

# **2019 CRAIG INTERAGENCY FIRE MANAGEMENT GROUP (CIFMG) ANNUAL OPERATING PLAN**

## **Craig Interagency Dispatch Center (CRC)**

### **Bureau of Land Management (BLM)**

Northwest District, Including Little Snake (LSD), Kremmling (KRD) and White River (WRD) Field Offices

### **National Park Service (NPS)**

Dinosaur National Monument (DSP)

### **U.S. Fish and Wildlife Service (USFWS)**

Browns Park National Wildlife Refuge (NWR) (BPR) and Arapaho NWR (ARR)

### **U.S. Forest Service (USFS)**

Routt Zone (RTF) of the Medicine Bow/Routt National Forests and Thunder Basin National Grasslands

### **Colorado Division of Fire Prevention and Control (CDFPC)**

Northwest Region

### **Colorado Counties**

Grand (GRX), Jackson (JCX), Moffat (MFX), Rio Blanco (RBX) and Routt (RTX)

## **I. AUTHORITY**

Authority for this annual operating plan is based on the Colorado Statewide Cooperative Wildland Fire Management and Stafford Act Response Agreement between:

The USDA Forest Service (FI-11020000-017), USDI Bureau of Land Management (#BLM-MOU-CO-538), USDI National Park Service (#F1249110016), the USDI Fish and Wildlife Service, Mountain Prairie Region and USDI, Bureau of Indian Affairs (#A11PG00030). Item #s 2, 4, 6 and 23 of the Agreement provide direction that is applicable to this operating plan.

## **II. PURPOSE**

- To outline details of implementing the Colorado Interagency Cooperative Fire Management Agreement
- To set forth agreed upon services to be provided to the participants by the Craig Interagency Dispatch Center and other shared personnel, facilities and resources
- To identify cost share contributions for each agency

## **III. CRAIG INTERAGENCY DISPATCH CENTER SERVICES**

Unless otherwise noted, the following services will be provided to all agencies that are members of the CIFMG:

#### **A. Initial Attack/Extended Attack**

1. Provide Initial Attack and Extended Attack dispatching for the Northwest Colorado District, BLM; Medicine Bow-Routt National Forests (MRF) Routt Zone; Dinosaur National Monument (DSP) within Colorado; Brown's Park (BPR) and Arapaho (ARR) National Wildlife Refuges; and the Colorado Division of Fire Prevention and Control (CDFPC).
2. Provide Extended Attack dispatching for Moffat, Rio Blanco, Routt, Jackson and Grand Counties of Colorado as requested.

#### **B. Resource Coordination, Dispatching, and Administration**

1. Coordinate the movement of suppression and prescribed fire resources throughout CRC Zone and place orders with Rocky Mountain Area Coordination Center (RMACC) for items unavailable within the neighborhood. Orders for resources shall be initiated/generated by the unit responsible for the incident (prescribed fire, wildland fire, non-fire etc.) Orders shall be processed through established dispatch channels using the standard national coordination system.
2. Coordinate with the Duty Officer(s) and/or Craig Interagency Local Multi Agency Coordination (MAC) Group to determine priorities for resources in multiple fire situations. Duty Officers will provide CRC with lists of all available resources and resource status changes on their respective Units. Duty Officers, Fire Managers, Unit Administrators (or their representatives), and CRC management staff will discuss priority criteria and resource needs. Priorities, resource allocations, and modifications to initial attack responses will then be established.
3. Provide coordination and oversight for fixed wing and rotor wing resources.
4. Track status of wildland fire resources including maintaining databases in the Resource Order Status System (ROSS) and WildCAD, a computer-aided dispatch system for wildland fire.

#### **C. Intelligence**

1. Gather, develop, and distribute daily situation and status reports, weather indices and other information. Fulfill all regular CRC reporting requirements to RMACC.
2. Provide a central information source for overall fire situations, prescribed fires, fire closures, current and projected activity, and resources status.
3. Obtain fire weather forecasts and make them available to all firefighting personnel on all Units.
4. Receive data for spot weather forecasts and submit them to the National Weather Service (NWS). Distribute forecasts to the requesting units.

5. Enter daily Remote Automatic Weather Station (RAWS) indices into the Weather Information Management System (WIMS). Notify station managers of problems.
6. Collect 209 data on large fires and submit to RMACC.

#### **D. Aviation**

1. Coordinate and assist the BLM, NPS, USFWS, USFS, and DFPC Regional FMO with mission planning, operations, and risk assessment.
2. Provide flight following for all Federal agencies with an approved Unit Aviation Plan, and the State and Counties when requested.
3. Order administrative and project aircraft for the BLM, NPS, USFWS, USFS and CDFPC in accordance with their Unit Aviation Plans.

#### **E. Prescribed Fire**

1. Provide dispatch staffing to support prescribed fire operations as requested.
2. Make prescribed fire notifications to other agencies, dispatch centers, etc. as requested.
3. As requested, locate and identify contingency resources for prescribed burns.
4. Track the status of contingency resources and notify burn bosses of any changes in status or availability.
5. Accept and fill resource orders for all prescribed fire projects requesting out-of-dispatch-area resources, or as requested by each agency.

#### **F. Reports**

1. Develop and distribute the Craig Interagency Dispatch Center Year-End Report.
2. Participate in the FireOrg (Workload Analysis) process and provide an annual report. Provide outputs to units as requested.
3. Provide information or statistics to various data calls as requested.

## **G. Fire Planning**

1. Develop and distribute a CRC Interagency Incident Mobilization Guide.
2. Prepare, and annually update, a Dispatch Operations Guide which contains/references expanded dispatch plans, initial attack procedures and other general daily operations procedures.
3. Provide dispatch information or technical advice to CIFMG and the Operations Committee at their meetings.

## **H. All-Risk Incidents**

1. Provide basic dispatch services for all-risk incidents as requested or identified in all-risk plans and ESF4 (Emergency Support Function-Firefighting).

## **I. Fire Resource Lists**

1. Fire Personnel - A comprehensive list of fire personnel within the CRC Zone can be found in ROSS. This list is imported from the State's Incident Qualification System (IQS) and the Federal Incident Qualifications and Certification System (IQCS) data bases.
2. Equipment/Caches - A comprehensive list of fire equipment and caches within the CRC dispatch zone of influence can be found in the CRC Incident Mobilization Guide, Chapter 70.

## **J. Dispatch Coordination**

1. Provide for a dispatch coordination program through joint interagency use of fire resources within the CRC zone of influence. This includes the signatory agencies to this operating plan.
2. Implement the closest forces concept when dispatching initial attack (IA) resources within defined IA zones. The concept will be used to the greatest extent possible, within the limits of agreements and agency policy.
3. Use boundary agreements to improve the efficiency and cost effectiveness of firefighting efforts by increasing the availability and mobility of firefighting resources to include fixed wing aircraft, helicopters, engines, Interagency Hotshot crews, hand crews and overhead beyond Dispatch Center and Geographic Area boundaries.

Per the RMC Mob Guide, Chapter 10: “The sending GACC must grant approval to the local center before any national or geographic type resources are sent across geographic area boundaries. Additional approval will be required as dictated by geographic and national preparedness levels and incident/resource prioritization. Only agency or cooperator resources assigned to each zone will be used. Resources sent across geographic boundaries cannot be reassigned without prior approval from the sending GACC and the sending local unit. The use of the Resource Ordering and Status System (ROSS) is encouraged for all cross-border mobilization and is required for initial/extended attack resources beyond the first operational period. Dispatch centers will work with local managers to determine the length of commitment for dispatched resources.” This across GACC border agreement through Rocky Mountain Area and Great Basin applies to CRC and Uinta Basin Fire Center in Vernal, UT.

#### **K. Wildfire Suppression Procedures**

(Refer to the Craig Interagency Incident Mobilization Guide, Chapter 20).

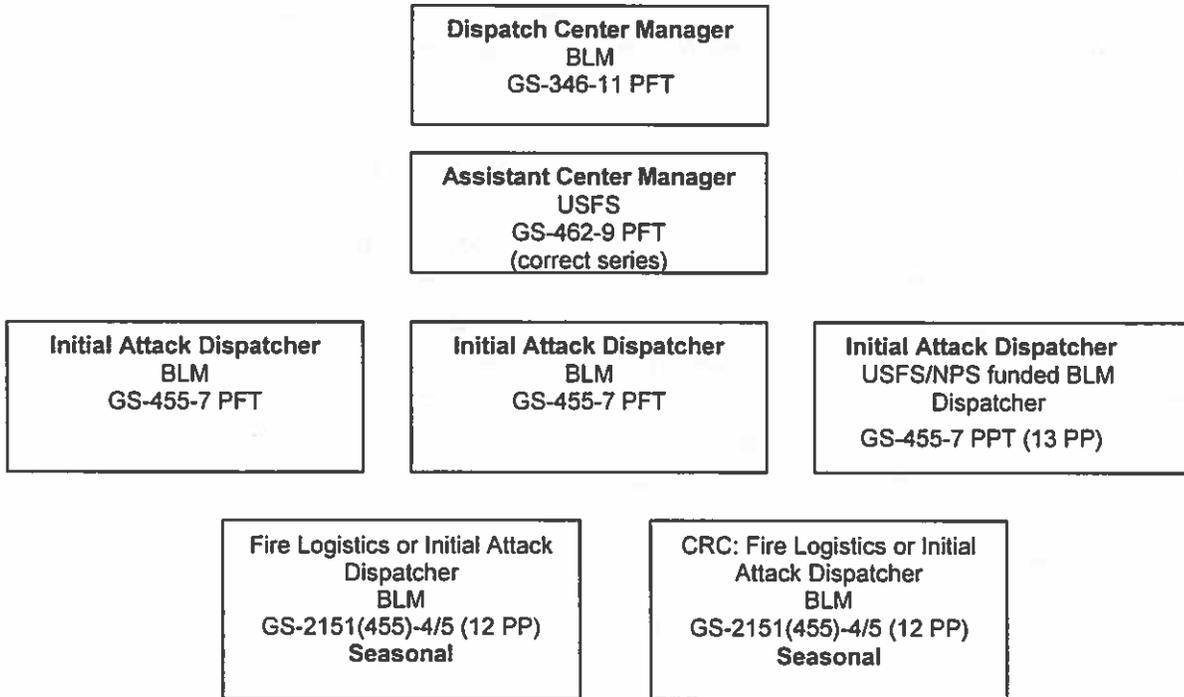
#### **L. Aviation Procedures**

(Refer to the Craig Interagency Incident Mobilization Guide, Chapter 20 and 50). **All aircraft orders for all agencies should be coordinated through CRC.**

#### **M. CRC Staffing**

##### **1. Organization**

The following organization has been identified as the desired structure to accomplish the mission and provide the services that CRC is tasked with.



## 2. Current Staff and Duties

### Dispatch Center Manager

CRC: Center Manager (GS-11) - The FTE and funding comes from the BLM Northwest District. Letters of *Delegation of Authority* will be incorporated annually into this document to authorize the Dispatch Center Manager to perform the duties required of the position. The assignment of duties and performance evaluation for this position will be made by the NWCFMU FMO.

*Duties:* Manages CRC daily operations and directs personnel in accomplishing the mission, services and organization as described in mobilization guides and annual operating plans. Refer to CRC Dispatcher Roles and Responsibilities in the Dispatch Operating Guide for detailed duties.

### Assistant Center Manager

CRC: Assistant Center Manager (GS-09) – The FTE and funding comes from the Medicine Bow-Routt National Forest. The Dispatch Center Manager will provide supervision, per Service First Agreements or Delegations of Authority.

*Duties:* Floor Coordinator for Initial attack dispatching and Acting Center Manager. A key role of the position is to ensure supervision of dispatch operations for extended shifts and seven-day coverage during the fire season. Refer to CRC Dispatcher Roles and Responsibilities in the Dispatch Operating Guide for detailed duties.

### **Initial Attack Dispatcher(s)**

CRC: Initial Attack Dispatcher (GS-05/06/07) – The FTE and funding is provided by the BLM, Northwest District.

*Duties:* Initial attack and aviation dispatching and intelligence gathering and distribution, database management and other dispatch center operations. Refer to CRC Dispatcher Roles and Responsibilities in the Dispatch Operating Guide for detailed duties.

### **Initial Attack Dispatcher**

CRC: Initial Attack Dispatcher (GS-05/06/07, PPT) – DSP and MBR have agreed to share funding of a BLM career Seasonal Dispatcher. Each agency will fund ½ of the position of the **Interagency WAE Career Seasonal Dispatch Position**, which is a BLM FTE, through an interagency agreement with the BLM. It is the responsibility of the NPS and USFS to initiate an IAA with their grants and agreements personnel to transfer funds to the BLM. The current NPS share of the funding is \$17,455 per year and the MBR share is \$17,455. The FTE comes from Northwest District BLM. Support funding for travel/training from NPS, CDFPC, and FWS comes via those funds in the 2017 Colorado Interagency Dispatch AOP (as shown in Dispatch Financial Plan Table 1) which are transferred directly to the CRC.

*Duties:* Initial attack and Aviation dispatching. Assists with intelligence gathering and distribution, database management and other dispatch center operations. Refer to CRC Dispatcher Roles and Responsibilities in the Dispatch Operating Guide for detailed duties.

### **O. CRC Annual After Action Review and End of Season Meeting**

The Craig Interagency Fire Management Group and CRC Center Manager will have, on an annual basis, an after-action review (AAR) of the season's operations and the services provided by the Craig Interagency Dispatch Center. As part of the AAR, a written summary will be prepared that identifies the operational successes and problems as well as action items that are needed to resolve issues. This summary may be in the form of meeting notes.

## **IV. FACILITIES**

The Craig Interagency Dispatch Center is co-located with the Little Snake Field Office in a BLM-owned building. The Center is used to provide centralized dispatch services for:

- Bureau of Land Management – Northwest District, Including Little Snake, Kremmling and White River Field Offices
- National Park Service – Dinosaur National Monument
- U.S. Fish and Wildlife Service – Browns Park NWR and Arapaho NWR
- U.S. Forest Service – Routt Zone of the Medicine Bow-Routt National Forests and Thunder Basin National Grasslands
- Colorado Division of Fire Prevention and Control – Northwest Region
- Colorado Counties – Grand, Jackson, Moffat, Rio Blanco and Routt

## **V. RESOURCES**

### **Shared Resources**

Interagency funding, staffing, and use of aircraft, engines, crews, or fire facilities will be pursued whenever an interagency approach is appropriate and cost effective. Staffing and funding will be commensurate with each Agency's use of the resources and will be agreed to and included in the annual operating plans.

The Forest Service and Department of Interior are currently authorized to share personnel when conducting prescribed fire treatments without having to cross bill each other for the services.

All Federal agencies within the zone may provide personnel and owned equipment to assist each other when conducting prescribed burns without seeking reimbursement in the absence of an approved interagency agreement.

Annual Operating Plans are developed with each county and the Colorado Division of Fire Prevention and Control. These operating plans provide direction regarding protection responsibilities and priorities, mutual aid agreements, wildland suppression and aviation procedures, fuels and prescribed fire considerations, special management situations, reimbursement procedures and CRRF (Cooperative Resource Rate Forms) for equipment and personnel.

## **VI. ANNUAL BUDGET AND COST SHARE RESPONSIBILITIES**

Agency workload of the dispatch center will be tracked and evaluated (FireOrg) annually for effectiveness of services and cost share calculations. Adjustments to cost share percentages and/or services will be done as needed and updated in this AOP.

Table 1 provides a summary of shared resources, personnel and facilities and the contribution that each agency has agreed to make towards covering these costs for fiscal year 2019. Additional reference can also be found in the CRC Mobilization Guide, CH 21, and Responsibilities of Agencies within the CRC Area of Influence.

Table 1. Craig Interagency Dispatch Zone Cost Contribution by Agency for FY 2019

	UNIT COST	% of Facility or Service	BLM Northwest	FS MBR	NPS DSP	FWS Region	NPS Region	Co. FDPC	TOTAL COST
<b>Salaries and Training</b>									
GS-11 Center Manager (Salary)	\$91,626	100%	\$91,626	\$0	\$0	\$0	\$0	\$0	\$91,626
Center Manager (Travel)	\$1,500	100%	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,500
GS-8/9 Assist. Center Mgr. (Salary)	\$66,834	100%	\$0	\$66,834	\$0	\$0	\$0	\$0	\$66,834
Assist. Center Mgr. (Travel)	\$2,500	100%	\$0	\$2,500	\$0	\$0	\$0	\$0	\$2,500
GS-7 Initial Attack Dispatcher (Salary)	\$90,810	100%	\$90,810	\$0	\$0	\$0	\$0	\$0	\$90,810
IA Dispatcher (Travel)	\$1,500	100%	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,500
GS-7 Initial Attack Dispatcher (Salary)	\$65,135	100%	\$65,135	\$0	\$0	\$0	\$0	\$0	\$65,135
Logistics/IA Dispatcher (Travel)	\$1,500	100%	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,500
GS-5/6/7 Initial Attack Dispatcher (13 PP) (Salary only)	\$48,142	100%	\$0	\$24,071	\$24,071	\$0	\$0	\$0	\$48,142
GS-5/6/7 Initial Attack Dispatcher (13 PP) (Salary outside of shared funding to extend season 2 PP if needed)	\$7,406	100%	\$7,406	\$0	\$0	\$0	\$0	\$0	\$7,406
GS-5/6/7 Initial Attack Dispatcher (13 PP) (Travel)	\$1,500	100%	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,500
GS-4/5 Seasonal IA or Logistics Dispatcher (Salary & Travel)	\$25,320	100%	\$25,320	\$0	\$0	\$0	\$0	\$0	\$25,320
GS-4/5 Seasonal IA or Logistics Dispatcher (Salary & Travel)	\$25,320	100%	\$25,320	\$0	\$0	\$0	\$0	\$0	\$25,320
<b>TOTAL</b>	<b>\$429,093</b>		<b>\$311,617</b>	<b>\$93,405</b>	<b>\$24,071</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$429,093</b>
<b>Supplies and Support</b>									
Vehicle	\$5,772	100%	\$5,772	\$0	\$0	\$0	\$0	\$0	\$5,772
Supplies	\$3,500	100%	\$1,500	\$2,000	\$0	\$0	\$0	\$0	\$3,500
Support for CRC per Colorado Dispatch Agreement (use for TT for shared position, additional training to maintain qualifications/requirements, supplies, etc.)	\$12,500	100%	\$0	\$0	\$3,000	\$2,500	\$0	\$7,000	\$12,500
OT Support from FS for BLM Dispatchers for Fuels Projects (is transferred in agreement with shared dispatch position = \$ 17,000)	\$2,000	100%	\$0	\$2,000	\$0	\$0	\$0	\$0	\$2,000
<b>TOTAL</b>	<b>\$23,772</b>		<b>\$7,272</b>	<b>\$4,000</b>	<b>\$3,000</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$7,000</b>	<b>\$23,772</b>
<b>Facilities - Dispatch Center</b>									
Janitorial	\$15,000	100%	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Utilities (Currently not known)		100%							
Cell Phones	\$850	100%	\$850	\$0	\$0	\$0	\$0	\$0	\$850
Answering Service	\$2,250	100%	\$2,250	\$0	\$0	\$0	\$0	\$0	\$2,250
TI Line - FS (Currently not known)		100%							
<b>TOTAL</b>	<b>\$18,100</b>	100%	<b>\$18,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$18,100</b>
<b>GRAND TOTAL</b>	<b>\$470,965</b>		<b>\$336,989</b>	<b>\$97,405</b>	<b>\$27,071</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$7,000</b>	<b>\$470,965</b>

CIFMG AOP 2019

APPROVED BY:

*Kent E. Walter*  
*Acting* BLM Northwest District District Manager

*03/06/19*  
Date

*David H. Thompson*  
Refuge Manager, Browns Park National Wildlife Refuge

*3/6/19*  
Date

*for* *Bob Bellini*  
Superintendent, Dinosaur National Monument, NPS

*3-6-19*  
Date

\_\_\_\_\_  
Forest Supervisor, Medicine Bow-Routt National Forest

\_\_\_\_\_  
Date

*[Signature]*  
Northwest District Chief, CO Division of Fire Prevention and Control

*3/6/19*  
Date

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Refuge Manager, Arapaho National Wildlife Refuge

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Date