

CHAPTER 10

OBJECTIVES, POLICY AND SCOPE OF OPERATION

MISSION STATEMENT

The principal 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, and Teton), and those dispatch centers within the Greater Yellowstone Area (Teton, Billings, 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 Casper D2, Riverton D3, Lyman D4, and Buffalo D5)
- Big Horn, Hot Springs, Fremont, Park, and Washakie Counties
- Portions of Sheridan, 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 (Protecting Unit is the appropriate County Cooperator)
- 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 Annual 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.

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

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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.

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

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

18 Maintaining initial attack capability

19 Protecting communities, community infrastructure, other property improvements and
20 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 • Municipal Watersheds
- 27 • Non-principal residence (seasonal homes, cabins, etc.)
- 28 • Out-buildings (barns, unattached garages, utility buildings, etc.)
- 29 • Limiting costs without compromising safety
- 30 • Meeting agency protection and resource management objectives.
- 31 • Support to National Response Framework (NRF) taskings.

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33 **Local and Geographic Area Drawdown Levels and National Ready Reserve** Refer to NMG 10,
34 CDC FDOP

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36 **SCOPE OF OPERATION**

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

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

39 **Responsibilities** Refer to RMG 10

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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 Structure, Vehicle, Dumpster, Trash and Landfill Fires Refer to Redbook Ch 11
2 Wildland firefighters will not take direct suppression action on structure, vehicle, dumpster,
3 trash, or landfill fires as these are not a functional responsibility of wildland fire resources.
4

5 **Mutual Aid Agreements**

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

- 12 • Initial response resources will be mobilized without delay, a resource order from the
13 receiving dispatch center will follow as time allows.
- 14 • No initial response resource responding across geographic boundaries will be mobilized
15 further than that adjoining center boundary.
16

17 Refer to the specific WY State Forestry District Annual Operating Plan (AOP) for a synopsis of
18 the Mutual Aid Agreements pertaining to the Cody Interagency Dispatch Center and its
19 cooperators.
20

21 **Reciprocal Fire Protection Services**

22 Reciprocal Fire Protection Services exist between the Federal Agencies, Wyoming State Forestry
23 Division, and Counties located within the Cody Dispatch Area. The services are authorized and
24 approved through the Wyoming Interagency Cooperative Fire Management Agreement and the
25 District Annual Operating Plans. (Refer to the Wyoming Wildland Fire Resource Mobilization
26 Guide)
27

28 **Responsibilities of RMA Wildland Fire Agencies** Refer to RMG 10

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

30 **Responsibilities of the Rocky Mountain Coordination Center** Refer to RMG 10
31

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

33 Refer to the CDC Operating Plan for the Cody Interagency Dispatch Coordinating Groups
34 expectations on dispatch services and support.
35

36 **MOBILIZATION** Refer to RMG 10 and NMG 10

37 Cody Dispatch will provide logistical support to all units located within the dispatch area
38 pursuant to federal policy and laws. CDC will coordinate movement of all resources within the
39 dispatch center's area of influence. The Dispatch Center Manager, or Acting, has delegated
40 authority from Federal and State Land Management Agencies as identified by signatories of the
41 CDC Operating Plan. The delegated authority is outlined within this plan and establishes
42 policies and procedures for the mobilization of personnel, equipment, supplies and aircraft for
43 incident emergencies and pre-suppression in the Cody Dispatch Area, Rocky Mountain Area and
44 Nationally.
45
46

1 **Resource Mobilization** Refer to RMG 10 and NMG 10
2 All orders for incident resources will be initiated by the incident commander and may be
3 coordinated through the Duty Officer/FMO. Orders shall be processed through established
4 dispatch channels using the standard National Coordination System. All resources mobilized
5 beyond the initial response will adhere to the NWCG Physical Fitness and Qualification
6 Standards.
7
8 **Mobilization Hierarchy** Refer to RMG 10
9 1) Agency
10 2) AD/EFF/Supplemental Resources
11 3) Contractors
12
13 **Work/Rest, Length of Assignment, and Days Off** Refer NMG 10, NWCG Standards for Incident
14 Business Management
15
16 **Incident Operations Driving** Refer to RMG 10
17 **Wildland Fire Entrapment/Fatality** Refer to NMG 10
18
19 **Resources** Refer to NMG 10
20 **RMA Resources** Refer to RMG 10
21 Dispatching of National and/or Area resources within and across the defined Rocky Mountain
22 Area boundaries shall comply with the RMG.
23
24 **Notification of Commitment of National & Area Resources** Refer to NMG 10 and RMG 10
25 Notification of commitment of National and Area resources will be made to RMCC via phone
26 within 15 minutes of commitment. Notifications will be done when the following
27 circumstances occur:
28 • When National, RMA geographic resources, or RMA prepositioned resources are
29 committed internally to an incident or are no longer available for dispatch.
30 • When the resource is available again; or
31 • When resource location changes.
32
33 **Unable to Fill (UTF) Procedures** Refer to NMG 10
34
35 **Standard Cubes, Weight and Gear Policy (excluding smokejumpers)** Refer to NMG 10
36
37 **Contract Air Transport Reminders** Refer to RMG 10
38
39 **General Demobilization Guidelines** Refer to RMG 10
40 **Release Priority Guidelines** Refer to RMG 10
41 The following incident release priorities will apply:
42 1) Local Initial Attack
43 2) National and Geographic resources
44 3) Out of geographic area resources

- 1 4) Out of Zone RMA agency and cooperator resources
- 2 5) RMA agreement/call-when-needed resources
- 3 6) Type 2 crews/contract resources

4

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

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

11

12 Wildland fire spot weather forecast requests will be made through CDC. Depending on location
13 of the incident, CDC will contact either Riverton, Billings, or Cheyenne National Weather
14 Services and request the spot forecast. When the spot forecast is received, CDC will
15 disseminate the information to the requesting incident.

16

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

19

20 Red Flag Warnings/Fire Weather Watches will be disseminated to all firefighting personnel via
21 radio, phone calls, and/or texting in the morning of the effective date. Red Flag Warnings will
22 be emailed to all county cooperators. National Weather Service Red Flag Warnings and Fire
23 Weather Watches are posted at <https://www.weather.gov/riw/>.

24

25 **Lightning Data:**

26 Dispatch staff may use the EGP site to provide lightning maps and get coordinates of individual
27 strikes and time stamps. The requestor is responsible for working with their local GIS person to
28 manipulate the data and create maps, if needed. Lightning viewer can be found
29 at: <https://egp.nwcg.gov/lightning/> and here: [Fire Enterprise Geospatial Portal \(nwcg.gov\)](https://egp.nwcg.gov/lightning/)

30

31 The Sferic Maps applications can be found at:

32 <https://sfericmaps.enterprise.earthworks.com/maps> The real-time lightning data in Sferic
33 Maps can be viewed by selecting a checkbox under the "Lightning" section. However, only the
34 most recent hour of data is available.

35

36 Historical data from 2018 to the present can be viewed in EGP. For those interested in
37 exporting data, six months of lightning data can be requested through the Sferic Maps
38 interface. The data will be returned as a CSV or KML file via email.

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

2 Responsibilities of the Cody Interagency Dispatch Center include:

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

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

11 **Check-in/Check-out Season**

12 Check-in/Check-out Season for daily tracking of fire resources will be from April 1st to October
13 31st. During this period, all fire resources are expected to follow the established General
14 Resource Tracking Procedures outlined below.

16 Tracking fire resources from November 1st – March 31st will be done upon request for Bighorn
17 NF, Shoshone NF, Wind River/Bighorn Basin District, and Wind River Agency.

19 **General Resource Tracking Procedures**

20 All in service fire suppression resources shall check-in, with Cody Dispatch, during the check-in
21 season.

- 22 • Duty Officers will complete the Daily Duty Officer Form whenever there is a change in DO
23 points of contact.
24 [https://gacc.nifc.gov/rmcc/dispatch_centers/r2cdc/predictive/intelligence/intelligence.
25 htm](https://gacc.nifc.gov/rmcc/dispatch_centers/r2cdc/predictive/intelligence/intelligence.htm)
- 26 • Module Leaders are expected to fill out the Daily Resource Lineup Form
27 [https://gacc.nifc.gov/rmcc/dispatch_centers/r2cdc/predictive/intelligence/intelligence.
28 htm](https://gacc.nifc.gov/rmcc/dispatch_centers/r2cdc/predictive/intelligence/intelligence.htm) by 0900 daily. Module Leaders will indicate the suppression resource in service,
29 chief of party, additional crew members staffing, and any other comments. This data is
30 used by Cody Dispatch staff to status the suppression resource appropriately.
- 31 • Resources will notify CDC when they are leaving their respective station, provide dispatch
32 with destination and an ETA. Resources shall notify CDC upon arrival at destination and
33 anytime they change locations throughout the day. This is critical for mobilization of
34 closest resources to fires/incidents and provides for greater resource accountability.
- 35 • At the end of the day, fire resources will communicate when they are going out of
36 service with the dispatch center. If the dispatch center does not have confirmation a
37 resource is back at station, the dispatcher will try to contact the missing resource. If the
38 dispatcher is unable to contact the overdue resource, the unit duty officer will be
39 notified to initiate a local missing person protocol.

- 1 • If fire resources check in with CDC, it is then assumed that CDC will be tracking them
2 until they either return to station, reach their destination, or have checked out for the
3 day.
- 4 • If fire resources are checking in for informational purposes (outside check-in season),
5 dispatch will not be tracking them unless requested to do so. For example, FMO/Engine
6 traveling to another town for a meeting or training, etc. If fire resources are going to the
7 field outside of the above-mentioned season, then it is assumed that the project
8 supervisor will be keeping track of personnel working on that project.
- 9 • If resources are returning from a prescribed/wildland fire, and it is past the normal closing
10 time, CDC will stay in service until released by either the IC, burn boss or supervisor
11 responsible for operations.
- 12 • Resources shall relay their staffing needs to the dispatch center in a timely manner for
13 planning purposes. It maybe there are several resources travelling together and they are
14 comfortable with dispatch going out of service - they have good cell phone coverage,
15 they are on pavement, etc. Other times dispatch should stay in service – single resource
16 travelling, no cell coverage and on poor roads, etc.

17

18 **CDC staffing for Wildfires**

19 CDC will remain in service for all wildfires where resources are actively engaging the fire
20 throughout the night. The exception to this would be resources are bedding down on an
21 incident and have other means of communication available. The Center Manager, or Acting, will
22 coordinate with the IC/Duty Officer/FMO on all over night dispatch staffing requests.

23

24 **CDC Staffing for Prescribed Fires**

25 CDC will be in service for all prescribed fire operations. CDC may be released by the Burn
26 Boss/FMO/Duty Officer if other communication arrangements have been made such as tracking
27 with the district offices.

28

29 **Off-Unit Assignments** Refer to RMG 10

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

32

33 **Fire Cost Coding** Refer to NMG 10 and RMG 10

34 All incidents in the CDC zone will have assigned accounting codes established for all responding
35 agencies utilizing the FireCode System. A cost code will be assigned to every resource order to
36 be used nationally for cost collection and accounting information. CDC will request a FireCode
37 in WildCAD for all agencies within the dispatch area. Each agency is responsible for tracking
38 their own costs according to agency policy regarding cost containment and large fire cost
39 accountability objectives. Fire Codes are not issued to State or County fires unless there is a
40 request for federal response or support. Reference the Cody Dispatch Operating Guide (DOG)
41 for Assists to County Incidents.

- 1 **FEMA/All Risk Cost Coding** Refer to RMG 10
- 2 Resources mobilizing to support FEMA/All Risk incidents shall be self-sufficient to include:
- 3 Mob/Demob transportation costs (air fare & rental vehicles), meals, lodging, etc. Interagency
- 4 dispatch centers will not make travel arrangements for these requests.
- 5
- 6 **RMA Preparedness Levels** Refer to RMG 10
- 7 **RMA Preparedness Level Action Items** Refer to RMG 10
- 8 **Resource Drawdown Levels** Refer to RMG 10
- 9 **RMA Mobilization Center** Refer to RMA Resource Prepositioning & Mobilization Center
- 10 Operating Procedures
- 11 **Multi-Agency Coordinating (MAC) Group** Refer to RMG 10
- 12 **Agreements** Refer to RMG 10
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1 **CODY INTERAGENCY DISPATCH CENTER PREPAREDNESS LEVELS**

2 The Cody Interagency Dispatch Center Manager, or Acting, will monitor the area fire
 3 management activities and determine PL 1 through PL 3. Recommendations will be made to the
 4 Cody Interagency Dispatch Center Coordinating Group (CICG) to go to PL 4 and 5. The CICG will
 5 make the final determination for PL 4 and 5 with activation of the LMAC.

6
 7 Preparedness Levels are established based on current and forecast burning conditions, fire
 8 activity, resource availability, and fuel conditions. See CDC FDOP for agency specific
 9 preparedness levels, staffing levels, and response plans.

10 https://gacc.nifc.gov/rmcc/dispatch_centers/r2cdc/predictive/fuels_fire_danger/fuels_fire_dan
 11 [ger.htm](https://gacc.nifc.gov/rmcc/dispatch_centers/r2cdc/predictive/fuels_fire_danger/fuels_fire_dan)

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

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

19
 20 **Cody Dispatch Zone 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

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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)	–	As Needed	Daily 0800	Daily 0800 and 1700	Daily 0800 and 1700
Review Fire Weather (Dispatch Center Manager/FMOs)	–	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)	–	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)	–	–	1-2 Units	3-4 Units	All Federal Units
Fire Restrictions (FMOs)	–	–	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 (Unit Aviation Officer)	-	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 Park Recreation Area, several counties, and the State of
4 Wyoming. On an ongoing basis, the dispatch center coordinates the priority setting and
5 allocation of resources for fire management within the dispatch zone in the most cost effective
6 and efficient manner. As fire situations develop, which are greater than mutual aid capabilities
7 at local unit levels, close coordination of action is essential for timely effective use of all fire-
8 fighting resources. When the number, complexity of fire management activities and/or
9 competition for resources increases significantly within the dispatch area and/or within the
10 Rocky Mountain Geographic Area, the CDC Local Multi-agency Coordinating Group (LMAC)
11 should be activated.

12
13 **MEMBERSHIP**

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

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

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

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

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

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

- 41 • Bureau of Reclamation
- 42 • US Fish and Wildlife Service
- 43 • Wyoming Department of Homeland Security
- 44 • Wyoming National Guard
- 45 • Wyoming Game and Fish

- Rural Fire Districts

LMAC ACTIVATION

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

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

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

ROLES AND RESPONSIBILITIES

Local Multiagency Coordinating Group (LMAC) Representatives

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

Responsibilities:

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

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 large new 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

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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 Forestry Division
41 District 2, District 3, District 4 and District 5 AOPs.

42
43 **Cody Interagency Dispatch Center 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 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 Counties Big Horn, WY-BHX
29 Fremont, WY-FRX
30 Hot Springs, WY-HOX
31 Park, WY-PAX
32 Washakie, WY-WAX
33 Portions of the following counties:
34 Carbon, WY-CAX
35 Johnson, WY-JOX
36 Natrona, WY-NAX
37 Sweetwater, WY-SWX
38 Sheridan, WY-SHX
39

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

41 Neighboring Dispatch Centers:
42 WY-TDC Teton Interagency Dispatch Center
43 MT- BDC Billings Interagency Dispatch Center
44

45 **Greater Yellowstone Area (GYA) Dispatch Centers:**

46 WY-TDC Teton Interagency Dispatch Center

- 1 MT- BDC Billings Interagency Dispatch Center
- 2 MT-DDC Dillon Interagency Dispatch Center
- 3 ID-EIC Eastern Idaho Interagency Dispatch Center

4

5 **GYA Participating Agencies:**

- 6 WY-WBD Wind River/Bighorn Basin District
- 7 WY-SHF Shoshone National Forest
- 8 WY-HPD High Plains District
- 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 **INITIAL RESPONSE DISPATCHING PROCEDURES** Refer to CDC FDOP

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

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

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

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

5

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

- 11 • Closest Forces Policy: It is understood an Initial Response will not be delayed over
12 questions of ownership. The intent of this policy is to make sure resources respond to
13 determine ownership, conduct an initial size-up, and to take prompt appropriate action
14 if the jurisdictional agency approves.

- 15 ○ **“Closest Forces” definition - Like resources, regardless of agency affiliation, that**
16 **can respond in the timeliest manner to the incident. This may involve**
17 **dispatching of neighbor resources for Initial Response before other agency**
18 **resources are dispatched due to the location of the incident and resources at**
19 **the time.**

- 20 • Lightning Plan Mode (CDC FDOP): When the CDC zone gets widespread lightning activity
21 resulting in numerous fire starts, it is not always possible to dispatch the number and
22 type of resource called for on the run card to each fire. During this time, the run card
23 system may be suspended, and incident priorities will be provided by the appropriate
24 jurisdictional duty officer. During circumstances where there are no longer resources
25 available to be dispatched, the Center Manager will notify the appropriate duty
26 officer/FMO of each new report and discuss incident staffing adjustments.

27

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

- 32 • Incident Name
- 33 • Point of Origin (latitude and longitude)
- 34 • Approximate acres burned
- 35 • Cause of the fire

36

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

39

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

43

44

45

1 **Wyoming State Forestry Division**

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

6

7 **Counties**

8 **Big Horn, Fremont, Hot Springs, Park, Sheridan, Washakie, Carbon, Johnson, Natrona, and**
9 **Sweetwater**

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

12

13 **Boundary Fires**

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

- 22 • Are communications effective between responding resources and the dispatch
23 center
- 24 • Agency land ownership
- 25 • Potential for fire to spread across the dispatch boundary
- 26 • Ability to provide logistical support
- 27 • Dispatch staffing and existing workload

28

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

32

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

39

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

46

- 1 **Support Border Fires** Refer to NMG 10
- 2 **Mobilization and Demobilization Travel** Refer to RMG 10
- 3 **RMA Neighborhood Ordering** Refer to RMG 10

4

5 **CDC Neighborhood Ordering Procedures**

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

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

24

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

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

31

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

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

37

38 **Resource Availability and Tracking**

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

41

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

46

1 The Chief of Party will maintain prompt communications with CDC until arrival at their
2 destination or is handed off to another dispatch center. The Chief of Party is responsible for all
3 personnel assigned on the manifest list. The receiving dispatch center is responsible for
4 tracking resources once assigned. Chief of Party should stay in contact with the receiving
5 dispatch center while in travel status. This will assist in resource tracking and facilitate the
6 ability to divert resources while enroute.

7

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

12

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

15

16

17