team members are mobilized in a safe and time efficient manner. Mobilization and ordering will follow already established national, geographical and local mobilization processes and procedures.
6. Upon mobilization of a WY IMT3, the mobilizing dispatch center IC will advise the FMO group via email and include the roster. This is to alleviate redundancy if an ad hoc team is needed or another IC is trying to fill out they're roster.

Agency Administrator's (AA) Responsibilities to the Type 3 Team:

1. Conduct a well-organized thorough briefing with incoming Type 3 IMT. Define roles, objectives, priorities and complexity issues related to the management of the incident.
2. Complete and approve a Delegation of Authority (DA). Within the delegation the AA may assign the following personnel:
 - a. Resource Advisor
 - b. A local finance contact and agency purchasing contact
 - c. Public Information Officer or media point of contact from host unit
 - d. Agency Representative, (if not themselves)
3. Conduct a close-out meeting with the IMT and provide a team performance evaluation to the IC before the release of the team.

Type 3 Teams Responsibilities to the Agency Administrator:

1. Adhere to established interagency safety guidelines, as well as following specific agency policy in safety management on any incident.
2. Follow the Delegation of Authority and Agency Administrator guidance in managing the incident.
3. Clearly communicate IMT capacity and qualifications/experience level of team members. Additional assistance is likely to be needed from the host unit in several areas, i.e. Finance, PIO. This is especially true when IMTs are mobilized outside of the local response area.

Demobilization:

1. The IC will approve the demobilization procedures. Emphasis should be placed on identifying resource needs well in advance and releasing unneeded resources in a timely manner.
2. The IC is responsible for completion of a transition plan and for sharing it with the incoming team or host unit, and the host dispatch center.
3. The team will be demobilized as a unit unless special circumstances exist.
4. Demobilization of resources will be coordinated by the plans section and the host unit dispatch center.
5. The IC will conduct a team AAR and will close out with the host agency(s) to include "lessons learned."
6. The IC will provide a documentation packet according to national standards and agency(s) requirement.