

Dillon Interagency Dispatch

Local Mobilization Guide/Dispatch Operating Plan



2015

***This document is to provide the information required in APPENDIX P of the Interagency Standards for Fire and Fire Aviation Operations Guide. Items included are unique to DDC. This document does not repeat information already included in National or Geographic Guides.**

****The paper copy of this document is available in DDC.**

2015 DILLON INTERAGENCY DISPATCH CENTER MOB GUIDE/OPERATING PLAN

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Table of Contents

Cover Page	1
Signature Page	2
Table of Contents	3
A. Organization	8
A-1 Chain-of-command/table of organization for the center, local agencies and cooperators.....	8
A-2 Notification process/procedures; Roles/responsibilities etc.	11
B. Dispatch Operations	13
B-1 General Information.....	13
B-2 Dispatcher roles and responsibilities	14
B-3 Procedures for each functional area (Coordinator On Duty, Overhead etc.,).....	14
B-4 Dispatcher training and qualification requirements.....	14
B-5 Dispatch Center Staffing Plan.....	14
B-6 Call-out procedures for additional personnel in emergency situations.....	15
B-7 Designation of duty officer for dispatch center	15
B-8 Shift limitations and day off/EFF hiring.....	15
B-9 Procedures for dispatch of resources off unit	16
C. Daily Duties	17
C-1 Check-in/out of administrative/fire personnel	17
C-2 Procedures for gathering and disseminating intelligence and Weather/briefings.....	17
C-3 Verification of initial attack response levels.....	17
C-4 Verification of status of suppression resources	17
C-5 Preparedness level establishment and verification	18
C-6 Procedures for providing information to the field about Suppression/Support Resource availability, radio frequencies to be used; burning conditions/fuel types; weather forecast updates; local fire activity; agency policies, fire activity, incident updates, weather updates, resource status.....	18
C-7 Procedures for recording radio traffic, key events, and other information in a format accessible to all personnel (i.e. COD Notes, Shift Briefs).....	19
D. Initial Attack/Response Plan Elements	19
D-1 Preplanned dispatch plans, Run-cards, and dispatch procedures	19
D-2 Management notification of a reported fire	20
D-3 Procedures for identifying preparedness levels	20
D-4 Process for assessing the appropriate response	20
D-5 Identification and notification of resources to respond	21
D-6 Cooperator support and planned response.....	21
D-7 Communications procedures	24
D-8 Procedures to follow when activity exceeds the initial attack/response plan.....	28
D-9 Aviation procedures.....	28

E. Emergency Operations (Fire/Non-fire)	31
E-1 Notification of a reported incident	31
E-2 Jurisdiction verification.....	31
E-3 Response plan activation.....	31
E-4 Agency and area notification	31
E-5 Move-up and cover procedures	31
E-6 Call-back procedures.....	31
E-7 Evacuation of incident area.....	31
E-8 Closing public/private roads	31
E-9 Ordering additional personnel, equipment, and aircraft.....	31
E-10 Fire Weather Watch and Red Flag Warning notification.....	32
E-11 Temporary Flight Restrictions (TFRs).....	32
E-12 Agency duty officers (roles and responsibilities).....	32
E-13 Aviation Mishap Response Guide.....	32
E-14 Utility company notification (power and gas)	32
E-15 Law enforcement dispatching procedures/requirements.....	32
E-16 HazMat/spill response notification procedures.....	32
E-17 Local government requesting all-risk assistance.....	32
E-18 Search and Rescue.....	32
F. Local Agreements	32
F-1 Copies of all interagency or inter-unit agreements and associated annual operating plans that govern the use of fire management resources	32
F-2 Maps delineating areas of responsibility for fire suppression coverage	33
G. Communications	34
G-1 Procedures for assigning/managing local radio frequencies	34
G-2 Procedures for obtaining additional frequencies	34
G-3 Maps of repeater sites	35
G-4 Instructions for using local dispatch radio consoles, phones, computers, fax machines paging systems, etc.	36
<i>BLM- The BLM National Radio Operations Branch internal website hosts radio and frequency policy documents and related information. The internal website is: https://sites.google.com/a/blm.gov/nrob</i>	
H. Weather	36
H-1 Procedures for Processing of weather observations via Weather Information Management System (WIMS)	36
H-2 Daily posting and briefing procedures.....	36
H-3 Broadcasts of fire weather forecasts to local fire suppression personnel	36
H-4 Procedures for processing spot weather forecast requests and disseminating spot forecasts to the field.....	36
H-5 Procedures for immediate notification to fire suppression personnel of Fire Weather Watches and Red Flag Warnings	36

I Fire Danger	37
I-1 Locally significant fire danger indices and recording of those values daily	37
I-2 Procedures for update and posting of monthly the seasonal trends of those values versus seasonal averages	37
J. Briefings	37
J-1 Time frames and frequencies/locations for daily briefings	37
J-2 Method for documenting briefings (time given, content of briefing, and person(s) conducting and receiving briefing)	37
K. Preparedness Levels	37
K-1 General information relating to the local preparedness plan	37
K-2 Procedures for identifying preparedness level	37
K-3 Notification to management	37
K-4 Dispatching roles and responsibilities at each preparedness level	37
K-5 Trigger Points	37
K-6 Specific triggers that cause the preparedness level to move up or down, such as number/size of fires, amount and type of resources available/committed, regional/national fire situation, condition of local fuels, observed fire behavior, human-caused risk or predicted lightning activity level, etc.	37
K-7 Specific actions tied to each preparedness level, such as extended staffing, prepositioning of suppression resources (crews, engines, air tankers, smokejumpers, etc.), the activation of local Multi-Agency Coordinating (MAC) groups, making contact with other agencies, and hiring of call when needed (CWN) aircraft, emergency equipment rental agreements (EERA), or administratively determined (AD) pay plan crews	37
L. Aviation	38
L-1 Ordering/scheduling requirements and procedures	38
L-2 Special use airspace	38
L-3 Special use mission requirements	38
L-4 Incident/accident reporting and documentation procedures	39
L-5 Flight management/tracking procedures	39
M. Expanded Dispatch Plan	39
M-1 Indicators for considering establishment of expanded dispatch	39
M-2 Recommended organization and points of contact	39
M-3 Overhead positions to order	39
M-4 Location/facilities, equipment/supplies, support needs	39
M-5 Procurement or buying unit team considerations	39
N. Service and Supply Plan	40
N-1 Current copies of competitive and non-competitive Incident Blanket Purchase Agreements (I-BPAs)	40
N-2 Source lists for incident-only contracts	40
N-3 Protocols for the use of Dispatch Priority Lists (DPLs)	40
N-4 Protocols for incident business coordination with agency administrative personnel	40

N- 5 Contact lists and hiring procedures for AD or non-fire personnel, ground, and logistics support	40
N-6 A list of locations for use as Staging Areas, Mobilization Centers, and Incident Command Posts (where applicable).....	40
N-7 Procedures for Local and Geographic Area Cache ordering	40
N-8 Commercial travel procedures (including instructions on the use of the agency corporate travel cards).....	40
N-9 Incident Management Team and Buying Team mobilization	40
N-10 <i>National Food Service Contract</i> , NFES 1276	40
N-11 <i>National Shower Facilities Contract</i> , NFES 2729	40
N-12 <i>National Incident Radio Support Cache (NIRSC) User's Guide</i> , NFES 0968	40
N-13 <i>Interagency Incident Business Management Handbook including Geographic Area Supplements</i>	41
N-14 <i>National Fire Equipment Systems Catalog</i> , NFES 0362.....	41
N-15 DPL contracts for vendors located in the local area	41
N-16 A Continuation of Operations Plan (COOP)	41
O. Administrative Items	41
O-1 Funding; travel; time sheets; fire reports, etc.	41
O-2 Procedures for completing and archiving fire records.....	44
O-3 Procedures for mobilization of critical incident stress debriefing teams.....	44
P. Medical Plan	45
P-1 Criteria/definitions; agency notification and documentation requirements	45
P-2 Procedures for Emergency Medical Response and notification.....	45
P-3 Activation/evacuation information.....	45
P-4 Medical facility locations and phone numbers	45
P-5 Air and ground transport (Medevac) capability	45
P-6 Burn center information	45
Q. Media Plan	46
Q-1 General procedures	46
Q-2 Notification requirements to agency and external affairs personnel	46
Q-3 Routing for media calls.....	46
R. Required Reference Materials (All coordination/dispatch centers will have the following reference materials available):	47
R-1 <i>National Interagency Mobilization Guide</i> , NFES 2092	47
R-2 <i>Geographic Area Mobilization Guide</i>	47
R-3 <i>Interagency Standards for the ROSS Operations Guide</i>	47
R-4 <i>Interagency Standards for Fire and Fire Aviation Operations</i> , NFES 2724	47
R-5 <i>WIMS User Guide</i>	47
R-6 <i>National Predictive Services Handbook</i>	47
R-7 <i>Interagency Situation Report User's Guide</i>	47
R-8 <i>ICS – 209 Program User's Guide</i>	47
R-9 <i>North American Emergency Response Guidebook (DOT)</i>	47
R-10 <i>Interagency Helicopter Operations Guide</i> , NFES 1885	47
R-11 <i>Aircraft Identification Guide</i> , NFES 2393	47

R-12 <i>Interagency Air Tanker Bases Directory</i> ,	47
R-13 <i>Interagency SEAT Operations Guide</i> , NFES 1844.....	47
R-14 <i>Interagency Aerial Supervision Guide</i> , PMS 505.....	48
R-15 <i>Interagency Smokejumper Operations Guide</i>	48
R-16 <i>National Retardant Requirements Contract</i>	48
R-17 <i>Interagency Call When Needed Helicopter Contract</i> , NFES 2168	48
R-18 <i>Interagency Airspace Guide</i> ,	48
R-19 <i>Interagency Air Tanker Base Operations Guide</i> , NFES 2271.....	48
R-20 <i>Military/National Guard Operating Plan (if applicable)</i>	48
R-21 Aviation Safety Plans.....	48
R-22 AP1B.....	48
R-23 Frequency Guides	48
R-24 National Regional/State/Local Aviation Plans	48
R-25 Local airport, SEAT base, air tanker base, helibase and smoke jumper base locations	48
R-26 Current and complete <i>Interagency Aviation Mishap Response Guide</i> , NFES 2659.....	48
R-27 Fire Danger Operating Plan or other preparedness operating plan*	48
R-28 Current Fire Danger Pocket Cards*	48
R-29 Fire Management Plan*	48
R-30 Mutual aid/initial attack agreements*	48

Local Dispatch Centers only

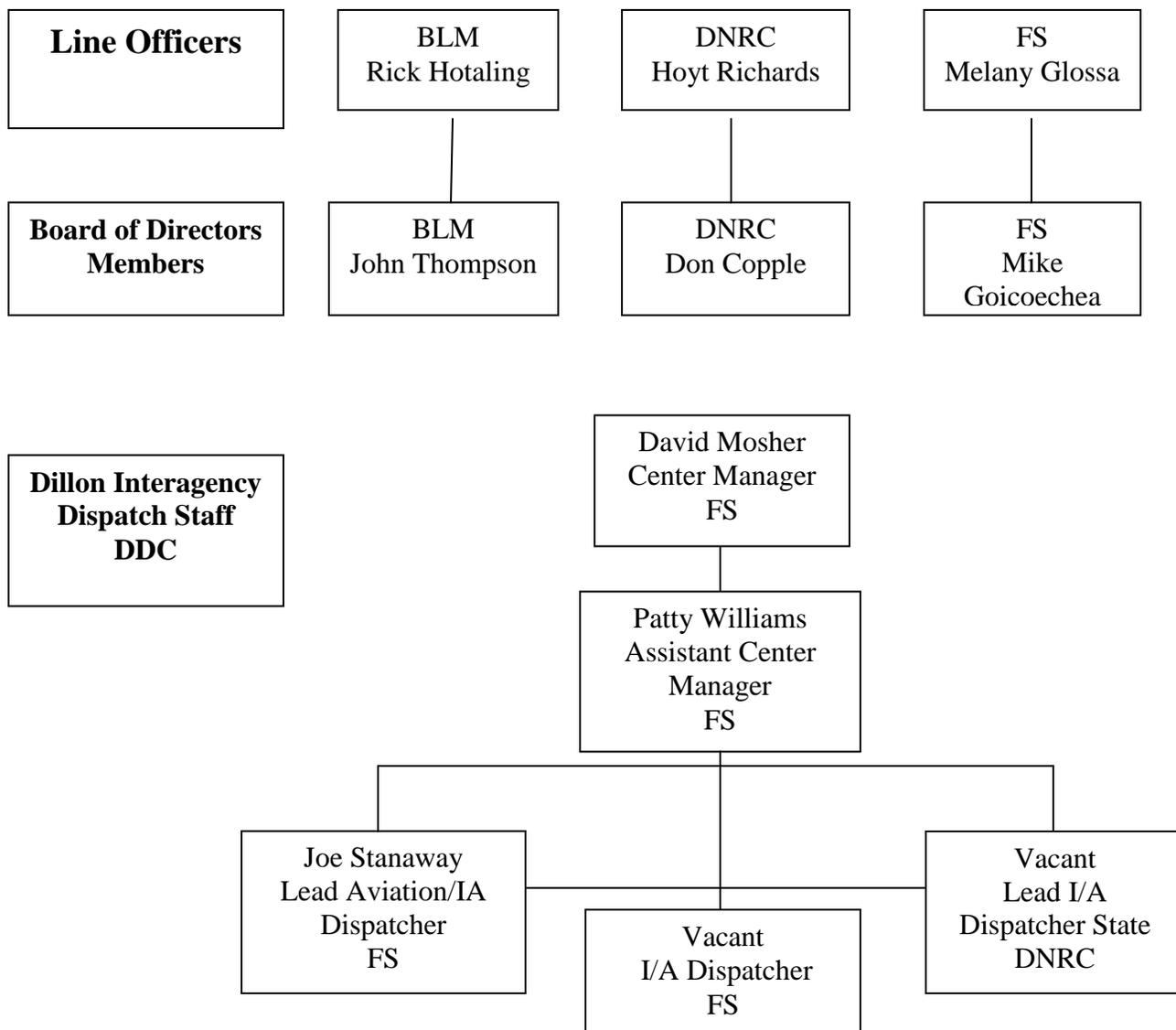
S. DDC SPECIFIC DOCUMENTS	49
S-1 BOD Charter.....	49
S-2 Run Cards.....	49
S-3 Central Zone Interagency Business Plan - 2014	49
S-4 5700; Use of Montana Department of Natural Resources and Conservation (DNRC) Helicopters – 2014 Documents.....	49
S-5 Source lists for incident-only contracts	49
S-6 <i>National Food Service Contract</i> NFES 1276	49
S-7 <i>National Shower Facilities Contract</i> NFES 2729.....	49
S-8 <i>National Incident Radio Support Cache (NIRSC) User’s Guide</i> NFES 0968.....	49
S-9 <i>Interagency Incident Business Management Handbook</i> including Geographic Area Supplements	49
S-10 <i>National Fire Equipment Systems Catalog</i> NFES 0362	49
S-11 DPL contracts for vendors located in the local area.....	49
S-12 <i>A Continuation of Operations Plan (COOP)</i>	49
S-13 B-D NF Aviation In-Briefing Booklet	49
S-14 DDC Standard Operating Procedures (SOP) Book	49

Phone Numbers50

**All contact information is for office facilities only to allow posting of this plan on the DDC website.

A. Organization

A-1 Chain-of-command/Table of Organization for the Center



Basic Forest Dispatch System

DDC is an interagency operation staffed with personnel from the Beaverhead-Deerlodge NF and the Dillon Unit of the DNRC.

Positions assigned to DDC are:

Center Manager	David Mosher	BDF
Assistant Center Manager	Patty Williams	BDF
Lead IA/ Aircraft Dispatcher	Joe Stanaway	BDF
Lead IA Dispatcher	VACANT	DNRC
IA Dispatcher	VACANT	BDF

The agency contributing the employee to DDC is responsible for handling hiring, payroll and other personnel actions. The day-to-day management of DDC personnel will be handled through the internal DDC chain of command. The Center Manager will make work assignments, provide training, and provide employee performance feedback in order to best utilize the assigned personnel to accomplish the requirements of this plan.

DDC is located at 420 Barrett Dillon, MT 59725, phone number (406) 683-3975.

Local agencies and Cooperators

Cooperators

The Cooperators within the DDC Zone include: the Beaverhead-Deerlodge National Forest (B-D NF), Dillon Unit of the Central Land Office Department of Natural Resources (DNRC), Dillon Field Office BLM (DFD), Butte Field Office BLM (BUD). The counties that participate through the Dillon Unit DNRC are Beaverhead and Madison. The Dillon Unit of DNRC may be asked to assist with the portion of Jefferson County that lies south of Boulder Hill specific direction for these actions are in the Dillon Interagency Mobilization Guide. The following agencies participate in the training and overhead resource availability: US Fish Wildlife Service Red Rocks National Wildlife Refuge, National Park Service Big Hole National Battlefield, Grant Kohrs National Historic Site and the Bureau of Reclamation Clark Canyon Reservoir. Addition protection for these areas is accomplished by agreements. Bannack State Park participates in training with DDC but has a separate initial attack agreements with local Volunteer Fire Departments for fire suppression.

Federal Agencies

The BLM (Dillon Field Office for Beaverhead and Madison Counties, Butte Field Office for the rest of the zone) will provide DDC with a map annually by May 1 that designates all areas requiring special suppression strategies and specify strategies necessary with respect to heavy equipment, engines, power tools, etc.

State/County

Department of Natural Resource and Conservation

The Beaverhead-Deerlodge National Forest and the Department of Natural Resource & Conservation-Dillon Unit uses DDC for the dispatch of initial attack resources to incidents on both agencies using the closest forces concept. Dillon Unit and the Beaverhead-Deerlodge National Forest have a “12 hour – no charge” agreement, (see the annual operating plan for specifics).

An approved operation plan is functional between the Central Land Office and the Beaverhead-Deerlodge National Forest. Both agencies are a part of the Dillon Zone Support Dispatch organization, which is an additional operational unit out of DDC located at the Beaverhead-Deerlodge Supervisor’s Office.

An approved operation plan is functional between the Southwest Lands Office and the Beaverhead-Deerlodge National Forest. Cooperative efforts are maintained in initial attack, support actions, helicopter operations and detection.

Local Government Resources

The Beaverhead-Deerlodge National Forest will work in cooperation with the Department of Natural Resource & Conservation and local government fire authorities for mobilization of local Government resources using NRCG Mobilization Guides when the need can be met by these resources.

County Initial Attack - - Working Zones

The initial attack working zone for “closest forces”, “12 hour - - no charge” are the Beaverhead, Madison and Jefferson County boundary lines. (See the annual operating plan for specifics).

Jefferson County shares wildland fire protection boundaries with the Helena National Forest and the Beaverhead-Deerlodge National Forest, Montana DNRC Helena and Dillon Units, Helena Dispatch Center and DDC.

DDC will provide timely incident status updates to Helena Dispatch Center on incidents that Beaverhead-Deerlodge National Forest is requested to respond to on Jefferson County protection.

The current agreement does not provide a “no charge time period” between Silver Bow, Granite, Powell or Deer Lodge counties and the Beaverhead-Deerlodge National Forest.

Mutual Aid Agreements - DDC/County Co-op fires:

Resources in these counties provide and receive mutual aid through the Dillon Division Plan. Resources should be dispatched under the closest forces concept in the event of mutual aid fire calls in these three counties. The exception to closest forces would be with aircraft. The responsible DNRC County Fire Advisor will be contacted when aerial resources are requested.

All other Counties within the DDC zone operate through a separate agreement with the Southwestern Land Office, DNRC. Coordination with Anaconda Unit Dispatch will occur when resources are requested by, or from these counties.

When a 911 County Dispatch office and/or a County Fire warden requests State/County Assistance through the State/County Co-op Agreement, the responsible DNRC County Fire Advisor will be contacted. The Dillon Unit/CLO has responsibility for Beaverhead and Madison Counties. The Helena Unit/CLO is responsible for Jefferson County. The Anaconda Unit/SWLO has responsibility for all other counties within the DDC zone. Any immediate needs should be dispatched using closest forces concept for ground resources, under the mutual aid period.

After initial dispatch by the 911 County Dispatches of rural volunteer fire departments (RVFDs) to wildland fire incidents, support dispatch communications may be through DDC. Upon establishing the communications links, check-in schedules will be established by the IC and DDC. Support dispatch for State/County Assist fires will be through the DDC.

Flow chart and procedures for the county to request assistance on wildland fires beyond the county's capabilities: see Appendix C.

A-2 Notification Process/procedures

DDC utilizes the texting capability of WildCAD in order to make general notifications intended for large groups, such as smoke report notifications, possible need of Law Enforcement Officers for incidents, general updates, etc. All DDC positions are capable of making these notifications. All notifications are also documented in WildCAD either using the texting feature or by typing the information into the system.

Notifications which are Agency/Cooperator Specific, such as accidents, injuries, etc., follow required Agency/Cooperator policies/procedures. DDC Center Manager (CM), Assistant Center Manager (ACM) or DDC Duty Officers (DO) is capable of making these notifications. These notifications are recorded in WildCAD, within the appropriate incident and on any Agency/Cooperator required paperwork.

Authorities

The support staff assigned to DDC will work under the supervision of the DDC CM and while assigned to DDC will have the authority and responsibility to act within interagency guidelines. Established channels of authority in dispatching as described in the Northern Rockies Interagency Mobilization Guide and National Interagency Mobilization Guide will be recognized and utilized at all times.

Dispatcher roles and responsibilities

Center Manager (CM): The DDC CM will be directly supervised by the Forest Fire Management Officer with overall dispatch oversight provided by the Board of Directors (BOD). The CM is responsible for supervision, leadership and oversight of DDC operations and coordinates with BOD on an as needed basis to inform them of issues of importance. Has authority to act for the BOD in emergency situations. The CM stays current on regional and national fire situations and keeps all agencies informed on needs and priorities at all levels. The CM assures that all reporting documentation is handled appropriately and supports the dispatch community with safe and timely dispatching, assures that all support, communication, and assistance are accomplished in a courteous cooperative manner. The CM will provide clear roles, responsibilities, and direction for each position in dispatch through BOD meetings and with the dispatch group and ongoing oversight to mitigate issues and concerns in dispatch. CM maintains a healthy, safe work environment, establishes work schedules and staffing for the dispatch center, works with all cooperators to facilitate fair practices and performance measures, handles all complaints from employees, customers and cooperators, sets and keeps a high standard of a service first organization, renews and maintains all agreements and other documentation for the dispatch center, assumes all dispatch responsibilities when others need assistance or oversight, and settles disputes between dispatchers and customers and or between the dispatchers. The CM will be the RAWS and WIMS owner and maintenance supervisor and is the lead RAWS Tech for 12 permanent weather stations (supervise others when they help with maintenance) and 2 quick deploy weather stations and is responsible for the management of the DDC Webpage.

Assistant Center Manager (ACM): The ACM is supervised by the CM, and supervises DDC in the absence of the CM. The CM will brief the ACM on exact roles and

responsibilities expected in their absence. The ACM supervises, monitors, and maintains oversight for all dispatch operations in accordance with the CM. The ACM will maintain an accurate picture of what is happening in regards to any situation handled by dispatch in order to prioritize incidents, keep management/cooperators informed, and work with the PIO to insure Wildweb is up to date and correct. The ACM provides oversight to expanded dispatch operations, and provides a liaison between expanded dispatch and the CM/IA Dispatchers. The ACM functions as the WildCAD Administrator. The ACM maintains IQCS, and is the Assistant Forest Training Officer. ACM ensures the travel log and documentation are up to date and correct in order to validate Centrally Billed Account charges, works with Forest Service AD's ensuring travel and hiring documentation are completed properly to expedite processing and payment through the Albuquerque Service Center. ACM assists in the completion of Firestat for Forest Service fires, checks WildCAD incidents to make sure they are complete and then closes them. Responsible for monitoring incident(s) status, radio traffic, resources ordered, systems used for processing information (i.e.: WildCAD, ROSS, etc.) and the work load of the IA Dispatchers. Based on initial attack activity and experience of the IA dispatchers, may determine the need for additional resources and consult with the CM. If directed by the CM, has orders placed for additional resources. ACM takes care of minor issues or problems in dispatch then notifies CM of the resolution and provides service to our customers and employees in a courteous cooperative manner. Ensures that the day to day business duties (i.e.: daily tracking of personnel, WIMS, Sit Report) are taken care of by those assigned. ACM maintains fire history records, attends required meetings and trainings, and other duties as assigned via chain of command. ACM is the WIMS/RAWS assistant owner and maintenance assistant.

Aviation/IA Dispatcher: IA is the priority of the Aviation/IA dispatcher until two or more aircraft are in use on the Dispatch zone. The Aviation/IA dispatcher may take the lead on IA incidents, but always takes the lead on all Aircraft dispatching responsibilities and duties for DDC, and supports all DDC IA incidents, responsibilities and duties. The Aviation/IA Dispatcher provides supervision, leadership (mentoring), and training to the IA dispatchers. Aviation/IA Dispatcher may assume some supervisory roles of the ACM in the absence of the CM or ACM, if asked to do so. The CM or ACM will brief the Aviation/IA Dispatcher on exact roles and responsibilities expected in their absence. These roles may include supervising, monitoring, and maintaining oversight for all dispatch operations, prioritization of incidents and keeping management/cooperators informed. The Aircraft/IA Dispatcher may assume some responsibilities of the IA Dispatcher in their absence or that of the others in the chain of command. IA Dispatcher will be responsible to brief the Aviation/IA Dispatcher on exact roles and responsibilities expected in their absence. Aviation/IA Dispatcher will complete other duties as assigned.

IA dispatcher: IA dispatcher's main responsibility is initial attack dispatching. The IA Dispatcher provides supervision, leadership (mentoring), and training to IA dispatchers. The IA Dispatcher may assume some supervisory roles of the ACM in the absence of the CM. These roles may include supervising, monitoring, and maintaining oversight for all dispatch operations, prioritization of incidents and keeping management/cooperators informed. The CM or ACM will brief the IA Dispatcher on exact roles and responsibilities expected in their absence. The IA Dispatcher may assume some responsibilities of the Aviation/IA Dispatcher in their absence or that of the others in the

chain of command. Aviation/IA Dispatcher will be responsible to brief the IA Dispatcher on exact roles and responsibilities expected in their absence. The primary roles and responsibilities of the IA Dispatcher include; IA dispatching, functioning as the primary WIMS input and reliability steward, maintaining and inputting Sit Reports in FAMWeb, starting and monitoring ROSS for IA Incidents. The IA Dispatcher also collects and disseminates IA availability daily, collects, and monitors all weather and insures that it is broadcast daily. The IA dispatcher will also monitor, maintain and coordinate information sharing with all dispatch partners, stay up to date on resources available in the dispatch area as well as Regionally and Nationally and share information with all partners, maintain and update contractor information and availability for dispatcher use and/or other duties as assigned. This position is currently sponsored by Montana DNRC.

IA dispatcher: IA dispatcher's main responsibility is initial attack dispatching. The IA Dispatcher may assume some responsibilities of the Aviation/IA Dispatcher in their absence or that of the others in the chain of command. Aviation/IA Dispatcher will be responsible to brief the IA Dispatcher on exact roles and responsibilities expected in their absence. The primary roles and responsibilities of the IA Dispatcher include; IA dispatching, functioning as the primary WIMS input and reliability steward, maintaining and inputting Sit Reports in FAMWeb, starting and monitoring ROSS for IA Incidents. The IA Dispatcher also collects and disseminates IA availability daily, collects, and monitors all weather and insures that it is broadcast daily. The IA dispatcher will also monitor, maintain and coordinate information sharing with all dispatch partners, stay up to date on resources available in the dispatch area as well as Regionally and Nationally and share information with all partners, maintain and update contractor information and availability for dispatcher use and/or other duties as assigned.

B. Dispatch Operations

B-1 General Information

The Cooperative Fire Management Agreement dated 2011-2015 and this document provides for the establishment and continued operation of DDC. DDC has the authority delegated from the Beaverhead-Deerlodge Forest Supervisor, the Central Land Office Area Manager, and the BLM Field Manager to move personnel and equipment throughout the area covered by interagency agreements to meet fire preparedness and fire suppression needs. Line Officer authority for the Forest Supervisor is delegated to the Fire Staff Officer in the absence of the Forest Supervisor for the Beaverhead-Deerlodge National Forest.

Scope of Operation

This guide will facilitate emergency responses to emerging wildland fires and other incidents of an urgent nature. Policies and procedures of mobilization of resources from agencies that have direct protection responsibility of federal, state and county land are outlined in this guide. DDC has the additional responsibility to notify agencies with administrative responsibility for involved land if it is not the same as the agency taking initial action.

Management

The Board of Directors (BOD) will provide interagency fire management direction to DDC and resolve interagency concerns. The overall leadership and oversight of DDC will be the responsibility of the CM. The BOD and CM will meet bi-annually to discuss DDC management issues. Additional meetings may be scheduled through the BOD Chairman as needed to address issues in a timely manner. The position of board chairman will rotate every two years. The BOD Charter which outlines the BOD's roles, responsibilities and duties is included in section **S-1** of this document.

B-3 Dispatcher roles and responsibilities – See above section A-2.

B-4 Procedures for each functional area (Coordinator On Duty, Overhead, Crews, Equipment, Aircraft, predictive services, etc.) DDC does not staff by functional area. Duties are assigned by CM or ACM after consideration has been made for workload and skills of employees working on any given day. When DDC is to the point of needing Overhead, Crews, Equipment, as full-time duties, DDC is to the point of considering establishing expanded dispatch operations which are covered in section **M** of this document.

B-5 Dispatcher training and qualification requirements – Per Interagency Fire Program Management (IFPM) requirements CM and ACM require that the employee has been an Expanded Dispatch Support Dispatcher (EDSD); currency is not required and has 90 days of fire experience. Per IFPM requirements Initial Attack Dispatchers (IADP) need to have been an Expanded Dispatch Recorder (EDRC); currency is not required and has 90days of fire experience. An aviation dispatcher needs to be a qualified aircraft dispatcher (ACDP) or if a trainee; working directly for a fully qualified aircraft dispatcher. Night shift maybe staffed with an IADP, IADP (T), or RADO depending upon the level of activity and complexity of the situation. The qualification level needed for staffing will be determined in any given situation by the CM or ACM.

B-6 Dispatch Center Staffing Plan

DDC staffing will be at the discretion of the CM or ACM after considering the number and complexity of each situation and potential staffing may be as follows:

Light I/A– One to three small fires with little or no potential for growth. 1 I/A dispatcher

Moderate I/A Four or more small fires with limited movement of resources in the zone. 2 I/A dispatchers, ACM and/or CM.

Heavy I/A Six to ten small fires with resources being shared or ordered outside the dispatch zone and/or 2-3 I/A dispatchers, ACM and/or CM.

During team mobilizations to the zone both the ACM and CM may be present.

During prescribed burning and winter hours if dispatch is required to be open past normal closing time the on call dispatcher will normally stay late. If they are unable to stay one of the other dispatchers will be asked to stay.

All agencies have funding for dispatchers to stay and assist other agencies with prescribed burning.

Non-fire emergencies may require the CM or acting to work with BOD members to assure funds are available from all partner agencies.

The CM will set staffing levels, maintain work rest guidelines and hold daily/weekly staff meetings.

During the fire season, work shifts at DDC will be scheduled in a manner as to provide coverage from 0730 to 1800 seven days a week. The time frames will be expanded to provide communications to agencies with suppression responsibilities as needed. Expanded dispatch will be established as necessary. During such time a regular DDC employee will be on duty to facilitate the needs of NRCC, all cooperating agencies, Incident Management Teams, and provide local insight and assistance to out of the area dispatchers. The schedule will be developed and then approved by the BOD prior to the start of seven day coverage. The schedule will designate late coverage and the on-call dispatcher for each day. The Duty Officer has the first option of staying late.

Outside of fire season, work shifts at DDC will cover from 0800-1630. If coverage is needed outside these hours please contact CM or ACM prior to the need to allow time to ensure qualified personnel are available. Additional time will require a management code to cover overtime costs for DDC staff.

B-6.1 Call-out procedures for additional personnel in emergency situations –

As situations warrant additional personnel all efforts will be to utilize local personnel first from the list of people the CM is able to compile by the use of on the job training opportunities throughout the fire season. This does include qualified AD dispatchers if no agency or cooperator dispatchers are available. If neither of these options is available, the CM or ACM arranges for the placement of an order in ROSS to order the qualified personnel required. ROSS orders maybe for an IADP or ACDP or both, depending upon the need or resources available. Short term (30 day details) can also be utilized to fill needed skill levels in DDC.

B-6.2 Designation of duty officer for dispatch center – During the fire season, on the work schedule the Duty Officer (DO) for DDC will be identified for each day. If an individual is unavailable to be the DO, the CM or ACM ensure someone is identified to cover. The DO will be posted each day on DDC's website, announced during line-ups, included on the SIT Report, and announced on the radio at approximately 1630 during non-fire season and 1800 during fire season each day. If DDC is staffed 24 hours a day, the DO will still be identified and available if situations require their expertise at any time during the day or night.

B-6.3 Shift limitations and day off/EFF hiring – Shifts will comply with the 2:1 work rest ratio as outlined in Chapter 07 or the *Interagency Standards for Fire and Fire Aviation Operations*, NFES 2724.

EFF hiring will comply with the Department of Natural Resources and Conservation's (DNRC) rules and regulations and be done exclusively by an authorized DNRC person.

B-7 Procedures for dispatch of resources off unit –

Fill or Kill Procedures

Confirmation that a resource order can or cannot be filled will be made by DDC within 30 minutes of receipt from NRCC. Under some circumstances this may be negotiated between receiving unit and sending unit for an extension of time, but this is the exception.

Resource Orders

Resource orders will be filled by qualified individuals, who have passed the physical fitness requirements for the job assignment. Assignments will be made by DDC after checking the availability posted in ROSS. ROSS availability is updated daily from the status provided by each individual unit or Duty Officer (DO). Fire availability will only be accepted from the DO, individuals may not notify DDC of their availability, as their status in ROSS will not be changed until the DO notifies DDC.

Once the available qualified personnel have been determined DDC contacts the appropriate duty officer. It is not DDC's responsibility to determine if the individual has been approved to go on a fire assignment or not. The individual must clear fire assignments with their supervisors. Individuals will be issued a fire qualification card after passing their physical fitness test; if required and completing the required annual refresher training. If the available resource turns the assignment down, their status will be changed in ROSS to unavailable and the next person will be contacted and given the opportunity to take the assignment.

Personnel who are part of incident management teams are given the status of available local in ROSS so the roster for their team can be made available for assignment.

Movement of resources between units and requests for shared or off-zone resources will be coordinated through DDC. DDC will notify the Forest Duty Officer to determine if there is a need to fill in behind committed resources.

Mobilization/Demobilization Policies The management of crew, overhead, equipment and support personnel to assure safe, productive fire suppression activity is a basic responsibility of fire management personnel. Use the guidelines in the Interagency Fire Business Management Handbook (NWCG Handbook 2) to assure adequate rest for fire suppression crews, overhead and support personnel.

Notification of Commitment of National Resources

DDC will notify Northern Rockies Coordination Center (NRCC) and neighbors via email to address: *commit* within 15 minutes of dispatching the National Type II Helicopter to an incident. Notification will be followed by a phone call to NRCC.

C. Daily Duties

C-1 Check-in/out of Administrative/Fire Personnel- Any personnel who chooses to utilize DDC, fire, other resources or agencies, during fire season or outside fire season who contacts DDC and checks out with DDC will be tracked until they return to their home unit or they notify DDC that they no longer require DDC to track them. If resources require DDC to extend past normal hours of operation the best way to accomplish this, unless it is an emergency is to work with DDC in advanced or the time needed. This will allow DDC time to ensure qualified personnel are available to fill the requested need, including a management code to cover the extended time of the DDC personnel required to track resources. This usually comes into play during the times outside of fire season. Arrangements should be made by contacting either the CM or ACM to ensure the appropriate coverage for the personnel who will be in need of DDC's service.

Personnel who utilize DDC for tracking need to provide DDC with their afterhours contact information, where they work, their supervisor, including afterhours contact information. If a person fails to return by the time they gave DDC in at check in as their return time, DDC will try to contact them: via the radio first, phone to their home unit second, phone to their home third and finally a call is placed to the supervisor if none of the other attempted contacts are successful.

During fire season, fire personnel should call into DDC in the morning to notify DDC where they will be for the day and again if changes in location are made throughout the day, so the closest resource concept can be utilized when dispatching resources to emerging incidents. At the end of the day all resources that have checked out with DDC need to check back in so DDC knows all resources have arrived at their respective units safely.

C-2 Procedures for Gathering and Disseminating Intelligence and Weather/briefings

Fire Behavior During periods of high fire danger (NRCC Preparedness Levels 3-5), general fire behavior information will be distributed to firefighting personnel. If the Geographic Area Fire Behavior Service Center is not operational, local agency administrators will determine the need to distribute fire behavior information.

A fire behavior analyst should be considered for all fires having serious potential such as fires in fast burning fuels, high values, high fire danger, steep terrain, critical wind conditions, other factors that complicate line locations, or combinations of the above.

Weather Reports

RAWS stations within the zone include: Red Rocks, Brenner, Antelope (Lima), French Creek (Argenta), Galena Gulch, Harkness, Ennis, Whitehall, Wise River, Philipsburg, Steele Creek and Burnt Creek. Records are now being kept year-round. The indices will be generated from approximately March 1 through November 30. The indices will be posted to the web at the DDC site <http://gacc.nifc.gov/nrcc/dc/mtdc>.

The National Weather Service will distribute morning fire weather forecasts, afternoon updates, fire weather watches, and red flag warnings as specified in their annual operating plan. All dispatch/coordination centers and unit dispatchers will be responsible for distributing fire weather information to firefighters and incident management personnel at initial attack bases, staging areas, field locations, and committed to initial attack/extended attack incidents. Weather information is available on the internet <http://www.wrh.noaa.gov/mso/fireweather/>.

DDC will read morning and afternoon fire weather, fire weather watches and red flag warnings over the radio. Fire Weather Warnings and Red Flag Warnings will require acknowledgment from units in the field and duty officers. Red Flag Warnings will also be faxed to cooperators to ensure all potentially impacted resources are notified. All weather transmitted to field units/cooperators will be documented in WildCAD in the appropriate incident or daily log.

Intelligence DDC will submit a Situation Report of all agencies activity (prescribed fires/wildfires) electronically as requested by the Geographic Area Coordination Center (GACC).

ICS-209's – ICS-209's will be submitted following the direction in Chapter 20, page 52 of the *Northern Rockies Interagency Mobilization Guide*.

C-3 Verification of Initial Attack Response Levels

See *NFDRS Plan for 2015* – Brian Anderson

C-4 Verification of Status of Suppression Resources

All units with resources to be utilized in initial attack or requiring updating status in ROSS need to post their daily status at <http://gacc.nifc.gov/nrcc/dc/mtddc> prior to 1030 during fire season. DDC will broadcast daily status at 1030 daily during fire season.

C-5 Preparedness Level Establishment and Verification

See *NFDRS Plan for 2015* – Brian Anderson

C-6 Procedures for Providing Information to the Field about Suppression/Support Resource Availability, Radio Frequencies to be Used; Burning conditions/Fuel Types; Weather Forecast Updates; Local Fire Activity; Agency Policies, Fire Activity, Incident Updates, Weather Updates, Resource Status

Radio Frequencies

DDC will monitor radio traffic, and there may be times during heavy fire activity or emergency situations when dispatch will have to prioritize radio transmissions or request that a unit switches to a different frequency.

All radio transmissions will be concise and use clear text.

If it is determined that additional frequencies are needed, orders will be processed by DDC in accordance with direction in the Geographic and National Mobilization Guides.

C-7 Procedures for recording radio traffic, key events, and other information in a format accessible to all personnel (i.e. COD Notes, Shift Briefs)

Radio traffic on all radio channels (Beaverhead, Deerlodge and State) are recorded utilizing JEI Digital Voice Recorder.

All key events will be recorded utilizing WildCAD which will be maintained (**as a legal document of record**) which requires all information must be kept in the log, however any incorrect information **must be changed** by fully documenting the item changed, why it was changed, where the information came from for the update including the date and time it was changed. All communications and information given to dispatch must be added to WildCAD in the appropriate location.

Shift Briefings will be documented in the WildCAD incident labeled as such. All people at the briefing will be added to the incident, items discuss will be documented. Information is available to all personnel with WildCAD access.

D. Initial Attack/Response Plan Elements

D-1 Preplanned dispatch plans, Run-cards, and dispatch procedures Local Dispatch Procedures

DDC will utilize Run-cards to implement closest resources concept for dispatching to immersing incidents. Run-cards will be reviewed annually by B-D NF FMO's, DNRC FMO, DFD and BUD by BLM FMO by April 1. DDC will have them updated in WildCAD by May 1. Copies of current Run-cards are in section **S** of this document.

Closest resources concept considers only the resource type required, not the agency affiliation. Once resources are enroute to the immersing incident, DDC will notify the DO with protection responsibility for the area of the suspected incident of the resources that are responding. The DO can request additional resources be sent or have responding resources return to station.

Text messages will be sent to appropriate entities depending upon the incident type to provide the initial report and updates as available.

Process and fill resource orders for all fires within DDC's jurisdiction. Expand the dispatch organization to handle the increased workload as necessary.

DDC will process and fill resource orders for requests from outside the zone. These orders will be filled from the availability lists provided to DDC by the cooperating agencies. DDC will directly call the individual agency's duty officer to place the request for resources.

DDC is responsible to order requested resources utilizing established procedures outlined in the *National Interagency Mobilization Guide* and *Northern Rockies Interagency Mobilization Guide*.

The State of Montana has the authority to order resources using methods other than Dispatcher Priority Level (formerly known as best value) to maintain cost savings. DDC will contact the DNRC DO to determine and provide the most cost effective resources.

DDC will coordinate and/or assist emergencies, search and rescue operations, and law enforcement activities associated with such emergencies within each agency's authority

For operational issues the CM and/or ACM will consult the FMO or duty officer with the protection or ownership agency as appropriate.

DDC will ensure that all agencies within the zone are given equal consideration to fill resource requests, both in and out of the zone.

DDC will provide timely communications on information and decisions that affect the interagency community.

Coordinate with local cooperators, i.e. volunteer fire departments, emergency and disaster service, sheriff's office, etc.

D-2 Management notification of a reported fire

DDC will immediately notify the agency with protection responsibility for the area of the fire as soon as the correct agency is determined. If the protecting agency is not the agency with ownership/jurisdiction for the fire DDC will notify the appropriate agency duty officer with ownership/jurisdiction for the fire. Additionally DDC will notify the Forest FMO of any fires. All agencies using DDC as an initial attack dispatch center will advise DDC of the agency duty officer or provide a call list of persons to notify. DDC will notify the agency with ownership of A and B fires after the first on scene reports are received. For fires that have the potential of being class C or larger the agency with ownership will be notified as soon as possible. The agency with ownership will determine the need for a Resource Advisor.

Text messages will be sent to appropriate entities depending upon the incident type to provide the initial report and updates as available.

D-3 Procedures for identifying preparedness levels

See *NFDRS Plan for 2015* – Brian Anderson

D-4 Process for assessing the appropriate response

See *NFDRS Plan for 2015* – Brian Anderson

All lands under special management (i.e. road restrictions, wilderness study areas, cultural resources, T & E species, etc.) will require the agency with ownership and agency with suppression responsibility to contribute to the process of:

- Determining overall incident objectives.
- Selection of strategies.
- Ensuring the joint planning of tactical activities will be accomplished.
- Ensuring that integrated tactical operations are conducted.
- Making maximum use of all assigned resources.
- Providing Resource Advisor if needed.

D-5 Identification and notification of resources to respond

DDC will track all resources showing as available on the daily staffing page of the <http://gacc.nifc.gov/nrcc/dc/mtddc> website. Resources are shown at station unless otherwise identified on the daily staffing page or during radio check in's. Corresponding resource magnets will be moved on the forest map in DDC to ensure resource locations are known if WildCAD shuts down unexpectedly.

DDC will notify

D-6 Cooperator support and planned response

Mutual Aid Agreements - DDC/County Co-op fires:

Resources in these counties provide and receive mutual aid through the Dillon Division Plan. Resources should be dispatched under the closest forces concept in the event of mutual aid fire calls in these three counties. The exception to closest forces would be with aircraft. The responsible DNRC County Fire Advisor will be contacted when aerial resources are requested.

All other Counties within the DDC zone operate through a separate agreement with the Southwestern Land Office, DNRC. Coordination with Anaconda Unit Dispatch will occur when resources are requested by, or from these counties.

When a 911 County Dispatch office and/or a County Fire warden requests State/County Assistance through the State/County Co-op Agreement, the responsible DNRC County Fire Advisor will be contacted. The Dillon Unit/CLO has responsibility for Beaverhead and Madison Counties. The Helena Unit/CLO is responsible for Jefferson County. The Anaconda Unit/SWLO has responsibility for all other counties within the DDC zone. Any immediate needs should be dispatched using closest forces concept for ground resources, under the mutual aid period.

After initial dispatch by the 911 County Dispatches of rural volunteer fire departments (RVFDs) to wildland fire incidents, support dispatch communications may be through DDC. Upon establishing the communications links, check-in schedules will be established by the IC and DDC. Support dispatch for State/County Assist fires will be through the DDC.

Procedures for the County to Request Assistance

Upon notification of a wildland fire which could present a problem to county personnel, the County Fire Warden or Assistant Warden should be notified immediately so they are aware of the situation.

If the fire has potential for problems or is creating problems, the county may request advice from the Department of Natural Resources and Conservation. One or more of the personnel from the Dillon Unit will respond to the location, size up the situation, and offer advice as needed. Judicious use of available manpower and equipment could prevent a full mobilization of State crews and equipment.

On a fire situation, which is approaching or has exceeded the County's fire crew capabilities, the County Fire Chief should notify the County commissioner and the Dillon Unit with the pertinent information as per procedures. The Dillon Unit will notify the Fire Management Bureau in Missoula and assistance will be given.

The County Commissioners will request in writing within 48 hours, the need for assistance, from the State Forester of the Divisions of Forestry, Department of Natural Resources. The State Forester will also contact the Fire Management Bureau to verify the request for assistance and to assure assistance has been given.

Assistance can be in the form of advice, manpower, equipment, and if needed air operations. The County Commissioners and County Fire Chief will retain responsibility for the fire and will be able to approve all decisions before they are implemented. After assistance has been given by the State all costs associated with the assistance will be assumed by the DNRC.

Counties should keep the Dillon Unit office informed of potential fire problems prior to the call for State suppression assistance. This will allow a more coordinated effort, so preparations can be made to quickly assist the county if conditions become critical.

DIDC, State-County Coop Fires:

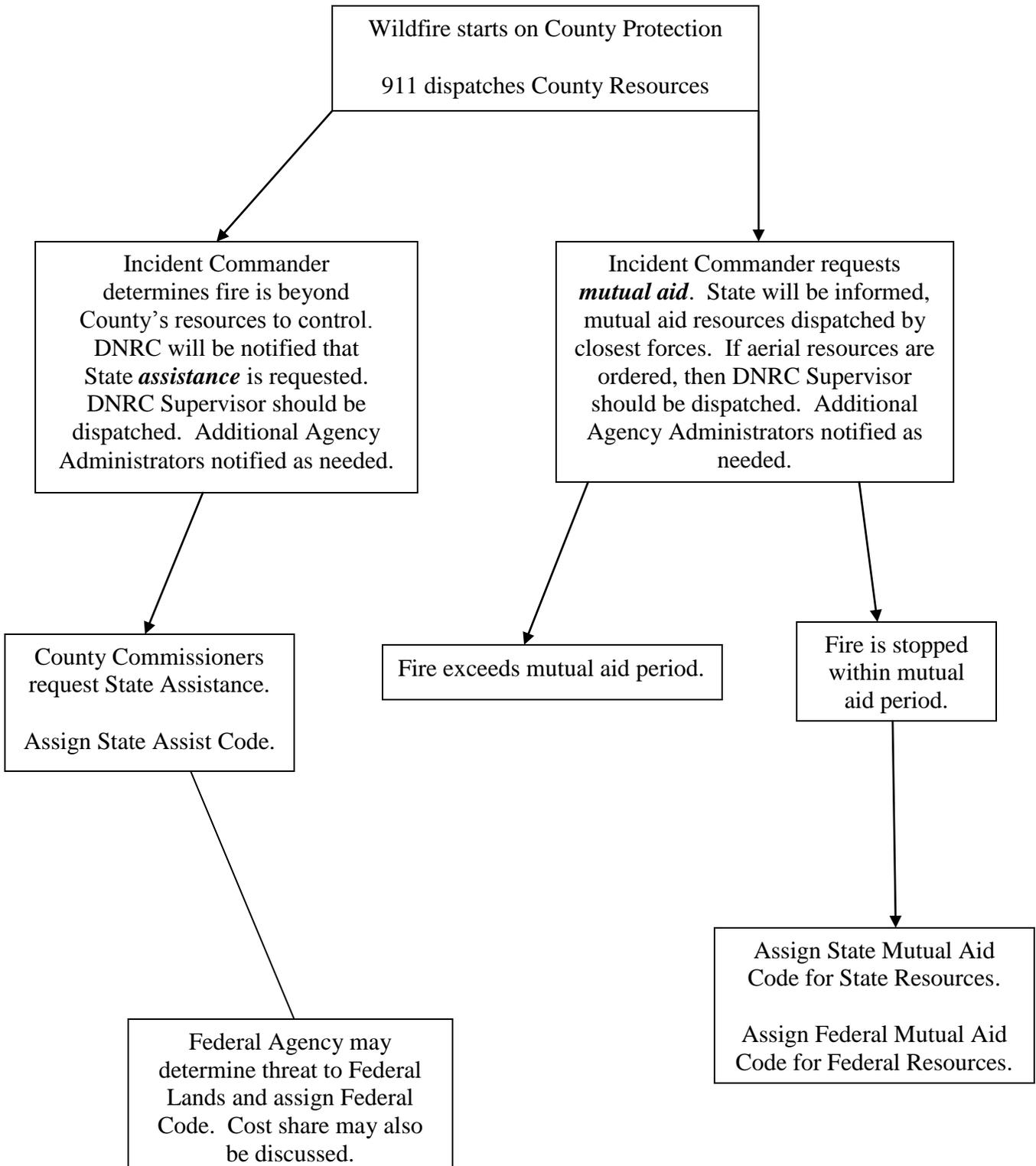
Support Dispatch Procedure

- A. After initial dispatch by the Sheriff's office of rural volunteer fire department (RVFDs) to wildland fire incidents, support dispatch communications will be through DDC.

Upon establishing support dispatch communications links, check in schedules will be established by the IC and DDC.

- B. Upon initiation of demobilization procedures, the RVFD will notify DDC of the demobilization actions taken.

Flowchart for County Mutual Aid & State DNRC Assistance on Wildfires



Madison Ranger District – Madison County
Mutual Aid Request Standard Operating Procedures

The authority and guidelines for this S.O.P. are set forth in the Dillon Division, Central Montana Zone Operating Plan (Forest Service Agreement #08-11010200-025) and the Montana Cooperative Fire Management Agreement (Forest Service Agreement #05-FI-11015600-014).

Through a cooperative agreement, Madison County Fire Departments and Madison County Department of Emergency Services may request the assistance of the Madison Ranger District fire resources to assist in the control of vegetation fires within their respective jurisdictions (mutual aid). Likewise, Madison Ranger District may request mutual aid from Madison County Fire Departments when additional resources are needed to contain/control vegetation fires.

This interagency agreement stipulates that the department/agency rendering mutual aid will not charge the receiving department/agency costs incurred during the first operational shift. This does NOT apply to aviation resources.

- 1) Mutual Aid requests are made when the responding jurisdiction cannot control a vegetation fire with their own resources during initial attack.
- 2) Mutual Aid requests by the County will be made through Madison County Sheriff's Dispatch (911) who will place the request through Dillon Interagency Dispatch.
- 3) Forest Service requests for mutual aid will be made through Dillon Interagency Dispatch.
- 4) Dillon Interagency Dispatch will notify the Montana DNRC Dillon Unit Fire Duty Officer of Mutual Aid requests responded to.
- 5) When responding to county Mutual Aid requests, Forest Service resources will report to Dillon Interagency Dispatch, with arrival times, fire size up, and the County Incident Commander's name. Communication with Dillon Interagency Dispatch will be handled the same as if responding to a Forest Service fire.

County vegetation fires that directly threaten Forest Service fire protection jurisdiction and resources are not considered "mutual aid" fires and will be responded to per normal DDC procedures.

D-7 Communications procedures

The purpose of a cooperative communication plan between the DDC cooperators is to ensure safe and effective response to emergency incidents. Having a communication plan in place will aid in the dispatch of resources and a timely sharing of information between agencies involved in an emergency incident.

OVERVIEW OF CHANNEL NETWORKS

Command Network: Incident Commander, General Staff, and Command Staff use exclusively

- Operation Network: Operations Section Chief, Staging Manager, and Division/Group Supervisors used to pass information and orders pertaining to operation goals, also to keep Operations Section Chief informed of location and availability of current resources.
- Tactical Network: May use more than one channel. To be used by Division/Group Supervisors and field unit leaders (squad bosses, engine bosses etc.). Used to pass information and orders received by Supervisors to field unit leaders.
- Logistics Network: May use more than one channel. Used by Logistics Section Chief, logistical unit leaders, and incident base personnel to relay information and logistical needs between functions (supply, medical, transportation, etc.).
- Air Operations Network: May use more than one channel. Used for aviation flight coordination. Will involve air-to-air and air-to-ground communications.

DDC will monitor radio traffic and there may be times during heavy fire activity or emergency situations when dispatch will have to prioritize radio transmissions or request that a unit switches to different frequency. All radio transmissions will be concise and use clear text.

The frequencies which are shown in bold are the frequencies that can be monitored at the DDC. To maintain the safest and most efficient interagency response possible DDC recommends that all DIDC cooperators have “at a minimum” the following frequencies and repeater tones installed in all fire suppression mobile and portable radios:

FREQUENCY & TONE	SUGGESTED INCIDENT USE
-Designated USFS frequency -----> and tone for that area.	Incident Command Net and communications with DDC.
-Designated DNRC frequency -----> and tone for that area.	Incident Command Net and communications with DDC.
-Designated COUNTY frequency -----> EMERGENCY COMMUNICATIONS	USE ONLY FOR “911”
-RED CHANNEL -----> forces. Also can be used for initial attack and extended attack	Tactical NET for county Command NET.
-YELLOW CHANNEL----->	Tactical NET for Initial Attack. At times alternate Air to Ground channel if needed

-ORANGE CHANNEL-----> Tactical NET for Initial Attack. At times alternate Air-to-Ground channel if needed

ACTUAL FREQUENCIES AND TONES FOR THE ABOVE DESIGNATORS ARE LISTED BELOW. CONTACT LOCAL USFS, DNRC, COUNTY RVFD, OR DIDC IF THEY ARE NOT LISTED.

The USFS and DNRC have cooperatively developed a radio repeater site on Sourdough Peak. DNRC will provide hardware and FCC Licensing and USFS will provide site maintenance support as needed. This repeater site is located in the NW, SW Sec. 22, T12S R13S, some 15 miles west of Dell, MT.

DDC will monitor Forest Air Guard and National Flight Following Channels as emergency aircraft and hailing frequencies for government and contract aircraft. However they are only effective within the direct Beaverhead valley. Forest Channels are much more reliable.

Forest Service Air Guard	168.625 MHz	Emergency Air-to-Air Emergency Air-to-Ground
National Flight Following	168.650 MHz	Transient Aircraft or Hailing Frequency

Beaverhead National Forest: (As of Jan. 2005, all Forest Channels are NARROWBAND)

<u>Transmit</u>	<u>Transmit Tone</u>	<u>Receive</u>	<u>Function</u>
171.425 MHz	131.8Hz	171.425 MHz	Forest Direct Channel, South of Butte
172.325 MHz	167.9 Hz	171.425 MHz	Deadhorse RPTR (Wisdom/Dillon)
172.325 MHz	103.5 Hz	171.425 MHz	Vipond Park RPTR (Wise River)
172.325 MHz	123.0 Hz	171.425 MHz	Lazyman RPTR (Madison/Sheridan)
172.325 MHz	100.0 Hz	171.425 MHz	Maverick Mtn RPTR (Crystal Park)
172.325 MHz	136.5 Hz	171.425 MHz	Tie Creek RPTR (Wisdom)
172.325 MHz	110.9 Hz	171.425 MHz	Lemhi Pass RPTR (Grant area)
172.325 MHz	146.2 Hz	171.425 MHz	South Baldy RPTR (Virginia City)
172.325 MHz	156.7 Hz	171.425 MHz	Elk Lake RPTR (Red Rocks)

Deerlodge National Forest: (ALL Forest Channels are NARROWBAND)

<u>Transmit</u>	<u>Transmit Tone</u>	<u>Receive</u>	<u>Function</u>
171.00 MHz	141.3Hz	171.000 MHz	Forest Direct Channel, North of Butte
170.350 MHz	103.5 Hz	171.000 MHz	Red Mountain RPTR (Butte)
170.350 MHz	123.0 Hz	171.000 MHz	Luke Mtn RPTR (Deer Lodge/Drummond)
170.350 MHz	146.2 Hz	171.000 MHz	Emerine RPTR (Philipsburg)
170.350 MHz	167.9 Hz	171.000 MHz	Jack Mtn RPTR (Boulder/Basin)

170.350 MHz	100.0 HZ	171.000 MHz	Bull Mountain RPTR (Elkhorns/Harrison)
170.350 MHz	156.7 Hz	171.000 MHz	Blizzard Hill RPRT (East Flints/Anaconda)
170.350 MHz	136.5 Hz	170.350 MHz	Henderson Mountain RPTR (Philipsburg)

Command/Tactical Frequencies:

<u>Transmit</u>		<u>Receive</u>	<u>Function</u>
170.500 MHz		170.500 MHz	Project/Survey
154.070 MHz		154.070 MHz	Red (County Coop Fire)
151.220 MHz		151.220 MHz	Yellow (Tactical)
151.400 MHz		151.400 MHz	Orange (Tactical)
154.280 MHz		154.280 MHz	Maroon (Command)

Montana Department of Natural Resources and Conservation:

<u>Transmit</u>	<u>Transmit Tone</u>	<u>Receive</u>	<u>Function</u>
151.175 MHz	114.8 Hz	151.175 MHz	Dillon DNRC Direct
151.475 MHz	114.8 Hz	151.175 MHz	DNRC Sourdough RPTR (Lima/Grant)
151.190 MHz	141.3 Hz	151.190 MHz	Anaconda DNRC Direct
154.070 MHz		154.070 MHz	FIRE RED State Fire Mutual
153.905 MHz		153.905 MHz	GOLD State Common Mutual Aid
154.280 MHz		154.280 MHz	MAROON State Fire Mutual Aid Command
171.475 MHz	141.3 Hz	171.475 MHz	GREEN T-III Division A
154.265 MHz		154.265 MHz	CORAL T-III Division B
151.220 MHz		151.220 MHz	YELLOW State Ground "TAC"
155.280 MHz		155.280 MHz	WHITE, Local EMS

Cooperators:

<u>Transmit</u>		<u>Receive</u>	<u>Function</u>
169.675 MHz		169.675 MHz	Bureau of Land Management
170.050 MHz		170.050 MHz	Red Rock Lakes N.W.R.
155.025 MHz	141.3	155.025 MHz	Madison County Sheriff
155.805 MHz	146.2	155.805 MHz	Beaverhead County Sheriff KLV872
153.140 MHz	146.2	153.140 MHz	Beaverhead Search and Rescue Local

SITUATION TYPES

Single Incident = one incident. Multiple Incidents = two or more incidents.

Either Single or Multiple Incidents may involve one or more agencies, or involve multiple disciplines (Law Enforcement, EMS, Search & Rescue, etc.).

1. The Incident Commander, in cooperation with DIDC, will establish the appropriate use of frequencies.

MULTIPLE AGENCY RESPONSE

- The guidelines for determining that a Communications Unit Leader is needed include:
- Whenever an incident seems to be expanding

- When an incident involve multiple disciplines (law enforcement, EMS, Search and Rescue, etc.)
- On type 3, type 2, and type 1 incidents
- Whenever separate command, operational, and tactical networks are used in an incident.

The Incident Commander needs to implement the Communications Plan at the ICP through DDC or the Communications Unit Leader.

Single Incident:

- Type 4 – Incident Commander directly controlling operational resources.
- Type 3 – Division/Group Supervisors directly controlling resources.
- Type 2 – Operations Section Chief directly controlling resources.
- Type 1 – Multi-Discipline Branch Directors directly controlling resources.
-

Multiple Incidents:

In multiple incidents scenarios of any size within interference range of each other, rely on the DDC for coordination of communications plans. Use Communications Unit Leaders for Type 3, Type 2, or Type 1 incidents and in all incidents within interference range.

For DNRC incidents use Yellow for Air-to-Ground communications and if non-federal resources (county) are being utilized use Red for Command communications.

For Federal incidents where non-federal resources (county) are being utilized consider the use of Red for Command communications.

D-8 Procedures to follow when activity exceeds the initial attack/response plan

When incident activity exceeds the initial attack/response plan, DDC coordinates with the IC, protecting agency DO and/or jurisdictional agency DO to determine the plan for the next operational period. DDC is responsible to order requested resources utilizing established procedures outlined in the *National Interagency Mobilization Guide* and *Northern Rockies Interagency Mobilization Guide*.

If anticipated activity will exceed DDC’s initial attack dispatch to support the incident or incidents, DDC will consider establishing Expanded Dispatch utilizing the procedure outlined in section **M** of this document.

D-9 Aviation procedures

All aircraft for Forest Service (USFS) flights will be scheduled and monitored through DDC. For administrative flights, a completed Flight Request/Justification of Administrative Use of Aircraft (Form FS-5700-10) and Travel Cost Comparison Worksheet (Form FS-5700-11) will be given to DDC before the flight is scheduled.

Flight following for flights on the zone will be done by DDC unless districts or incidents are requested to do so by the aircraft or DDC.

Air Patrol Management Procedures

Several situations will trigger Air Patrol/Detection Flights. They will be flown when the Zone Staffing Levels reaches IV in the path of recent lightning storms, or over areas of high visitor use. Flights can also be scheduled at the discretion of DDC CM on duty or at the request of a District DO. All flights over the Forest on a Forest Service flight plan will maintain AFF or radio contact on a pre-designated frequency and relay position and heading information every 15 minutes as well as notification of take-offs and landings, unless another flight following format is designated by DDC. Air patrol will contact the districts when arriving and departing their area in case the district has special requests such as old fires or reported new smokes they would like checked.

DDC will follow the procedures in the Northern Rockies Mob Guide to mitigate the inherent mid-air danger with neighboring units.

DDC will coordinate flights with Anaconda Unit per the Annual Operation Plan with Anaconda Unit.

General

DNRC and Federal Agency personnel may be passengers on each other's aircraft for fire and administrative flight purposed under certain conditions. Other individuals may also occasionally ride on government-owned aircraft, but only under specific circumstance, and only with written approval.

Specific agency direction for utilizing DNRC Aviation Assets is located in section **S-2** of this document.

Administrative Flights

All aircraft for Forest Service flights will be scheduled and monitored through DDC. For administrative flights, (transportation instead of commercial air service) a completed Flight Request/Justification of Administrative Use of Aircraft (Form FS-5700-10) and a Travel Cost Comparison Worksheet (Form FS-5700-11) will be given to DDC before the flight is scheduled. Administrative flights will be scheduled on an air service request form filled out by DDC with copies sent to the Fixed Wing Flight Manager.

Flight following for administrative flights on the zone or leaving the zone will be done by DDC. In lieu of a Fixed Wing Flight Manager, the Forest Aviation Officer (FAO), Acting FAO, or HMGB will contact DDC at stops while en-route and at the final destination. Aircraft equipped with AFF will be monitored while in flight.

Forest Service administration reconnaissance flights will be scheduled by DDC. The R1Beaverhead-Deerlodge Aviation Plan contains procedures for participating in reconnaissance type flights with cooperators.

Non-Tactical Incident Flights

These flights include point-to-point transportation of personnel to assignments and movement of tactical aircraft to assignments.

Flights being scheduled for the purpose of transporting personnel to incidents do not require a Justification of Administrative Use Form. The air service request form will be

completed and forwarded through the proper channels by the Fixed Wing Flight Manager. In lieu of the Fixed Wing Flight Manager, the FAO, Acting FAO or HMGB will contact DDC at stops while en-route and at the final destination.

Tactical Aircraft on non-tactical flights will be flight followed by DDC upon request. DDC will assure that the aircraft has made contact with the next dispatch center for flight following. Tactical aircraft are responsible for additional flight following procedures as stated in the National Mobilization Guide.

Tactical Aircraft Orders

Tactical Aircraft Orders will be processed by DDC in accordance with direction in the Geographic and National Mobilization Guides.

Air Patrol Procedures

Air patrol will be flown daily when the zone staffing level reaches 4, or at the request of individual units after lightning storms, for checking reported or going fires, or at the discretion of the Center Manager or acting.

Air patrol may be accomplished using more than one airplane depending on conditions. Conditions that might require more than one aircraft include: multiple starts, or areas of lightning at opposite ends of the zone, staffing level 5 for a continued period of time and volatile fuel conditions.

Air patrol will contact the District upon arrival for any special requests or areas of concern; air patrol will notify the District when they leave.

When DDC schedules air patrol on the North end of the Wise River District or on the Pintler District the Anaconda Unit DNRC will be notified.

DDC will call Anaconda Unit and advise them of the time and general area that air patrol will be flying. DDC will fax Anaconda Unit a map with the air patrol route being flown, the anticipated direction of travel, aircraft number, flight origination point and time.

Air patrol will contact Anaconda Unit when they enter their protection area.

Flight Following Protocols

Aircraft on FAA flight plans exiting the B-D will submit an aircraft flight request/flight (flight strip) schedule prior to departure. Non-FAA flight plans made through DDC must list the aircraft identification tail number and color, pilot names(s), passenger name(s), mission, route, destination, ETD, and ETA. All flights over the Forest on a Forest Service flight plan will maintain AFF or radio contact on a pre-designated frequency and relay position and heading information every 15 minutes as well as notification of take-offs and landings, unless another flight following format is designated by DDC. Any deviation from the original flight plan must also be reported to DDC. All flight following will be conducted with DDC or an alternate contact designated by DDC. In the event that an aircraft on a Forest Service flight plan is determined to be overdue (30 minutes after ETA at destination, or if two successive periodic checks are not made) the dispatcher will follow procedures in the Interagency Aviation Mishap Response Guide and Checklist

Safety

All personnel will follow Interagency and Agency specific safety guidance for aviation practices. Most aviation incidents are caused by deviation from established policy and procedures including the use of appropriate personal protective equipment for the flight.

E. Emergency Operations (Fire/Non-fire)

E-1 Notification of a reported incident

DDC will utilize the agency specific method to report the incident to the required agency administrator via notification of the Forest DO. DDC CM or ACM will normally make these notifications to the appropriate agency DO who will continue the process of making the required agency specific notifications.

E-2 Jurisdiction verification

DDC will coordinate with the Forest DO to determine the proper course of action. Search and Rescue, Life flight (except for agency personnel), Ambulance, Coroner, etc. are all County Government responsibilities and DDC will work with the appropriate County to facilitate these responses.

E-3 Response plan activation

DDC will activate immediate first aid immediately necessary as requested by the reporting party, within DDC's authority. Forest DO will be notified to continue coordination of the response.

E-4 Agency and area notification

DDC CM or ACM will usually notify Forest DO who will continue required notifications.

E-5 Move-up and cover procedures

DDC will work with Forest DO to coordinate move-up and cover if necessary.

E-6 Call-back procedures

DDC will notify Forest DO and other DO's as necessary to obtain required resources that have already gone home for the day.

E-7 Evacuation of incident area

DDC will coordinate with County resources, Forest and BLM LEO's to facilitate the evacuation of the incident area.

E-8 Closing public/private roads

Closing of public/private roads is the responsibility of the County so DDC will coordinate the appropriate County and Forest and BLM LEO's.

E-9 Ordering additional personnel, equipment, and aircraft

See section **D-1** of this document.

E-10 Fire Weather Watch and Red Flag Warning notification

See section **C-2** of this document.

E-11 Temporary Flight Restrictions (TFRs)

DDC will utilize established procedures in the *Northern Rockies Interagency Mobilization Guide* and *National Interagency Mobilization Guide*.

E-12 Agency duty officers (roles and responsibilities)

DDC is responsible to notify the Forest DO who will continue agency specific contacts.

E-13 Aviation Mishap Response Guide

See section **R-26** of this document.

E-14 Utility company notification (power and gas)

DDC will notify the appropriate company involved.

E-15 Law enforcement dispatching procedures/requirements

DDC does not do law enforcement dispatching, however DDC does coordinate with Forest and BLM LEO's as necessary.

E-16 HazMat/spill response notification procedures

DDC will notify the Forest DO and appropriate County.

E-17 Local government requesting all-risk assistance

Requests from local governments requesting all-risk assistance will be passed to the Forest DO and respective agency DO. They will then obtain approval for DDC to assist.

E-18 Search and Rescue

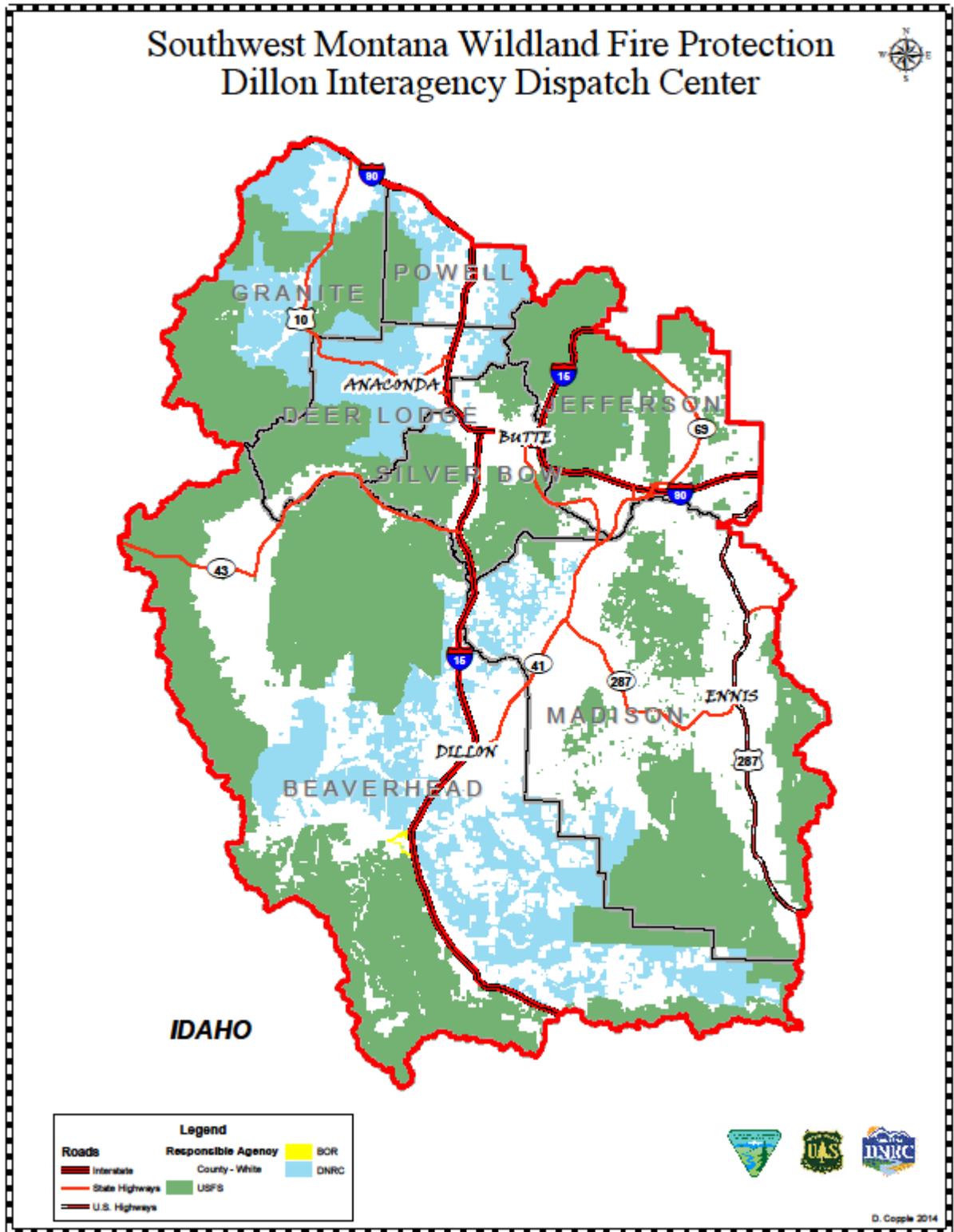
See section **E-18** of this document.

F. Local Agreements

F-1 Copies of all interagency or inter-unit agreements and associated annual operating plans that govern the use of fire management resources

See section **R-30** of this document.

F-2 Maps delineating areas of responsibility for fire suppression coverage



Don shows BOR as having their own. I don't think we have an agreement in place, the Sheep Station shows as USFS, but may be a separate agreement with the Targhee. Not sure about that one either. FS protects the Battlefield and Grant

Kohrs, and both DNRC and FS protect Red Rock Refuge, so I think I have it correct as attached. A larger map is available in DDC and in WildCAD.

G. Communications

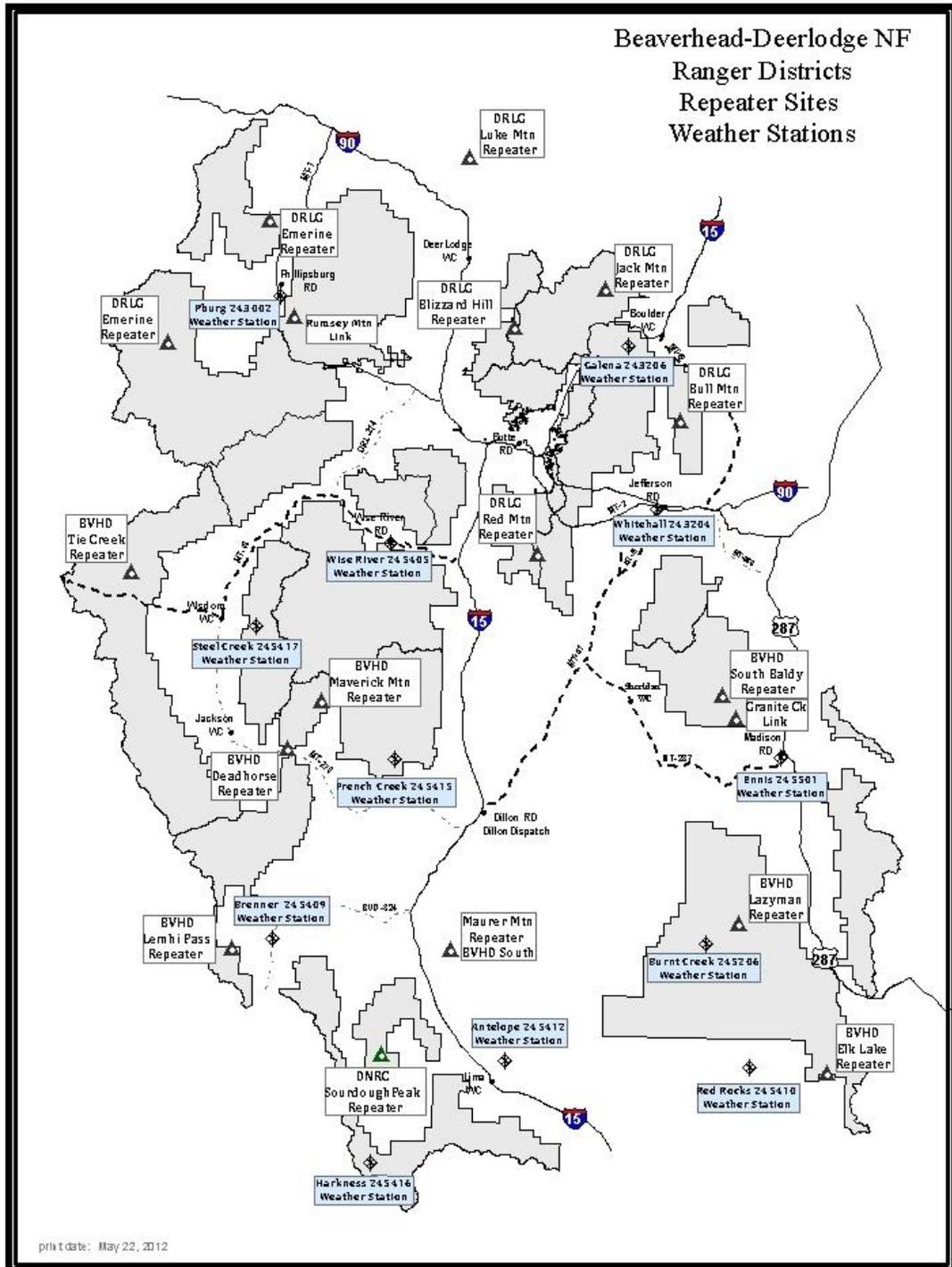
G-1 Procedures for assigning/managing local radio frequencies

See section **D-7** of this document.

G-2 Procedures for obtaining additional frequencies

Per Chapter 80 of the NRCC Mob Guide, Procedure to Obtain Additional Frequencies: When aircraft communications overload the existing fire and air operations frequencies, emergency temporary frequencies may be ordered. These temporary emergency frequencies are ordered through NRCC as an aircraft request in ROSS.

G-3 Maps of repeater sites and weather stations



G-4 Instructions for using local dispatch radio consoles, phones, computers, fax machines, paging systems, etc. (BLM-The BLM National Radio Operations Branch internal website hosts radio and frequency policy documents and related information. The internal website is <https://sites.google.com/a/blm.gov/nrob>)

Directions for using DDC dispatch radio consoles, phones, computers, fax machines, paging systems, etc. are all provided in the DDC Standard Operating Procedures (SOP) books located on each desk in the DDC initial attack dispatch office, located in WildCAD and in section **S-14** of this document.

H. Weather

H-1 Procedures for Processing of weather observations via Weather Information Management System (WIMS)

DDC processes weather observations via WIMS daily using the process outlined in the DDC SOP books located on each desk in the DDC initial attack dispatch office, located in WildCAD and in section **S-14** of this document.

H-2 Daily posting and briefing procedures

DDC prints and posts the National Incident Situation Report, Fire Weather, and Lightning maps daily during fire season. Weather is posted in the morning and afternoon.

Briefings in DDC are held as the need arises as determined by the CM or ACM. Briefings will be documented in WildCAD and will include: who facilitated the briefing, people in attendance and the subjects covered.

H-3 Broadcasts of fire weather forecasts to local fire suppression personnel

See section **C-2** of this document.

H-4 Procedures for processing spot weather forecast requests and disseminating spot forecasts to the field

DDC processes spot weather forecast requests utilizing the form provided at <http://spot.nws.noaa.gov/cgi-bin/spot/spotmon?site=mso> to submit them to the National Weather Service Office in Missoula, Montana.

When a requested spot weather has been completed DDC notifies the requesting entity that the spot weather report is available when they are ready to copy. When DDC is notified the resource is ready to copy, it is broadcast. It is documented in the WildCAD incident and faxed to the appropriate unit office for documentation.

H-5 Procedures for immediate notification to fire suppression personnel of Fire Weather Watches and Red Flag Warnings

See section **C-2** of this document.

I. Fire Danger

I-1 Locally significant fire danger indices and recording of those values daily

See section C-2 of this document.

I-2 Procedures for update and posting of monthly and seasonal trends of those values versus seasonal averages

Ask DAVID

J. Briefings

J-1 Time frames and frequencies/locations for daily briefings

See section H-2 of this document.

J-2 Method for documenting briefings (time given, content of briefing, and person(s) conducting and receiving briefing)

See section H-2 of this document.

K. Preparedness Levels

K-1 General information relating to the local preparedness plan

See *NFDRS Plan for 2015* – Brian Anderson

K-2 Procedures for identifying preparedness level

See *NFDRS Plan for 2015* – Brian Anderson

K-3 Notification to management

All resources will receive the Preparedness Level for the day during the morning line-up broadcast.

K-4 Dispatching roles and responsibilities at each preparedness level

See *NFDRS Plan for 2015* – Brian Anderson

K-5 Trigger Points

See *NFDRS Plan for 2015* – Brian Anderson

K-6 Specific triggers that cause the preparedness level to move up or down, such as number/size of fires, amount and type of resources available/committed, regional/national fire situation, condition of local fuels, observed fire behavior, human-caused risk or predicted lightning activity level, etc.

See *NFDRS Plan for 2015* – Brian Anderson

K-7 Specific actions tied to each preparedness level, such as extended staffing, prepositioning of suppression resources (crews, engines, air tankers,

smokejumpers, etc.), the activation of local Multi-Agency Coordination (MAC) groups, making contact with other agencies, and hiring of call when needed (CWN) aircraft, emergency equipment rental agreements (EERA), or administratively determined (AD) pay plan crews
See *NFDRS Plan for 2015* – Brian Anderson

L. Aviation

L-1 Ordering/scheduling requirements and procedures

Per *Northern Rockies Mob Guide* chapter 20 pages 45-46

Flight ordering, flight following, IR aircraft, MAFFS, air space restrictions, air communications, and air cargo deliveries will be managed through normal dispatch channels with order and request information communicated through the aircraft desks at the corresponding dispatch centers.

Units requiring aviation support other than the aircraft assigned to them through contracts, preapproved agreements or shared within their dispatch boundaries can use the closest forces doctrine and coordinate the ordering or short term utilization of additional IA aircraft with adjacent zones. Coordination is facilitated through weekly unit aviation conference calls driven by local activity. When local and neighboring resources become exhausted the zones share aircraft through the coordination of NRCC.

With elevated preparedness Levels 4 or 5, the Northern Rockies Coordinating Group (NRCG) will coordinate aircraft prioritization and assignments for the geographic area. However, the operational control of the IA aircraft assigned to a unit will remain at that level. This is facilitated by increasing the weekly zone and agency unit aviation conference call to a bi-weekly or daily schedule based on activity level.

See section **D-9** of this document.

L-2 Special use airspace

Military Training Routes (MTR) and Special Use Airspace

Reference the *National Mobilization Guide*.

Reference the *Interagency Airspace Coordination Guide*.

Dispatch centers will ensure airspace deconfliction is completed daily.

DDC has only 1 MTR and uses the established process available in the DDC SOP books located on each desk in the DDC initial attack dispatch office, located in WildCAD and in section **S-14** of this document.

Airspace Conflicts

Reference the *National Mobilization Guide*

Reference the *Interagency Airspace Coordination Guide*.

Notify adjoining units of the use of any aircraft within 5 nautical miles of any border and document the notification in WildCAD

L-3 Special use mission requirements

Refer to the agency specific guide, plan, policy or regulation governing the specific special use to determine the requirements.

L-4 Incident/accident reporting and documentation procedures

See section **R-26** of this document.

L-5 Flight management/tracking procedures

See section **D-9** of this document.

M. Expanded Dispatch Plan

M-1 Indicators for considering establishment of expanded dispatch

M-2 Recommended organization and points of contact

M-3 Overhead positions to order

Overhead/Crews Mobilization

Mobilization activities will be conducted with a high regard for safety and cost effectiveness. It is required that all personnel carry photo identification cards while on incident assignments. This will assist when transportation is done by commercial airline.

Demobilization

Demobilization activities will be conducted with a high regard for safety and cost effectiveness.

M-4 Location/facilities, equipment/supplies, support needs

M-5 Procurement or buying unit team considerations

Incident Business Management Procedures

The DDC will utilize the Interagency Incident Business Management Handbook as the principle guide for business practices. The agency specific guidelines and policies for the agency with protection for the incident will also be followed.

Procurement Guide

The Beaverhead-Deerlodge National Forest will utilize a Forest Service Supply Plan for acquisition of supplies and services related to emergency incidents under the jurisdiction of the Beaverhead-Deerlodge National Forest. The Forest Service Supply Plan will be

assembled and updated by the Zone acquisition staff. Dillon Unit DNRC will utilize a State Service and Supply Plan and DNRC agreements.

Incident Business Advisor

An Incident Business Advisor will normally be ordered for Type I and Type II incidents with federal jurisdiction. The Incident Business Advisor (IBA) will function as a liaison between the Agency Administrator and the Incident Management Team. The IBA will normally make visits to the incident, buying team, expanded dispatch, R&R facilities and staging areas to facilitate communication and successful business practices. A technical specialist may accompany the IBA to assist in specific areas of concern. The IBA will ensure that standard business practices are followed.

An agency administrator may request business management oversight at any time from an IBA or an agency representative appointed by the administrator.

Buying Unit Procedures

When an Incident Management Team is assigned to an incident with federal protection, or work load necessitates it, a buying team may be ordered. Normally National Buying Teams are only ordered for Type I incidents, but exceptions may occur. When an incident with DNRC protection occurs and no other purchasing mechanism is in place, contact Wynemah Hulett, who is the DNRC Incident Business Specialist for assistance.

When a Buying Team is in place either Local Buying Team or National Buying Team, drivers or other personnel may be assigned to assist the buying team. The Buying Team Leader will supervise persons assigned as drivers will insure the driver has had 8 hours of rest prior to starting their shift, will not drive more than 10 hours per shift, and take breaks every 2 hours as stated in the Health and Safety Code section 12.31. Shifts for drivers should not exceed 16 total hours. If several drivers are needed, a transportation manager may be appointed to schedule drivers on staggered shifts and monitor the fatigue factor. Safety of employees is the primary concern.

DDC will maintain a small Buying Unit Kit as outlined in the National Interagency Buying Team Guide.

Prior to demobilization the Buying Team Leader will brief the agency business management and acquisition staff on the status of pending purchases, durable goods purchased and any property items that were purchased. Durable and property purchases will be tracked on a spreadsheet and a copy will be given to the agency business management representative and DDC center manager.

Property Management

The host agency expects the incident management team to place a high priority on property management. The Buying Unit Team Leader and Finance Section Chief will be briefed on agency specific property tracking and management procedures by the agency business management and acquisition staff. Incident Management teams have the responsibility to ensure that all property purchased is properly turned over to the host agency. Durable goods purchased in the absence of NFES cache items should be incorporated into National Cache system when possible. If the items cannot be

incorporated into the National Cache system they will be incorporated into the host agency cache system.

N. Service and Supply Plan

N-1 Current copies of competitive and non-competitive Incident Blanket Purchase Agreements (I-BPAs)

DDC does not utilize I-BPAs except incident specific.

N-2 Source lists for incident-only contracts

See section **S-3** of this document.

N-3 Protocols for the use of Dispatch Priority Lists (DPLs)

Refer to *Northern Rockies Interagency Mobilization Guide*, Chapter 20.

N-4 Protocols for incident business coordination with agency administrative personnel

See section **S-2** of this document.

N-5 Contact lists and hiring procedures for AD or non-fire personnel, ground and logistics support

DDC maintains contact information for all AD's in the office with the ACM and in WildCAD. DDC utilizes the FS AD Pay Plan for hiring.

http://www.fs.fed.us/r1/fire/nrcg/Committees/Business/2014/USFS2014AD_PayPlan.pdf

The BLM AD's are hired through the BLM FMO. All AD's are listed in ROSS.

N-6 A list of locations for use as Staging Areas, Mobilization Centers, and Incident Command Posts (where applicable)

Currently none are identified in the DDC zone.

N-7 Procedures for Local and Geographic Area Cache ordering

DDC does not maintain a local cache. Refer to the *Northern Rockies Interagency Mobilization Guide*, Chapter 20 and the *National Interagency Mobilization Guide*, Chapter 20.

N-8 Commercial travel procedures (including instructions on the use of agency corporate travel cards)

Commercial travel procedures are included in the DDC SOP books located on each desk in the DDC initial attack dispatch office, and located in WildCAD.

N-9 Incident Management Team and Buying Team mobilization

Refer to *National Interagency Mobilization Guide*, Chapter 60.

The following reference materials:

N-10 National Food Service Contract NFES 1276

See section **S-4** of this document.

N-11 National Shower Facilities Contract NFES 2729

See section **S-5** of this document.

N-12 National Incident Radio Support Cache (NIRSC) User's Guide NFES 0968

See section **S-6** of this document.

N-13 Interagency Incident Business Management Handbook including Geographic Area Supplements

See section **S-7** of this document.

N-14 National Fire Equipment Systems Catalog NFES 0362

See section **S-8** of this document.

N-15 DPL contracts for vendors located in the local area

See section **S-9** of this document. Also available via VIPER at <http://www.fs.fed.us/business/incident/vipr.php>

N-16 A Continuation of Operations Plan (COOP)

See section **S-10** of this document.

O. Administrative Items

O-1 Funding; travel; time sheets; fire reports, etc.



NORTHERN ROCKIES COORDINATION CENTER

Aerial Fire Depot
5765 West Broadway
Missoula, MT 59808-9361
406-329-4880

Date: October 10, 2014

Subject: FY '15 Charges for Dispatcher Time

Through the Cooperative Fire Protection Agreements and Statewide Operating Plans, we have direction on individual agency responsibilities within an Interagency Dispatch Center. The Statewide Operating Plans state the following:

Dispatch and Coordination Centers

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

All overtime will be covered by the employing agency. These are not reimbursable costs, unless assigned to a specific incident on a resource order. State employment regulations also do not allow exempt state employees to be paid overtime for prescribed fire.

Since each agency is responsible for their employees' costs, the Northern Rockies Coordination Center has established a non-reimbursable P-code to be used by Forest Service dispatchers at their NR home dispatch center for **time in support of a MT or ID state incidents**. If the dispatcher is assigned to a specific incident on a resource order, then all salary costs are to be charged to that incident and may be reimbursable, i.e. support dispatchers ordered for an expanded dispatch organization. For other types of resources on state incidents, please check your local agreement for mutual assistance and reimbursable costs.

The FY2015 P-code established for FS dispatcher time in support of MT or ID state incidents is **P1E7V6**. When this P-code is used, the 0156 override code is required.

If you have any questions, please call Kathy Pipkin@ the NRCC.

/s/ Kathy A. Pipkin

KATHY A PIPKIN
NRCC Center Manager

Travel – The Forest Service will utilize BCD 1-800-877-6120 to make travel arrangements for incident related travel. This will be done utilizing the 2015_BCD_Travel Form. Non-Incident related travel will follow Agency specific travel procedures to be arranged, most likely by the individual traveler.

Timesheets – Timesheets will be completed via Agency specific processes. OF-288's will be completed by hand and signed by the employee's direct supervisor unless the employee is at an incident where E-Isuite will be utilized and OF-288's will be generated utilizing this method.

Fire Reports – Fire Reports will be completed utilizing Fireman's Report information, WildCAD incident information and supplied to the Agency with ownership of the land where the incident occurred utilizing their Agency specific process. This information will be provided to the Agency with ownership as soon as the incident has been declared out by the Agency with Fire Protection, and DDC has been notified.

0-2 Procedures for completing and archiving fire records

Utilize the following link to access Agency specific direction for completing and archiving fire records: <http://www.nwcg.gov/policies/records/index.html>

0-3 Procedures for mobilization of critical incident stress debriefing teams

Refer to Chapter 60 of NRCC Mob Guide

P. Medical Plan

P-1 Criteria/definitions; agency notification and documentation requirements

P-2 Procedures for Emergency Medical Response and notification

P-3 Activation/evacuation information

P-4 Medical facility locations and phone numbers

P-5 Air and ground transport (Medevac) capability

P-6 Burn center information

Q. Media Plan

Q-1 General procedures

Public Fire Information

To assure the media receives accurate fire information each cooperator will be responsible for dissemination of fire information. When multiple project fires exist within the Dillon Division a lead Public Information Officer will be identified to coordinate media releases and contacts.

Q-2 Notification requirements to agency external affairs personnel

Q-3 Routing for media calls

R. Required Reference Materials

R-1 *National Interagency Mobilization Guide*, NFES 2092

<http://www.nifc.gov/nicc/mobguide/index.html>

R-2 *Geographic Area Mobilization Guide* (Northern Rockies Region)

http://gacc.nifc.gov/nrcc/dispatch/mobeguide/NR_Mob_Guide_Final.pdf

R-3 *Interagency Standards for the ROSS operations Guide*

<http://www.nifc.gov/nicc/logistics/references/ISROG.pdf>

R-4 *Interagency Standards for Fire and Fire Aviation Operations*, NFES 2724

<http://www.nifc.gov/PUBLICATIONS/redbook/2013/2013RedBook.pdf>

R-5 *WIMS User Guide*

http://fam.nwccg.gov/fam-web/pocketcards/wims_ug_final/wims_ug.html

R-6 *National Predictive Services Handbook*

http://www.predictiveservices.nifc.gov/NPSG/npsg_pdf/PSHandbook_2009Update.pdf

R-7 *Interagency Situation Report User's Guide*

http://www.predictiveservices.nifc.gov/intelligence/Situation_Report_User_Guide_2%200.pdf

R-8 *ICS-209 Program User's Guide*

http://www.predictiveservices.nifc.gov/intelligence/ICS-209_User_Guide_2.1.pdf

R-9 *North American Emergency Response Guidebook* (DOT):

http://phmsa.dot.gov/pv_obj_cache/pv_obj_id_7410989F4294AE44A2EBF6A80ADB640BCA8E4200/filename/ERG2012.pdf

R-10 *Interagency Helicopter Operations Guide*, NFES 1885

http://www.nwccg.gov/pms/pubs/pms510/00_pms510.pdf

R-11 *Aircraft Identification Guide*:

http://training.nwccg.gov/sect_course_updates_general.html

R-12 *Interagency Air Tanker Base Directory*

<http://airtanker.org/wp-content/uploads/2013/02/2013-ATB-Directory.pdf>

R-13 *Interagency SEAT Operations Guide*, NFES 1844

<http://www.blm.gov/pgdata/etc/medialib/blm/nifc/aviation/seat.Par.45590.File.dat/ISOG.pdf>

R-14 *Interagency Aerial Supervision Guide*, PMS 505

<http://www.nwccg.gov/pms/pubs/pms505/pms505.pdf>

R-15 *Interagency Smokejumper Operations Guide*

http://www.fs.fed.us/fire/aviation/av_library/ismog/ismog-fs.pdf

R-16 National Retardant Requirements Contract

http://www.fs.fed.us/fire/contracting/retardant/retardant_contract.pdf

R-17 Interagency Call When Needed Helicopter Contract, NFES 2168

http://www.fs.fed.us/fire/contracting/helicopters_cwn/helicopter_contract_cwn.pdf

R-18 Interagency Airspace Coordination Guide

http://www.nifc.gov/nicc/logistics/references/Airspace_Guide/IACG.htm

R-19 Interagency Air Tanker Base Operations Guide

<http://www.nwcg.gov/pms/pubs/pms508.pdf>

R-20 Military/National Guard Operating Plan (if applicable) **Not Applicable**

R-21 Aviation Safety Plans

R-22 AP1B

R-23 Frequency Guides

R-24 National/Regional/State/Local Aviation Plans

R-25 Local airport, SEAT base, air tanker base, helibase and smoke jumper base locations

R-26 Current and complete Interagency Aviation Mishap Response Guide, NFES 2659

R-27 Fire Danger Operating Plan or other preparedness operating plan

R-28 Current Fire Danger Pocket Cards

R-29 Fire Management Plan

R-30 Mutual aid/initial attack agreements

S. DDC Specific Documents

S-1 BOD Charter

CHARTER DILLON INTERAGENCY DISPATCH CENTER

*US Forest Service – Beaverhead-Deerlodge National Forest * Montana Dept. of Natural Resources and Conservation – Dillon Unit * Bureau of Land Management – Butte Field Office and Dillon Field Office * Beaverhead County * Madison County * Montana Fish Wildlife and Parks – Bannack State Park * US Fish and Wildlife Service – Red Rock Lakes National Wildlife Refuge * National Park Service – Big Hole National Battlefield and Grant Kohrs Ranch National Historic Site * Bureau of Reclamation*

BOARD OF DIRECTORS

Effective 3/1/2015 until Revised

A. MEMBERSHIP

The Dillon Interagency Dispatch Center (DDC) Board of Directors (the Board) shall consist of a representative from each participating agency unit with a financial stake in the center, the Beaverhead-Deerlodge National Forest, Montana Department of Natural Resources and Conservation, and Bureau of Land Management. It is agreed that agency fire management officers or equivalents will serve in this role for their agency. The representatives are:

Beaverhead-Deerlodge NF – Mike Goicoechea
Montana DNRC – Don Copple
Bureau of Land Management – John Thompson

The assignment of an alternate by an agency is permissible provided that decision is made known to each agency representative and that person is delegated authority to make decisions for, and commit his or her agency in decisions before the Board.

B. GOALS

1. The Board will be an active, decisive body that will provide oversight to the operations of DDC in accordance with the DDC Operating Plan.
2. The Board will strive to support each and all member agencies and the employees of DDC in the performance of their duties and responsibilities.
3. The Board will take timely and appropriate actions to ensure that recognition of each member agency's mission and objectives is provided for through interagency cooperation and the application of appropriate standards and procedures to meet each agency's requirements.

C. OBJECTIVES

1. Each Board member will ensure that personnel assigned to DDC by their agency are qualified for their position, provided with adequate training, funding, and support to perform that position and that oversight of performance is provided in coordination with the DDC Manager (Manager) in a timely manner.

2. The Board will formulate policy, as needed, for DDC operations, with implementation and daily operating protocols provided by the Manager.

D. OPERATING PROCEDURES

1. The Board will operate with equal authority vested to each member.

2. The Board will meet not less than twice annually, once in pre-season (March or April) and once in post-season (November or December). Those meetings of the Board will include the Manager. Any Board member, or the Manager, may call for a special meeting of the Board for any purpose associated with the operation of DDC.

3. The Board will make timely, effective decisions, as needed, to advise and direct the Manager and staff in any required aspect of DDC business. However, in so doing, the Board recognizes the Manager's role to provide direct daily coordination and management of DDC operations and will not assume that role except in a bona-fide emergency when failure to act would seriously jeopardize personnel or public safety.

4. Decisions by the Board will be implemented immediately, or as soon as practical, and will be documented as appropriate in written direction to the Manager, and included in the next annual update of the DDC Operating Plan.

5. The Board will annually review the DDC Operating Plan and provide direction to the Manager for any changes, additions or deletions necessary. The Manager may, independently, make those changes that are warranted by policies, direction, changes in personnel, communications, or other routine procedures, subject to review by the Board.

6. Any cause for review of DDC operations or procedures will be addressed by the full Board, and others as required, with an appropriate level of analysis of issues, interests, consideration of alternatives, and effects before any permanent changes in procedures are implemented. However, any Board member may, at any time, intervene to correct an immediate problem that if left unattended could jeopardize the effective operations of DDC. It is agreed that such intervention will be considered temporary until the full Board is available to consider the issue and actions taken and make permanent decisions as warranted.

7. This Charter is agreed to by each of the participating agencies and is effective March 1, 2015. It will remain in effect until such time that unanimous approval of the Board warrants any change to its content. This Charter will be reviewed annually at the post-season meeting of the Board, at which time there will be agreement to retain and renew for the following year or amend.

S-2 Run Cards

S-3 Central Zone Interagency Business Plan – 2014

S-4 5700; Use of Montana Department of Natural Resources and Conservation (DNRC) Helicopters - 2014 Documents

S-5 Source lists for incident-only contracts

S-6 *National Food Service Contract* NFES 1276

S-7 *National Shower Facilities Contract* NFES 2729

S-8 *National Incident Radio Support Cache (NIRSC) User's Guide* NFES 0968

S-9 *Interagency Incident Business Management Handbook including Geographic Area Supplements*

S-10 *National Fire Equipment Systems Catalog* NFES 0362

S-11 DPL contracts for vendors located in the local area

S-12 A Continuation of Operations Plan (COOP)

S-13 B-D NF Aviation In-Briefing Booklet

S-14 DDC Standard Operating Procedures (SOP) Book

S. Phone Numbers

DILLON INTERAGENCY DISPATCH CENTER		
PHONE: 406-683-3975		
AFTER HOURS CONTACT: 406-683-3975		
ADDRESS:		
Dillon Interagency Dispatch Center 420 Barrett Street Dillon, MT 59725		
FAX: 406-683-3925		
EMPLOYEE	AREA CODE	CONTACT #
MOSHER, David Center Manager Dillon, MT	406	683-3991
WILLIAMS, Patty Assistant Center Mgr. Dillon, MT	406	683-3986
IMLAY, Sandi Lead I.A./Aircraft Dispatcher Dillon, MT	406	683-3992
STANAWAY, Joe Lead I.A. Dillon, MT	406	683-3977
Vacant I.A. Dispatcher Dillon, MT	406	683-3939

BEAVERHEAD-DEERLODGE NATIONAL FOREST**PHONE: 406-683-3900****AFTER HOURS CONTACT: 406-683-3975****ADDRESS:**Beaverhead-Deerlodge National Forest
420 Barrett Street
Dillon, MT 59725**FAX: 406-683-3925**

EMPLOYEE	AREA CODE	CONTACT #
GLOSSA, Melany B-D NF Forest Supervisor Dillon, MT	406	683-3973
VACANT B-D NF Deputy Forest Supervisor Dillon, MT	406	683-3978
RODREICK, Leona B-D NF PIO Dillon, MT	406	683-3984
HEINTZ, Tom B-D NF Fire Staff Dillon, MT	406	683-3987
GOICOCHEA, Mike B-D NF FFMO Dillon, MT	406	683-3955
ANDERSON, Brian B-D NF AFFMO Dillon, MT	406	683-3870
CLARK, Tammy B-D NF Safety Officer Dillon, MT	406	683-3990
MORTON, Dennis B-D NF FAO Dillon, MT	406	683-3956

DILLON RANGER DISTRICT
PHONE: 406-683-3900

ADDRESS:
Dillon Ranger District (D1)
420 Barrett Street
Dillon, MT 59725

FAX: 406-683-3855

EMPLOYEE	AREA CODE	CONTACT #
HAMMER, Jud Dillon District DFMO Dillon, MT	406	683-3983
Vacant Dillon District DAFMO Dillon, MT	406	683-3870
PADEN, Dave Engine Foreman Dillon, MT	406	683-3945
WARDEN, JT Assistant Engine Foreman Dillon, MT	406	683-3821
HAHNKAMP, Lee Fuels Module Leader Dillon, MT	406	683-3969
SHULER, Scot Dillon District Ranger Dillon, MT	406	683-3988

WISE RIVER RANGER DISTRICT**PHONE: 406-832-3178****ADDRESS:**

Wise River Ranger District (D2)

P. O. Box 100

Wise River, MT 59762

FAX: 406-832-3311

EMPLOYEE	AREA CODE	CONTACT #
HUTTON, Diane Wise River/Wisdom DFMO Wisdom, MT	406	689-3243 ext. 203
HENSON, Dave Wise River/Wisdom DAFMO Wise River, MT	406	832-3178 ext.207 689-3243 ext.215
NELSON, Matt Engine Foreman Wise River, MT	406	832-3178 ext.223
DEAN, Clint Assistant Engine Foreman Wise River, MT	406	832-3178 ext 221
WHITE, Jonathan I.A. Foreman Wise River, MT	406	832-3178 ext.222
RIEBE, Russ District Ranger Wise River, MT	406	832-3178 (D2) 689-3243 (D3)

WISDOM RANGER DISTRICT
PHONE: 406-689-3243

ADDRESS:
 Wisdom Ranger District (D3)
 P. O. Box 238
 Wisdom, MT 59761

FAX: 406-689-3245

EMPLOYEE	AREA CODE	CONTACT #
HUTTON, Diane Wise River/ Wisdom DFMO Wisdom, MT	406	689-3243 ext. 203
HENSON, David Wise River/Wisdom DAFMO Wise River, MT	406	689-3243 ext.215 832-3178 ext.207
DIAZ, Paul Engine Foreman Wisdom, MT	406	689-3243 ext.204
SUKO, Donvan Asstant Engine Foreman Wisdom, MT	406	689-3243
THOMAS, Monica I.A. Foreman Wisdom, MT	406	689-3235
RIEBE, Russ Widsom District Ranger Wisdom, MT	406	689-3243 (D3) 832-3178 (D2)

BUTTE RANGER DISTRICT**PHONE: 406-494-2147****ADDRESS:**

Butte Ranger District (D4)

1820 Meadowlark

Butte, MT 59701

FAX: 406-494-0269

EMPLOYEE	AREA CODE	CONTACT #
SMITH, Kevin Butte/Jefferson DFMO Whitehall, MT	406	287-3223
MARTIN, Shane DAFMO Butte, MT	406	494-0228
WILLOUGHBY, Jason Engine Foreman E-41 Butte, MT	406	494-0234
VAN BLARICOM, Clint Asst. Engine Foreman E-41 Butte, MT	406	494-0252
Vacant I.A. Foreman Butte, MT	406	494-2147
SABO, David Butte District Ranger Butte, MT	406	494-0250

MADISON RANGER DISTRICTS
PHONE: 406-682-4253 Madison
PHONE: 406-842-5432 Sheridan

ADDRESS:

Madison Ranger District (D6)
 5 Forest Service Road
 Ennis, MT 59729
 FAX: 406-682-4233

Sheridan Work Center
 P. O. Box 428
 Sheridan, MT 59749
 FAX: 406-842-5878

EMPLOYEE	AREA CODE	CONTACT #
AGNER, Jon Madison DFMO Ennis, MT	406	682-4253
ROOSE, Paul DAFMO Ennis, MT	406	682-4253
GILBERT, Randy Engine Foreman E-62 Ennis, MT	406	682-4253
BARNES, Jeff Asst Engine Foreman E-62 Ennis, MT	406	682-4253
GUE, Michael Fire Management Module Foreman Ennis, MT	406	682-4253
WITTENBERG, Derek Asst Fire Management Module Foreman Ennis, MT	406	682-4253
OLSON, Dale Madison District Ranger Ennis, MT	406	682-4253
GILBERT, Ernie Information Assistant Sheridan, MT	406	842-5432
BARNES, Kevin Front Liner Ennis, MT	406	682-4253
EDLEN, Julie Front Liner Ennis, MT	406	682-4253

JEFFERSON RANGER DISTRICT**PHONE: 406-287-3223****ADDRESS:**

Jefferson Ranger District (D7)

3 Whitetail Road

Whitehall, MT 59759

FAX: 406-287-3368

EMPLOYEE	AREA CODE	CONTACT #
SMITH, Kevin Butte/Jefferson DFMO Whitehall, MT	406	287-3223
MARTIN, Shane DAFMO Butte, MT	406	494-0228
MONTGOMERY, Cody Engine Foreman E-71 Whitehall, MT	406	287-3223
BEHRENS, Joe Asst. Engine Foreman E-71 Whitehall, MT	406	287-3223
SCHENK, Greg Engine Foreman E-72 Whitehall, MT	406	287-3223
WHITE, Jonathan Asst. Engine Foreman E-72 Whitehall, MT	406	287-3223
RUX, Jeremy I.A. Foreman Whitehall, MT	406	287-3223
SABO, David Jefferson District Ranger Whitehall, MT	406	494-2147

PINTLER RANGER DISTRICT

PHONE: 406-859-3211

ADDRESS:

Pintler Ranger District (D8)
88 Business Loop
Phillipsburg, MT 59858

FAX: 406-859-3689

EMPLOYEE	AREA CODE	CONTACT #
BRABENDER, Joe Pintler DFMO Phillipsburg, MT	406	859-3211
HARRINGTON, Jim Pintler DAFMO Deer Lodge, MT	406	859-3211
LAMBERT, Gary Engine Foreman Phillipsburg, MT	406	859-3211
BOND, Seth Assistant Engine Foreman Phillipsburg, MT	406	859-3211
LATRAY, Matt I.A. Crew Foreman Phillipsburg, MT	406	859-3211
BUCHA, Charlene Pintler District Ranger Phillipsburg, MT	406	859-3211

**BUREAU OF LAND MANAGEMENT
WESTERN MONTANA DISTRICT AND
BUTTE FIELD OFFICE
PHONE: 406-533-7600**

ADDRESS:
Bureau of Land Management
Butte Field Office
106 N Parkmont
Butte, MT 59701

FAX: 406-533-7660

EMPLOYEE	AREA CODE	CONTACT #
THOMPSON, John Western Montana District Butte, MT	406	533-7611
HOTALING, Rick Western Montana District Butte, MT	406	533-7629
HAIGHT, Scott Butte Field Manager Butte, MT	406	533-7630
TUSS, Charles Fuels Specialist Butte, MT	406	533-7634
CAMPBELL, Greg Fuels Specialist Butte, MT	406	533-7608
GOICOECHEA, Terina Fire Mitigation & Education Specialist Butte, MT	406	533-7665

**BUREAU OF LAND MANAGEMENT
DILLON FIELD OFFICE
PHONE: 406-683-8000**

ADDRESS:
Bureau of Land Management
Dillon Field Office
1005 Selway Drive
Dillon, MT 59725

FAX: 406-683-8066

EMPLOYEE	AREA CODE	CONTACT #
HUDSON, Cornelia Field Manager Dillon, MT	406	683-8023
FOSSE, Pat Assistant Field Manager Renewable Resources Dillon, MT	406	683-8039
JOHNSON, Keith Assistant Field Manager Nonrenewable Resources Dillon, MT	406	683-8050
SAMPSON, Joe Fuels Specialist Dillon, MT	406	683-8047

**MONTANA DEPARTMENT OF NATURAL RESOURCES AND CONSERVATION
DILLON OFFICE
PHONE: 406-683-6305**

ADDRESS:
Montana Department of Natural Resources and Conservation
Dillon Office
730 North Montana Street
Dillon, MT 59725

AFTER HOURS CONTACT:
Duty Officer Cell 406-490-4096

FAX 406-683-2903

Covers Beaverhead & Madison Counties

EMPLOYEE	AREA CODE	CONTACT #
COPPLE, Don Unit Fire Supervisor Dillon, MT	406	683-6305
LEMON, Jay Fire Team Leader Dillon, MT	406	683-6305
EGAN, Tim Dillon Unit Manager	406	683-6305
ARCHIE, Greg Fire Program Manager Central Land Office Helena, MT	406	458-3505
HAMILTON, David Rural Fire Specialist Central Land Office Helena, MT	406	458-3520
RICHARDS, Hoyt Area Manager Central Land Office Helena, MT	406	458-3501

**MONTANA DEPARTMENT OF NATURAL RESOURCES AND CONSERVATION
ANACONDA OFFICE**

PHONE: 406-563-6078 or 406-563-7944

ADDRESS:

Montana Department of Natural Resources and Conservation
Anaconda Unit Office
1300 Maguire Rd
Anaconda, MT 59711

AFTER HOURS CONTACT:

Anaconda 911 ask to page DNRC
406-563-5241

FAX: 406-563-8255

Covers Deer Lodge, Granite, Silver Bow & Powell Counties. Unit administered by the
Southwestern Land Office, Missoula, MT

EMPLOYEE	AREA CODE	CONTACT #
MEYER, Mike Unit Fire Supervisor Anaconda, MT	406	563-6078
STAEDLER, Fred Anaconda Unit Manager Anaconda, MT	406	563-6078
CLARK, Jonathan Fire Forester Anaconda/Garrison, MT	406	Anaconda 563-6078 Garrison 846-1965
HANSEN, Craig Fire Team Leader/Crew Boss	406	563-6078
VAUGHN, Karen Anaconda Unit Office Manager	406	563-6078
HALL, Matt Fire Program Manager Southwestern Land Office	406	
BUSH, Larry Fire Program Specialist Southwestern Land Office	406	
Missoula Interagency Dispatch Center Missoula, MT	406	829-7070

MONTANA DEPARTMENT OF FISH, WILDLIFE & PARKS
PHONE: 406-683-4258

ADDRESS:
Montana Department of Fish, Wildlife & Parks
730 North Montana Street
Dillon, MT 59725

FAX: 406-683-4126

EMPLOYEE	AREA CODE	CONTACT #
SCHMACH, Rick	406	683-4258
WAHL, Kerry	406	683-4258
DEAN, Regan	406	832-3336

BEAVERHEAD COUNTY VOLUNTEER FIRE DEPARTMENTS**PHONE: 406-683-3700****ADDRESS:**Beaverhead County
2 South Pacific CL # 4
Dillon, MT 59725**AFTER HOURS CONTACT:**

911

FAX: 406-683-3778

EMPLOYEE	AREA CODE	CONTACT #
MARSH, Scott County Fire Warden Dillon, MT	406	683-3757
LATER, Rick Fire Warden, Dillon VFD Dillon, MT	406	683-5051
MCGINLEY, Mike Chief, Dillon VFD Dillon, MT	406	683-3751
MORAST, Darrin Assistant Chief, Dillon VFD Dillon, MT	406	683-5086
STAUDENMEYER, Will Chief, Grant VFD Grant, MT	406	681-3182
MCDUGAL, Graeme Assistant Chief, Grant VFD Grant, MT	406	681-3131
BOYD, Shelly Chief, Grasshopper Valley VFD Polaris, MT	406	834-3497
MALKOVICH, Kyle Chief, Jackson VFD Jackson, MT	406	834-3201
WILSON, Travis Chief, Lima VFD Lima, MT	406	276-3489
BERNARD, Randy Assistant Chief, Lima VFD Lima, MT	406	681-3182
STEVENSON, Jimmer Chief, Wisdom VFD Wisdom, MT	406	689-3440
LARSON, Sean Chief, Wise River VFD Wise River, MT	406	832-3288

MADISON COUNTY VOLUNTEER FIRE DEPARTMENTS**PHONE: 406-843-5301****ADDRESS:**Madison County
P.O. Box 276
Virginia City, MT 59755**AFTER HOURS CONTACT:**

911

FAX:

406-843-5351

EMPLOYEE	AREA CODE	CONTACT #
SCHENK, Dave Madison County Fire Warden Virginia City, MT	406	843-5301
MUMME, Chris Madison County DES/Assitant Fire Warden Virgina City, MT	406	843-4253
DOORNBOS, Dan Chief, Alder VFD Alder, MT	406	842-5032
GILMAN, Steve Assistant Chief, Alder VFD Alder, MT	406	842-5532
HUSAR, Joe Chief, Harrison VFD Harrison, MT	406	685-3249
BIGGERS, Trent Assistant Chief, Harrison VFD Harrison, MT	406	287-3626
CHRISTENSEN, Shawn Chief, Madison Valley Fire Ennis, MT	406	682-4748
WOIRHAYE, Ted Chief, Sheridan VFD Sheridan, MT	406	842-5174
VECHOW, Brian Assistant Chief, Sheridan VFD Sheridan, MT	406	842-5431
CARLSON, Lloyd Chief, Twin Bridges VFD Twin Bridges, MT	406	684-5829
GEORGE, Jason Assistant Chief, Twin Bridges, MT	406	
ERDALL, Robert Chief, Virginia City VFD Virginia City, MT	406	843-5352
WILLIAMS, Roger Assistant Chief, Virginia City VFD Virginia City, MT	406	843-5321 843-5425
MCCLINTIC, Scott Chief, Madison Valley Rural #2	406	682-7902
CONLON, Kevin Assistant Chief, Madison Valley, Rural #2	406	682-3697

**ANACONDA JOB CORPS
Civilian Conservation Corps
PHONE: 406-563-8700**

ADDRESS:
USDA FS Anaconda Job Corps Center
1384 Foster Creek Road
Anaconda, MT 59711
FAX: 406-563-8243

EMPLOYEE	AREA CODE	CONTACT #
SHADOW, Sonja Business Community Contact	406	563-8704
RYAN, Ray Center Director	406	563-8712
MORGAN, Ron Work Program Manager	406	563-8758
STALEY, Mary-Jo Administrive Officer	406	563-8721
AFMO		

**BANNACK STATE PARK
PHONE: 406-834-3413**

ADDRESS:
Bannack State Park
4200 Bannack Road
Dillon, MT 59725

AFTER HOURS CONTACT:
406-834-3600

FAX: 406-834-3548

EMPLOYEE	AREA CODE	CONTACT #
CARLSON, Dale Manager	406	834-3413
LOWE, Tom Assistant Manager	406	834-3413
Kasak, Roger	406	834-3413

BUREAU OF RECLAMATION DILLON OFFICE PHONE: 406-683-6472		
ADDRESS: 1200 Highway 41 N. Dillon, MT 59725		
FAX: 406-683-0065		
EMPLOYEE	AREA CODE	CONTACT #
HORNING, Jon	406	683-6472

BIG HOLE NATIONAL BATTLEFIELD PHONE: 406-689-3155		
ADDRESS: Big Hole National Battlefield P. O. Box 237 Wisdom, MT 59761		
FAX: 406-689-3155		
EMPLOYEE	AREA CODE	CONTACT #
BLACK, Steve Superintendent Wisdom, MT	406	689-3155 ext. 1024
WICK, Mandi Park Ranger Wisdom, MT	406	689-3155 ext. 1023
BACON, Patti Administration Tech Wisdom, MT	406	689-3155 ext. 1020
STEVENSON, Jimmer Maintenance Worker Wisdom, MT	406	689-3155 ext. 1027

GRANT-KOHR'S RANCH NATIONAL HISTORIC SITE**PHONE: 406-846-2070****ADDRESS:**

Grant-Kohrs Ranch NHS

266 Warren Lane

Deer Lodge, MT 59722

FAX: 406-3962

EMPLOYEE	AREA CODE	CONTACT #
LAVELLE, Jacque Superintendent Deer Lodge, MT	406	846-2070
DORE, Anita Administrative Officer Deer Lodge, MT	406	846-2070
FORD, Christine Resource Mgr. Deer Lodge, MT	406	846-2070
JENSEN, Lori Ranger Deer Lodge, MT	406	846-2070
CROGILO, Julie Chief of Interpretation Deer Lodge, MT	406	846-2070
STEWART, Alan Facility Mgr. Butte, MT	406	846-2070

RED ROCK LAKES NATIONAL WILDLIFE REFUGE
PHONE: 406-276-3536

ADDRESS:
Red Rock Lakes National Wildlife Refuge
27650 B South Valley Road
Lima, MT 59739

FAX: 406-276-3538

EMPLOYEE	AREA CODE	CONTACT #
WEST, Bill Refuge Manager Lakeview, MT	406	276-3536 extension: 302
FARMER, David Assistant Refuge Manager Lakeview, MT	406	276-3536 extension: 303
CUTTING, Kyle Wildlife Biologist Lakeview, MT	406	276-3536 extension: 304
GRANGER, Mike Montana FMO Lewistown, MT	406	538-7521
BECK, Kevin Assistant FMO Great Falls, MT	406	727-7432
VANN, Jackie Refuge Administrator Lakeview, MT	406	276-3536 extension 301

COUNTY/FBI CONTACT NUMBERS:

COUNTY	AREA CODE	EMERGENCIES	CONTACT#	FAX #
BEAVERHEAD COUNTY SHERIFF	406	911	683-3700	683-3778
MADISON COUNTY SHERIFF	406	911	843-3501	843-5351
BUTTE-SILVER BOW SHERIFF	406	911	782-4224	497-1181
ANACONDA/DEERLODGE COUNTY SHERIFF	406		563-5241	
GRANITE COUNTY SHERIFF	406		859-3252	859-3252
JEFFERSON COUNTY SHERIFF (BOULDER)	406		225-4075	
JEFFERSON COUNTY SHERIFF (WHITEHALL)	406		287-3555	
POWELL COUNTY SHERIFF	406		846-2711	
FEDERAL BUREAU OF INVESTIGATION-MISSOULA	406		549-7696	
FEDERAL BUREAU OF INVESTIGATION-BUTTE	406		782-2304	