

Great Basin ICAP Process for 2014 IMT Selections:

February 4 & 5, 2014 @ Utah Division of Natural Resources, Salt Lake City.

DATE	ACTION
January 10 – 1600/COB	Jana will close all positions in the ICAP data base <ul style="list-style-type: none"> • Once this is completed IC’s can go in and begin to make selections for their teams
January 10 – February 3	IC’s select team members in ICAP from applicants* to their roster or the pool. Once the roster is as complete, IC posts the roster (roster template with 27-17& 6) on the Great Basin Incident Commander Council “community” in http://www.wildfirelessons.net ; GB_ICC “Community”. Target is to post them prior to February 3 rd , so that allows the Ops group and other IC’s to look at the rosters prior to the meeting. <i>*** The earlier—the better.</i>
February 4 & 5	IMT Selection Meeting, Salt Lake City – the primary purpose of the selection meeting is: <ul style="list-style-type: none"> • GBOC approval final rosters • Troubleshooting • Facilitation of any necessary filling of holes on teams, possible leveling where imbalances exist • Incident Business Rep reviews finance positions/trainees • Consistency relative to GB IMT selection SOP’s (from Mob Guide—see below) •

** - **When IC’s select team members in ICAP they WILL NOT check the button to email the individual, since this will not necessarily be the final.** (IC’s will notify the applicants selected for their teams. Agency representatives will notify the applicants from their agency who were not selected.)*

Following are some excerpts from the Great Basin Mobilization Guide regarding “Selection of IMT Members”:

- All nominations are submitted via ICAP
- All team members meet NWCG 310-1 qualifications
- Each position is required to re-apply every year *(except Primary IC’s)*
- Each nomination must be approved by current supervisor
- GBOC and IC’s will meet to review and approve proposed team rosters—oversight provided by GBOC Chair
- Proposed team rosters will be submitted on the Roster Template “master” (provided by GBOC) to ensure consistency of team positions, number of trainees, and consistent with GB policies. Each IC will bring a **poster size roster**, at least 3’ wide for ease of reading.

- If a vacancy occurs after the selection meeting, the IC may select a replacement by having the applicant submit a nomination in ICAP.
- Individuals may only be assigned to one IMT at a time.
- GB personnel that apply out of GACC must be approved by their agency rep on the GBOC in coordination with the GB Coordination Centers.
- Great Basin standard for team selection priority is in the following order:
 - Agency (Federal/State) -- in GACC
 - Cooperators – Full Time -- in GACC
 - Agency (Federal/State) -- out of GACC
 - Administratively Determined (AD) – in GACC
 - Administratively Determined (AD) – out of GACC
 - Cooperators – out of GACC
 - Supplemental Fire Department Resources
- In selecting team members and trainees, IC's and GBOC will strive for the best mix of highly qualified, diverse candidates which may require some adjustments within team selections.
 - Candidates must meet all pre-requisites for training, experience, and physical requirements. Failure to meet all qualifications requirements will preclude selection.
 - Agency personnel must be utilized before AD's or Supplemental to ensure continued development of agency employees. Out of GACC employees will be considered if there are no in GACC candidates available. Out of GACC candidates must receive approval from their GA CG before they can be finalized.
 - Trainees will be assigned on a 1:1 ratio with current qualified team members.
 - In 2014 the GBCG intends to fully implement the Great Basin Trainee Prioritization Program, therefore, ONLY SIX trainees will be "selected" by name. Teams may carry more trainees for mobilization, however they will be requested through the overhead desk on a mobilization by mobilization basis. Only the positions can be requested and overhead will fill them with priority trainees from the GB list.
 - Every effort will be made to place all trainees if possible.
- Applicants not selected will be notified of their status and put on a list for all teams to select from as additional positions are needed.