

CHARTER

Northern Rockies Incident Commander Committee Northern Rockies Wildfire Coordinating Group

I. AUTHORITY

The Northern Rockies Incident Commander Committee, herein referred to as the NRICC, is chartered under the authority of the Northern Rockies Coordinating Group.

II. MISSION

The mission of the NRICC is to represent the NRCG as a body of resident experts, providing advice, and developing recommendations, processes, and procedures to improve the consistency and performance of the Northern Rockies Incident Management Teams.

III. OBJECTIVES

- Provide a forum for the exchange of issues, concerns, opportunities and information that promotes safe, efficient, and effective incident management operations.
- Provide Incident Commander representation on NRCG sub-committees, as incident management team technical experts.
- Identify, analyze, and develop recommendations, processes, and procedures to resolve incident management related issues as directed by the NRCG.
- Provide strategic recommendations to the NRCG for issues, concerns, and opportunities related to Incident Management Team succession planning. Including work with Zone Boards and/or specific agencies to help ensure sufficient qualified individuals are nominated for team membership.

IV. ORGANIZATION

Voting Membership: The NRICC will be comprised of the Type 1 and 2 Northern Rockies Incident Commanders. Additionally the group will include Deputy Incident Commanders, and Trainee Incident Commanders. At a minimum, a quorum for the NRICC will consist of five of the eight positions listed below:

- One Incident Commander from each Type 1 IMT (2)
- One Incident Commander from each Type 2 IMT (5)
- One Incident Commander from each WFMT (1)

Non-Voting Membership: The NRICC recognizes and values participation by others who can contribute to the success of the NRICC. As such, the NRICC extends non-voting membership status to the chairs of the other NRCG committees and the NR IMT Coordinator.

V. OFFICERS ROLES AND RESPONSIBILITIES

The NRICC will select, via closed vote election, a Chairperson from within the Committee for a two year term. The election will take place as the final agenda item of the fall meeting and the newly appointed Chair will assume responsibilities at the end of the meeting. The Vice-Chair serves a one year term and is selected annually at the fall meeting. The Vice-Chair will be the next Chair.

Duties of the Chair:

- Schedule agenda items, convene meetings and conference calls, and advise membership of time and location.
- Establish, maintain, and distribute meeting agendas and minutes.
- Serve as the primary contact between NRICC and NRCG, and any subordinate groups.
- Ensure that communications between NRICC and other groups is documented, stored and made available to all NRICC members.

Duties of Vice-Chair:

- Assume duties of Chair in absence of Chair.
- Be responsible for taking the meeting minutes and distributing them to all committee members. The Vice-Chair may arrange for a scribe who will handle meeting minutes.

VI. **MEETINGS and REPORTS**

- The NRICC will meet twice annually. Conference calls will be conducted as needed.
- Each agency is responsible for funding their representative's travel to meetings.
- The NRICC will operate by consensus. Consensus decisions will be forwarded to the NRCG in written format that will include all recommendations. If consensus is unreachable, the Chair will present an issue paper to NRCG displaying the scope of the issue and alternative solutions that represent all viewpoints of the membership.

VII. **APPROVAL**



Mike Granger
NRCG Chair

11/30/2017

Joe Sampson
NRICC Chair