

CHAPTER 10

OBJECTIVES, POLICY AND SCOPE OF OPERATION

MISSION STATEMENT

The principle mission of the Cody Interagency Dispatch Center (CDC) is to provide safe, cost effective, and timely response of resources for appropriate response to wildland fires and other emergency management activities within the Cody Interagency Dispatch Center area. CDC's coordination effort is in cooperation with the Rocky Mountain Coordination Center (RMCC), those dispatch centers within the CDC neighborhood (Casper, Billings, Teton and Bozeman), and those dispatch centers within the Greater Yellowstone Area (Teton, Billings Bozeman, Dillon and Eastern Idaho).

The cooperating agencies involved with the Cody Interagency Dispatch Center include:

- Bureau of Land Management (Wind River/Bighorn Basin District)
- Bureau of Indian Affairs (Wind River Agency)
- US Forest Service (Bighorn and Shoshone National Forests)
- National Park Service (Bighorn Canyon National Recreation Area)
- Wyoming State Forestry Division (Portions of Big Horn Basin D3 and Buffalo D5)
- Big Horn County, Hot Springs County, Fremont County, Park County, and Washakie County
- Portions of Sheridan County (west of Interstate 90), Johnson, Carbon, Natrona, and Sweetwater Counties

Additional agencies lands residing within the Cody Interagency Dispatch Center Zone include:

- Wyoming National Guard
- Wyoming Game and Fish
- Bureau of Reclamation
- US Fish and Wildlife Service

The Cody Interagency Mobilization Guide identifies policies and agreements that establish standard procedures to guide the operations of multi-agency/jurisdictional logistical support activities. This guide is an extension of Agency Manuals, Handbooks, Directives and Instructional Memorandums relating to logistical support. This guide is intended to promote uniformity of logistical support communications, facilitate interagency dispatch coordination and ensure the timeliest and most cost-effective support services are provided. It is designed to accommodate amendments and will be recognized as currently applicable until amended. This guide is a supplement to National and Geographical Area Mobilization Guides.

The Fire Management Officers/Agency Representatives are responsible for review and approval of the Cody Interagency Mobilization Guide. Signing of the CDC Operating Plan serves as approval for the mobilization guide.

The Cody Interagency Dispatch Center Manager is responsible for the CDC mobilization guide development, review and updates.

1 **Total Mobility**

2 The positioning and utilization of resources to meet anticipated and existing incident,
3 preparedness, severity, wildland and prescribed fire needs regardless of geographic location or
4 agency affiliation.

5
6 **Initial Attack Definition** Refer to RMG 10

7
8 **Priorities**

9 When competition exists for resources, priorities shall be established by the CDC Center
10 Manager during CDC Preparedness Levels 1 - 3 and in conjunction with the Cody Interagency
11 Dispatch Center Coordinating Group (Local Multi-Agency Coordination Group (LMAC)) at
12 Preparedness Levels 4 - 5.

13
14 The single overriding suppression priority is the protection of human life – both that of our
15 firefighters and of the public.

16
17 In setting priorities, the following criteria should be considered:

18 Maintaining initial attack capability

19 Protecting communities and community infrastructure, other property and
20 improvements and natural and cultural resources in the following order:

- 21 • Communities
- 22 • Community infrastructure (including long term effects to economic sustainability
23 and viability)
- 24 • Commercial business
- 25 • Principle residence (year-round homes)
- 26 • Non-principle residence (seasonal homes, cabins, etc.)
- 27 • Out-buildings (barns, unattached garages, utility buildings, etc.)
- 28 • Limiting costs without compromising safety
- 29 • Meeting agency protection and resource management objectives.
- 30 • Support to National Response Framework (NRF) taskings.

31
32 **Local and Geographic Area Drawdown Levels and National Ready Reserve** Refer to NMG 10

33
34 **SCOPE OF OPERATION**

35 **National Response Framework** Refer to NMG 10

36
37 **Office of Foreign Disaster Assistance (OFDA)** Refer to NMG 10

38
39 **Responsibilities** Refer to RMG 10

40
41 **Response to Incidents Other Than Wildland Fires** Refer to RMG 10

42 There is no statutory authority for Wyoming State Forestry Division personnel, or local county
43 cooperators, to respond to out-of-state, non-fire emergencies. Therefore, Wyoming State
44 Forestry Division employees and county cooperators, are not available for out-of-state, non-fire
45 related incidents unless a National Emergency is declared, or it is a FEMA incident.

1 **Mutual Aid Agreements**

2 Mutual Aid agreements have the primary purpose of providing initial response and short-term
3 logistical support between adjoining units and dispatch centers. Initial response incidents are
4 controlled by the initial responding resources without need for major reinforcements within a
5 reasonable time period. Cody Dispatch has the authority to utilize the resources of adjoining
6 centers as stated in the NMG and RMG. Prior to the mobilization of initial response resources, it
7 is agreed that:

- 8 • Initial response resources will be mobilized without delay, a resource order from the
9 receiving dispatch center will follow as time allows.
- 10 • No initial response resource responding across geographic boundaries will be mobilized
11 further than that adjoining center boundary.

12
13 Refer to the specific District Annual Operating Plan (AOP) for a synopsis of the Mutual Aid
14 Agreements pertaining to the Cody Interagency Dispatch Center and its cooperators.

15
16 **Reciprocal Fire Protection Services**

17 Reciprocal Fire Protection Services exist between the Federal Agencies, Wyoming State Forestry
18 Division, and Counties located within the Cody Dispatch Area. The services are authorized and
19 approved through the Wyoming Interagency Cooperative Fire Management Agreement and the
20 District Annual Operating Plans. (Refer to the Wyoming Wildland Fire Resource Mobilization
21 Guide)

22
23 **Responsibilities of RMA Wildland Fire Agencies** Refer to RMG 10

24 **Responsibilities of the RMCG Fire Duty Officer** Refer to RMG 10

25 **Responsibilities of the Rocky Mountain Coordination Center** Refer to RMG 10

26 **Responsibilities of the Cody Interagency Dispatch Center**

27 Refer to the Annual Operating Plan for the Cody Interagency Dispatch Coordinating Groups
28 expectations for dispatch services and support.

29
30 **MOBILIZATION** Refer to RMG 10 and NMG 10

31 Cody Dispatch will provide logistical support to all units located within the dispatch area
32 pursuant to federal policy and laws. CDC will coordinate movement of all resources within the
33 dispatch center's area of influence. The Dispatch Center Manager, or acting, has delegated
34 authority from Federal and State Land Management Agencies as identified by signatories of the
35 Annual Operating Plan for CDC. The delegated authority is outlined within this guide and
36 establishes policies and procedures for the mobilization of personnel, equipment, supplies and
37 aircraft for incident emergencies and pre-suppression in the Cody Dispatch Area, Rocky
38 Mountain Area and Nationally.

39
40 **Resource Mobilization** Refer to RMG 10 and NMG 10

41 All orders for incident resources will be initiated by the incident commander and may be
42 coordinated through the Duty Officer/FMO. Orders shall be processed through established
43 dispatch channels using the standard National Coordination System. All resources mobilized
44 beyond the initial response will adhere to the NWCG Physical Fitness and Qualification
45 Standards.

1 **Mobilization Hierarchy** Refer to RMG 10

- 2 1) Agency
- 3 2) AD/EFF/Supplemental Resources
- 4 3) Contractors

5

6 **Work/Rest, Length of Assignment, and Days Off** Refer NMG 10, NWCG Standards for Incident
7 Business Management

8

9 **Incident Operations Driving** Refer to RMG 10

10 **Wildland Fire Entrapment/Fatality** Refer to NMG 10

11

12 **Resources** Refer to NMG 10

13 **RMA Resources** Refer to RMG 10

14 Dispatching of National and/or Area resources within and across the defined Rocky Mountain
15 Area boundaries shall comply with the RMG.

16

17 **Notification of Commitment of National & Area Resources** Refer to NMG 10 and RMG 10

18 Notification of commitment of National and Area resources will be made to RMCC via phone
19 within 15 minutes of commitment. Notifications will be done when the following
20 circumstances occur:

- 21 • When National, RMA geographic resources, or RMA prepositioned resources are
22 committed internally to an incident or are no longer available for dispatch;
- 23 • When the resource is available again; or
- 24 • When resource location changes.

25

26 **Unable to Fill (UTF) Procedures** Refer to NMG 10

27

28 **Standard Cubes, Weight and Gear Policy (excluding smokejumpers)** Refer to NMG 10

29

30 **Contract Air Transport Reminders** Refer to RMG 10

31

32 **General Demobilization Guidelines** Refer to RMG 10

33 **Release Priority Guidelines** Refer to RMG 10

34 The following incident release priorities will apply, unless notified of change by RMCC:

- 35 1) Local Initial Attack
- 36 2) National and Geographic resources
- 37 3) Out of geographic area resources
- 38 4) Out of Zone RMA agency and cooperator resources
- 39 5) RMA agreement/call-when-needed resources
- 40 6) Type 2 crews/contract resources

41

42

43

1 **Wildland Fire Weather Forecasts** Refer to RMG 10

2 Fire weather forecasts will be disseminated to all firefighting personnel. The morning fire
3 weather forecast is available to all resources on the web; if needed, field units may request this
4 information via radio from CDC. The afternoon fire weather forecast will be broadcast upon
5 request from resources in the field. ERC's and Fire Danger Rating will be posted on WildWeb
6 and texted out via WildCAD during peak fire season (June – September).

7
8 Wildland fire spot weather forecast requests will be made through CDC. Depending on location
9 of the incident, CDC will contact either Riverton National Weather Service or Billings National
10 Weather Service and request the spot forecast. When the spot forecast is received, CDC will
11 disseminate the information to the requesting incident.

12
13 Prescribed fire spot weather forecast requests can be made directly to the national weather
14 service by the Burn Boss or their designee.

15
16 Red Flag Warnings/Watches and updates to the fire weather forecast will be disseminated to all
17 firefighting personnel via radio, briefing, phone calls, and/or texting. Red Flag Warnings will be
18 emailed to all county cooperators. National Weather Service Red Flag Warnings and Watches
19 are posted at <https://www.weather.gov/riw/>. It is accessible through the Cody Interagency
20 Dispatch Center website under the Weather link.

21
22 **Lightning Data:**

23 CDC may only retrieve lightning data for the past 7 days. CDC staff can use the EGP site to
24 provide lightning maps and get coordinates of individual strikes and time stamps. If lightning
25 data older than 7 days is needed, the requestor must email Herb Arnold at harnold@blm.gov to
26 request the data direct from WFMI. The requestor is also responsible for working with their
27 local GIS person to manipulate the data and create maps, if needed.

28
29 **Resource Tracking**

30 **Fire Resource Check-in and Tracking Procedures**

31 Responsibilities of the Cody Interagency Dispatch Center include:

- 32
- 33 • Daily tracking of fire resource status for initial response to wildfires,
 - 34 • Tracking assigned and contingency resources for prescribed fires, and
 - 35 • Providing communications and other support for resources engaged in prescribed fire
and initial/extended attack operations.

36 In addition, a key reason for tracking of resources is to provide a safety net. If expected arrival
37 times, or communication schedules are not executed as planned, it may be an indicator that
38 someone is in trouble and that search plans or other emergency plans need to be activated.

1 **Check-in/Check-out Season**

2 Check-in/Check-out Season for daily tracking of fire resources will be from April 1st to October
3 31st. During this period, all fire resources are expected to follow the established General
4 Resource Tracking Procedures outlined below. Tracking fire resources from November 1st –
5 March 31st will be done upon request for Bighorn NF, Shoshone NF and Wind River Agency.
6

7 The Wind River/Bighorn Basin District requests year-round daily resource tracking from CDC.
8 WBD fire and fuels resources must communicate and coordinate dispatch staffing needs at a
9 minimum of 24 hours prior to heading into the field. If CDC does not have the ability to staff,
10 CDC will check with Casper and/or Great Plains Dispatch Centers to see if it is possible for
11 resources to track with them. If Casper and Great Plains Dispatch is unable to track CDC
12 resources, the Center Manager, or acting, will inform the WBD Duty Officer. The Duty Officer
13 will then determine another avenue for tracking field going resources or inform resources they
14 cannot go to the field until CDC is staffed again. Resources already in the field must return to
15 station if CDC or alternative dispatch centers are unable to track.
16

17 **General Resource Tracking Procedures**

18 All in service fire resources need to check-in daily, with Cody Dispatch, during the check-in
19 season. A radio check ensures the radio is working (on both ends). Resources will notify CDC
20 when they are leaving their respective station, provide dispatch with destination and an ETA.
21 Resources shall notify CDC upon arrival at destination and anytime they change locations
22 throughout the day. This is critical for mobilization of closest resources to fires/incidents and
23 provides for greater resource accountability.

- 24 • At the end of the day, fire resources will communicate when they are going out of
25 service with the dispatch center. If the dispatch center does not have confirmation a
26 resource is back at station, the dispatcher will try to contact the missing resource. If the
27 dispatcher is unable to contact the overdue resource, the unit duty officer will be
28 notified to initiate a local missing person protocol.
- 29 • If fire resources check in with CDC, it is then assumed that CDC will be tracking them
30 until they either return to station, reach their destination, or have checked out for the
31 day.
- 32 • If fire resources are checking in for informational purposes (outside check-in season),
33 dispatch will not be tracking them unless requested to do so. For example, FMO/Engine
34 traveling to another town for a meeting or training, etc. If fire resources are going to the
35 field outside of the above-mentioned season, then it is assumed that the project
36 supervisor will be keeping track of personnel working on that project, unless it is for a
37 prescribed fire.
- 38 • If resources are returning from a prescribed/wildland fire, and it is past the normal closing
39 time, CDC will stay in service until released by either the IC, Burn Boss or supervisor
40 responsible for operations.

- Resources shall relay their staffing needs to the dispatch center in a timely manner for planning purposes. It maybe there are several resources travelling together and they are comfortable with dispatch going out of service - they have good cell phone coverage, they are on pavement, etc. Other times dispatch should stay in service – single resource travelling, no cell coverage, etc.

CDC staffing for Wildfires

- CDC will remain in service for all staffed wildfires. In rare circumstances, CDC may be released by the IC/FMO/Duty Officer if other communication arrangements have been made.
- CDC will remain in service for all wildfires where resources are camping out. The exception to this would be resources are bedding down on an incident and have other means of communication available. The Center Manager, or acting, will coordinate with the IC/Duty Officer/FMO on all over night dispatch staffing requests.

CDC Staffing for Prescribed Fires

- CDC will be in service for all prescribed fire operations. CDC may be released by the Burn Boss/FMO/Duty Officer, if other communication arrangements have been made.
- CDC will remain in service for all prescribed fires that have resources camping out. The exception to this would be resources are bedding down on an incident and have other means of communication available. The Center Manager, or acting, will coordinate with the Burn Boss/Duty Officer/FMO on all over night dispatch staffing requests.

Off-Unit Assignments Refer to RMG 10

Resources travelling to off-unit assignments shall notify the receiving dispatch center, if they will be delayed.

Fire Cost Coding Refer to NMG 10 and RMG 10

All incidents in the CDC zone will have assigned accounting codes established for all responding agencies utilizing the FireCode System. A cost code will be assigned to every resource order to be used nationally for cost collection and accounting information. CDC will request a FireCode in WildCAD for all agencies within the dispatch area. Each agency is responsible for tracking their own costs according to agency policy regarding cost containment and large fire cost accountability objectives.

Fire Codes are not issued to State or County fires, unless there is a request for federal response or support. Reference the Cody Dispatch Operating Guide for Assists to County Incidents.

RMA Preparedness Levels Refer to RMG 10

RMA Preparedness Level Action Items Refer to RMG 10

Resource Drawdown Levels Refer to RMG 10

1 **RMA Mobilization Center** Refer to RMA Resource Prepositioning & Mobilization Center
 2 Operating Procedures
 3 **Multi-Agency Coordinating (MAC) Group** Refer to RMG 10
 4 **Agreements** Refer to RMG 10
 5
 6

7 **CODY INTERAGENCY DISPATCH CENTER PREPAREDNESS LEVELS**

8 The Cody Interagency Dispatch Center Manager, or acting, will monitor the area fire
 9 management activities and determine PL1 through PL 3. Recommendations will be made to the
 10 Cody Interagency Dispatch Center Coordinating Group (CICG) to go to PL 4 and 5. The CICG will
 11 make the final determination for PL 4 and 5, with activation of the LMAC.
 12

13 Preparedness Levels are established based on current and forecast burning conditions, fire
 14 activity, resource availability, and fuel conditions.
 15

16 **Cody Interagency Dispatch Center Preparedness Level Definitions**

17 The matrix below is designed as a guide to progressively review the complexity for long/short
 18 term fire weather, fire activity and resource commitment. NFDRS ratings are derived from the
 19 Observed and Forecasted Indices from agency weather stations in accordance with the
 20 Interagency NFDRS Plan. Fire activity is obtained from daily situation report, and commitment
 21 of resources is obtained from resource ordering reports.
 22

23 **Cody Dispatch Preparedness Level Parameters**

CDC Parameter	PL 1	PL 2	PL 3	PL 4	PL 5
NFDRS Agency Adjective Ratings	Low to Moderate	2+ Agencies are Moderate to High	2+ Agencies are High to Very High	3+ Agencies are Very High to Extreme	Majority of Agencies are Very High to Extreme
Class A/B/C Fires .1 - 99.9 acres	Yes	Yes	Yes	Yes	Yes
Large/Multiple D/E/F/G Fires 100 – 5000+ acres	No	Yes	Yes	Yes	Yes
Complexity Level	Type 5 or 4	Type 4 and one Type 3	Multiple Type 4 and Type 3	One Type 2 or Type 1	Multiple Type 2 and or Type 1
Local Resources Committed	Few Resources Committed	Some Commitment of Local Resources	Most Local Resources Committed	All Local Resources Committed – Additional Resources Are Ordered In	All Local Resources Committed – Additional Resources Are Ordered In

24

1 **Cody Interagency Dispatch Center Preparedness Level Action Items**

2 The matrix below is intended as a guide for management personnel to consider as
 3 Preparedness Levels increase.

ACTION ITEMS (RESPONSIBILITY)	PL 1	PL 2	PL 3	PL 4	PL 5
Review Local Resource Availability (Dispatch Center Manager/FMOS/FOS)	-	As Needed	Daily 0800	Daily 0800 and 1700	Daily 0800 and 1700
Review Fire Weather (Dispatch Center Manager/FMOS/FOS)	-	As Needed	Daily 0800	0800, 1200, and 1700	0800, 1200, and 1700
Expanded Dispatch Availability (Dispatch Center Manager)	-	As Needed for Extended Shifts	Order Expanded Dispatchers as needed	Staff Expanded Dispatch	Staff Expanded Dispatch
Unit Incident Support Organization (Dispatch Center Manager/FMOS/FOS)	-	As Needed for Extended Shifts	In Place for Units Hosting Incidents	In Place for Units Hosting Incidents	In Place for Units Hosting Incidents
CICG/ LMAC Activation (Dispatch Center Manager)	-	Bi-weekly Conference Calls July-September	Bi-weekly Conference Calls July-September	Consider Weekly Conference Call/Activation	LMAC Activated
Severity Requests (FMOs/FOSSs)	-	-	1-2 Units	3-4 Units	All Federal Units
Fire Restrictions (FMOs/FOSSs)	-	-	Minimal Units	Some Units	Several Units
IA Dispatch Staffing (Dispatch Center Manager)	-	As Needed for Extended Shifts	As Needed for Extended Shifts	Plan Extended IA Staffing Hours	Plan Extended IA Staffing Hours
Aviation Management Oversight (Unit Aviation Officer)	-	-	Evaluate need for additional oversight	Order UAO or comparable aviation oversight	Order UAO or comparable aviation oversight
Type 3 Team Activation (Dispatch Center Manager/CICG)	-	-	2 Week On-Call (Rostered)/Consider Staging Type 3 Team	2 Week On-Call (Rostered)/Consider Staging Type 3 Team	2 Week On-Call (Rostered)/Consider Staging Type 3 Team
SEAT Base Activation	-	As needed	Activate 1 SEAT Base	Consider Activation of an additional SEAT Base	Activate 2 SEAT Bases

1 **CODY INTERAGENCY DISPATCH CENTER MULTI-AGENCY COORDINATING GROUP (CDC MAC)**

2 The Cody Interagency Dispatch Center serves 2 National Forests, 1 BLM District, 1 Native
3 American Reservation, 1 National Recreation Area, several counties and the State of Wyoming.
4 On an ongoing basis, the dispatch center coordinates the priority setting and allocation of
5 resources for fire management within the dispatch zone in the most cost effective and efficient
6 manner. As fire situations develop, which are greater than mutual aid capabilities at local unit
7 levels, close coordination of action is essential for timely effective use of all fire-fighting
8 resources. When the number, complexity of fire management activities and/or competition for
9 resources increases significantly within the dispatch area and/or within the Rocky Mountain
10 Geographic Area, the CDC Local Multi-agency Coordinating Group (LMAC) should be activated.

11
12 **MEMBERSHIP**

13 The CDC Local Multi-agency Coordinating Group (LMAC) consists of designated personnel who
14 are supporting or directly involved with the incident and have authority (direct or delegated) to
15 establish fire priorities and commit resources from their agency. The purpose of the LMAC is
16 to:

- 17 • Make timely decisions so appropriate actions can be taken,
- 18 • Improve the information flow and interface among involved agencies when numerous
- 19 incidents occur at one time or when large incidents are rapidly depleting resources,
- 20 • Develop a single, collective approach to establishing priorities regardless of functional or
- 21 geographical responsibilities,
- 22 • Allocate/reallocate resources, and
- 23 • Develop/recommend contingency plans.

24
25 **The CDC LMAC Group participants are:**

- 26 • LMAC Group Coordinator (Dispatch Center Manager)
- 27 • BLM, Wind River/Bighorn Basin District
- 28 • BIA, Wind River Agency
- 29 • NPS, Bighorn Canyon NRA
- 30 • USFS, Bighorn National Forest
- 31 • USFS, Shoshone National Forest
- 32 • State of Wyoming

33
34 The agency CDC LMAC Group representatives will normally be agency line officers, FMOs or
35 their representatives. The LMAC Group will most likely be comprised of only the affected
36 agencies/jurisdictions, but all committee representatives are invited to participate.

37
38 Depending on the fire location, and agency involvement, representatives of the following
39 agencies may be included in the CDC LMAC Group organization as liaison or primary members:

- 40 • Bureau of Reclamation
- 41 • County Government
- 42 • Wyoming Department of Homeland Security
- 43 • Wyoming National Guard
- 44 • Wyoming Game and Fish
- 45 • Rural Fire Districts

1 **LMAC ACTIVATION**

2 At Preparedness Levels 1 - 3, the Dispatch Center Manager serves to prioritize incidents and
3 facilitate interagency business on an as needed basis. Conference calls with the CDC
4 Coordinating Group are conducted on a twice a month basis, typically starting the first of July.
5 Calls may commence earlier and more frequently depending on fire activity.

6
7 At Preparedness Levels 4, conference calls with the CDC Coordinating Group are conducted
8 weekly or more often as needed. The decision to activate LMAC will be based on the number of
9 large/complex/IMT incidents; number of current fires for resource benefit, prescribed burns
10 scheduled, predicted weather, percentage of area crews and initial attack resources
11 committed, and the level of competition for resources between units and/or Geographic Areas.

12
13 At Preparedness Level 5, LMAC is activated and daily conference calls will occur at 0900. Any
14 agency may activate the LMAC when they feel there is a need to prioritize the allocation for
15 resources or incidents. It is imperative continuity be maintained by properly notifying affected
16 units when LMAC is activated.

17
18 **ROLES AND RESPONSIBILITIES**

19 Local Multiagency Coordinating Group (LMAC) Representatives

20 The LMAC must work within normal dispatching channels and must not get involved in
21 suppression tactics on individual incidents. LMAC must function within existing authorities and
22 agreements.

23
24 Responsibilities:

- 25 • Prioritize incidents. See the priority decision matrix located at:
26 https://gacc.nifc.gov/rmcc/predictive/Priority_Decision_Matrix.pdf
- 27 • Allocate scarce/limited resources among incidents to assure safe, productive, wildland
28 fire management activities commensurate with the priorities identified. The LMAC at
29 times may directly re-allocate scarce/limited resources.
- 30 • Anticipate future resource needs.
- 31 • Review policies/agreements for resource allocation.
- 32 • Interact with Rocky Mountain Area MAC (RMAC) group to assess priorities for resource
33 allocation and support the Area's resource needs. LMAC coordinator will ensure this
34 happens via phone call or electronic transfer of information to RMAC.
- 35 • Recommend staffing extension guidelines for available resources.
- 36 • Review the need for involvement by other agencies.
- 37 • Determine the need for and designate location(s) of mobilization and demobilization
38 centers.
- 39 • Provide information and perspective to agencies wishing to proceed with or implement
40 an extended wildland fire strategy or prescribed fire application as indicated on the
41 go/no-go checklist.
- 42 • Improve political interfaces.

43
44
45

1 **LMAC Coordinator**

2 Duties of the LMAC Coordinator will be carried out by the Cody Interagency Dispatch Center
3 Manager unless it is determined there is a need to order in a Coordinator to fulfill these duties
4 as follows:

- 5 • Ensures the required information is being provided to the LMAC group within the
6 timeframes specified.
- 7 • Arranges for and manages the facilities and equipment necessary to carry out the LMAC
8 group functions.
- 9 • Assists the LMAC group decision process by facilitating the group’s conference call
10 and/or meetings.
- 11 • Documents the LMAC group’s decisions and coordinates with the various agencies,
12 RMCG Liaison, and RMCC to ensure implementation.

13

14 **In addition, the LMAC Coordinator should keep fully informed of:**

- 15 • Number and locations of significant incidents by unit
- 16 • Values at risk and special problems involved
- 17 • Name of Incident Commander on each incident and in general the capabilities of the
18 overhead and the suppression forces assigned (personnel and equipment)
- 19 • Cooperating agencies, personnel and facilities working each fire
- 20 • News and public information facts
- 21 • Fire weather-present and long-range predictions
- 22 • Probabilities for more starts
- 23 • Suppression progress on large fires and/or groups of small fires
- 24 • Depletion of local resources
- 25 • Sources of additional resources, locally, Area and Nationally
- 26 • Fire danger and status of units not actively involved with Incidents.

27

28 **Intelligence Products Required**

- 29 • Resource Status – available and committed by agency (SIT report, IROC, ICS 209s).
- 30 • Summary of outstanding resource requests and critical resource needs (Cognos report,
31 ICS 209s).
- 32 • Expected availability of resources-incidents reaching containment, available for
33 reassignment, coming back after days off, look at neighboring dispatch centers (SIT
34 report, daily dispatch calls).
- 35 • Incident Status Information
- 36 • ICS 209 for each incident
- 37 • Geographic Area Sit Report
- 38 • WFDSS for each new large incident
- 39 • IAPs and Maps (if available)
- 40 • Summary of updated information by incident (collected from IC calls, FMOs, etc.)
- 41 • GACC list of priorities
- 42 • Press releases and fire closures
- 43 • Assessment of current/potential fuel situation and fire behavior predictions
- 44 • Short and long-range weather forecasts.

1 **Meeting/Conference Call Protocol**

2 The agenda for the LMAC conference calls will be as follows:

- 3 1. Roll Call
- 4 2. Coordination/Dispatch Center Briefing (local, area, national)
- 5 3. Fuels/Fire Behavior Briefing (if available)
- 6 4. Weather Briefing
- 7 5. Prioritize/re-prioritize Incidents
- 8 6. Allocate Resources
- 9 7. Document decisions and transmit to the field
- 10 8. Evaluate the need to continue LMAC

11
12 The agenda for the Cody Dispatch Coordinating Group conference calls will be as follows:

- 13 1. Roll Call
- 14 2. Weather Briefing
- 15 3. Current Initial Attack
- 16 4. Aircraft Availability
- 17 5. Resources committed off unit
- 18 6. Large incidents in order of prioritization
- 19 7. Prepositioned resources
- 20 8. Resource needs
- 21 9. Unit Round Robin Report Out
 - 22 a. Unit Potential
 - 23 b. Preparedness Level
 - 24 c. Severity
 - 25 d. Fire Restrictions
 - 26 e. Suppression Activity
 - 27 f. Resource Shortages
 - 28 g. Critical Needs
 - 29 h. Issues/Concerns

30
31 **Interagency Agreements and Memorandums of Understanding for the Cody Interagency**
32 **Dispatch Center**

33 **Wyoming Interagency Cooperative Fire Management Agreement**

34 Interagency Cooperative Fire Management Agreement between USDI Bureau of Land
35 Management, Wyoming, USDI National Park Service, Intermountain Region, USDI Bureau
36 of Indian Affairs, Rocky Mountain Region, USDI Fish and Wildlife Service, Mountain Prairie
37 Region, USDA Forest Service, Rocky Mountain and Intermountain Regions and The State
38 of Wyoming, State Forestry Division.

39
40 Under this master agreement, CDC is included in the Wyoming State Big Horn District 3
41 and Wyoming State Buffalo District 5 AOPs.

42
43 **Cody Interagency Dispatch Center Annual Operating Plan**

44 Interagency Cooperative Fire Management Agreement between USDA Forest Service,
45 USDI Bureau of Land Management, USDI National Park Service, and USDI Bureau of Indian
46 Affairs, and The State of Wyoming, State Forestry Division.

1 **Pryor Mountain Wild Horse Range Between Wyoming and Montana**
2 Memorandum of Understanding between the BLM Wyoming State Director and BLM
3 Montana State Director. The MOU shifts jurisdiction of natural resource lands from the
4 Worland Field Office to the Billings Field Office.
5

6 **Greater Yellowstone Interagency Fire Management Agreement**
7 Interagency Agreement Between the following Greater Yellowstone Area Agencies:
8 United States Department of Agriculture, Forest Service, Beaverhead-Deerlodge National
9 Forest, Bridger-Teton National Forest, Custer Gallatin National Forest, Shoshone National
10 Forest, Targhee National Forest and United States Department of the Interior, National
11 Park Service, Grand Teton National Park and Yellowstone National Park.
12

13 **Ordering Between Local Offices across GACC Boundaries** Refer to NMG 10 and RMG 10
14

15 **Mobilization/Demobilization Procedures for Military Assets and International Assignments**
16 Refer to NMG 10

17 **National Guard** Refer to RMG 10

18 **Geographic Ordering Channels** Refer to RMG 10
19

20 **CDC ORDERING CHANNELS** Unit Identifiers Refer to NMG 10 and NWCG Unit Identifiers website

21 **Cody Interagency Dispatch Center Units and Designators**

22 BLM Wind River/Bighorn Basin District, WY-WBD
23 USFS Bighorn National Forest, WY-BHF
24 Shoshone National Forest, WY-SHF
25 NPS Bighorn Canyon National Recreation Area, MT-BIP
26 BIA Wind River Agency, WY-WRA
27 State Wyoming State Forestry Division, WY-CDS
28 Big Horn District – D3
29 Buffalo District – D5
30 Counties Big Horn, WY-BHX
31 Fremont, WY-FRX
32 Hot Springs, WY-HOX
33 Park, WY-PAX
34 Washakie, WY-WAX
35 Portions of the following counties:
36 Carbon, WY-CAX
37 Johnson, WY-JOX
38 Natrona, WY-NAX
39 Sweetwater, WY-SWX
40 Sheridan, WY-SHX
41

42 **CDC Non-Rocky Mountain Area Neighbor Designators**

43 Neighboring Dispatch Centers:
44 WY-TDC Teton Interagency Dispatch Center
45 MT- BDC Billings Interagency Dispatch Center
46 MT-BZC Bozeman Interagency Dispatch Center

- 1 **Greater Yellowstone Area (GYA) Dispatch Centers:**
2 WY-TDC Teton Interagency Dispatch Center
3 MT-BDC Billings Interagency Dispatch Center
4 MT-BZC Bozeman Interagency Dispatch Center
5 MT-DDC Dillon Interagency Dispatch Center
6 ID-EIC Eastern Idaho Interagency Dispatch Center

7
8 **GYA Participating Agencies:**

- 9 WY-BTF Bridger-Teton National Forest
10 WY-GTP Grand Teton National Park
11 WY-YNP Yellowstone National Park
12 MT-CRA Crow Agency
13 MT-NCA Northern Cheyenne Agency
14 MT-CGF Custer Gallatin National Forest
15 MT-BDF Beaverhead-Deer Lodge National Forest
16 MT-CTF Caribou-Targhee National Forest

17
18 **Geographic Area Caches:**

- 19 CO-RMK Rocky Mountain Cache
20 MT-BFK Billings Fire Cache

21
22 **RMA Ordering Procedures** Refer to RMG 10

23 **RMA Compacts** Refer to RMG 10

24
25 **CDC ORDERING PROCEDURES**

26 The Cody Interagency Dispatch Center will coordinate the movement of all resources utilized
27 within the dispatch center's boundaries. The primary goals of the dispatch of any resource are:
28 SAFETY, EFFECTIVENESS, and EFFICIENCY

29
30 The following criteria will be accomplished by the Dispatch Center:

- 31 • Rapid response
32 • Communications/Intelligence – Information must be accurate and timely
33 • Efficient use of the most effective resource

34
35
36 **INITIAL RESPONSE DISPATCHING PROCEDURES**

37 **Shoshone National Forest, Bighorn National Forest, Wind River/Bighorn Basin District,**
38 **Bighorn Canyon National Recreation Area (including Montana side), and Wind River Agency.**

39 All incidents, for the above listed federal agencies, will be immediately reported to the Cody
40 Interagency Dispatch Center and should include the following information:

- 41 • Name, location, and phone number of reporting party
42 • Location of report (legal description, geographic, etc.)
43 • Proximity and threat to structures
44 • Color of smoke
45 • Fuel type

- 1 • Adjacent fuels
- 2 • Position on slope
- 3 • Natural barriers present
- 4 • Direction and rate of spread
- 5 • Initial attack action being taken and by whom

6

7 Reporting of Incidents: Based on the initial fire report, CDC will dispatch the “Closest Forces”
8 using appropriate agency response levels. Each agencies Run Card data has been entered into
9 the dispatch CAD system and will be utilized for initial dispatching of resources. After the
10 appropriate initial resource response has been mobilized, CDC will notify the appropriate Duty
11 Officer on initial incident report and resources responding.

- 12 • Closest Forces Policy: It is understood an Initial Response will not be delayed over
13 questions of ownership. The intent of this policy is to make sure resources respond to
14 determine ownership, conduct an initial size-up, and to take prompt appropriate action
15 if the jurisdictional agency approves.
- 16 • **“Closest Forces” definition - Like resources, regardless of agency affiliation, that can**
17 **respond in the timeliest manner to the incident. This may involve dispatching of**
18 **neighbor resources for Initial Response before other agency resources are dispatched**
19 **due to the location of the incident and resources at the time.**

20

21 Resources Arrival on Scene: Gathering incident size-up information is critical for establishing
22 priorities and should always be available from the ordering entities. All resources providing size-
23 up information are required to use the CDC Incident Organizer. The following minimum criteria
24 must be provided to CDC upon immediate arrival of an emerging initial attack fire:

- 25 • Incident Name
- 26 • Point of Origin (latitude and longitude)
- 27 • Approximate acres burned
- 28 • Cause of the fire

29

30 CDC responsibility is to ensure resources promptly respond to all incidents, so initial intelligence
31 may be gathered, and fire management decisions can be made.

32

33 The Duty Officer responsibility is to oversee initial response operations for the purpose of
34 establishing priorities when there is competition for resources, when multiple fires exceed
35 available resources and/or to ensure the appropriate agency administrator has been notified.

36

37

38 **Wyoming State Forestry Division**

39 Immediate suppression action will be taken by the cooperating parties within their capabilities.
40 Each fire district will have primary responsibility for initial attack on State lands within their
41 district. Immediate notification of all fires either on or threatening State lands will be given to
42 the Wyoming State Forestry Division Duty Officer.

43

44

45

1 **Counties**

2 **Big Horn, Fremont, Hot Springs, Park, Sheridan, Washakie, Carbon, Johnson, Natrona, and**
3 **Sweetwater**

4 For all fires, and smoke reports, determined to be on private lands, the respective county
5 dispatch will be notified immediately and provided with the initial call information.

6
7 **Boundary Fires**

8 The boundaries between adjacent dispatch centers create potential for simultaneous responses
9 and uncoordinated suppression operations. This may result in an increased risk to responding
10 resources and reduce the effectiveness of initial attack. When a fire/smoke is reported to the
11 Cody Interagency Dispatch Center, that falls within 5nm of a dispatch boundary, the adjacent
12 dispatch center will be notified. Notification will include aviation and ground resources
13 responding, if any, and frequencies assigned. Once the location of the fire has been
14 determined, and if there are any concerns by either dispatch center, the following factors will
15 be considered:

- 16 • Are communications effective between responding resources and the dispatch
17 center
- 18 • Agency land ownership
- 19 • Potential for fire to spread across the dispatch boundary
- 20 • Ability to provide logistical support
- 21 • Dispatch staffing and existing workload

22
23 At that point in time, a discussion will take place between the Center Managers and Duty
24 Officers/FMOs involved as to which dispatch center should take the lead on the incident based
25 upon the factors mentioned above.

26
27 Fire resources responding to a fire or smoke report, that has been determined to be within an
28 adjacent dispatch centers area of responsibility, will contact the adjacent center before
29 engaging the fire. Coordination between the centers will need to take place to ensure that
30 appropriate agency involvement is taking place and there are positive communications with the
31 responding resources. Adjacent centers will be notified when TFRs are being established near
32 or in the Boundary Area.

33
34 Coordination between the dispatch centers, duty officer(s)/FMOs and IC will need to take place
35 for fires crossing the dispatch boundary to determine if the support for the incident needs to
36 change to a different dispatch center. It is important to establish a single point of ordering for
37 the incident, rather than placing orders with two different dispatch centers. If it is determined
38 the incident would be better served by changing dispatch centers, that transition will occur at
39 the end of shift to mitigate any safety concerns.

40
41 **Support Border Fires** Refer to NMG 10

42 **Mobilization and Demobilization Travel** Refer to RMG 10

43
44 **RMA Neighborhood Ordering** Refer to RMG 10

45
46

1 **CDC Neighborhood Ordering Procedures**

2 The Cody Interagency Dispatch Center may order resources direct from adjoining dispatch
3 centers (Neighborhood) which includes Casper, Teton, Bozeman, and Billings for initial
4 response, extended attack, large fire support, and non-fire incidents. These centers may also
5 order resources directly from CDC.

- 6 • Resource ordering standards apply for the movement of all resources. Included in
7 this are Initial Response procedures, IROC or resource order forms, commit
8 messages and reassignment procedures.
- 9 • When a resource is unavailable from a neighbor, the order will be placed with
10 RMCC. RMCC will not check with Cody Interagency Dispatch neighbors to fill
11 orders for CDC, unless CDC neighborhood ordering has been turned off due to
12 GACC wide fire activity. In this case, RMCC will shop the request with CDC
13 neighbors.
- 14 • Resources mobilized through RMCC are not available for neighborhood ordering.
- 15 • Resources mobilized from a neighbor can only be sent to another neighbor with
16 permission from the home unit. At this time a resource order will be processed
17 through RMCC by the requesting dispatch center.
- 18 • Refer to RMG for more information on resource ordering and the chart describing
19 resource types, the approved ordering method, and the required notifications.

22 **Greater Yellowstone Area (GYA) Ordering Procedures**

23 In accordance with the Greater Yellowstone Area (GYA) agreement, Cody Dispatch may order
24 and receive requests from Eastern Idaho Dispatch Center and Dillon Dispatch Center for fires
25 within the GYA. These orders still need to go through regular dispatch channels but indicate in
26 special needs “GYA Agreement”. In addition, Teton, Bozeman, and Billings Dispatch Centers are
27 part of the GYA agreement but are also within the Neighborhood Ordering channels.

29 **Interagency Resource Ordering Capability (IROC) Travel** Refer to NMG 10

30 All travel information for resources ordered through RMCC will be transmitted utilizing IROC.
31 THIS PROCESS IS NOT TO BE USED FOR MOBILIZATION OF INITIAL RESPONSE OR TACTICAL
32 AIRCRAFT MOVEMENT. IROC orders will follow as time allows. Travel information for resource
33 movement between neighbors will be relayed via telephone, as well as IROC.

35 **Resource Availability and Tracking**

36 The movement of personnel and/or equipment between units shall require that both sending
37 and receiving units be responsible for safety of the personnel and equipment involved.

38
39 Resources dispatched internally and externally will have a Chief of Party. Chief of Party will
40 normally be the single resource boss of the engine or crew, or in the case of several
41 miscellaneous overhead being moved together it will usually be the first person on and the last
42 person (in the case of demob) off.

43
44 The Chief of Party will maintain prompt communications with CDC until arrival at their
45 destination or is handed off to another dispatch center. The Chief of Party is responsible for all
46 personnel assigned on the manifest list. The receiving dispatch center is responsible for

1 tracking resources once assigned. Chief of Party should stay in contact with the receiving
2 dispatch center while in travel status. This will assist in resource tracking and facilitate the
3 ability to divert resources while enroute.

4

5 Travel arrangements requiring air travel should be made by the traveler, if they are in
6 possession of a government issued travel card. Before their resource order will be set to
7 complete in IROC, the traveler must provide the travel itinerary to the dispatch center. If this is
8 not done, the order remains pending and it could be pulled back and filled with someone else.

9

10 CDC will make demob air travel for large incidents supported locally by Cody Dispatch and other
11 personnel that do not possess a government travel card (ie: seasonals, cooperators, ADs).

12

13

14